



**NOTICE OF MEETING AGENDA
PLANNING & ZONING COMMISSION
CITY OF LANCASTER, TEXAS
MUNICIPAL CENTER
CONFERENCE ROOM**



**211 N. HENRY STREET, LANCASTER, TEXAS
TUESDAY, MARCH 6, 2012 – 7:00 P.M.**

**Chair, Mary Jane Colton
Vice Chair, Quinnie Wright**

**Commissioner Marian Elkins
Commissioner James Mitchell
Commissioner Lawrence Prothro**

As authorized by Section 551.071(2) of the Texas Government Code, this meeting may be convened into closed Executive Session for the purpose of seeking confidential legal advice from the City Attorney on any agenda item herein.

The City of Lancaster reserves the right to reconvene, recess or realign the Regular Session or called Executive Session or order of business at any time prior to adjournment.

7:00 P.M.

AGENDA

CALL TO ORDER

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

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 Commission member may request one or more items to be removed from the consent agenda for separate discussion and action.

1. Consideration of the February 7, 2012 Regular Meeting Minutes.

ACTION

2. **HLPC12-01** Consider a Certificate of Appropriateness to allow a modification for an existing garage located at 105 E. Fifth Street.
3. **M12-01** Consider a request for a Sign Exception for the height of a sign located at 786 North Interstate 35E.

DISCUSSION

4. Capital Improvements Advisory Committee update and discussion of the Draft Roadway Impact Fee Update.

ADJOURNMENT

ACCESSIBILITY STATEMENT

The Municipal Building is wheelchair accessible. If you plan to attend the meeting and have a physical impairment, which requires special arrangements or require sign interpretive services, please contact the City Secretary's Office 72 hours prior to the meeting at (972) 218-1310 or TDD 1-800-735-2988. Reasonable accommodations will be made to assist your needs.

CERTIFICATE

I hereby certify the above Notice of Meeting was posted at the Lancaster City Hall,

_____, 2012 @ _____ am/pm.

Nathaniel Barnett, Senior Planner

PLANNING & ZONING COMMISSION
Agenda Communication for
March 6, 2012

#1

CONSIDERATION OF THE FEBRUARY 7, 2012 MEETING MINUTES.

Prepared by:

Nathaniel Barnett, Senior Planner



**REGULAR MEETING MINUTES
PLANNING & ZONING COMMISSION
CITY OF LANCASTER, TEXAS
TUESDAY, FEBRUARY 7, 2012**



CALL TO ORDER:

Chair Colton called the meeting to order at 7:01 p.m. on February 7, 2012.

COMMISSIONERS

**MARY JANE COLTON, CHAIR
QUINNIE WRIGHT, VICE CHAIR
MARIAN ELKINS
JAMES MITCHELL
LAWRENCE PROTHRO**

CITY STAFF

**RONA STRINGFELLOW-GOVAN
NATHANIEL BARNETT
JULIE PANDYA**

**DIRECTOR OF DEVELOPMENT SERVICES
SENIOR PLANNER
CITY ATTORNEY**

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

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 Commission member may request one or more items to be removed from the consent agenda for separate discussion and action.

1. Consideration of the January 10, 2012 Regular Meeting Minutes.

Chair Colton entertained a motion for the consent agenda.

COMMISSIONER ELKINS MADE THE MOTION TO APPROVE THE MINUTES FROM JANUARY 10TH, SECONDED BY VICE CHAIR WRIGHT.

AYES: COLTON, ELKINS, MITCHELL, PROTHRO, WRIGHT

NAYES: NONE

THE MOTION CARRIED 5-0.

DISCUSSION

2. Capital Improvements Advisory Committee update and discussion.

Senior Planner Nathaniel Barnett spoke briefly about the Capital Improvements study that was under way for the Roadway and Water/Waste water Impact Fee study. He mentioned that the draft report was close to being completed and that the Commission would be responsible for reading the document and giving any comments that would be submitted to the Council. Chair Colton wanted to be certain that the Commission had the appropriate information to be able to adequately make recommendations. Vice Chair Wright wanted to be certain that the Commission would have enough time to ensure recommendations could be appropriate. Senior Planner Barnett assured both of them that their requests would be addressed.



**REGULAR MEETING MINUTES
PLANNING & ZONING COMMISSION
CITY OF LANCASTER, TEXAS
TUESDAY, FEBRUARY 7, 2012**



Development Services Director Stringfellow-Govan made brief statements regarding the study and what the Commission was to look for in the document. She also showed the affected areas of the study.

Chair Colton entertained a motion to adjourn.

A MOTION WAS MADE BY COMMISSIONER ELKINS AND SECONDED BY COMMISSIONER PROTHRO TO ADJOURN.

AYES: COLTON, ELKINS, MITCHELL, PROTHRO, WRIGHT

NAYES: NONE

THE MOTION CARRIED 5-0.

Meeting was adjourned at 7:17 p.m.

Mary Jane Colton, Chair

ATTEST

Nathaniel Barnett, Senior Planner

Planning and Zoning Commission
Agenda Communication for
March 6, 2012

#2

HLPC 12-01 - Consider a Certificate of Appropriateness to allow a modification for an existing garage located at 105 E. Fifth Street.

Background:

This is a residential property located within the Historic District. The applicant is requesting a Certificate of Appropriateness to add a door to the detached garage. The addition will utilize materials that replicate the existing materials on the structure. The applicant plans to add a gate opener to the bottom section of the door to allow for automated entry into the garage. The applicant also proposes to add a carriage light to the upper right section of the garage to match an existing light on the left side. All of the materials used will be similar in color to the existing structure.

1. Location and size

The property is located at 105 E. Fifth Street. The garage is a one-car accessory structure also used for storage, approximately 216 square feet in size.

2. Current Zoning/Use:

The property is currently zoned HP-SF-6 (Historic Preservation Single Family Residential).

3. Adjacent Properties:

North: HP-SF6, Historic Preservation Single Family Residential

South: HP-SF6, Historic Preservation Single Family Residential

East: HP-SF6, Historic Preservation Single Family Residential

West: HP-SF6, Historic Preservation Single Family Residential

4. Comprehensive Plan Compatibility:

The Comprehensive Plan designates this area for Medium Density Single Family Residential. This request does not affect compatibility with the Comprehensive Plan.

Recommendation:

HLPC:

At their February 28, 2012 meeting, the HLPC recommended **approval** of the request.

Staff:

Staff recommends **approval** of the proposed request.

Options/Alternatives

- 1) Approve the application as submitted.
- 2) Approve the application with stipulations.
- 3) Deny the request.
- 4) Postpone the request.

Planning and Zoning Commission
Agenda Communication
March 6, 2012
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Attachments:

Photo of the existing structure
Photo of the structure with the proposed changes
HLPC Agenda Communication for Meeting on February 28, 2012

Prepared and Submitted By:

Nathaniel Barnett, Senior Planner

Date: March 1, 2012



Close up of garage as is



Garage with proposed door

Historic Landmark Preservation Committee
Agenda Communication for
February 28, 2012

#2

HLPC 12-01 - Consider a Certificate of Appropriateness to allow a modification for an existing garage located at 105 E. Fifth Street.

Background:

Pursuant to Section 14.1103(a)(2) of the Lancaster Development Code (LDC), prior to any alterations to the exterior architectural appearance of a structure located in the historic district, the property owner must first obtain approval of a Certificate of Appropriateness. The applicant has submitted an application for a Certificate of Appropriateness to obtain permission for a modification to this property.

The applicant is requesting a Certificate of Appropriateness to add a door to the detached garage. The addition will utilize materials that replicate the existing materials on the structure. The applicant plans to add a gate opener to the bottom section of the door to allow for automated entry into the garage. The applicant also proposes to add a carriage light to the upper right section of the garage to match an existing light on the left side. All of the materials used will be similar in color to the existing structure.

1. Location and size

The property is located at 105 E. Fifth Street. The garage is a one-car accessory structure also used for storage, approximately 216 square feet in size.

2. Current Zoning/Use:

The property is currently zoned HP-SF-6 (Historic Preservation Single Family Residential).

3. Adjacent Properties:

North: HP-SF6, Historic Preservation Single Family Residential

South: HP-SF6, Historic Preservation Single Family Residential

East: HP-SF6, Historic Preservation Single Family Residential

West: HP-SF6, Historic Preservation Single Family Residential

4. Comprehensive Plan Compatibility:

The Comprehensive Plan designates this area for Medium Density Single Family Residential. This request does not affect compatibility with the Comprehensive Plan.

Recommendation:

Staff recommends **approval** of the COA if the HLPC finds the following to be true:

1. The applicant has been sensitive to the integration of this modification into the neighborhood.
2. The proposed change is not detrimental to the Historic District.

The Historic Landmark Preservation Committee should approve the COA if it finds the following to be true:

1. The proposal conforms to the Historic Preservation Overlay District and the Single-Family-6 zoning district regulations as applicable.

Options/Alternatives

- 1) Recommend approval of the application as submitted.
- 2) Recommend approval with stipulations.
- 3) Recommend denial of the request.
- 4) Post pone recommendation to a date certain.

Attachments:

Photo of the existing structure
Photo of the structure with the proposed changes
Gate opener information (3 pages)

Prepared and Submitted By:

Nathaniel Barnett
Senior Planner

Date: February 24, 2012



Close up of garage as is



Garage with proposed door

Price: \$375.99

Quantity: 1

1-800-537-

4283



CLICK IMAGE TO ENLARGE

Mule Gate Opener - Mighty Mule FM500 Single Gate Opener (FM500)

Product Details

- [Gate Opener At a Glance](#)
- [Gate Opener Description](#)
- [Gate Opener Features](#)
- [Included with Gate Opener from Manufacturer](#)
- [Gate Crafters.com Exclusive Product & DIY Additions](#)
- [Tools & Supplies for Installation](#)
- [Words from Senior Application Engineer](#)
- [Exclusive Gate Crafters Designed Packages](#)
- [Customer Installations](#)
- [Customer Testimonials](#)
- [Factory Visit Updates](#)
- [Product Media](#)

Gate Opener Description

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The Mighty Mule FM500 Single Gate Opener can be used in residential applications including automating gates made of farm tubing, steel, aluminum, wood, and chain link, along with many other gate types. This opener can be set on the left or right and is used in the standard pull-to-open operation. By adding the push-to-open bracket accessory (**not included**) the Mighty Mule FM500 can be used to push the gate open away from the property with the arms still mounted on the inside.

The Mighty Mule FM500 Single Gate Opener is a low voltage system, eliminating the need to run 110 AC to your gate. Simply run 16-gauge low voltage to a household outlet within 1000' of the operator or use a solar panel. With the Mighty Mule FM500's oversized control box you can house (2) 7 amp/hour batteries to accommodate higher opening cycle situations and extra storage for solar. (**Second battery is not included**).

The Mighty Mule FM500 Single Gate Opener can be used with GTO Inc.'s complete line of accessories including keypads, transmitters, exit wands, gate locks, solar panels, and more.

GateCrafters.com is the DIY factor. GateCrafters.com further adds to most of our gate openers for easier DIY installation. We have developed exclusive components (example: easy adjustable mounting brackets), customized instructions, and offer a full spectrum of accessories to truly cover all aspects of the installation of your gate opener. In addition we have the largest staff of factory trained technicians in the US.

Gate Opener Features

- **Soft Start/Soft Stop** - Soft start/soft stop is a feature in which the control board, during the set up process, learns where your opening and closing points are for the swing of the gate. Then during normal operation the gate operator automatically slows the motion of the gate to smoothly meet with the gates destination point. This feature can also be turned off.
- **Closing Timer** - Set your gate to close between 0 and 120 seconds after reaching the full open position or turn this option off to leave it open until an entry device activates closing motion.
- **Learn Mode** - With the Mighty Mule FM500 the learning process, the end points are determined by the user via remote. A simple press of the transmitter tells the opener where to stop and when the opener is set to the desired stop points, save the settings on the board.

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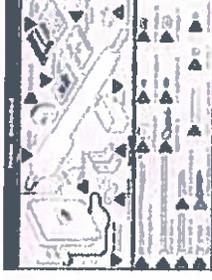
GateCrafters.com has the resources you need. How do you use your gate opener system once you get it? GateCrafters.com is the only retailer to give a real answer to this question. We have develop videos for installing many of our gate openers and products and write DIY focused manuals for most gate openers and have individual instructions for each accessory to be installed with each gate opener.

- **Arm Contained Control Board** - The Mighty Mule FM500 does not use a control box, everything is contained within the arm.

Included with Gate Opener from Manufacturer

- **Receiver**
- **Mounting Hardware**
- **Charging Transformer**
- **Operator Arm**
- **Control Board**
- **Control Box with Control Board**
- **UL325 Certified**
- **Installation Video**
- **Spanish Manual**

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PLANNING & ZONING COMMISSION
Agenda Communication for
March 6, 2012

#3

M12-02 Consider a Request for a Sign Exception for the Height of a Sign Located at 786 North I-35E.

Background

1. **Location and Size:** The property is located on the east side of I-35E and is approximately 900 feet south of the intersection of Gateway Drive and I-35E. The property is addressed as 786 North I-35E.
2. **Current Zoning:** The subject property is currently zoned CH, Commercial Highway.
3. **Adjacent Properties:**
North: CH, Commercial Highway
South: CH, Commercial Highway
East: LI, Light Industrial
West: Northbound I-35E
4. **Comprehensive Plan Compatibility:** The Comprehensive Plan identifies this site as suitable for Highway Commercial uses. The proposal is compatible with the Comprehensive plan.
5. **Case/Site History:** N/A

Considerations

The applicant is requesting an exception to the sign ordinance to allow increased height to the existing Taco Cabana pole sign. The existing sign is thirty feet (30') in height and located along the northbound I-35E frontage road.

The applicant has indicated to Staff that visibility is critical for marketing the restaurant along I-35E in the highly competitive area with several other national chain restaurants. The other retail outlets in the area that have signs higher than allowed by the Ordinance include Home Depot (80'), Logan's (80') and IHOP (54'). Also, In and Out Burger has been approved for an 80' pole sign (restaurant currently under construction) and the Chicken Express restaurant to be located adjacent to Taco Cabana will request a sign similar to those of the other establishments in the area.

A major issue why retailers in the area are requesting sign heights above the maximum allowed height per the Ordinance is the location of these properties in conjunction with the elevated section of the freeway and location of the off-ramps. Much of the business for these establishments comes from the traffic traveling along Interstate 35E. It is essential for the retail

outlets to get the attention of potential patrons prior to them missing the appropriate exit and having to endure a cumbersome route back to their business due to the lack of cross access between most of the sites or roads that circle around the area.

In consideration of this request, the Sign Board shall consider the following (taken from the LDC):

- The degree of exception;
- The reasons for the exception request;
- The location of the exception request;
- The duration of the exception request;
- The effect on public safety;
- Protection of neighborhood property;
- The degree of hardship or injustice involved, and
- The effect of the exception on the general plan for signing within the city.

Options/Alternatives

1. Grant the exception as requested.
2. Grant an exception of a lesser nature and state what they are.
3. Deny the exception request.

Recommendation

Staff recommends **approval** of the exception request (Option 1), as presented.

Attachments

Sign Elevation
Site Plan
Photos of existing signs

Prepared By and Submitted By:

Nathaniel Barnett
Senior Planner

Date: _____ **March 1, 2012** _____



client: TACO CABANA
 location: LANCASTER, TX
 sheet: 1 of 1
 designer: Pete Sitterle
 date: 1-19-12
 notes: noted
 comments: this copy
 ACB/7000/PTLCH
 drawn by: Ben Calderon

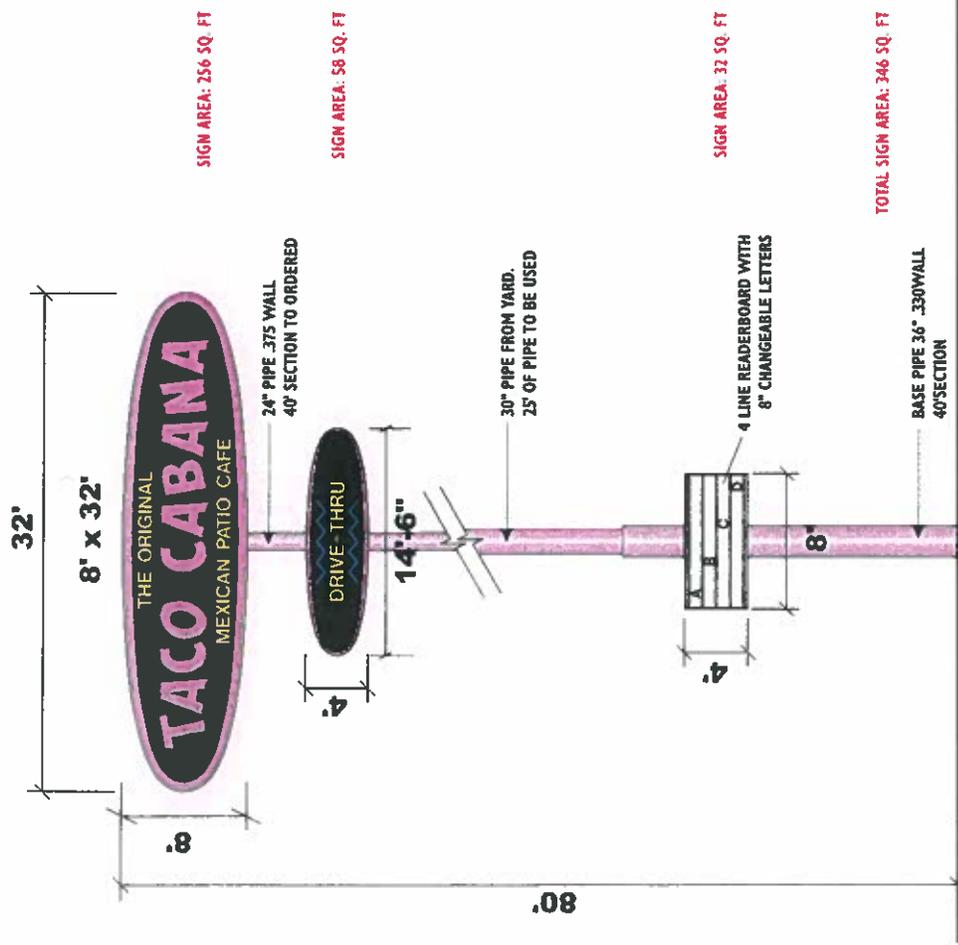
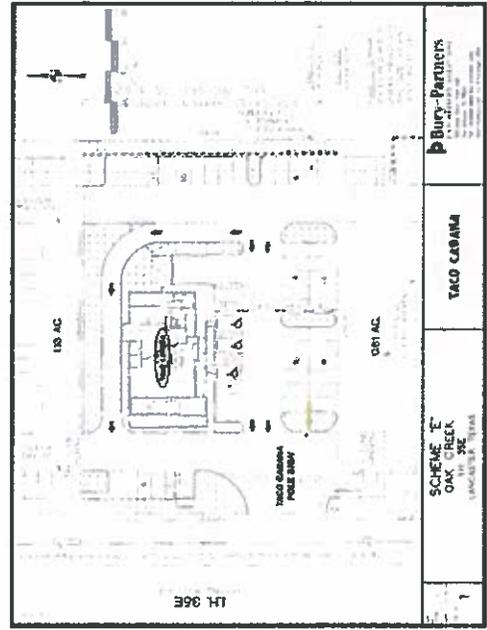
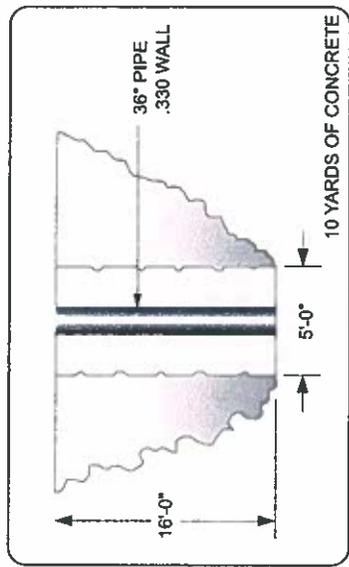
important:
 approved
 approved as noted
 revise & resubmit
 by: _____
 date: _____

electrical:
 volts: _____
 amps: _____
 60 amp circuit required

comments:



www.cometsigns.com
 235 West Turbo
 SAN ANTONIO, TX 78216
 ph: (210) 341-7244
 fax: (210) 341-7279



SIGN AREA: 256 SQ. FT

SIGN AREA: 58 SQ. FT

SIGN AREA: 33 SQ. FT

TOTAL SIGN AREA: 346 SQ. FT

80' Pole Sign Elevation
 Scale: 1/8"



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