

## MINUTES

## LANCASTER CITY COUNCIL MEETING OF MAY 2, 2016

The City Council of the City of Lancaster, Texas, met in a called Special session at the Recreation Center in the Grand Hall on May 2, 2016 at 7:00 p.m. with a quorum present to-wit:

**Councilmembers Present:**

Mayor Marcus E. Knight  
Deputy Mayor Pro Tem Stanley Jaglowski  
Carol Strain-Burk  
Marco Mejia

**Councilmembers Absent:**

Mayor Pro Tem James Daniels  
LaShonjia Harris  
Nina Morris

**City Staff Present:**

Opal Mauldin-Robertson, City Manager  
Rona Stringfellow, Assistant City Manager  
Kay Brown, Community Relations Coordinator  
Dori Lee, Human Resources Director  
Ed Brady, Director of Economic Development  
Jermaine Sapp, Director of Equipment Services and Facilities  
Sean Johnson, Managing Director of Quality of Life & Cultural Services  
Baron Sauls, Finance Director  
Jim Brewer, Director of Public Works  
Sam Urbanski, Interim Police Chief  
Robert Franklin, Fire Chief  
Ron Gleaves, IT Manager  
Crystal Cloud, Utility Billing Manager  
Fabrice Kabona, Assistant to the City Manager  
Vanessa Reyes, Administrative Secretary  
Sorangel O. Arenas, City Secretary

**Call to Order:**

Mayor Knight called the meeting to order at 8:03 p.m. on May 2, 2016.

- 1 **Z15-05 (Amendment) Conduct a Public Hearing and consider an amendment to the City of Lancaster Comprehensive Plan's Future Land Use Map and a rezoning request to amend PD Planned Development Ordinance #2015-10-23 to amend landscaping requirements, lot configuration, building height, and points of access. The property contains approximately 59 acres on the NW corner of Daniieldale Road and North Houston School Road further described as Abstract Silas B. Runyon 1199, Lancaster, Dallas County, Texas.**

Assistant City Manager Stringfellow shared that this item is a rezoning request to amend PD – Planned Development Ordinance Number 2015-10-23 to allow for an amendment to the landscaping requirements, lot configuration, building height, and points of access. In regards to the landscape requirements, she shared that the Lancaster Development Code (LDC) stipulates that 20% of the site must be permanently landscape. Since that time, the applicant has filed documentation requesting relief from this requirement as the applicant is able to meet the 20% requirement. If item approved, she stated that the City Attorney advised that the landscape request will be added as an amendment to the Planned Development (PD) concept plan. Assistant City Manager Stringfellow indicated that the second element for an amendment is a lot configuration. She stated that the subdivision portion of the

LDC requires that all lots shall have a point of access that meets the maximum block width and depth. Building Number two, smaller lot in questioned, does not have a point of access along Southpointe Drive, so access to be taken will be from Houston School Road or Danieldale Road. Additionally, the Fire Code requires that there must be two points of access. Since the applicant does not have access from Southpointe, the two points of access would need to allow the Fire Department access to the lot, thus creating a flag lot. Assistant City Manager Stringfellow provided an example of a flag lot which is a lot that lies at the end of a long driveway. The applicant has met with the Fire Marshall and has agreed to provide either 2 – 24' mutual access easements or 1 – 48' mutual access easement to allow fire apparatus to access to the site to potentially fight a fire. The applicant has requested a waiver to the subdivision ordinance to relax the block maximum requirement for a lot to have access. She advised that the next item on the agenda is a companion item to this request which requires a separate action. Assistant City Manager Stringfellow indicated that the third element for an amendment is a building height restriction of Building Number two. The current PD, approved on October 2015, allows for a maximum building height of fifty feet. The applicant has indicated that they would shift Building Number 2 and reduce the building height to forty feet to meet the current fall zone. She advised that the Fire Department as well as the City Attorney is agreeable to amend the maximum building height to forty feet.

DMPT Jaglowski confirmed from the Assistant City Manager Stringfellow that the maximum height for Building Number two will be forty feet.

Councilmember Strain-Burk received confirmation from the Assistant City Manager Stringfellow that the forty feet amendment will reflect on the agreement.

Assistant City Manager Stringfellow shared that the applicant has indicated to staff that Building Number two does not have access to Southpointe Drive as originally shown in the concept plan approved on October 26, 2016. As a result of this approval, Building Number two's lot will not meet the subdivision requirements for access. The applicant has meet with the Fire Marshall and settled to provide either 2 – 24' mutual access easements or 1 – 48' mutual access easement to allow fire apparatus to access to the site to potentially fight a fire. She shared that the applicant has resubmitted the concept plan along with the Planning Development (PD) descriptions to address all of the amendment proposals. At the Planning and Zoning Commission meeting, regarding Case Number 15-05, has been recommended to be approved with the Planning Development amendments with conditions stated as along with the landscape exhibits.

City Manager Mauldin-Robertson clarified that the building height restriction of Building Number two is not to exceed forty feet and to allow sufficient fall zone to meet the fire code requirements.

Councilmember Strain-Burk inquired that the clarification indicated from City Manager Mauldin-Robertson will be reflected on Planning and Zoning's documentation.

Assistant City Manager Stringfellow shared that the ordinance for ratification will be prepared by the City Attorney for the May 9, 2016 Regular Meeting to include Planning and Zoning's recommendations as well as City Councils' approvals.

Mayor Knight inquired if the applicant will have to determine if it is cost-effective to have 2 – 24' mutual access easements or 1 – 48' mutual access easement. Also, he inquired if the easement will be selected prior to the next City Council meeting.

City Manager Mauldin-Robertson advised that the mutual access easements will be determined at the time of the issuance of the building permits. Also, she clarified that the applicant has the ability to provide either 2 – 24' mutual access easements or 1 – 48' mutual access easement.

Assistant City Manager Stringfellow stated that Deputy Mayor Pro Tem Jaglowski inquired the development status nearby the subject property. However, she provided documentation to display the development around the area.

Mayor Knight opened the public hearing.

There were no speakers.

**MOTION:** Councilmember Strain-Burk made a motion, seconded by Deputy Mayor Pro Tem Jaglowski, to close the public hearing. The vote was cast 4 for, 0 against [Mayor Pro Tem Daniels, Harris, and Morris were absent].

Brad Copeland, applicant at 2912 Stanford Avenue, requested clarification on item 1 regarding the landscaping requirements. He inquired from Assistant City Manager Stringfellow that he was under the assumption that the 20% requirement is either to treat both lots as one stand-alone lot or two separate lots.

Assistant City Manager Stringfellow stated that there will not be a concern to treat the subject property as one stand-alone lot or two separate lots. Also, she advised the applicant that there will be credits available if the applicant maintains the trees in the area.

**MOTION:** Councilmember Strain-Burk made a motion, Deputy Mayor Pro Tem Jaglowski seconded to approve item 1. The vote was cast 4 for, 0 against [Mayor Pro Tem Daniels, Harris, and Morris were absent].

- 2. Discuss and consider a resolution waiving the subdivision requirement for maximum block length to Building #2 for the property that contains 59 acres on the Northwest Corner of Danieldale Road and Houston School Road further described as Abstract Silas B. Runyon 1199, Lancaster, Dallas County, Texas.**

Assistant City Manager Stringfellow stated that item 2 is a companion item to the amendment to Planned Development (PD) Ordinance Number 2015-10-23. The proposed waiver to the subdivision regulations' requirement seeks to provide applicant relief from the maximum block length and no further requirements are required to provide access to Southpointe.

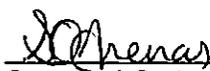
**MOTION:** Councilmember Mejia made a motion, seconded by Deputy Mayor Pro Tem Jaglowski, to approve item 2. The vote was cast 4 for, 0 against. [Mayor Pro Tem Daniels, Harris, and Morris were absent].

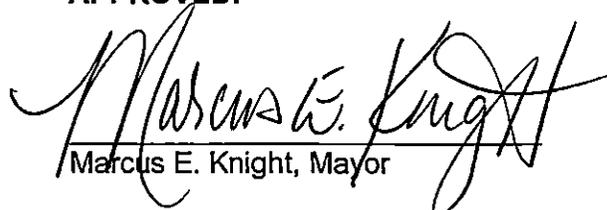
**MOTION:** Councilmember Strain-Burk made a motion, seconded by Councilmember Mejia, to adjourn. The vote was cast 4 for, 0 against [Mayor Pro Tem Daniels, Harris, and Morris were absent].

The meeting was adjourned at 8:18 p.m.

**ATTEST:**

**APPROVED:**

  
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Sorangel O. Arenas, City Secretary

  
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Marcus E. Knight, Mayor