

MINUTES

PLANNING & ZONING COMMISSION SPECIAL MEETING OF JUNE 19, 2018

The Planning and Zoning Commission of the City of Lancaster, Texas, met in a Regular Session in the Council Chambers of City Hall on June 19, 2018 at 7:00 p.m. with a quorum present to-wit:

Commissioners Present:

Cynthia Johnson
Jeremy Reed
Karen Collins

City Staff:

Bester Munyaradzi, Senior Planner
Emma Chetuya, Planner
Ashley White, Associate City Attorney

Call to order:

Commissioner Johnson called the meeting to order at 7:05 p.m. on June 19, 2018.

CONSENT AGENDA:

1. Consider approval of minutes from the Planning and Zoning Commission Joint Special Meeting held on March 27, 2018 and the Regular Meeting held on May 1, 2018.
2. PS18-03 Discuss and consider a request for approval of a Preliminary Plat for Global BTS, being Lot 1, Block A, creating one lot on approximately 22.15 acres located on the northeast corner of West Drive and Longhorn Drive. The property is described as a tract of land situated in the William Howerton Survey, Abstract No. 559, in the City of Lancaster, Dallas County, Texas.
3. PS18-08 Discuss and consider a preliminary plat for Oakmont 20/35 being 41.5 acres located at the southeast corner of N. Longhorn Drive and West Drive, a tract of land out of the William Howerton Survey, Abstract No. 559 in the City of Lancaster, Dallas County, Texas.
4. PS18-10 Discuss and consider a request for approval of a Preliminary Plat for Lincoln Estates, creating 6 lots on approximately 5.9 acres located on the northwest corner of Bear Creek Road and Houston School Road. The property is described as a tract of land situated in the Charles Bernard Survey, Abstract No. 128, in the City of Lancaster, Dallas County, Texas.
5. PS18-11 Discuss and consider a preliminary plat for I-20 Commerce Center Addition on two lots on 59.5 acres located at the northwest corner of Houston School Road and Danieldale Road, a tract of land out of the S.B. Runyon Survey, Abstract No. 1199 in the City of Lancaster, Dallas County, Texas.
6. PS18-12 Discuss and consider a final plat for I-20 Commerce Center Addition being 59.5 acres on two lots located at the northwest corner of Houston School Road and Danieldale Road, a tract of land out of the S.B. Runyon Survey, Abstract No. 1199 in the City of Lancaster, Dallas County, Texas.

MOTION: Commissioner Collins made a motion, and seconded by Commissioner Reed to approve consent items 1 through 6. The vote was cast 3 for, 0 against.

PUBLIC HEARING:

- 7. Z18-05 Conduct a Public Hearing and consider a rezoning request from Agricultural Open (AO) to SF-4 Single Family Residential. The property is approximately 125.2 acres and is located south of Main Street, east of Bluegrove Road and west of Belt Line Road. It is further described as Abstract 449 Arthur Elderidge, Lancaster, Dallas County, Texas.**

Planner Chetuya gave the staff report. This is a request to rezone 125.2 acres of property located south of Main Street and east of Bluegrove Road for single family dwelling units. The current zoning only allows for 1 unit to be built per 5 acres. The proposed zoning will allow up to 4 units per acre. The Comprehensive Plan, Future Land Use map designates this area as Suburban Neighborhood. Suburban Neighborhood is envisioned to have place types which focus on creating a variety of residential products. Primary land uses for Suburban Neighborhood includes single-family detached homes and duplexes. The zoning change request is therefore consistent with the Comprehensive Plan shown on the attached Comprehensive Plan excerpt. Access to the property will be from Main Street and utilities are available. Staff recommends approval of the request as presented.

The public hearing was opened and no one spoke in support or opposition of this zoning change request.

MOTION: Commissioner Reed made a motion to close the public hearing, and seconded by Commissioner Collins. The vote was cast 3 for, 0 against.

MOTION: Commissioner Reed made a motion to approve item number 7 as presented, and seconded by Commissioner Collins. The vote was cast 3 for, 0 against.

- 8. Z18-06 Conduct a public hearing and consider a Specific Use Permit (SUP) request for in-home daycare at a property addressed as 1743 O'Neal Street; Lot 7, Block B in Wellington Park North Subdivision. The property is located within the Jonathan L. Samson Survey, Abstract No. 1311 City of Lancaster, Dallas County, Texas.**

Senior Planner Bester Munyaradzi gave the staff report. This is a Specific Use Permit (SUP) request for in-home daycare at a property addressed as 1743 O'Neal Street in Wellington Park North Subdivision. The application came after a fire incident at the premise when the Fire Marshall investigating the fire alerted the operator to seek a SUP. The State requires in-home day care operators to comply with local regulations and Lancaster Development Code requires SUP for in-home daycares.

The applicant is requesting in-home daycare for eight (8) children ranging from 14 months to five (5) years of age. The operation is State licensed and has been in operation for 10 years but does not have Fire and Building permits. The applicant is therefore seeking to bring the business in compliance with the City's required permits.

The application meets the Home Occupation requirements. However, due to the number of children in the in-home daycare, Building and Fire codes classifies this in-home day care as an I-4 which requires the installation of automatic fire sprinklers. Therefore the operators/owners of the in-home daycare are required to install automatic fire sprinklers in the premise for the safety of the children and to meet the Fire code requirement. Staff recommends approval of the SUP request subject to installation of automatic fire sprinklers.

Commissioner Reed inquired on where to find the requirement for in-home daycares to obtain a specific use permit. Senior Planner Munyaradzi stated the information can be found in the Land Use Table. Commissioner Reed stated that he was not clear as to why daycare center is an excluded use from home occupations. Senior Planner Munyaradzi stated a daycare center is a large commercial day care use.

Commissioner Johnson asked how many fire sprinklers are required in the home. Senior Planner Munyaradzi noted that the number of required fire sprinklers would need the Fire Marshal's input.

Commissioner Reed asked if the Fire Marshal have a standing action on the house that if they approve the SUP the house would have to be sprinkled. Senior Planner Munyaradzi noted that the Fire Marshal will ensure the houses meet current fire code.

The applicant Taryn Walker, 1783 O'Neal Street, Lancaster TX 75134 stated that her client is seeking approval of the body. Applicant stated she was unaware of requirement prior to the meeting. Senior Planner Munyaradzi stated that the automatic sprinkler system is required when there are more than 5 children in the home.

Commissioner Johnson asked applicant if the Fire Marshall stated that the sprinkler system currently located in the house is sufficient and all they need is a larger fire extinguisher and whether the applicant had document from the Fire Marshall. Ms. Walker stated that on the day of inspection, the things she had on the sheet is what the Fire Marshall circled and then she passed around the Fire Marshall inspection checklist. Senior Planner read where it states that I4 occupancy is required to have an automatic sprinkler where there are more than 5 occupants and that the in-home daycare has more than 5 children.

Commissioner Reed asked City Attorney White if the Commissioners would be clear to approve the requirement. It was advised that based on what staff has presented, the application meets the classification of a secondary use and fulfills the residential home occupation that meets the SUP requirements.

MOTION: Commissioner Johnson made a motion to close the public hearing seconded by Commissioner Reed. The vote was cast 3 for, 0 against.

MOTION: Commissioner Reed made a motion to approve item 8 subject to the installation of the fire sprinklers under the direction of the Fire Marshall seconded by Commissioner Collins. The vote was cast 3 for, 0 against.

ACTION

- 9. HLPC18-03 Consider a Certificate of Appropriateness to install double metal doors on the front of 137 Historic Town Square, three (3) masonite doors on the breezeway and one (1) single masonite door on the front that leads to the upstairs unit on the properties located at 137-143 Historic Town Square, Lancaster, Dallas County, Texas.**

Planner Chetuya gave the staff report. The applicant is requesting to install three (3) masonite doors on the breezeway and one (1) single masonite door on the front that leads to the upstairs unit on the properties located at 137-143 Historic Town Square. The design of the proposed doors leading to the upstairs unit are similar to the style of 1890s to 1930s commercial architecture. The doors along the breezeway have a small window at the top that appears like a transom although there is no transom above the doors. Although the double doors on the front of 137 Historic Town Square is made of metal, it appears to be made of wood. Staff concurs with the HLPC recommendation.

MOTION: Commissioner Collins made a motion to approve agenda item number 9, and seconded by Commissioner Reed. The vote was cast 3 for, 0 against.

10. HLPC 18-05 Discuss and consider a Certificate of Appropriateness to replace the front doors at 113 Historic Town Square, Lancaster, Dallas County, Texas.

Planner Chetuya gave the staff report. The applicant has already installed 8' high Mahogany wood doors during the month of December of 2017 because the doors were old and rotten. HLPC approved the request subject to dark brick red glass stain on the door and veneer around the doors. Staff concurs with the HLPC.

MOTION: Commissioner Collins motioned to approve item number 10 subject to dark brick red glass stain on the door and veneer around the doors seconded by Commissioner Reed. The vote was cast 3 for, 0 against.

11. HLPC 18-06 Consider a Certificate of Appropriateness to add new wood siding, replace deteriorating porch deck wood with treated wood, make porch skirt of brick and add small siding panels on property located at 405 E. Main Street, Lancaster, Dallas County, Texas.

Planner Chetuya stated gave a staff report. The applicant is requesting to add new wood siding that matches the current house siding to the existing rear laundry room because the former material is falling off a request to remove the deteriorating porch deck wood and replace it with treated wood, a request to make the porch skirt of brick to match the existing bricks on the house to cover the crawls space at the front of the house and to add smart siding panels along the bottom sides and rear of the house to cover crawl space. The HLPC recommended approval of the request as presented and staff concurs with the HLPC.

MOTION: Commissioner Reed made a motion to approve item number 11 as presented seconded by Commissioner Collins.
The vote was cast 3 for, 0 against.

MOTION: Commissioner Reed made a motion to adjourn seconded by Commissioner Collins.


The meeting was adjourned at 7:38 p.m.

ATTEST:



Bester Munnyaradzi, Senior Planner

APPROVED:



Cythia Johnson, Commission