
AGENDA

The Planning and Zoning Commission and Board of Adjustment of the City of Sherman will hold a regular meeting Tuesday, November 19, 2024, at 4:00 PM in the Municipal Ballroom, located at 405 North Rusk Street to consider the following:

1. **CALL TO ORDER**
2. **APPROVE MINUTES OF THE MAY 21, 2024 CAPITAL IMPROVEMENTS ADVISORY COMMITTEE (CIAC) MEETING**
3. **REVIEW AND CONSIDER THE CAPITAL IMPROVEMENTS ADVISORY COMMITTEE SEMI-ANNUAL REPORT**
4. **CITIZEN COMMENTS**
During this meeting, the Planning and Zoning Commission and Board of Adjustment welcomes public comment **only** on agenda items listed under the Open Meeting portion of the agenda, in accordance with Texas Government Code Section 551.007. For items not listed on the agenda, those matters may be discussed with City staff during regular business hours by contacting them at times other than at Planning and Zoning Commission meetings. There will also be an opportunity to speak regarding any of the public hearing items on the agenda when that item is presented.

By direction of the Planning and Zoning Commission and Board of Adjustment of the City of Sherman.

Clay Mahone, Chairman

ATTEST: Rob Rae, Secretary

Meetings of this advisory board are open to the public

Note: The above agenda schedule represents an estimate of the order for the indicated items and is subject to change at any time.

In accordance with the Texas Open Meetings Act, Chapter 551 of the Texas Government Code, the Planning and Zoning Commission and Board of Adjustment may hold an executive session if the discussion of any of the items identified in this agenda, or any of the items identified below, concern one or more of the following:

Tex. Gov't Code § 551.071

Seeking the advice of its attorney about pending or contemplated litigation, settlement offers or any matter in which the duty of the attorney to the Planning and Zoning Commission and Board of Adjustment under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act.

Certification

I, the undersigned authority, do hereby certify that the above Agenda of the Regular Meeting of the Board of Adjustment and Planning and Zoning Commission of the City of Sherman is a true and correct copy of said Notice and that I posted a true and correct copy of said Notice on the bulletin board, at City Hall, of said City of Sherman, Texas, a place convenient to the public and said notice was posted on November 14, 2024 at 4:00 p.m. and said time of posting was 72 hours before said meeting was convened or called to order.

Dated this 14th day of November 2024
City of Sherman, Texas



Lauren Marlow,
Development Services Planning Technician



Planning & Zoning Commission Development Services

Agenda Item No. 2.

Meeting Date: 11/19/2024

Prepared By: Lauren Marlow, Development Service Coordinator

Approved By: Lauren Marlow, Development Service Coordinator

Requested Action/Proposed Use:

APPROVE MINUTES OF THE MAY 21, 2024 CAPITAL IMPROVEMENTS ADVISORY COMMITTEE (CIAC) MEETING

Approve minutes of the May 21, 2024 CIAC Meeting

Background:

Minutes from the May 21, 2024 Capital Improvements Advisory Committee Meeting

Origination:

Development Services

Staff Recommendation:

Staff Recommends to Approve the Minutes.

Attachments:

1. 2024-05-24 CIAC ACTION MINUTES

AGENDA

The Capital Improvements Advisory Committee (CIAC) of the City of Sherman will hold a regular meeting Tuesday, May 21, 2024 at 4:00 P.M. in the Council Chambers at 220 W. Mulberry to consider the following:

Member Absent: Clay Mahone

1. CALL TO ORDER

Vice Chairman Downtain called the meeting to order at 4:08 p.m.

2. APPROVE MINUTES OF THE OCTOBER 30, 2023, CAPITAL IMPROVEMENTS ADVISORY COMMITTEE MEETING

The Capital Improvements Advisory Committee (CIAC) reviewed the minutes of the October 23, 2024, Regular Meeting. Motion by Commission Member Sims to approve the Minutes as written. Second by Commission Member Manley. All present voted AYE.

3. REVIEW AND CONSIDER THE CAPITAL IMPROVEMENTS ADVISORY COMMITTEE QUARTERLY REPORT FOR QUARTER 4 2023 AND QUARTER 1 2024.

Capital Improvements Advisory Committee (CIAC)

Motion by Commission Member Blagg to recommend to City Council the maximum assessed value of water and sanitary sewer to 80%. Second by Commission Member Manley.

VOTING AYE: DOWNTAIN, BLAGG, SIMS AND WHITAKER.

VOTING NAY: BACA AND RAMIREZ

MOTION CARRIED.

4. ADJOURNMENT

Chairman Mahone adjourned the meeting at 4:55 p.m.



SECRETARY

CHAIRMAN

City of Sherman
Impact Fee Revenue

Fund Name	Account Name	YE 9/30/2021	YE 9/30/22	YE 9/30/23	7 ME 4/30/24	Total
Roadway Impact Fee Zone #1	Roadway Impact Fee	\$ -	\$ 5,725.60	\$ 65,661.00	\$ 176,528.43	\$ 247,915.03
Roadway Impact Fee Zone #2	Roadway Impact Fee	\$ -	\$ 90,743.00	\$ 753,891.00	\$ 114,835.00	\$ 959,469.00
Roadway Impact Fee Zone #3	Roadway Impact Fee	\$ 1,056.00	\$ 25,460.24	\$ 24,021.00	\$ 103,990.00	\$ 154,527.24
Roadway Impact Fee Zone #4	Roadway Impact Fee	\$ -	\$ 2,106,540.00	\$ 645,878.00	\$ 131,212.81	\$ 2,883,630.81
Total Roadway Impact Fees		\$ 1,056.00	\$ 2,228,468.84	\$ 1,489,451.00	\$ 526,566.24	\$ 4,245,542.08
Water Impact Fee Fund	Water Impact Fee	\$ -	\$ 703,708.06	\$ 2,158,294.00	\$ 932,392.45	\$ 3,794,394.51
Sewer Impact Fee Fund	Sewer Impact Fee	\$ -	\$ 356,076.00	\$ 555,841.00	\$ 411,022.35	\$ 1,322,939.35
Total Impact Fees		\$ 1,056.00	\$ 3,288,252.90	\$ 4,203,586.00	\$ 1,869,981.04	\$ 9,362,875.94

For 7 ME 4/30/24

Water	\$ 932,392
Large Payments (> \$10k)	\$ 303,289
Net of Large Payments	\$ 629,103
Sewer	\$ 411,022
Large Payments (> \$10k)	\$ 138,627
Net of Large Payments	\$ 272,395
Roadway	\$ 526,566
Large Payments (> \$10k)	\$ 279,351
Net of Large Payments	\$ 247,215

IMPACT FEE SUMMARY

Quarter 4 - 2023

	October	November	December	Total
Roadway Impact Fee Zone #1	\$103,639.68	\$677.00	\$0.00	\$104,316.68
Roadway Impact Fee Zone #2	\$14,781.00	\$20,052.00	\$4,456.00	\$39,289.00
Roadway Impact Fee Zone #3	\$6,780.00	\$2,200.00	\$8,800.00	\$17,780.00
Roadway Impact Fee Zone #4	\$9,891.00	\$30,987.00	\$29,246.51	\$70,124.51
Total Roadway Impact Fees	\$135,091.68	\$53,916.00	\$42,502.51	\$231,510.19

Water Impact Fee	\$314,263.00	\$102,905.00	\$57,402.80	\$474,570.80
Sewer Impact Fee	\$107,528.00	\$34,090.00	\$26,584.60	\$168,202.60
Total Impact Fees	\$421,791.00	\$136,995.00	\$83,987.40	\$642,773.40

	Single Family	Multi-Family	Commercial	Industrial
October	\$133,781.00	\$426,055.68	\$1,502.00	\$0.00
November	\$150,752.00	\$0.00	\$40,159.00	\$0.00
December	\$110,561.92	\$0.00	\$15,928.00	\$0.00
Total	\$395,094.92	\$426,055.68	\$57,589.00	\$0.00

IMPACT FEE SUMMARY

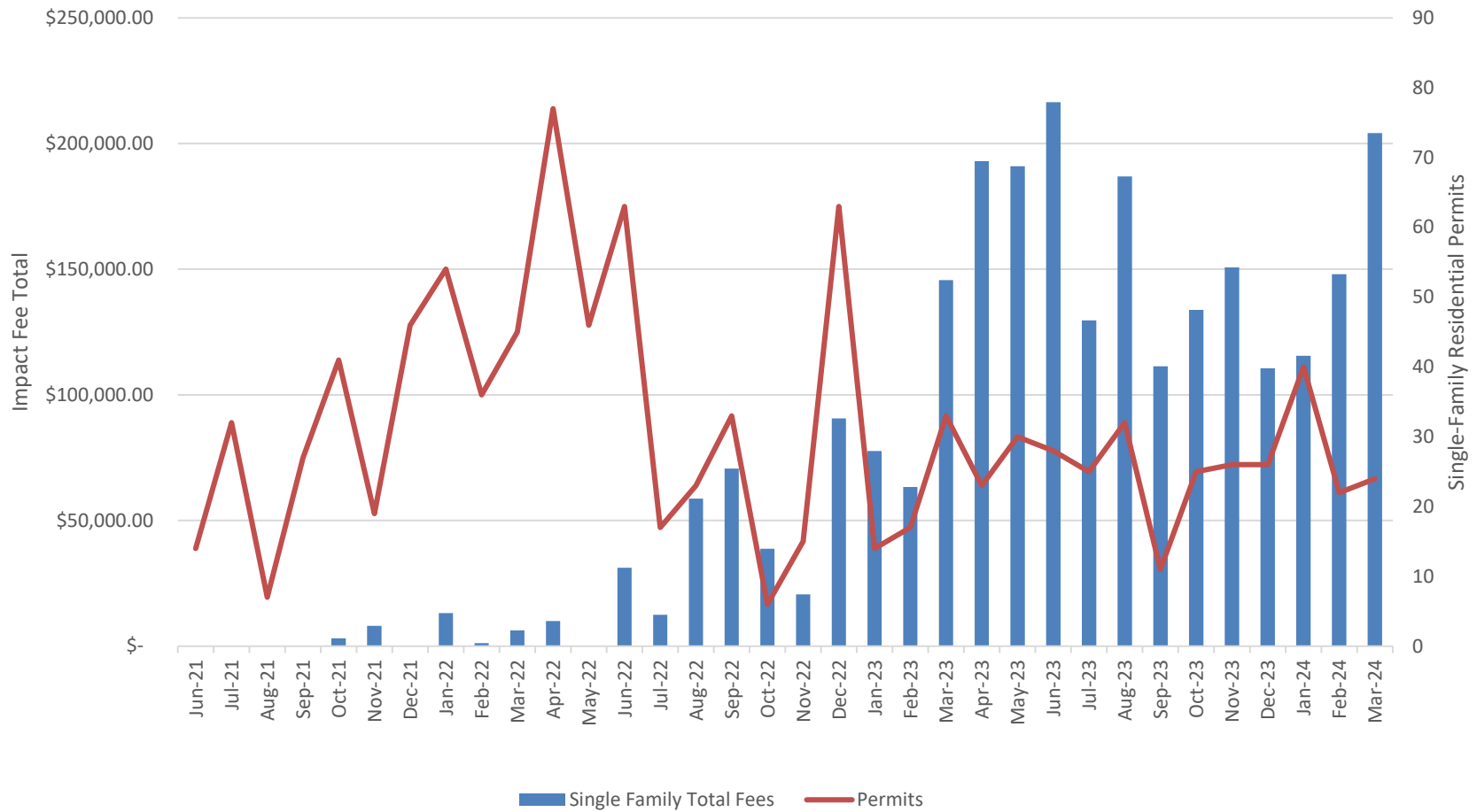
Quarter 1 - 2024

	January	February	March	Total
Roadway Impact Fee Zone #1	\$0.00	\$0.00	\$1,354.00	\$1,354.00
Roadway Impact Fee Zone #2	\$4,456.00	\$30,747.00	\$26,736.00	\$61,939.00
Roadway Impact Fee Zone #3	\$440.00	\$3,080.00	\$5,720.00	\$9,240.00
Roadway Impact Fee Zone #4	\$14,012.00	\$12,010.00	\$28,007.29	\$54,029.29
Total Roadway Impact Fees	\$18,908.00	\$45,837.00	\$61,817.29	\$126,562.29

Water Impact Fee	\$68,943.00	\$75,927.00	\$98,170.40	\$243,040.40
Sewer Impact Fee	\$27,692.00	\$33,877.00	\$61,373.25	\$122,942.25
Total Impact Fees	\$96,635.00	\$109,804.00	\$159,543.65	\$365,982.65

	Single Family	Multi-Family	Commercial	Industrial
January	\$115,543.00	\$0.00	\$0.00	\$0.00
February	\$148,076.00	\$0.00	\$7,565.00	\$0.00
March	\$204,131.00	\$0.00	\$17,229.94	\$0.00
Total	\$467,750.00	\$0.00	\$24,794.94	\$0.00

Single-Family Residential Permits vs Impact Fees Collected City of Sherman June 2021 - March 2024





Planning & Zoning Commission Development Services

Agenda Item No. 3.

Meeting Date: 11/19/2024

Prepared By: Lauren Marlow, Development Service Coordinator

Approved By: Lauren Marlow, Development Service Coordinator

Requested Action/Proposed Use:

REVIEW AND CONSIDER THE CAPITAL IMPROVEMENTS ADVISORY COMMITTEE SEMI-ANNUAL REPORT

Review and Consider the Capital Improvements Advisory Committee Semi-Annual Report

Background:

Staff report for the impact fee collection from Quarter 2 and Quarter 3 of 2024.

Origination:

Development Services

Staff Recommendation:

None

Attachments:

1. 2024-11-19 Impact Fee Revenue Summary

City of Sherman
Impact Fee Revenue

Fund Name	Account Name	YE 9/30/2021	YE 9/30/22	YE 9/30/23	YE 9/30/24	Total
Roadway Impact Fee Zone #1	Roadway Impact Fee	\$ -	\$ 5,725.60	\$ 65,661.00	\$ 243,109.93	\$ 314,496.53
Roadway Impact Fee Zone #2	Roadway Impact Fee	\$ -	\$ 90,743.00	\$ 753,891.46	\$ 570,228.00	\$ 1,414,862.46
Roadway Impact Fee Zone #3	Roadway Impact Fee	\$ 1,056.00	\$ 25,460.24	\$ 24,020.61	\$ 196,179.00	\$ 246,715.85
Roadway Impact Fee Zone #4	Roadway Impact Fee	\$ -	\$ 2,106,540.00	\$ 645,877.50	\$ 277,841.10	\$ 3,030,258.60
Total Roadway Impact Fees		\$ 1,056.00	\$ 2,228,468.84	\$ 1,489,450.57	\$ 1,287,358.03	\$ 5,006,333.44
Water Impact Fee Fund	Water Impact Fee	\$ -	\$ 703,708.06	\$ 2,158,294.00	\$ 2,422,136.80	\$ 5,284,138.86
Sewer Impact Fee Fund	Sewer Impact Fee	\$ -	\$ 356,076.00	\$ 555,841.00	\$ 1,251,109.65	\$ 2,163,026.65
Total Impact Fees		\$ 1,056.00	\$ 3,288,252.90	\$ 4,203,585.57	\$ 4,960,604.48	\$ 12,453,498.95

For YE 9/30/24	Amount	Percent
Water	\$ 2,422,137	
Large Payments (> \$10k)	\$ 576,091	24%
Net of Large Payments	\$ 1,846,046	76%
Sewer	\$ 1,251,110	
Large Payments (> \$10k)	\$ 345,641	28%
Net of Large Payments	\$ 905,468	72%
Roadway	\$ 1,287,358	
Large Payments (> \$10k)	\$ 490,557	38%
Net of Large Payments	\$ 796,801	62%

IMPACT FEE SUMMARY

Quarter 2 - 2024

	April	May	June	Total
Roadway Impact Fee Zone #1	\$71,534.75	\$28,241.50	\$9,478.00	\$109,254.25
Roadway Impact Fee Zone #2	\$44,136.00	\$71,296.00	\$112,720.00	\$228,152.00
Roadway Impact Fee Zone #3	\$80,927.00	\$85,589.00	\$0.00	\$166,516.00
Roadway Impact Fee Zone #4	\$4,239.00	\$9,891.00	\$2,826.00	\$16,956.00
Total Roadway Impact Fees	\$200,836.75	\$195,017.50	\$125,024.00	\$520,878.25

Water Impact Fee	\$279,597.25	\$324,719.35	\$342,002.00	\$946,318.60
Sewer Impact Fee	\$151,300.50	\$184,001.10	\$214,048.00	\$549,349.60
Total Impact Fees	\$430,897.75	\$508,720.45	\$556,050.00	\$1,495,668.20

	Single Family	Multi-Family	Commercial	Industrial
April	\$399,454.00	\$0.00	\$232,280.50	\$0.00
May	\$528,804.00	\$0.00	\$174,933.95	\$0.00
June	\$374,158.00	\$245,330.00	\$61,586.00	\$0.00
Total	\$1,302,416.00	\$245,330.00	\$468,800.45	\$0.00

IMPACT FEE SUMMARY

Quarter 3 - 2024

	July	August	September	Total
Roadway Impact Fee Zone #1	\$15,768.00	\$6,770.00	\$1,354.00	\$23,892.00
Roadway Impact Fee Zone #2	\$52,809.00	\$49,918.00	\$144,142.00	\$0.00
Roadway Impact Fee Zone #3	\$1,320.00	\$3,520.00	\$1,760.00	\$6,600.00
Roadway Impact Fee Zone #4	\$11,304.00	\$14,130.00	\$104,238.29	\$129,672.29
Total Roadway Impact Fees	\$81,201.00	\$74,338.00	\$251,494.29	\$407,033.29

Water Impact Fee	\$191,565.00	\$150,240.00	\$403,660.00	\$745,465.00
Sewer Impact Fee	\$95,312.00	\$90,279.00	\$242,385.20	\$427,976.20
Total Impact Fees	\$286,877.00	\$240,519.00	\$646,045.20	\$1,173,441.20

	Single Family	Multi-Family	Commercial	Industrial
July	\$368,078.00	\$0.00	\$0.00	\$0.00
August	\$314,857.00	\$0.00	\$0.00	\$0.00
September	\$688,555.00	\$71,280.00	\$137,704.49	\$0.00
Total	\$1,371,490.00	\$71,280.00	\$137,704.49	\$0.00

Single-Family Residential Permits vs Impact Fees Collected City of Sherman June 2021 - September 2024

