

**MINUTES**

**ZONING BOARD OF ADJUSTMENT REGULAR MEETING OF MAY 8, 2024**

The Zoning Board of Adjustment of Lancaster, Texas, met in a Regular Meeting in the Council Chambers of City Hall on May 8, 2024, at 7:00 p.m. with a quorum present to-wit:

**Board Members Present:**

Sherrri Williams, Chair  
Deborah Taylor  
Vanessa Obi  
Margaret Brooks  
Shanette Kennedy, Alternate

**Board Members Absent:**

Darlene Webb

**City Staff Present:**

Carey Neal, Deputy City Manager  
Vicki Coleman, Director of Development Services  
Quang Nguyen, City Engineer  
Nyliah Acosta, Assistant Director of Development Services

David Ritter, City Attorney

**Call to Order**

Board Chair Williams called the meeting to order at 7:00 p.m. on May 8, 2024.

**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.

**CONSENT AGENDA:**

Items listed under the consent agenda are considered routine and are generally enacted in one motion. The exception to this rule is that a Board Member may request one or more items to be removed from the consent agenda for separate discussion and action.

- 1. Consider approval of minutes from the Zoning Board of Adjustment Regular Meeting held on February 23, 2023.**

**MOTION:** Board member Brooks made a motion to approve the consent agenda, seconded by Board Member Taylor. The vote was cast 5 for, 0 against. (Webb, absent)

**ACTION:**

- 2. ZBA24-01 Request to consider an appeal of staff decision related to Chapter 16.04.**

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**Flood Damage Prevention of the Code of Ordinance and the conditions that require a Conditional Letter of Map Revision (CLOMR) for the property located at 1830 Riverway Lane, City of Lancaster, Dalla county, Texas 75146.**

City Engineer, Quang Nguyen, presented information to the Board explaining the FEMA flood plain and the City's requirements for sending projects located in the floodplain to FEMA for their review and consideration.

The property owner and applicant, Jeremy Featherston, P.E., presented his engineering analysis. The applicant acknowledged the property's location in the floodplain and presented his design opinion of the project's construction having no impact to the floodplain.

**MOTION:** Board Member Taylor made a motion to deny, seconded by Board Member Brooks. The vote was cast 5 for, 0 against. (Webb, absent)

3. Discuss and consider the election of a Vice Chair to the Zoning Board of Adjustment.

The Board discussed and Margaret Brooks was nominated as the Vice Chair.

**MOTION:** Board Chair Williams made a motion, seconded by Board Member Taylor. The vote was cast 5 for, 0 against. (Webb, absent)

4. Discuss and consider the election of a chair to the Zoning Board of Adjustment

The Board discussed and Sherri Williams was nominated as the Chair.

**MOTION:** Board Member Taylor made a motion, seconded by Board Member Kennedy. The vote was cast 5 for, 0 against. (Webb, absent)

## **ADJOURNMENT:**

**MOTION:** Board Member Brooks made a motion to adjourn, seconded by Board Member Taylor. The vote was 5 for, 0 against. (Webb, absent)

The meeting was adjourned at 8:19 PM.

**ATTEST:**



Vicki Coleman, Director of Development Services

**APPROVED**



Sherri Williams, Chair