



SPECIAL MEETING MINUTES  
PLANNING & ZONING COMMISSION  
CITY OF LANCASTER, TEXAS  
MONDAY, MAY 2, 2016



483

**CALL TO ORDER:**

Chair Earle called the meeting to order at 7:00 p.m. on May 2, 2016.

**COMMISSIONERS**

**MARVIN EARLE - CHAIR**  
**LAWRENCE PROTHRO, VICE CHAIR**  
**ISABEL AGUILAR (arrived at 7:05)**  
**RACHEAL HILL**  
**CYNTHIA JOHNSON - Absent**

**CITY STAFF**

**RONA STRINGFELLOW**  
**DEBORAH BUNTON**  
**ROBERT HAGER**

**ASSISTANT CITY MANAGER**  
**DEVELOPMENT SERVICES**  
**CITY ATTORNEY**

**CITIZENS COMMENTS:** (At this time citizens will be allowed to speak only on matters contained on the Planning & Zoning Commission agenda).

**NO COMMENTS WERE MADE**

**CONSENT AGENDA**

1. Approval of minutes from the Planning & Zoning Commission held April 5, 2016.

**A MOTION WAS MADE BY VICE CHAIR PROTHRO SECONDED BY COMMISSIONER HILL TO APPROVE THE MINUTES AND PULL ITEM #2 FOR FURTHER DISCUSSION.**

**AYES: EARLE, PROTHRO, HILL**

**NAYS:**

**THE MOTION CARRIED 3-0.**

2. HLPC 16-04 Discuss and Consider a Certificate of Appropriateness to install a fence at the property located at 226 East 7<sup>th</sup> Street.

Vice Chair Prothro stated he wanted to address his concern with the applicant. ACM Stringfellow stated that the applicant is in attendance and can address any questions that the commission has for the applicant.

Everardo Moreno, 226 East 7<sup>th</sup> Street, Lancaster, Texas. Vice Chair Prothro asked why did you start building the fence without obtaining an approval? Mr. Moreno stated that he wanted a new fence and he did obtain a permit. ACM Stringfellow stated that the applicant did receive a permit but the staff was not aware that the applicant's home was located in the Historic District. Once the staff was made aware they directed the applicant to stop work. Chair Earle asked if our staff was aware that his home was located in the Historic District. ACM Stringfellow stated no. The applicant has been cooperative with staff and he was informed that approval would be needed by both the HLPC and Planning and Zoning in order to proceed with the construction of the fence.

ACM Stringfellow provided the staff report. This is a request to construct a decorative metal fence with masonry columns along the front and side property lines. The applicant did begin work on the fence prior to seeking approval from HLPC. This was an oversight by city staff. The Building Official and staff have been educated on properties in the Historic Landmark District must have approval by HLPC and P&Z before starting a project. At the April 26, 2016 regular meeting the HLPC recommended approval of the COA.

**A MOTION WAS MADE BY VICE CHAIR PROTHRO AND SECONDED BY COMMISSIONER HILL TO APPROVE HLPC 16-04.**

**AYES: EARLE, PROTHRO, HILL, AGUILAR**

**NAYS:**

**THE ITEM PASSED 4-0**

### **PUBLIC HEARING**

3. **Z 15-05** Conduct a Public Hearing and Consider an amendment to PD Planned Development District ordinance #2015-10-23 to amend landscaping requirements, lot configuration, building height, and points of access. The property contains 59 acres on the northwest corner of Daniieldale Road and North Houston School Road further described as Abstract Silas B. Runyon 1199, Lancaster, Dallas County, Texas.

ACM Stringfellow provided the staff report. This is a rezoning request to amend PD Planned Development ordinance #2015-10-23 and there are four design elements to this request. The first one is the landscaping requirements. The applicant provided a site plan for open space and will be able to meet the landscaping requirements. The City Attorney has advised staff that this can be submitted as an amendment to his request.

The second is the lot configuration. The subdivision regulations state that all lots shall have a point of access that meets our maximum block width and depth. Since the smaller lot does not have a point of access along Southpointe Drive, they will have to take access from Houston School Road or Daniieldale Road for Building #2. When this case was originally heard in October 2015, there was access shown from Southpointe Drive. Since that time, the applicant has been unable to obtain access from Southpointe Drive and they would have to take access from either Houston School Road or Daniieldale Road. Seeking access from either location would place them above the maximum 1320 block length, making a flag lot. The applicant has requested a waiver to the subdivision regulations to allow block maximum above the current requirement. This request requires separate action in a companion item to this rezoning amendment. If the amendment is approved by P&Z, then the City Council would have to approve the companion item.

The third item is for height. The initial proposal sought a 50 foot building height exception. The maximum building height of thirty five (35) feet of the smaller building requires that the building should be set back on a lot to allow a "fall zone" of the height of the building plus ten feet. The current setback of Building #2 does not allow sufficient fall zone to meet the fire code requirement. The applicant has indicated that they would shift the building and possibly reduce the building height to meet the current fall zone requirement. Therefore, the specific request is to change the maximum building height for this building to forty (40) feet and note the concept plan to make the potential next land owner aware, should this property be sold separately. The City Attorney is available to address any questions as well.

Robert Hager, City Attorney stated the fire code requires the building height requirement plus an additional 10 feet. They also must have adequate access. The setback requirement is 40 feet. If approved, this would allow the applicant not to have to come back for an additional meeting. Mr. Copeland is available to address any issues that you might have as well.

Brad Copeland, 8117 Preston Road Suite 300, Dallas, Texas. I am the Developer on this project and believe that the building height requirement is available to 40 feet is adequate for the building. This height would also be to assist the fire department if there any issues.

Vice Chair Prothro asked if there is a traffic study analysis done and what kind of issue we will have on the traffic flow issue on Houston School Road and Danieldale Road. Mr. Copeland stated that at this time they have not completed a traffic study and that the city staff had stated that they could rely on the previous study. In addition, they will continue to pursue access on Southpointe Drive.

CA Hager stated that one of the things mentioned to Mr. Copeland during a meeting with city staff is that the traffic on both Houston School Road and Danieldale Road would continue to use one of the other roads and it would not have a negative impact.

Commissioner Aguilar asked in reference to Southpointe Drive going into Houston School Road will they be able to go to Houston School Road and travel northbound and will there be a crossover. CA Hager stated that Southpointe Drive will intersect Houston School Road and there will be a public access. Building #2 on the second lot will flow onto the first lot and move onto Houston School Road.

Commissioner Aguilar asked will traffic be able to turn from Southpointe Drive to the highway or will they be able to turn left onto Houston School Road. ACM Stringfellow stated that there isn't a planned median opening. Commissioner Aguilar asked if they will only be able to turn South and make a U-turn at Danieldale Road. ACM Stringfellow stated Southpointe Drive turns into Corporate Drive and North to Interstate 20. When it was built it was intended to filter some of the truck traffic. In addition, a traffic light is under construction on Danieldale Road to relieve some of the traffic concerns.

Commissioner Hill asked what the City's recommendation on this request. ACM Stringfellow stated that the City is agreeable with the terms that the applicant has brought forward. CA Hager stated that what Mr. Copeland has provided the city will be sufficient and allow the applicant to build his second building.

A MOTION WAS MADE BY VICE CHAIR PROTHRO AND SECONDED BY COMMISSIONER AGUILAR TO APPROVE Z 15-05.

AYES: EARLE, PROTHRO, HILL, AGUILAR  
NAYS:

THE ITEM PASSED 4-0

Chair Earle made a motion to adjourn the meeting.

A MOTION WAS MADE BY COMMISSIONER HILL AND SECONDED BY VICE CHAIR PROTHRO TO ADJOURN THE MEETING.

AYES: EARLE, PROTHRO, HILL, AGUILAR  
NAYS:

THE MOTION PASSED 4-0

THE MEETING WAS ADJOURNED AT 7:15 P.M.

  
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Marvin Earle, Chair

ATTEST  
  
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Rona Stringfellow, Assistant City Manager