



**REGULAR MEETING MINUTES
PLANNING & ZONING COMMISSION
CITY OF LANCASTER, TEXAS
TUESDAY, MAY 17, 2011**



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CALL TO ORDER:

Chair Colton called the meeting to order at 7:00 p.m. on May 17, 2011.

COMMISSIONERS

**MARY JANE COLTON, CHAIR
VIC BUCHANON
ROBERT POINTER (not present)
VALERIE PERKINS
QUINNIE WRIGHT**

CITY STAFF

**NATHANIEL BARNETT
JULIE PANDYA**

**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 April 5, 2011 Regular Meeting Minutes.

Chair Colton entertained a motion on the consent agenda.

COMMISSIONER BUCHANON MADE THE MOTION TO APPROVE THE MINUTES FROM THE MEETING ON APRIL 5TH, SECONDED BY COMMISSIONER PERKINS.

**AYES: BUCHANON, COLTON, PERKINS, WRIGHT
NAYES: N/A**

THE MOTION CARRIED 4-0.

PUBLIC HEARING

2. **Z11-03** Conduct a Public Hearing and Consider a Request for a Specific Use Permit for a Residential use for Property in the Historic Town Square Generally Located at 147 Historic Town Square/238 First Street.

Senior Planner Barnett gave a presentation regarding the applicants request to add a residential use to units zoned for office/retail use in the Historic Town Square. Senior



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Planner Barnett displayed the existing conditions of the Square and how it is used today. He pointed out that there is a mix of uses allowed on the Square including residential, retail and office. The residential uses are primarily on the second floor and the request is to allow residential uses on the ground floor. Senior Planner Barnett pointed out that on the Square there are buildings that are two-story and one-story. Since the building the applicant is requesting to add a residential component is only one-story, the residential use would have to be on the ground floor. He pointed out that these units are on the back side of the Square and would not impede the primary area of the Square from retail and office uses. Staff recommends approval.

Chair Colton asked about the unit sharing a wall with a restaurant. Senior Planner Barnett stated that whoever occupied the unit in any capacity would be aware of what is next door. Commissioner Perkins asked about the square footage of the units. Senior Planner Barnett responded that they are under 500 square feet. Commissioner Wright asked about the guidelines being established for the units and whether or not children would be living there. Senior Planner Barnett stated that the size of the units would probably preclude anyone other than single people from living in the unit.

The applicant, Susie Weaver, 411 S. Center, spoke of having a business on the square and mentioned how many businesses have been lost off of the Square since the tornado. She described what the units would be like. She spoke of a need for more retail on the front of the square but that during this tough time it's necessary to make the units as marketable as possible.

Chair Colton then opened the public hearing.

Favor:

None

Opposed:

Nancy Moffett, 2105 N. Houston School Road, spoke of the need to attract more retail to the Square. She spoke of the residential units in the old bank building and that they had worked out well. She spoke of owning land near the Square and asked if she could turn her properties into residential units or the Post Office possibly being changed to residential if they ever moved out. She spoke of a study that stated we needed more retail in the Square. She is aware that the applicant is aware of the plans for the area and just wants to make sure that everyone will be treated equally and that we continue to uphold the vision of the Square.

Chair Colton entertained a motion to close the public hearing.



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A MOTION WAS MADE BY COMMISSIONER BUCHANON AND SECONDED BY COMMISSIONER PERKINS TO CLOSE THE PUBLIC HEARING.

AYES: BUCHANON, COLTON, PERKINS, WRIGHT

NAYES:

THE MOTION CARRIED 4-0.

Discussion:

Commissioner Buchanon stated he was aware of the concerns of the lack of retail on the Square but that we need to be creative and come up with ways to make the Square viable. He stated that adding components to the units could make the Square more appealing.

Commissioner Perkins asked how many residents were there now and if adding the residential use would increase traffic. Senior Planner Barnett stated that he could not compare the increase in traffic due to there always having been residents on the Square. The Commissioners discussed the current activity on the Square and how the residential use would or would not increase foot traffic in the area and the ability for the applicant to make her units more marketable.

A MOTION WAS MADE BY COMMISSIONER BUCHANON AND SECONDED BY COMMISSIONER PERKINS TO APPROVE THE REQUEST FOR RESIDENTIAL UNITS TO BE ALLOWED.

AYES: BUCHANON, COLTON, PERKINS, WRIGHT

NAYES:

THE MOTION CARRIED 4-0.

3. **Z11-04** Conduct a Public Hearing and Consider a Request for a Specific Use Permit for a Charter School use for Property Generally Located at the northeast corner of the intersection of East Fourth Street and North State Street and addressed as 305 East Third Street.

Senior Planner Barnett gave a presentation that the First Baptist Church wishes to use their Educational Building as a Charter School. He spoke of the use bringing more people to the downtown area and the church being fully utilized.

The applicant, Charles Dixon, 609 Clinton Street, Ovilla, Tx, is the Senior Pastor of First Baptist Church. He stated that the church would not be operating the school but the school is Vista Academy that is presently on Wintergreen Road and introduced the campus director to speak about the school. The superintendent of the school was also present, Scott Davis, who gave more information about the size of the school, the



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programs that would be offered, and what services they would provide. The applicant spoke of the under utilization of the church and how they have been looking for more ways to increase its use and bring more people to the area. He complimented City Staff and how well they have worked with him and answered all of his questions during this entire process.

Commissioner Perkins asked how many classrooms there were in the facility. The applicant brought the superintendent, Scott Davis, to inform the commission of the facility. Mr. Davis explained how the space is used now there could be up to 10 classrooms along with labs and offices. Chair Colton asked if there were enough rooms on the ground floor for kindergarten classes. Mr. Davis stated that there were. Commissioner Buchanan asked about the mission statement of the school and if they tracked the progress of their students. Mr. Davis stated that they did monitor their students to a certain point but didn't track them all the way through high school. Commissioner Wright asked how many students were from Lancaster. Mr. Davis stated that the vast majority of the students would be from Lancaster and that they work with the local school district to provide an alternative for the non-traditional students.

Chair Colton then opened the public hearing.

Favor:

None

Opposed:

None

Chair Colton entertained a motion to close the public hearing.

A MOTION WAS MADE BY COMMISSIONER PERKINS AND SECONDED BY COMMISSIONER BUCHANON TO CLOSE THE PUBLIC HEARING.

AYES: BUCHANON, COLTON, PERKINS, WRIGHT

NAYES:

THE MOTION CARRIED 4-0.

Discussion:

None



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A MOTION WAS MADE BY COMMISSIONER BUCHANON AND SECONDED BY COMMISSIONER WRIGHT TO APPROVE THE REQUEST FOR A CHARTER SCHOOL.

**AYES: BUCHANON, COLTON, PERKINS, WRIGHT
NAYES:**

THE MOTION CARRIED 4-0.

DISCUSSION

4. Zoning and the Comprehensive Plan; a presentation on their role in City government.

Senior Planner Barnett gave a presentation on Zoning and the Comprehensive Plan for the City of Lancaster. This was brought forward to the Commission as an informational item to give them more insight on diverse topics in the Planning field.

Chair Colton entertained a motion to adjourn.

A MOTION WAS MADE BY COMMISSIONER BUCHANON AND SECONDED BY COMMISSIONER PERKINS TO ADJOURN.

**AYES: BUCHANON, COLTON, PERKINS, WRIGHT
NAYES:**

THE MOTION CARRIED 4-0.

Meeting was adjourned at 8:17 p.m.



Mary Jane Colton, Chair

ATTEST



Nathaniel Barnett, Senior Planner

