



**REGULAR MEETING MINUTES
PLANNING & ZONING COMMISSION
CITY OF LANCASTER, TEXAS
TUESDAY, JANUARY 10, 2012**



CALL TO ORDER:

Chair Colton called the meeting to order at 7:00 p.m. on January 10, 2012.

COMMISSIONERS

**MARY JANE COLTON, CHAIR
QUINNIE WRIGHT, VICE CHAIR
MARIAN ELKINS
JAMES MITCHELL – not present
LAWRENCE PROTHRO**

CITY STAFF

**RONA STRINGFELLOW-GOVAN
NATHANIEL BARNETT
ALEXIS ALLEN**

**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 November 1, 2011 Regular Meeting Minutes.

Chair Colton entertained a motion for the consent agenda.

COMMISSIONER ELKINS MADE THE MOTION TO APPROVE THE MINUTES FROM NOVEMBER 1ST, SECONDED BY VICE CHAIR WRIGHT.

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

THE MOTION CARRIED 4-0.

PUBLIC HEARING

2. **M12-01** Conduct a Public Hearing and Consider an ordinance of the City of Lancaster, Texas, amending the Lancaster Development Code by amending Article 14.400, section 14.401 Land Use Table, subsection 2.1.6 Retail & Personal Services, subsection 2.1.7 Commercial & Business Services, and subsection 2.1.8 Auto & Marine-related for the purpose of allowing certain uses to be allowed by right and not require a Specific Use Permit (SUP); amending Article 14.400, section 14.402 b(3) Bed and Breakfast Operation, to allow Bed and Breakfast operations in the Historic Town Square; amending Article 14.500, section 14.505 Industrial Districts, for the purpose of removing



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the requirement for buildings in Industrial zoned areas to have masonry facades wherever they face a public right-of-way.

Senior Planner Nathaniel Barnett gave a presentation regarding the proposed amendments to the Lancaster Development Code (LDC). He outlined each amended and gave the rationale for each proposal. Senior Planner Barnett stated that changing the allowance of uses requiring Specific Use Permits (SUP) to being allowed by right is sensible due to the size of the potential uses and the non-intrusiveness of the particular uses. He also mentioned the allowance of bed and breakfast uses in the Town Square area would bring more tourism and synergy to the square. Regarding the requirement for masonry fronts on buildings in the Light Industrial area, Senior Planner Barnett explained the complexities involved in retrofitting some of these building and the impediments it caused for potential businesses.

Chair Colton opened the public hearing.

IN FAVOR:

None

OPPOSED:

None

Chair Colton entertained a motion to close the public hearing.

VICE CHAIR WRIGHT MADE A MOTION TO CLOSE THE PUBLIC HEARING, SECONDED BY COMMISSIONER ELKINS.

AYES: COLTON, ELKINS, PROTHRO, WRIGHT

NAYES: NONE

THE MOTION CARRIED 4-0.

Discussion of Item 2

Chair Colton stated she was concerned with the potential of lowering standards in the city. She called several cities to ask what their requirements were for buildings in the light industrial area. Chair Colton did not want us to damage the visual image of the city.

Commissioner Elkins also expressed concern about the quality of development in Lancaster as compared to surrounding cities. She didn't want the city to be compared negatively to others.

Director Rona Stringfellow-Govan stated that the removal of the masonry requirement in industrial areas would be for existing structures. She also stated that Council has directed Staff to look into a Tax Increment Financing (TIF) district for the I-35E corridor to improve the area. Senior Planner Barnett stated that masonry is not the only item that can make a building more attractive but other items such as painting, various building materials and screening would also improve the aesthetic quality of the area.

Vice Chair Wright stated that in other cities she was aware that there were other building



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materials being used for new constructions that were very appealing.

Chair Colton divided the question and entertained a motion on each amended section.

COMMISSIONER ELKINS MADE A MOTION TO APPROVE THE AMENDMENT FOR ARTICLE 14.400, SECTION 14.401, SECONDED BY VICE CHAIR WRIGHT.

AYES: COLTON, ELKINS, PROTHRO, WRIGHT

NAYES: NONE

THE MOTION CARRIED 4-0.

VICE CHAIR WRIGHT MADE A MOTION TO APPROVE THE AMENDMENT FOR ARTICLE 14.400, SECTION 14.402, SECONDED BY COMMISSIONER ELKINS.

AYES: COLTON, ELKINS, PROTHRO, WRIGHT

NAYES: NONE

THE MOTION CARRIED 4-0.

COMMISSIONER ELKINS MADE A MOTION TO APPROVE THE AMENDMENT FOR ARTICLE 14.500, SECTION 14.505 AS APPLIED TO EXISTING BUILDINGS, SECONDED BY VICE CHAIR WRIGHT.

AYES: ELKINS, PROTHRO, WRIGHT

NAYES: COLTON

THE MOTION CARRIED 3-1.

DISCUSSION

3. Review of meeting conduct material, work session information, and 2012 meeting schedule.

Senior Planner Barnett gave a brief presentation regarding on the material covered in the recent work session held for the commission. He also mentioned that in the coming year the goal was to get more educational opportunities for the commission. He also stated that each commissioner had been given a copy of the Robert's Rules of Order book for running a meeting and that information that was applicable to the commission had been written and given to each commissioner. Finally Senior Planner Barnett presented a schedule for meetings for the year highlighting that some meetings had been changed due to holidays.

Chair Colton entertained a motion to adjourn.

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



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AYES: COLTON, ELKINS, PROTHRO, WRIGHT
NAYES: NONE

THE MOTION CARRIED 4-0.

Meeting was adjourned at 7:59 p.m.


Mary Jane Colton, Chair

ATTEST


Nathaniel Barnett, Senior Planner