



**NOTICE OF MEETING AGENDA
PLANNING & ZONING COMMISSION
AND ACTING AS THE
CAPITAL IMPROVEMENTS ADVISORY COMMITTEE
CITY OF LANCASTER, TEXAS
MUNICIPAL CENTER
CITY COUNCIL CHAMBERS
211 N. HENRY STREET, LANCASTER, TEXAS
TUESDAY, JUNE 26, 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 April 24, 2012 Regular Meeting Minutes.

ACTION

2. **M12-04** Consider a request for a Sign Exception for the width and total height of a pole sign located approximately 2500' north of the intersection of Beltline Road and Interstate 35E on Lot 4R, Block 1, Magnahomes Addition and doing business as Chicken Express.

PUBLIC HEARING

3. **M12-05** Conduct a Public Hearing and consider the Proposed Roadway and Water/Wastewater Impact Fee Reports.

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



**REGULAR MEETING MINUTES
PLANNING & ZONING COMMISSION
CITY OF LANCASTER, TEXAS
TUESDAY, APRIL 24, 2012**



CALL TO ORDER:

Chair Colton called the meeting to order at 7:01 p.m. on April 24, 2012.

COMMISSIONERS

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

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 March 6, 2012 Regular Meeting Minutes.

Chair Colton entertained a motion for the consent agenda.

COMMISSIONER PROTHRO MADE THE MOTION TO APPROVE THE MINUTES FROM MARCH 6TH, SECONDED BY COMMISSIONER MITCHELL.

**AYES: COLTON, MITCHELL, PROTHRO, WRIGHT
NAYES: NONE**

THE MOTION CARRIED 4-0.

ACTION

2. **M12-02** Consider a request for a Sign Exception for the width and area of a pole sign located at 786 North Interstate 35E and doing business as Taco Cabana.

Senior Planner Nathaniel Barnett gave a presentation stating that the applicant had returned to request the width of the existing pole sign after receiving approval to raise the sign in height at a previous meeting.

The applicant, Zeke Bullock with Barnett Signs, gave a general explanation of the dimensions of the proposed sign. Chair Colton had questions about the size of the sign. Vice Chair Wright asked the purpose of the sign. Mr. Bullock stated that it was for better



**REGULAR MEETING MINUTES
PLANNING & ZONING COMMISSION
CITY OF LANCASTER, TEXAS
TUESDAY, APRIL 24, 2012**



visibility. Chair Colton stated that another option could also be advertising on the blue TxDOT highway signs.

Chair Colton entertained a motion for the action item.

COMMISSIONER PROTHRO MADE THE MOTION TO APPROVE THE SIGN EXCEPTION, SECONDED BY VICE CHAIR WRIGHT.

**AYES: COLTON, MITCHELL, PROTHRO, WRIGHT
NAYES: NONE**

THE MOTION CARRIED 4-0.

3. **M12-03** Consider a request for a Special Exception for wood siding on accessory structures located at 1971 West Pleasant Run Road and doing business as Peaceful Images Child Development Center.

Senior Planner Nathaniel Barnett gave a presentation explaining the request by the applicant to utilize wood siding for their accessory structures. Senior Planner Barnett stated that the structures were set back a great distance from the street. There are five accessory structures of about 160 square feet that do not have masonry siding as required by the Lancaster Development Code (LDC). The applicant would like to utilize the wood siding in multiple colors for educational purposes. Chair Colton asked about the height of the fence that separates the subject property and the residential use. Senior Planner Barnett stated that they can be viewed over the fence. Chair Colton asked if there had been any complaints regarding the structures from the residential area. Senior Planner Barnett stated that he had not received any complaints regarding the structures.

The applicant, Roy Mack at 742 Millcreek Road, gave information on the rationale for the use of the alternative materials for the accessory structures. Mr. Mack stated that he was unaware of the requirement to gain approval for non-masonry siding but hoped that the commission would grant him approval for his concept. Commissioner Mitchell asked if these were for educational purposes only. Mr. Mack stated that they were. Vice Chair Wright asked if anyone would be housed in these structures. Mr. Mack stated that these structures would only be used as temporary training areas and not house anyone.

Chair Colton entertained a motion for the action item.

COMMISSIONER MITCHELL MADE THE MOTION TO APPROVE CERTIFICATE OF APPROPRIATENESS, SECONDED BY COMMISSIONER PROTHRO.

**AYES: COLTON, MITCHELL, PROTHRO
NAYES: WRIGHT**

THE MOTION CARRIED 3-1.



**REGULAR MEETING MINUTES
PLANNING & ZONING COMMISSION
CITY OF LANCASTER, TEXAS
TUESDAY, APRIL 24, 2012**



PUBLIC HEARING

4. **Z12-03** Conduct a Public Hearing and Consider a Request for a Specific Use Permit for a Minor Auto Repair use for Property Generally Located at the Southwest Corner of the intersection of Daniieldale Road and Balomede Avenue and addressed as 3300 Daniieldale Road and 3359 Balomede Avenue.

Senior Planner Nathaniel Barnett gave the presentation regarding the request for a SUP to allow a minor auto repair use. Senior Planner Barnett stated that the applicant wanted to use an existing vacant building for the repairing of bumpers from automobiles. He stated that there would be no toxic chemicals used with this use. Chair Colton asked about the parking for the facility. Senior Planner Barnett stated that the subject property has more than the required parking that existed already. Chair Colton asked about a stipulation of a timeframe for the SUP to have the use reviewed periodically. Senior Planner Barnett stated that the commission has the ability to recommend to Council a timeframe to review a use that has the potential to have negative impacts. The commissioners determined that a two-year renewal of the SUP would be appropriate for the use due to the type of work to be done and the surrounding uses that could cause a proliferation of auto-related uses in the Daniieldale corridor.

Chair Colton entertained a motion for the action item.

COMMISSIONER MITCHELL MADE THE MOTION TO APPROVE THE SUP WITH A TWO-YEAR RENEWAL, SECONDED BY COMMISSIONER PROTHRO.

**AYES: COLTON, MITCHELL, PROTHRO, WRIGHT
NAYES: NONE**

THE MOTION CARRIED 4-0.

Chair Colton entertained a motion to adjourn.

A MOTION WAS MADE BY CHAIR COLTON AND SECONDED BY VICE CHAIR WRIGHT TO ADJOURN.

**AYES: COLTON, MITCHELL, PROTHRO, WRIGHT
NAYES: NONE**

THE MOTION CARRIED 4-0.



**REGULAR MEETING MINUTES
PLANNING & ZONING COMMISSION
CITY OF LANCASTER, TEXAS
TUESDAY, APRIL 24, 2012**



Meeting was adjourned at 7:53 p.m.

Mary Jane Colton, Chair

ATTEST

Nathaniel Barnett, Senior Planner

PLANNING & ZONING COMMISSION
Agenda Communication for
June 12, 2012

#2

M12-04 Consider a Request for a Sign Exception for the Width and Total Height of a Pole Sign Located approximately 2500' north of the intersection of Beltline Road and Interstate 35E on Lot 4R, Block 1, Magnahomes Addition and doing business as Chicken Express.

Background

1. **Location and Size:** The property is located on the east side of I-35E and is approximately 2500 feet north of the intersection of Beltline Road and I-35E. The property is located on Lot 4R, Block 1 of the Magnahomes Addition.
2. **Current Zoning:** The subject property is currently zoned CH, Commercial Highway.
3. **Adjacent Properties:**
North: CH, Commercial Highway (Taco Cabana)
South: CH, Commercial Highway (In N Out Burger)
East: LI, Light Industrial (Oak Creek Mobile Home Manufacturing facility)
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 for increased width and height of their proposed pole sign. The proposed sign is to be 23 feet in width with a total height of 50 feet. The Lancaster Development Code (LDC) allows pole sign areas to be a maximum of 15 feet wide by 15 feet tall and the overall maximum height of a pole sign to be 30 feet.

The exceptions being requested would be to the sign's width (8' wider than allowed by the LDC) and maximum height (20 feet taller than allowed by the LDC). Approval has been given by the Planning and Zoning Commission in its role as the Sign Board to allow other pole signs in the area to be elevated as high as 80' in this section of the Interstate 35E corridor. Granting an exception for the proposed Chicken Express pole sign would be consistent with other pole signs in the immediate 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

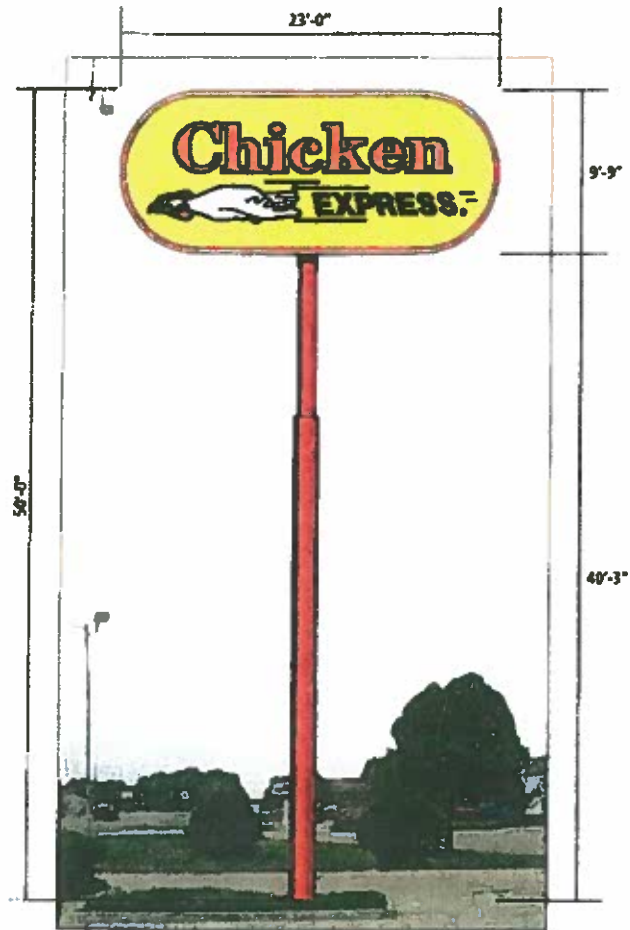
Sign Elevation
Site Plan

Prepared By and Submitted By:

Nathaniel Barnett, Senior Planner

Date: _____ June 22, 2012 _____

224.25 sq.ft.



50' OAH PYLON SIGN

SCALE: 3/32" = 1'-0"

Manufacture and install (1) D/F 9'-9"x 23'-0" pole sign as shown.

- aluminum sign cabinet and trim to be painted red.
- faces to be white flex face material with yellow, black and red vinyl graphics applied to surface.
- sign to be internally illuminated with 800ma fluorescent lamps
- sign to have a red neon border that is mounted within a red aluminum channel.
- pole to be painted red.

ALL PAINT AND VINYL COLORS USED ARE TYPICAL CHICKEN EXPRESS COLORS

GLOBAL SIGNS INCORPORATED

5105 E. CALIFORNIA RD. WY. FL WORTH, FL 32710 (817) 834-1123 FAX: (817) 595-3845

LET US HELP BUILD YOUR IMAGE

Design #: 7133-12 Date: 4-30-12

Design By: TIM DAVIS

File Name: CHICKEN EXPRESS

Sales Rep: RICK ROBERTSON

Phone:

Rev.

Company: CHICKEN EXPRESS

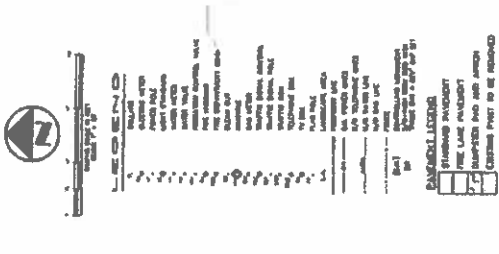
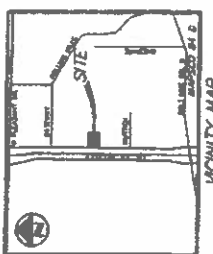
Address: 790 IH 35 EAST

City: LANCASTER

State: TEXAS

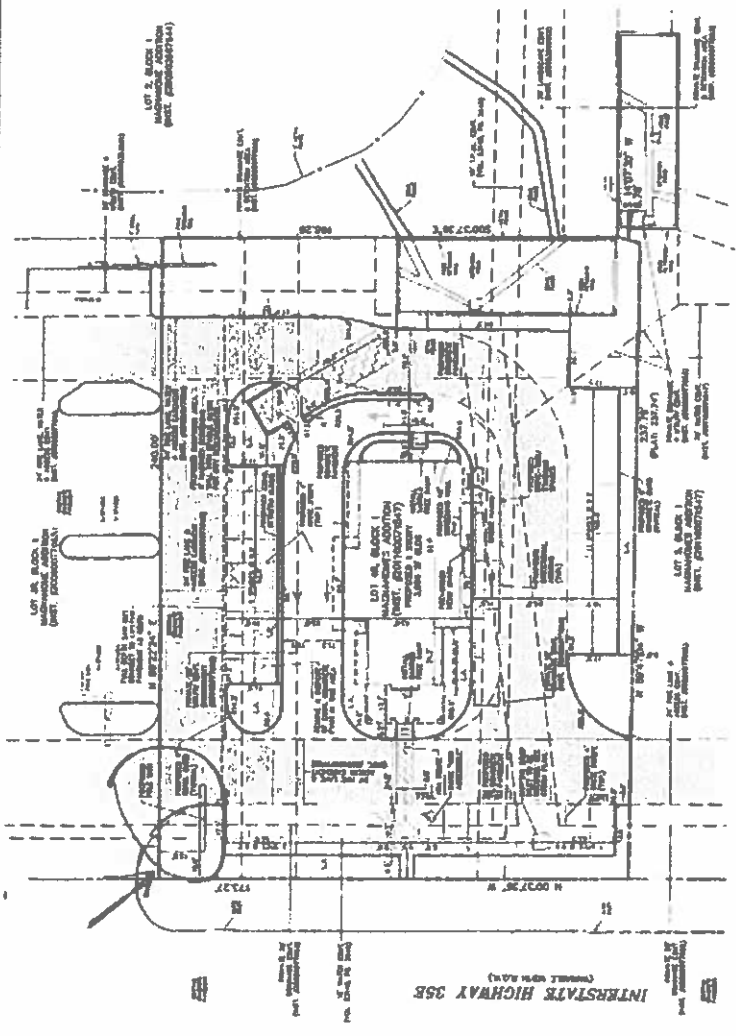
Zip: 75146

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SITE DATA SUMMARY TABLE

NO.	DESCRIPTION	AREA (SQ. FT.)	PERCENTAGE
1	Proposed Building Footprint	10,000	10.0%
2	Proposed Driveway	5,000	5.0%
3	Proposed Parking Area	20,000	20.0%
4	Proposed Accessway	2,000	2.0%
5	Proposed Utility Lines	1,000	1.0%
6	Proposed Easement	1,000	1.0%
7	Proposed Right-of-Way	1,000	1.0%
8	Proposed Setback	1,000	1.0%
9	Proposed Fencing	1,000	1.0%
10	Proposed Landscaping	1,000	1.0%
11	Proposed Stormwater Management	1,000	1.0%
12	Proposed Other Features	1,000	1.0%
TOTAL	Proposed Site Area	100,000	100.0%



PLANNING DEPARTMENT
CITY OF LANCASTER, TEXAS

RECEIVED
FEB 15 2012

APPROVED
M/S



LANCASTER PLANNING DEPARTMENT
CITY OF LANCASTER, TEXAS

<p>POQUE PLANNING DEPARTMENT CITY OF LANCASTER, TEXAS</p>		<p>SITE PLAN CHICKEN EXPRESS BLOCK 1, LOT 4R, MAGNOLIA HOMES ADDITION VALENTINE WAMPLER SURVEY, ABSTRACT NO. 1546 CITY OF LANCASTER, TEXAS</p>	
<p>PROJECT NO. 1546-001</p>		<p>DATE: 02-15-2012</p>	
<p>DESIGNED BY: [Name]</p>		<p>CHECKED BY: [Name]</p>	
<p>DRAWN BY: [Name]</p>		<p>APPROVED BY: [Name]</p>	
<p>SCALE: AS SHOWN</p>		<p>DATE: 02-15-2012</p>	
<p>PROJECT LOCATION: [Address]</p>		<p>PROJECT NO.: [Number]</p>	
<p>CLIENT: [Name]</p>		<p>DATE: [Date]</p>	
<p>DESIGNER: [Name]</p>		<p>SCALE: [Scale]</p>	
<p>DRAWN BY: [Name]</p>		<p>DATE: [Date]</p>	
<p>CHECKED BY: [Name]</p>		<p>APPROVED BY: [Name]</p>	
<p>SCALE: AS SHOWN</p>		<p>DATE: 02-15-2012</p>	
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<p>CLIENT: [Name]</p>		<p>DATE: [Date]</p>	
<p>DESIGNER: [Name]</p>		<p>SCALE: [Scale]</p>	
<p>DRAWN BY: [Name]</p>		<p>DATE: [Date]</p>	
<p>CHECKED BY: [Name]</p>		<p>APPROVED BY: [Name]</p>	

PLANNING DEPARTMENT
CITY OF LANCASTER, TEXAS

RECEIVED
FEB 15 2012

APPROVED
M/S

LANCASTER PLANNING DEPARTMENT
CITY OF LANCASTER, TEXAS

CHICKEN EXPRESS
BLOCK 1, LOT 4R, MAGNOLIA HOMES ADDITION
VALENTINE WAMPLER SURVEY, ABSTRACT NO. 1546
CITY OF LANCASTER, TEXAS

PROJECT NO. 1546-001

DATE: 02-15-2012

DESIGNED BY: [Name]

CHECKED BY: [Name]

DRAWN BY: [Name]

CITY OF LANCASTER, TEXAS

PLANNING DEPARTMENT

**LANCASTER CAPITAL IMPROVEMENTS
ADVISORY COMMITTEE**
Agenda Communication for
June 26, 2012

#3

**M12-05 Conduct a Public Hearing and consider the Proposed
Roadway and Water/Wastewater Impact Fee Reports**

Background

Over the past year, City staff and our consulting engineers have been working on updating our city-wide Roadway and Water/Wastewater Impact Fee Reports to determine the impact fee charges for new development. This project included a review of population forecasts and land use assumptions to reflect the planned growth of the City. The consultants also identified key projects to be completed in the future to address this growth. Kimley Horn & Associates prepared the Roadway Impact Fee Report and Freese & Nichols, Inc. (FNI) prepared the Water/Wastewater Impact Fee Report to determine the maximum fee the City may charge for impact fees. After the maximum fee has been determined, it is up to the City Council to establish the fee developers will be charged, if any, as they impact the roadway and water/wastewater systems.

In accordance with Chapter 395 of the Local Government Code, a public hearing is required to adopt the updated Roadway and Water/Wastewater Impact Fee Reports. The Planning and Zoning Commission has served as the Capital Improvements Advisory Committee (CIAC), an oversight committee, as required by law. The CIAC has received briefings from the consultants and Staff as they prepare to provide a recommendation to the City Council. The consultants have presented to the CIAC an overview of the Land Use Assumptions and Population Forecasts, the Capital Improvement Program (CIP) projects proposed for the next 10 years, and the calculated maximum impact fees for roadway and water/wastewater in Lancaster.

Considerations

Roadway impact fees may only be assessed in the city limits while water/wastewater impact fees are assessed where service is provided by the city, which could include the extraterritorial jurisdiction (ETJ). The same fee is assessed for water/wastewater throughout the entire city however; service areas must be established for roadway impact fees with six (6) mile limits by law due to travel patterns and the perceived impact on the system. Three service areas were initially established for Lancaster in 2003 and have been adjusted with this report to include the newly annexed areas.

Using data from the North Central Texas Council of Governments, both consultants worked with City Staff to determine land use assumptions and population forecasts to ascertain the most accurate data possible. From this information, the consultants further analyzed the roadway and water/wastewater systems to determine needed projects for future growth. The water/wastewater report has ranked projects according priority for development. The roadway report displays projects needed in each of the three service areas.

This information was presented to the CIAC on May 15, 2012 along with a comparison of impact fees charged by our benchmark cities. The comparison shows that Lancaster ranks at the median level of fees charged for water/wastewater and in below the median charged for roadway. Although two cities don't charge water/wastewater impact fees and five cities don't charge for roadway impact fees, it must be noted that these cities infrastructure system is almost totally built out whereas Lancaster's systems are less than halfway completed. Impact fees allow developers to share in the cost of infrastructure which will benefit their developments and not place the entire burden on the City.

Submitted By:
Nathaniel Barnett, Senior Planner

Date: June 22, 2012