

**CALL TO ORDER:**

Vice Chair Prothro called the meeting to order at 7:00 p.m. on November 15, 2016.

**COMMISSIONERS**

MARVIN EARLE – CHAIR  
LAWRENCE PROTHRO, VICE CHAIR  
ISABEL AGUILAR  
RACHEAL HILL  
CYNTHIA JOHNSON - ABSENT

**CITY STAFF**

JULIE DOSHER  
KELLEY FRAZIER  
SHAI ROOS

CITY ATTORNEY  
DEVELOPMENT COORDINATOR  
PLANNING CONSULTANT (STANTEC)

**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. Consider approval of minutes from the October 4, 2016 meeting.

The City Attorney asked that Samantha Gowan's name be added to the list of City Staff for the City Attorney's office.

**A MOTION WAS MADE BY COMMISSIONER PROTHRO AND SECONDED BY COMMISSIONER AGUILAR TO APPROVE THE CONSENT AGENDA WITH THE RECOMMENDED CHANGES.**

**AYES: EARLE, PROTHRO, AGUILAR, HILL  
NAYS: NONE**

**THE MOTION CARRIED 4- 0.**

2. HLPC 16-08 Discuss and Consider a Certificate of Appropriateness to install an eight foot (8') wooden fence, repair and replace the existing front porch, replace exterior siding, and change the exterior color at the property located at 337 S. Dallas Avenue.

Shai Roos read the revised staff report into the record.

Commissioner Aguilar asked if the applicant knows of the guidelines in regards to the Historic District and if they are going to follow the guidelines. She stated that this house is the face of this City. That the houses are older Victorian homes and that we need to stay within the guidelines for these homes. As long as we stay within the guidelines is it a win win situation for the City and the property owner. The value of the homes is dependant on the face of the homes.

Commissioner Aguilar asked about the location of fence and requested that the fence start at the rear of the home.

**A MOTION WAS MADE BY COMMISSIONER AGUILAR AND SECONDED BY COMMISSIONER PROTHRO TO APPROVE INSTALLIATION AN EIGHT FOOT (8') WOODEN FENCE THAT BEGINS AT THE REAR OF THE HOME AND GOES TO THE REAR**

**OF THE PROPERTY, REPAIR AND REPLACEMENT TO THE EXISTING FRONT PORCH, REPLACE EXTERIOR SIDING, AND CHANGE THE EXTERIOR COLOR WITH THE RECOMMENDATION THAT THE COLOR BE CHOSEN FROM THE HLPC GUIDELINES HISTORIC COLOR PALLETTE.**

**AYES: EARLE, PROTHRO, AGUILAR, HILL  
NAYS: NONE**

**THE MOTION CARRIED 4- 0.**

3. HLPC 16-09 Discuss and Consider a Certificate of Appropriateness to install a covered gazebo on the deck in the rear facing E. 1st Street and install a prefabricated wooden shed behind the kitchen area, at the property located at 121 Historic Town Square.

Shai Roos read the revised staff report into the record.

**A MOTION WAS MADE BY COMMISSIONER PROTHRO AND SECONDED BY COMMISSIONER HILL TO APPROVE INSTALLATION A COVERED GAZEBO ON THE DECK IN THE REAR FACING E. 1ST STREET AND INSTALLITION OF A PREFABRICATED WOODEN SHED BEHIND THE KITCHEN AREA.**

**AYES: EARLE, PROTHRO, AGUILAR, HILL  
NAYS: NONE**

**THE MOTION CARRIED 4- 0**

**PUBLIC HEARING:**

4. Z16-10 Conduct a Public Hearing and consider a Specific Use Permit (SUP) to allow a Commercial Amusement/Recreation (Indoor) use at 2625 North Dallas Avenue, Lancaster, TX, consisting of an approximately 1.588 acre tract currently zoned Retail (R).

Shai Roos read the staff report into the record.

**A MOTION WAS MADE BY COMMISSIONER AGUILAR AND SECONDED BY COMMISSIONER PROTHRO TO OPEN THE PUBLIC HEARING.**

**AYES: EARLE, AGUILAR, HILL, PROTHRO  
NAYS: NONE**

**THE MOTION CARRIED 4 to 0.**

**A MOTION WAS MADE BY COMMISSIONER PROTHRO AND SECONDED BY COMMISSIONER HILL TO CLOSE THE PUBLIC HEARING.**

**AYES: EARLE, AGUILAR, HILL, JOHNSON  
NAYS: NONE**

**THE MOTION CARRIED 4 to 0.**

Commissioner Prothro commented on the impact these types of uses have on a community, how it is a strain on the emergency responders and brings a criminal element into the community.

**A MOTION WAS MADE BY COMMISSIONER HILL AND SECONDED BY COMMISSIONER PROTHRO TO RECOMMEND DENIAL TO THE CITY COUNCIL OF A SPECIFIC USE PERMIT (SUP) TO ALLOW A COMMERCIAL AMUSEMENT/RECREATION (INDOOR) USE AT 2625 NORTH DALLAS AVENUE, LANCASTER, TX, CONSISTING OF AN APPROXIMATELY 1.588 ACRE TRACT CURRENTLY ZONED RETAIL (R).**

**EARLE, AGUILAR, HILL, PROTHRO  
NAYS: NONE**

**THE MOTION CARRIED 4 to 0.**

5. Z16-11 Conduct a Public Hearing and consider a rezoning request from SF-6 Single Family Residential to LI Light Industrial at 3520 Waters Street, Lancaster, TX, consisting of an approximately 1.094 acre tract, being a portion of the Silas B. Runyon Abstract 1199, Page 180, Lancaster, Dallas County, Texas.

Ms. Roos read the staff report into the record.

Hugo Duran, 3520 Waters Street, stated he lives in a neighborhood where there is a lot of logistics uses with 18-wheeler parking in the area, and the whole area around us is zoned Light-Industrial.

**A MOTION WAS MADE BY COMMISSIONER PROTHRO AND SECONDED BY COMMISSIONER HILL TO OPEN THE PUBLIC HEARING.**

**EARLE, AGUILAR, HILL, PROTHRO  
NAYS: NONE**

**THE MOTION CARRIED 4 to 0.**

Gerald Anderson, 3536 Waters Street, stated that there is already a lot of Light Industrial in the area encroaching into our neighborhood, and once this property is changed to Light Industrial then that opens the door for any Light Industrial use that is allowed by right and there is a lot more uses that are allowed in that district that is more intrusive than this use.

**A MOTION WAS MADE BY COMMISSIONER PROTHRO AND SECONDED BY COMMISSIONER HILL TO CLOSE THE PUBLIC HEARING.**

**AYES: EARLE, AGUILAR, HILL, PROTHRO  
NAYS: NONE**

**THE MOTION CARRIED 4 to 0.**

Commissioner Prothro stated we should not approve a zoning change that is in conflict with the newly adopted Comprehensive Plan.

Commissioner Hill agreed with Commissioner Prothro and stated that frequently when we do have citizens in opposition to a zoning change request it is usually against this type of use in their backyard and we need to be consistent with our recommendations for zoning change requests.

**A MOTION WAS MADE BY COMMISSIONER PROTHRO AND SECONDED BY COMMISSIONER HILL TO RECOMMEND DENIAL TO THE CITY COUNCIL OF Z16-11 CONDUCT A PUBLIC HEARING AND CONSIDER A REZONING REQUEST FROM SF-6 SINGLE FAMILY RESIDENTIAL TO LI LIGHT INDUSTRIAL AT 3520 WATERS STREET,**

**LANCASTER, TX, CONSISTING OF AN APPROXIMATELY 1.094 ACRE TRACT, BEING A PORTION OF THE SILAS B. RUNYON ABSTRACT 1199, PAGE 180, LANCASTER, DALLAS COUNTY, TEXAS.**

**AYES: EARLE, AGUILAR, HILL, PROTHRO  
NAYS: NONE**

**THE MOTION CARRIED 4 to 0.**

6. Z16-12 Conduct a Public Hearing and consider a rezoning request from SF-6 Single Family Residential to NS Neighborhood Service at 1009 Lancaster Hutchins Road, Lancaster, TX, consisting of an approximately 1.46 acre tract, being a portion of Lots 4 and 5, Eastside Acres Addition, Lancaster, Dallas County, Texas.

**THIS ITEM WAS PULLED FROM THE AGENDA.**

**ACTION:**

7. PS16-14 Consider a Preliminary Plat for Midpoint Logistics Center, being 5 lots on approximately 148.209 acres, the property is located on the west side of N. Dallas Avenue, approximately 335 feet north of Cedar Valley Drive. The property is more particularly described as a tract of land situated in the Smith Elkins Survey Abstract No. 430, City of Lancaster, Dallas County, Texas.

Ms. Roos read the staff report into the record.

**A MOTION WAS MADE BY COMMISSIONER HILL AND SECONDED BY COMMISSIONER PROTHRO TO APPROVE PS16-14 CONSIDER A PRELIMINARY PLAT FOR MIDPOINT LOGISTICS CENTER, BEING 5 LOTS ON APPROXIMATELY 148.209 ACRES, THE PROPERTY IS LOCATED ON THE WEST SIDE OF N. DALLAS AVENUE, APPROXIMATELY 335 FEET NORTH OF CEDAR VALLEY DRIVE. THE PROPERTY IS MORE PARTICULARLY DESCRIBED AS A TRACT OF LAND SITUATED IN THE SMITH ELKINS SURVEY ABSTRACT NO. 430, CITY OF LANCASTER, DALLAS COUNTY, TEXAS.**

**AYES: EARLE, AGUILAR, HILL, PROTHRO  
NAYS: NONE**

**THE MOTION CARRIED 4 to 0.**

8. PS16-16 Consider a Preliminary Residential Plat for Millbrook East Phase 3A, being 87 lots on approximately 17.49 acres, the property is located at the northern termini of Nichols Drive and Cayotillo Street. The property is more particularly described as a tract of land situated in the William Rawlings Survey Abstract No. 1200, City of Lancaster, Dallas County, Texas.

**THIS ITEM WAS PULLED FROM THE AGENDA.**

9. PS16-17 Consider a Replat for Park 20/35 Addition being a replat to adjust lot lines, abandon easements, and create new easements of 2 lots on approximately 37.21 acres. The property is located at the northeast corner of N. Houston School Road and Daniieldale Road. The property is more particularly described as a tract of land situated in the Nathan P. Pierce Survey Abstract No. 1132, City of Lancaster, Dallas County, Texas.

Ms. Roos read the staff report into the record.

A MOTION WAS MADE BY COMMISSIONER PROTHRO AND SECONDED BY COMMISSIONER HILL TO APPROVE PS16-17 CONSIDER A REPLAT FOR PARK 20/35 ADDITION BEING A REPLAT TO ADJUST LOT LINES, ABANDON EASEMENTS, AND CREATE NEW EASEMENTS OF 2 LOTS ON APPROXIMATELY 37.21 ACRES. THE PROPERTY IS LOCATED AT THE NORTHEAST CORNER OF N. HOUSTON SCHOOL ROAD AND DANIELDALE ROAD. THE PROPERTY IS MORE PARTICULARLY DESCRIBED AS A TRACT OF LAND SITUATED IN THE NATHAN P. PIERCE SURVEY ABSTRACT NO. 1132, CITY OF LANCASTER, DALLAS COUNTY, TEXAS.

AYES: EARLE, AGUILAR, HILL, PROTHRO  
NAYS: NONE

THE MOTION CARRIED 4 to 0.

A MOTION WAS MADE BY COMMISSIONER AGUILAR AND SECONDED BY COMMISSIONER HILL TO ADJOURN THE MEETING.

AYES: EARLE, AGUILAR, HILL, PROTHRO  
NAYS: NONE

THE MOTION CARRIED 4 to 0.

THE MEETING WAS ADJOURNED AT 8:23 P.M.



Marvin Earle, Chair

ATTEST

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Kelley Frazier, Development Coordinator