



**REGULAR MEETING MINUTES  
PLANNING & ZONING COMMISSION  
WORK SESSION AND REGULAR MEETING  
CITY OF LANCASTER, TEXAS  
TUESDAY, FEBRUARY 2, 2016**



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The City Planning and Zoning Commission of the City of Lancaster, TX, met in the Council Chambers of City Hall on February 2, 2016 at 6:00 p.m. with a quorum present to-wit:

**COMMISSIONERS PRESENT:**

**MARVIN EARLE, CHAIR  
LAWRENCE PROTHRO, VICE CHAIR  
RACHEAL HILL  
CYNTHIA JOHNSON  
ISABEL AGUILAR**

**CITY STAFF**

<b>MIKE GRACE, AICP</b>	<b>DIRECTOR OF DEVELOPMENT SERVICES</b>
<b>JULIE DOSHER</b>	<b>CITY ATTORNEY</b>
<b>JUANITA CERVANTES</b>	<b>DEVELOPMENT SERVICES DEPARTMENT</b>

**CALL TO ORDER:**

Chair Marvin Earle called the meeting to order at 6:17 p.m. on February 2, 2016.

**6:17 P.M. WORK SESSION:**

1. General procedure training for Planning and Zoning Commission for Sign Ordinance Board PowerPoint Presentation – City Attorney Julie Doshier.  
Julie Doshier, City Attorney provided a presentation regarding several board procedures and duties.

**ADJOURN WORK SESSION - 6:47 p.m.**

**ACTION**

Approval of minutes from the Planning and Zoning Commission held on January 5, 2016.

**MOTION:** Commissioner Rachael Hill made a motion to approve the minutes

**SECOND:** Commissioner Isabel Aguilar. The vote was cast 5-0.

2. General procedure training for Planning and Zoning Commission for Sign Ordinance Board PowerPoint Presentation – Julie Doshier.



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**7:00 P.M. REGULAR MEETING:**

**CALL TO ORDER**

1. Consider approval of minutes from the Planning and Zoning commission held on January 5, 2016.

**ACTION ITEM:**

2. Discuss and consider Historic Landmark Preservation Committee member nominations recommendations. Full member Norma Chambers, Alternate Shannon Abbott.

**MOTION:** Commissioner Lawrence Prothro made a motion to accept these nominees

**SECOND:** Commissioner Isabel Aguilar. The vote was cast 5-0

**MOTION:** Commissioner Rachael Hill made a motion

**SECOND:** Commissioner Isabel Aguilar.

**CALL TO ORDER:**

Marvin Earle called the Sign Control Board Meeting to order at 7:30 PM on February 2, 2016.

**ACTION ITEM:**

1. **M16-04** Discuss and consider a request for an exception to allow for increased sign height and increased overall sign dimensions on property located at 14.02 N. I-35, Lancaster, Texas. The property is generally located NE corner Pleasant Run Rd and N I-35 Lancaster, TX.

City Staff - Mike Grace gave brief overview Height Limit if or the sign at this location 30 ft. and Height limit for the zoning district at this location is 140 ft. Applicants are proposing 50 -70 ft. sign. The size limit is 225 ft. by Ordinance. Applicant is requesting 362 ft. sq. ft. for the face of the sign.

**Open Discussion:** no discussion



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**APPLICANTS:**

**DANIEL CHAMBERS – QUIKTRIP  
JAKE PETRAS – QUIKTRIP**

Applicant Daniel Chambers – QuikTrip gave a brief presentation of the QuikTrip and the proposed Sign request (70 ft. – 362 sq. ft.).

Questions:

Commissioner Prothro – Why the extra Height? Is it because of visibility issues?

Applicant made comments on the visibility and access issues

Chair Marvin Earle – basically this is regarding the speed the travelers are going specifically at night being able to gage and break and get into that distance?

Applicant Daniel Chambers - those are all factors and considerations

Commissioner Hill – Is there any other signs in the area that have a similar height in that area?

Applicant - Waffle House and Chevron signs are higher than the 30 ft. limit. Again Visibility and Public safety was mentioned. Public safety is number 1 concern for QuikTrip.

City Attorney Julie made comments that there have been several cases along Pleasant Run Rd. and I-35 that have been granted variance exceptions.

Commissioner Prothro mentioned concern if some of these restaurants exceed the limit we have to put some kind of limitations on it. In addition, if the 50 ft. was sufficient why the additional 20 ft.

Applicant Daniel Chambers – stated that 50 ft. will not give the ample time for people on the freeway to see the sign, recognize it and safely exit off the freeway.

Applicant Jake Petras – 1120 N Industrial Blvd., Euless TX – made comments on the business prospective side.

Commissioner Hill – clarified that her previous question was there any other restaurants along the corridor that exceed 50 ft. limit

Chair Marvin Earle – Made comments on QuikTrip and other cities signs. We need continuity.

City Attorney – Sign Board Commission can made recommendations to consider revisions on



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the sign ordinance.

Chair Marvin Earle closed the session for open comments and entertains a motion how to go forward on this applicant's request

City Attorney – make the motion as specific since we have height and area dimension

Was there a staff recommendation? Staff recommends the 365st feet face of the sign

**MOTION:** Prothro to approved as requested by applicant the 70 feet height and 362 square feet area

**SECOND:** Commissioner - Isabel Aguilar

**THE MOTION CARRIED 4-1.**

**MOTION TO ADJOURN:** Commissioner - Isabel Aguilar

**SECOND:** Commissioner Prothro

Meeting was adjourned at 7.51 p.m.

A handwritten signature in blue ink, appearing to read 'M Earle', written over a horizontal line.

Marvin Earle, Chair

ATTEST  
A handwritten signature in blue ink, appearing to read 'Mike Grace', written over a horizontal line.

Mike Grace, AICP  
Director, Development Services