

MINUTES**PLANNING AND ZONING COMMISSION SPECIAL MEETING OF JULY 6, 2021**

The Planning and Zoning Commission of Lancaster, Texas, met in a Special Session in the Council Chambers of City Hall and virtually on July 6, 2021, at 7:00 p.m. with a quorum present to-wit:

Commissioners Present (Virtual):

Isabel Aguilar, Chair
Temika Whitfield, Vice Chair
Lawrence Prothro
Taryn Walker

Commissioners Absent:

Petra Covington, Alternate
Angela Murphy

City Staff Present (City Hall):

Vicki Coleman, Director of Development Services
Bester Munyaradzi, Senior Planner
Emma Chetuya, Planner
Alexandra Schrader, Planning Technician

Call to Order

Chair Aguilar called the meeting to order at 7:00 p.m. on July 6, 2021.

Public Testimony:

At this time citizens who have pre-registered before the call to order will be allowed to speak on consent or action items on the agenda, with the exception of public hearings, for a length of time not to exceed three minutes. Anyone desiring to speak on an item scheduled for a public hearing is requested to hold their comments until the public hearing on that item.

There were no speakers.

CONSENT AGENDA:

1. **PS21-27 Consider approval of a preliminary plat for Longhorn Business Center Lots 2 & 3 Block 2 and Lot 2R and 11, Block 1 being 50.472 acres located at the southwest corner of West Wintergreen Road and East Longhorn Drive addressed as 2700 and 2950 West Wintergreen Road and 2900 East Longhorn Drive situated in the M. Parks Survey Abstract No. 1120, City of Lancaster, Dallas County, Texas.**
2. **PS21-29 Consider approval of a preliminary plat for Country View Estates Lot 1 Block A located approximately 3,250 feet west of the intersection of West Belt Line Road and South Dallas Avenue. The property is addressed as 660 West Belt Line Road and is described as being a 19.839 acres tract of land situated in the Engelbert Bader Survey, Abstract No. 172, Tract 29, in the City of Lancaster, Dallas County, Texas.**
3. **PS21-30 Consider approval of a preliminary plat for Midpoint Logistics Center Lot 1 Block 1 located on the east side of Dizzy Dean Drive and 2,335 feet north of Telephone**

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Road. The property is described as being out of the Smith Elkins Survey, Abstract No. 430, City of Lancaster, Dallas County, Texas.

MOTION: Commissioner Prothro made a motion, seconded by Vice Chair Whitfield to approve the consent agenda. The vote was cast 4 for, 0 against (Murphy, Covington absent).

PUBLIC HEARING:

- 4. Z21-12 Conduct a public hearing and consider an amendment to Ordinance 2002-05-16 Planned Development-Retail (PD-R) to certain uses in Area "C" Tract 2 of the PD. The property is addressed as 2715 West Belt Line Road and is located approximately 1,700 feet west of North Houston School Road and north of West Belt Line Road. The property is more particularly described as a tract of land situated in the George K. Sneed Survey Abstract No. 1278, City of Lancaster, Dallas County, Texas.**

Senior Planner Munyaradzi gave the staff report and stated that this was a request to amend the PD-R to allow financial services, restaurants, florist, barber or beauty shop, grocery store, personal service, dry cleaning and laundry, electronics store, shopping center and pharmacy uses in Area "C" Tract 2 of the PD. Currently, Area "C" of the PD does not allow retail uses. Uses permitted in Area "C" are: all uses permitted for Area "A", religious institutions, day care centers, business or trade school, veterinarian, assisted living, nursing home facility of retirement community; uses permitted for Area "A" are professional and administrative offices including but not limited to doctors, lawyers, architects, surveyors, real estate, banks and similar offices, and accessory buildings and uses. The 2016 Comprehensive Plan identifies this site as suitable for rural living which is focused on areas that have the ability to preserve a rural character, including estate residential type areas. The high-end character of this housing is primarily focused on serving the needs of executives with densities of less than 2 dwelling units per acre. The requested PD-R amendment for retail uses is not consistent with the Future Land Use Plan. Staff recommends denial of the zoning change request as presented.

Chair Aguilar opened the public hearing.

Manju Menon, Dallas, Texas, adjacent property owner, asked for clarification on the zoning.

Ashfaq Ahmed, 2715 W Beltline, applicant and land owner, stated that he is trying to add more permitted uses in order to develop a shopping center. Hasid Ahmed, 2715 W Beltline, stated that they are only requesting to amend the standards for a one acre portion of their property.

MOTION: Commissioner Prothro made a motion, seconded by Vice Chair Whitfield to close the public hearing. The vote was cast 4 for, 0 against (Murphy, Covington absent).

Commissioner Prothro stated that decisions should remain consistent with the 2016 Comprehensive Plan.

MOTION: Commissioner Prothro made a motion, seconded by Commissioner Walker to deny the request as presented. The vote was cast 4 for, 0 against (Murphy, Covington absent).

5. **Z21-13 Conduct a public hearing and consider a rezoning request from Retail (R) to Commercial Service (CS). The property is approximately 0.59 acres located on the south side of Pleasant Run Road and 251 feet west of Westridge Avenue. The property is specifically addressed as 720 West Pleasant Run Road, City of Lancaster, Dallas County, Texas.**

Senior Planner Munyaradzi stated that the applicant requested for the item to be tabled to the August 3, 2021 Planning and Zoning Commission meeting to allow additional time to address comments and staff recommends that the Planning and Zoning Commission accept the applicant's request to table the item.

MOTION: Commissioner Prothro made a motion, seconded by Vice Chair Whitfield to table the item until the August 3, 2021 Planning and Zoning Commission meeting. The vote was cast 4 for, 0 against (Murphy, Covington absent).

ACTION:

6. **HLPC21-12 Consider an amendment to the Certificate of Appropriateness (COA) to a.) change the siding material to vinyl and direction to horizontal, b.) reduce window count, and c.) address window size and placement on the property addressed as 427 South Centre, City of Lancaster, Dallas County, Texas.**

Planner Chetuya gave the staff report and stated that this was a request to modify the approved Certificate of Appropriateness to allow horizontal wood siding which is in conformance with the Lancaster Historic Residential Design Regulations. The applicant's second request is to install 6 wood windows on the south side of the second floor of the home instead of 7 wood windows. They are also requesting to install 5 windows on the north side of the home instead of the previously approved 7 windows. The applicant is requesting to remove a window on the north elevation of the first floor of the home and fill it in with brick due to the internal layout of the kitchen. They are also requesting a minor change in placement of the windows on the second floor of both sides of the home. The applicant's third request involves a slight shift in placement and a modification in size to meet the egress size requirements. The applicant will comply with the COA by replacing the vinyl windows with wood windows in accordance with the regulations. Staff recommends approval of the request with the following stipulation: the window on the first floor of the north elevation remain. At their May 25, 2021 meeting, the HLPC recommended approval subject to the assurance that the original door will be used and the chimney caps will be replaced. The HLPC was fine with the applicant's request to remove the window and replace it with brick as long as the new brick is seamless with the existing brick.

Vice Chair Whitfield asked about the window proposed to be removed. Planner Chetuya stated that the HLPC was fine with the request due to its limited visibility from the street. Commissioner Walker asked why staff recommended for the window to remain. Planner Chetuya stated that staff recommended for the window to remain to preserve the original look of the home.

MOTION: Commissioner Walker made a motion, seconded by Commissioner Prothro to approve per the HLPC's recommendation. The vote was cast 4 for, 0 against (Murphy, Covington absent).

- 7. M21-20 Discuss and consider an exception to Section 14.605 Off-Street Parking Requirements, Subsection (a) Off-Street Parking of the Lancaster Development Code (LDC) for the proposed warehouse facility on the west side of Dizzy Dean Drive and approximately 2,335 feet north of Telephone Road for Lot 1 Block A of Midpoint Logistics Center Addition. The property is described as being out of the Smith Elkins Survey, Abstract No. 430, City of Lancaster, Dallas County, Texas.**

Planner Chetuya gave the staff report and stated that the maximum allowed number of parking spaces for the proposed facility is 300 parking spaces. The applicant is proposing to install 382 parking spaces which is 82 parking spaces over the maximum number of parking spaces allowed. According to the applicant, the proposed building's tenant will have as many as 450 employees on site at any one time. They will operate at least 2 to 3 shifts per day with 250 to 300 employees per shift. The additional parking spaces will allow the traffic during the shift changes to operate smoothly. The LDC requires a minimum of 20% of the site to be permanently landscaped and the applicant is exceeding this requirement by providing 28% permanent landscaping. The Planned Development regulations for this site requires 6 to 8 feet of a masonry screening wall with a 3 feet berm and 2 rows of staggered trees every 30 feet to be installed along Dizzy Dean Drive. The applicant has fulfilled this requirement. Staff recommends approval of the parking exception request based on the need to avoid traffic congestion during shift changes, smooth traffic movement, the boosted landscaping, and screening, subject to a requirement upon the property owner, and any successors-in-interest maintaining landscape shown on the landscape plan.

MOTION: Commissioner Prothro made a motion, seconded by Vice Chair Whitfield to approve the request per staff's recommendation. The vote was cast 4 for, 0 against (Murphy, Covington absent).

- 8. M21-25 Discuss and consider a landscape buffer special exception request from Planned Development Ordinance 2013-11-35 requirement for a property located on the northeast corner of N. Dallas Avenue and Telephone Road addressed as 3500 N. Dallas Avenue. The property is described as being out of the Smith Elkins Survey, Abstract No. 430, City of Lancaster, Dallas County, Texas.**

Senior Planner Munyaradzi gave the staff report and stated that this is a landscape buffer special exception request from Planned Development Ordinance 2013-11-35 landscape buffer requirements. The ordinance requires a 25 feet landscape buffer from the property line. The applicant is providing a 10 feet landscape buffer from the property line adjacent to Telephone Road. However, there is an additional 40 feet of green space between the property line and Telephone Road where the City of Dallas has a water line easement. The 10 feet buffer that the applicant is providing and the 40 feet City of Dallas easement will result in approximately 50 feet of green space between the subject property line and Telephone Road. The ordinance requires that the applicant provide a 25 feet landscape buffer which will result in a total of 65 feet of green space between the subject site and Telephone Road. In this case, strict compliance with the requirements of this article will unreasonably burden the use of the property. The 40 feet water easement will compensate for the reduction of the landscaping. Staff recommends approval of the request subject to the condition that the property owner and any successors-in-interest maintain the entire 50 feet green space; the 10 feet landscape and the 40 feet water line easement along the subject property as a condition for the approval of this exception.

MOTION: Commissioner Prothro made a motion, seconded by Vice Chair Whitfield to approve the request per staff's recommendation. The vote was cast 4 for, 0 against (Murphy, Covington absent).

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MOTION: Commissioner Prothro made a motion, seconded by Vice Chair Whitfield to adjourn. The vote was cast 4 for, 0 against (Murphy, Covington absent).

The meeting was adjourned at 7:52 PM.

ATTEST:



Bester Munyaradzi, Senior Planner

APPROVED:



Isabel Aguilar, Chair