



**CALL TO ORDER:**

Vice Chair Prothro called the meeting to order at 7:00 p.m. on September 6, 2016.

**COMMISSIONERS**

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

**CITY STAFF**

**RONA STRINGFELLOW  
TONY FELTS  
KELLEY FRAZIER**

**ASSISTANT CITY MANAGER  
SENIOR PLANNER  
DEVELOPMENT COORDINATOR**

**CITIZENS COMMENTS:** (At this time citizens will be allowed to speak only on matters contained on the Planning & Zoning Commission agenda).

Mary Guinn 336, South Centre Avenue, would like Chapter 9 (Historic Preservation) to be postponed because a lot of the interested citizens were unable to attend this evening. Mrs. Guinn presented a list of signature to confirm this, and also presented a list of houses that were not included in the assets list for the City of Lancaster. One of the houses was condemned in 1965 and is now on the national registry. The next one is currently for sale and it is derelict and sad on the outside. The owners have allowed it to deteriorate. The third one is in pristine condition on the outside. The next one is currently being restored and the city stakeholders need to pay attention to how it is being restored. If you drive around the city there are so many houses that are so unique. These are all houses that have the Lancaster Historical Society plaques from 1994. 21 years ago, the house on the top was for sale. We wanted to get out of the city and we wanted to move to Lancaster because of the historic homes. We have a lot of assets in this city and I want everyone to do what they can to maintain them.

Dee Hinkle, 105 E. Fifth St., Vice Chairman Historic Landmark Preservation Committee, stated that the list of Historic Properties in the proposed Comprehensive Plan does not include a vast majority of the historic assets that make up the fabric and character of our community. It is shortsighted to only list the structures that have state or national historic designations. The Historic District needs to be reviewed and revised using past surveys, publications, and documents. For example; I am requesting that the Planning & Zoning Commission make a motion to include in the "Short Term Strategies" section of the proposed Comprehensive Plan for preservation of historic assets to include an updated list of properties as a matter of public record. This list would be attached to and made a part of the Historic Guidelines for City Staff and the Historic Landmark Preservation Committee members to use as a reference. **Motion to read– "Establish a comprehensive list of historic assets through reviewing and updating the list from the UT-Arlington Historical Preservation Survey dated December 1994, the Lancaster History Book, and any previous documents of historic structures in the city and surrounding ETJ area."** The Historic Landmark Preservation Committee would act in an advisory capacity in the compiling of this list of Historic Assets. I am also requesting the verbiage in the "Top Priority Implementation" section of the proposed Comprehensive Plan page 106 be changed to: **Motion to read- "Adopt the current Historic Guidelines and have the Historic Landmark Preservation Committee be a stand-alone committee with any appeal to the City Council."** The city of Lancaster is the only city whose Historic Landmark Preservation Committee is strictly advisory. Numerous times over the past years the Planning and Zoning Commission has overridden the recommendations of the Historic Landmark Preservation Committee, resulting in a major impact on the integrity of many of our historic structures. I am not accusing the Planning and Zoning

Commission of being obstructionists, just of not having a clear understanding of the intricacies of historic preservation.

- *City of Lancaster Historical Preservation Survey*-conducted by UT Arlington, December 1994
- *Historic Destination, Lancaster, TX 150 Year Jubilee*
- *A History of Lancaster 1845-1945*-compiled by the Lancaster Historical Society 1978
- *Images of America LANCASTER*-Lancaster Historical Society, Mary Sykes Author
- Survey Map with Historical Classifications pre-tornado

In addition we have had city staff give permission to demolish Historic buildings without coming to the Historic Landmark Preservation Committee, resulting in major losses of historic structures. This city has a history of allowing buildings to deteriorate for years thus causing demolition by neglect. Also staff has approved changes and construction in the Historic District without bringing it before the Historic Landmark Preservation Committee. If we are to preserve the character and the historical assets as directed by our citizens through this proposed Comprehensive Plan we need to have the support of our appointed officials as well as our elected officials. I hope you will include these changes to the implementation strategy as requested.

Patricia Siegfroid-Giles, 102 West 7<sup>th</sup> Street, I reside at the Artist Cottage here in town. I have two questions first. You all have been asked to postpone Chapter 9 Historic Preservation; if you vote to postpone that do you have a date when that will come back before Planning and Zoning Commission? Otherwise, I am prepared and do I give my remarks now concerning Chapter 9 now or at some other point during the presentation?

Commissioner Prothro, you may give them now.

Senior Planner Tony Felts, you can give your remarks now, the consultants are here and taking notes and will be happy to address some of the concerns during their presentation so we would certainly appreciate your comments.

Hi! I'm Patricia Siegfroid-Giles. I reside at the Artist Cottage 102 W 7<sup>th</sup> Street here in town. I'm here to address certain parts of Chapter 9 Historic Preservation in the August 1, 2016 Draft of the Lancaster Comprehensive Plan. I'm not here to be critical. In fact I'm quite happy that the Comp Plan Committee added an entire chapter supporting and listing Lancaster's history as an asset to our town. As someone who has spent a great deal of time studying Lancaster's history, I just think they missed a few things which I want to bring to your attention and request that you take action to rewrite these sections. I agree that the Historic Landmark Preservation Committee needs to be strengthened. It must become more than an advisory committee that is often under used and unfortunately at times ignored. HLPC must become a viable component of the city in preserving our historic sites, structures and areas. HLPC needs to meet monthly not just when we have a case. We are all aware that historic preservation benefits local communities in a number of ways. Not the least of which is bringing in money. Secondly I agree that the Town Square must once again become an active and vibrant economic center, an area where folks gather and a place for festivals and parties. The City, Town Square Merchants and Property Owners must work together to make this happen. The fact that this is addressed in such a positive way in the Comprehensive Plan is an important first step. However I do have a few concerns and requests about the listing of assets and the section about the Districts and Gateways. But first - there is a glaring typo on page 85 Exhibit 9.02 Historic Markers, Assets, and Cemeteries. Number 13: St. Paul Freewill Baptist Church. Baptist needs to be capitalized. This leads me to question the list of assets. For some reason I haven't figured out, the Comp Plan differentiates between Historic Assets and Historic Markers. All the historic markers in this city indicate assets to this city. And our numbers don't match. Yes, there are three properties on the National Register of Historic Places listed as assets; the Rawlins Farm, the Randlett House on Centre St and the Strain Farm and House. The Comp Plan includes the Winnford House as well as the Crouch/Wood/Graham Home and the Ellis/Hash Home. The last two are listed as city historic designations. I was not aware of that and they are not on my list. And this is the first I've heard that the city is designating historic places. I'm pleased that they are but as a member of HLPC I'd like to know more about that. We are almost in sync with the 16 markers designated by the Texas Historical Commission: the Rawlins Farm, the Strain Farm and House, the Winniford House, the Town of Lancaster and its Historic Square, the site of the Town of Pleasant Run, Rocky Crest School, the High School on Centre Street, Edgewood Cemetery, the Churches; First Presbyterian, First United Methodist, First Baptist, First Christian and the St. Paul Freewill Baptist Church, the site of the Confederate Arms Factory, the Head House and the site where City Marshall Solomon was killed in the line of duty. Now the Solomon marker was dedicated in November 2013 so the Comp Plan may not have been aware of it. But the plan also lists the Lowery/Hurst Homestead. I'm not familiar with that one. So there are discrepancies that need to be addressed. In addition there are 20 homes in

Lancaster's Historic District with bronze medallions presented by the Lancaster Historical Society as well as the history plaques on buildings in the Town Square presented by the Society that have been left out. And no mention at all of Steel Dust!?! The Granddaddy of all Quarter Horses? The fastest horse in a quarter mile in these parts? The foundation sire of the American Quarter Horse Breed established in 1947? Honored in the AQHA: American Quarter Horse Hall of Fame and Museum in Amarillo and in the King Ranch Museum in Kingsville? Steel Dust is Lancaster's own and is most definitely an asset. My point being, all these markers designate assets to Lancaster. They shouldn't be categorized as one group perceived being more important than the other. I suggest this part of Chapter 9 be revisited to define "assets" and adjusted to include all of Lancaster's historic assets. Now the other area that confused me is the designation of sub-districts in the established Historic District. This makes no sense to me at all. Yes, the Town Square is one area; put the rest of the historic district is small business, residential and neighborhood from the beginning in 1852 up through the 1940's. One area not really more important than the other and no reason to ignore parts of the entire historic district. Therefore no reason for sub-districts. Which leads me to the Gateways? Don't misunderstand, I like the Gateways. I applaud the concept of Gateways to the Historic District north – south – east – west. Just at the entrances, not three or four blocks inside effectively negating the rest of the historic district. As one who lives at the north entrance to the Historic District, I admit to a certain amount of interest in this decision. I recommend that the entire concept of sub-districts be rewritten and the Gateway locations redrawn to reflect the entire area. And remember, a Gateway need not be in the middle of the road. A Gateway can be an arch or a banner that spans the street or something else altogether. In other words, beef-up HLPC, energize Town Square, redefine "assets" and list all historic markers, eliminate sub-districts and put the Gateways at the real entrances to the Historic District. Thank you.

Shannon Abbott, 316 South Centre Avenue and also an alternate member of the HLPC. I am new to the City of Lancaster, I have only been here 2 years, I moved my young family to a place outside of Dallas, we wanted to raise my kids in a family friendly neighborhood that is next to a town square, so I agree about adopting the guidelines, as I have noticed on my short time on HLPC that the homeowners that come to the board are not even aware they live in a historic district. The City has informed them and when they come to us to say what they want to do to their home or they have neglected it so long, then it gets to the point that they can't afford to fix. Something has to be done, the residences have to be educated that they have moved to a historic district and they have a responsibility to maintain it and not let it neglect to the point of demolition. There needs to be something that defines it and educates the homeowner as to what needs to be done to maintain it. So I am all for adopting the guidelines so that the HLPC has the authority so that they have the authority as to what needs to be done and that they are the sole authority in that.

#### **CONSENT AGENDA:**

1. Consider approval of minutes from the August 23, 2016 meeting.

**A MOTION WAS MADE BY COMMISSIONER AGUILAR SECONDED BY COMMISSIONER HILL TO APPROVE THE MINTUES AS SUBMITTED.**

**AYES: PROTHRO, AGUILAR, HILL, JOHNSON**

**NAYS:**

**THE MOTION CARRIED 4- 0.**

#### **PUBLIC HEARING:**

2. Conduct a Public Hearing and Discuss a recommendation to approve the City's Comprehensive Land Use Plan.

ACM Rona Stringfellow, beginning in August of 2013, there has been a number of joint Planning and Zoning/Council work sessions, a number of charrettes, a number of public input opportunities, as well as on August 9<sup>th</sup> there was a joint work session with P&Z and City Council to hear a presentation from our consultants. The purpose of this item is to review the final version which you saw at the joint work session on August 9<sup>th</sup>. A couple of highlights before I turn it over to the consultants, there was a recent zoning case at the northwest corner of Wintergreen Road and Houston School Road. The majority of the property was already zoned Light Industrial and there was a request to rezone the remaining acres to Light Industrial as well. At that meeting I gave you information regarding what the vision for that property was and that was Suburban Mixed Use. The underlying zoning is Light Industrial. There is current development in that area that is Light Industrial.

That property has experienced a lot of interest since the entire property became Light Industrial. We are bringing this before you tonight because the vision and the current zoning are conflicting. We would like to request that you recommend this property be changed on the Land Use map to match the existing zoning. The other highlight is public information portion; this document has two scheduled public hearings, one tonight and one October 10<sup>th</sup> City Council meeting so there will be another opportunity for citizens to provide input at that hearing. Lastly what I would like to say regarding the citizen comments so far, this is just the first step. This is not the regulatory document, this is the vision. The implementation portion for all portions of the Comprehensive Plan will occur after the plan has been adopted. A lot of the requests and concerns are what we are waiting for from a staff perspective is the adoption and we are taking notes and will address those things during the implementation process.

Vice Chair Prothro stated with regards to the upkeep of the historic homes, do we not already have something in place with Code Compliance to address these issues?

ACM Stringfellow responded: two fold; we do have a Code Compliance division that does the day to day enforcement of the things that are covered in the International Property Maintenance Code, but that may not cover the things that are more specific to the historic overlay. What have in place currently for the historic overlay is not regulatory, it is a guideline. It is difficult from a staff stand point to enforce guidelines but if you have a regulatory document then you have something you can enforce. If it is just guidelines and the property owner decides not to follow it then there isn't much we can do about it.

Mr. Prothro states, if we have a historic district why don't we have some rules in place that we can enforce so that when someone moves into the neighborhoods they will have something in hand that they understand they will have to adhere to.

ACM Stringfellow replies that this is what the Comprehensive Plan is seeking, some direction for the vision for the implementation strategy that is one of the first steps to allow it to be more regulatory so we have something we can enforce.

Commissioner Aguilar asks if regulatory mean an ordinance? ACM Stringfellow responded yes. Ms. Aguilar asks if in the Comprehensive Plan can we recommend that the Historic Landmark Preservation Committee be a standalone committee with appeals to the City Council directly? ACM Stringfellow responded that yes that could be a recommendation going forth to the City Council but it would be there decision.

Commissioner Aguilar asked how we come up with the list that is in the Comprehensive Plan. ACM Stringfellow stated that the Comprehensive Plan was discussed in a committee and each member of Council appointed someone to address various issues as necessary.

Commissioner Hill thanked all the citizens who came to the meeting and spoke. She stated she attended a HLPC meeting earlier this year and there was a speaker there from the City of Dallas. He mentioned that some of the issues that the City of Dallas went through early on are being echoed in the City of Lancaster. They had to make the decision to invest and create standards for those areas. I believe we need subject matter experts and if the Planning and Zoning Commissioners are not subject matter experts on Historic Preservation issues then I think that the HLPC should be a stand-alone board.

Commissioner Johnson stated that she understood all the comments that have been made and lives in the historic district so she echoes those comments as well. There needs to be standards or more than standards to keep these beautiful homes and make sure they don't end up demolished. It is sad that new community members come into this neighborhood and have no clue. Outsiders begin to think that this is just a rundown part of town and not understand that this is historic. I also agree and hear you. I understand. This is what makes original Lancaster what it is.

Mark Bowers with Kimley Horn made a presentation with an overview of the Comprehensive Plan. The high points of the plan were covered: the background, the community process, the chapter overview which included the Vision Statement, The Future Land Use, Transportation, Economic Development and Implementation chapters.

During Mr. Bowers' presentation the following questions were raised:

Commissioner Johnson noted that on page 34 when discussing the transit services, the Dart Blue Line at UNT Dallas is opening October 2016 so that needs to be addressed. Also the bike trail proposed for South Dallas Avenue, remember that this is a highway and it isn't safe for that to be a bike trail. It should be considered because it just isn't safe to have a bike trail on a highway.

Commissioner Hill asked if there are other things such as the bike trail that we don't know about. If it is a new development how do we ensure that these things are merged with the new Comprehensive Plan? Mr. Bowers responded that traditionally after a Comprehensive Plan is adopted there are minor amendments are done throughout. This document is meant to be a living document and not just sit on a shelf.

Commissioner Johnson asked in the Implementation Strategy why are so many things only Consideration versus calling them out as an action? Mr. Bowers responded that the things that say "Consider" are because those things require Council action and this document can't direct Council to do something, they are suggestions and the Council is the ultimate authority on those matters.

Commissioner Aguilar asked how the timing of the implementation is determined. Whether the number indicated the timing and what is the time frame for the first steps of the implementation? Mr. Bowers responded that there are some things that Council, working with staff may begin to tackle immediately they are just waiting on this document to move forward. Commissioner Aguilar, back to the future land use policies, does this include the Lancaster ISD as well? The City Attorney indicated that no, they are an independent organization, and they get to do what they would like with their assets. Tony Felts, Senior Planner, suggested that language could be added in the motion to encourage a partnership with the Lancaster ISD to provide for common goals and understanding regarding land use and development issues related to the school district.

Mary Guinn 336 South Centre Avenue asked if the draft document is online and when will the document be updated? Mr. Felts indicated that this document is on our website and Vice Chair Prothro indicated that the changes will not be made until and unless the Council approves them.

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

**AYES: PROTHRO, AGUILAR, HILL, JOHNSON**

**NAYS:**

**THE MOTION CARRIED 4 to 0.**

**A SUGGESTED MOTION WAS READ INTO THE RECORD BY THE CITY ATTORNEY WHICH INCORPORATED THE COMMENTS AND SUGGESTIONS FROM THE COMMISSIONERS. and the MOTION WAS MADE BY COMMISSIONER AGUILAR AND SECONDED BY COMMISSIONER JOHNSON TO RECOMMEND APPROVAL TO THE CITY COUNCIL WITH THE FOLLOWING CHANGES: INCORPORATE THE COMMENTS MADE BY MS. GUINN, MS. HINKLE, MS. SEIGFREID-GILES, AND MS. ABBOTT, THAT STAFF WILL REMOVE THE HARGROVE PROPERTY FROM THE SUBURBAN-MIXED USE DISTRICT AND DESIGNATE THE FUTURE LAND USE OF THE PROPERTY AS LOGISTICS/DISTRIBUTION IN LINE WITH THE EXISTING DEVELOPMENT BEING UNDERTAKEN ON THE PROPERTY, UPDATE THE TRANSPORTATION SECTION BASED ON THE COMMENTS MADE AND LOOK AT THE BICYCLE ROUTES ALONG HIGHWAY 342, PARTNER WITH THE LANCASTER ISD TO PROVIDE A COMMON GOAL FOR FUTURE LAND USE AND DEVELOPMENT REGULATIONS, AND FINALLY REVIEW AND CHANGE TO HAVE STRONGER LANGUAGE WITH REGARDS TO THE IMPLEMENTATION SECTION.**

**AYES: PROTHRO, AGUILAR, HILL, JOHNSON**

**NAYS:**

**THE MOTION CARRIED 4 to 0.**

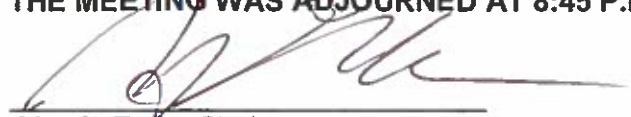
**A MOTION WAS MADE BY COMMISSIONER AGUILAR AND SECONDED BY COMMISSIONER PROTHRO TO ADJOURN THE MEETING.**

**AYES: EARLE, PROTHRO, AGUILAR, HILL**

**NAYS:**

THE MOTION CARRIED 4 to 0.

THE MEETING WAS ADJOURNED AT 8:45 P.M.

  
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Marvin Earle, Chair

ATTEST

  
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Tony Felts, AICP, Senior Planner

