



**NOTICE OF REGULAR MEETING AGENDA
PLANNING & ZONING COMMISSION
MUNICIPAL CENTER CITY COUNCIL CHAMBERS
211 N. HENRY STREET, LANCASTER, TEXAS**

Tuesday, February 2, 2021 - 7:30 PM



While the Chair may be physically present at City Hall, the other Commissioners will attend via video or audio link due to the COVID-19 emergency situation.

IMPORTANT NOTICE: Due to the COVID-19 (coronavirus) state of emergency and consistent with the Governor's Order regarding modifications to the Texas Open Meetings Act ("TOMA"), and executive orders regarding the public will not be admitted to the physical meeting location.

Please click the link below for forms:

<https://www.lancaster-tx.com/1413/Notice-Regarding-Public-Participation>

Please click the link below to join the webinar:

https://us02web.zoom.us/webinar/register/WN_e5CYmoA3TuqrYyBaB3e45Q

The meeting will be broadcast live via video at the following address:

<http://www.lancaster-tx.com/324/Watch-Meetings>

CALL TO ORDER

PUBLIC TESTIMONY:

At this time citizens who have pre-registered before the call to order will be allowed to speak on consent or action item on the agenda, with the exception of public hearings, for a length of time not to exceed three minutes. Anyone desiring to speak on an item scheduled for a public hearing is requested to hold their comments until the public hearing on that item.

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. Consider approval of minutes from the Planning and Zoning Commission Regular Meeting held on January 5, 2021 and Special Meeting held on January 19, 2021.
2. PS21-05 Consider a request for approval of a final plat for Bear Creek Ranch Phase 3, being 211 residential lots and five open space lots on approximately 47.054 acres located approximately 833 feet east of the southern City limit boundary, west of McBride Road, and approximately 800 feet north of East Reindeer Road. The property is described as a tract of land situated in the Samuel T. Bledsoe Survey, Abstract No. 120, in the City of Lancaster, Dallas County, Texas.

ACTION:

3. Discuss and consider annual appointments to the City of Lancaster Historic Landmark Preservation Committee.

ADJOURNMENT

EXECUTIVE SESSION: The Planning and Zoning Commission reserves the right to convene into executive session on any posted agenda item pursuant to Section 551.071(2) of the Texas Government Code to seek legal advice concerning such subject.

ACCESSIBILITY STATEMENT: Meetings of the Boards and Commissions are held in municipal facilities are wheelchair-accessible. For sign interpretive services, call the City Secretary's office, 972-218-1311, or TDD 1-800-735-2989, at least 72 hours prior to the meeting. Reasonable accommodation will be made to assist your needs.

PURSUANT TO SECTION 30.06 PENAL CODE (TRESPASS BY HOLDER WITH A CONCEALED HANDGUN), A PERSON LICENSED UNDER SUBCHAPTER H, CHAPTER 411, GOVERNMENT CODE (HANDGUN LICENSING LAW), MAY NOT ENTER THIS PROPERTY WITH A CONCEALED HANDGUN.

CONFORME A LA SECCION 30.06 DEL CODIGO PENAL (TRASPASAR PORTANDO ARMAS DE FUEGO CON LICENCIA) PERSONAS CON LICENCIA BAJO DEL SUB-CAPITULO 411, CODIGO DEL GOBIERNO (LEY DE PORTAR ARMAS), NO DEBEN ENTRAR A ESTA PROPIEDAD PORTANDO UN ARMA DE FUEGO OCULTADA.

PURSUANT TO SECTION 30.07 PENAL CODE (TRESPASS BY HOLDER WITH AN OPENLY CARRIED HANDGUN), A PERSON LICENSED UNDER SUBCHAPTER H, CHAPTER 411, GOVERNMENT CODE (HANDGUN LICENSING LAW), MAY NOT ENTER THIS PROPERTY WITH A HANDGUN THAT IS CARRIED OPENLY.

CONFORME A LA SECCION 30.07 DEL CODIGO PENAL (TRASPASAR PORTANDO ARMAS DE FUEGO AL AIRE LIBRE CON LICENCIA) PERSONAS CON LICENCIA BAJO DEL SUB-CAPITULO H, CAPITULO 411, CODIGO DE GOBIERNO (LEY DE PORTAR ARMAS), NO DEBEN ENTRAR A ESTA PROPIEDAD PORTANDO UN ARMA DE FUEGO AL AIRE LIBRE.

Certificate

I hereby certify the above Notice of Meeting was posted at the Lancaster City Hall on January 29, 2021, @ 5:00 p.m. and copies thereof were provided to the Planning & Zoning Commission members.



Bester Munyaradzi,
Board Liaison

CITY OF LANCASTER BOARDS AND COMMISSIONS

Planning & Zoning Commission

1.

Meeting Date: 02/02/2021

Policy Statement: This request supports the City Council 2020-2021 Policy Agenda

Goal(s): Healthy, Safe & Engaged Community
Quality Development

Submitted by: Bester Munyaradzi, Senior Planner

Agenda Caption:

Consider approval of minutes from the Planning and Zoning Commission Regular Meeting held on January 5, 2021 and Special Meeting held on January 19, 2021.

Background:

Attached for your review and consideration are minutes from the:

- Planning and Zoning Commission Regular Meeting held on January 5, 2021.
- Planning and Zoning Commission Special Meeting held on January 19, 2021.

Attachments

January 5, 2021 Draft P&Z Minutes

January 19, 2021 Draft P&Z Minutes

MINUTES

PLANNING & ZONING COMMISSION REGULAR MEETING OF JANUARY 5, 2021

The Planning and Zoning Commission of the City of Lancaster, Texas, met in a Regular Session in the Council Chambers of City Hall on January 5, 2021 at 7:00 p.m. with a quorum present to-wit:

Commissioners Present: (City Hall and Virtual)

Isabel Aguilar, Chair
Temika Whitfield, Vice Chair
Lawrence Prothro
Angela Murphy

Commissioners Absent:

Taryn Walker

City Staff:

Vicki Coleman, Director of Development Services
Bester Munyaradzi, Senior Planner
Alexandra Schrader, Planning Technician

Call to order:

Chair Aguilar called the meeting to order at 7:00 p.m. on January 5, 2021.

Public Testimony:

At this time citizens who have pre-registered before the call to order will be allowed to speak on consent or action items on the agenda, with the exception of public hearings, for a length of time not to exceed three minutes. Anyone desiring to speak on an item scheduled for a public hearing is requested to hold their comments until the public hearing on that item.

CONSENT AGENDA:

Chair Aguilar read the consent agenda.

1. **Consider approval of minutes from the Planning and Zoning Commission Regular Meeting held on December 1, 2020.**
2. **PS21-04 Consider a preliminary plat approval for Lorean Frances Addition Lots 1-11X, Block A being a .59 acre tract of land on the properties addressed as 109 and 131 West First Street (Parcel IDs 36000500360040000 and 36000500150030000 respectively) and described as tracts of land situated in the R. Rawlins Survey, Abstract No. 12223, City of Lancaster, Dallas County, Texas.**

MOTION: Vice Chair Whitfield made a motion, seconded by Commissioner Murphy to approve the consent agenda. The vote was cast 4 for, 0 against (Walker absent).

MOTION: Commissioner Murphy made a motion, seconded by Vice Chair Whitfield to adjourn. The vote was cast 4 for, 0 against (Walker absent).

The meeting was adjourned at 7:02 p.m.

ATTEST:

Bester Munyaradzi, Senior Planner

APPROVED:

Isabel Aguilar, Chair

MINUTES

PLANNING & ZONING COMMISSION SPECIAL MEETING OF JANUARY 19, 2021

The Planning and Zoning Commission of the City of Lancaster, Texas, met in a Special Session in the Council Chambers of City Hall on January 19, 2021 at 7:00 p.m. with a quorum present to-wit:

Commissioners Present: (City Hall and Virtual)

Isabel Aguilar, Chair
Temika Whitfield, Vice Chair
Lawrence Prothro
Angela Murphy

Commissioners Absent:

Taryn Walker

City Staff:

Vicki Coleman, Director of Development Services
Bester Munyaradzi, Senior Planner
Emma Chetuya, Planner
Alexandra Schrader, Planning Technician

Call to order:

Chair Aguilar called the meeting to order at 7:00 p.m. on January 19, 2021.

Public Testimony:

At this time citizens who have pre-registered before the call to order will be allowed to speak on consent or action items on the agenda, with the exception of public hearings, for a length of time not to exceed three minutes. Anyone desiring to speak on an item scheduled for a public hearing is requested to hold their comments until the public hearing on that item.

Gina Garcia, applicant for item 2, 104 Dove Hill Circle, Red Oak, Texas, spoke in support of the item.

Steve Homeyer, applicant for item 1, 206 Elm St. Suite 105, Lewisville, Texas, stated that he is available to answer questions.

CONSENT AGENDA:

Chair Aguilar read the consent agenda.

1. **HLPC21-10A Discuss and consider a Certificate of Appropriateness (COA) to construct a monument sign on the properties addressed as 109 and 131 West First Street, Lancaster, Dallas County, Texas.**
2. **HLPC21-05 Discuss and consider a Certificate of Appropriateness (COA) for the construction of a 2,269 square feet home on the property addressed as 605 North Henry Street, Lancaster, Dallas County, Texas.**

MOTION: Commissioner Prothro made a motion, seconded by Commissioner Murphy to approve the consent agenda. The vote was cast 4 for, 0 against (Walker absent).

PUBLIC HEARING:

3. **Z21-02 Conduct a public hearing and consider a Specific Use Permit (SUP) request for aircraft hangars on the property addressed as 1338 Ferris Road. The property is approximately 13.3 acres in size and is described as a tract of land situated in the Edwin L. Patton Survey, Abstract No. 1116, in the City of Lancaster, Dallas County, Texas.**

Planner Chetuya gave the staff report and stated that this is a request to consider an SUP for aircraft hangars at the subject site. The property is located in the Lanport Overlay District: Commerce subdistrict and requires that an airport, heliport or landing field uses obtain an SUP prior to operating. According to the applicant, approximately six acres of the property will be used by Airborne Imaging for maintenance and operation hangars with the potential for other future facilities. Approximately seven acres will be developed into large hangars that would be used for maintenance, aircraft, aircraft storage facilities and other aircraft commercial operations. Furthermore, the applicant seeks to apply to the Texas Department of Transportation (TxDOT) for a Through-the-Fence agreement (TTF) which provides a private landowner with direct access to a public airport facility and an approval by the City is required to demonstrate support of the applicant's concept to TxDOT.

The applicant appeared before the Airport Advisory Board on January 12, 2021 to discuss the development plan and the consideration of a TTF agreement. The Airport Advisory Board (AAB) recommended approval of the development plan as presented and to consider terms of the TTF agreement.

Based on an analysis of the five considerations that must be taken into consideration when reviewing a change in zoning application, the SUP for airport hangars will positively impact adjacent properties as surrounding uses are affiliated with aviation uses. Staff recommends support of the SUP request as presented.

Commissioner Prothro asked why an SUP was required for this use. Planner Chetuya stated that this property is privately owned adjacent to the airport so it is not part of the existing airport. She stated that the property is in the Lanport Overlay District which requires an SUP for any airport, heliport, or landing field uses.

Commissioner Prothro asked about surrounding owner concerns. Planner Chetuya referenced the letter in the agenda and indicated that there was no further communication besides the letter.

Chair Aguilar asked about the use. Planner Chetuya stated that six (6) acres of the property will be used for maintenance and seven (7) acres will be large hangars for maintenance and aircraft storage. Planner Chetuya stated that the uses are in alignment with the purpose of aircraft hangars.

Chair Aguilar opened the public hearing.

David Valaer, applicant, 6310 Stinson St, Plano, Texas, spoke in support of the item.

Chair Aguilar stated that she would entertain a motion to close the public hearing.

Vice Chair Whitfield asked for clarification on the zoning. Mr. Valaer stated that the property is zoned as commercial and the proposed use is consistent with the Airport Master Plan.

Commissioner Murphy asked if there were multiple residents in opposition to the request. Planner Chetuya stated that the same resident submitted multiple letters in opposition. She stated that there were four properties within 200 feet of the subject site, and the person in opposition owns two of the four properties so there is 50% opposition to the request.

Vice Chair Whitfield asked how far the resident in opposition is from the subject property. Planner Chetuya stated that there is a home directly south of the property, but the home would be considered legal non-conforming as it is in the Lanport Overlay which does not permit residential.

Vice Chair Whitfield asked how far the airport was from this property. Planner Chetuya stated that the airport is directly north and stated that this will be a private use. Vice Chair Whitfield asked if there was affiliation with the airport. Planner Chetuya stated that the applicant will apply for a TTF agreement with the City airport in order to have access.

MOTION: Commissioner Prothro made a motion, seconded by Commissioner Murphy to deny item 3. The vote was cast 2 for, 2 against (Aguilar and Whitfield against, Walker absent). The motion failed.

Mr. Valaer stated that the City would receive economic benefit from the development.

Commissioner Prothro asked why an SUP was required if the use is supported by the Airport Master Plan. Senior Planner Munyaradzi stated that an SUP application is generally an allowed use but must go through the review process to ensure it is appropriate for the location.

Vice Chair Whitfield asked if the applicant could change the layout without approval. Senior Planner Munyaradzi stated that the application would go before City Council next, then the applicant would be required to submit a site plan package which is reviewed administratively.

Chair Aguilar asked if there were prior approvals and agreements with the City. Director Coleman stated that the item before the Commission was an SUP for the land use, and there were two separate items that would later go before the City Council if the SUP was approved.

MOTION: Commissioner Murphy made a motion, seconded by Vice Chair Whitfield to approve item 3. The vote was cast 3 for, 1 against (Prothro against, Walker absent).

ACTION:

4. **Discuss and consider annual appointments to the City of Lancaster Historic Landmark Preservation Committee.**

Senior Planner Munyaradzi requested that the item be tabled to the next Planning and Zoning Commission meeting because there may have been more applications received since the agenda was posted.

MOTION: Commissioner Prothro made a motion, seconded by Vice Chair Whitfield to table item 4. The vote was cast 4 for, 0 against (Walker absent)

MOTION: Commissioner Prothro made a motion, seconded by Vice Chair Whitfield to adjourn. The vote was cast 4 for, 0 against (Walker absent).

The meeting was adjourned at 7:31 p.m.

ATTEST:

Bester Munyaradzi, Senior Planner

APPROVED:

Isabel Aguilar, Chair

CITY OF LANCASTER BOARDS AND COMMISSIONS

Planning & Zoning Commission

2.

Meeting Date: 02/02/2021

Policy Statement: This request supports the City Council 2020-2021 Policy Agenda

Goal(s): Healthy, Safe & Engaged Community
Quality Development

Submitted by: Bester Munyaradzi, Senior Planner

Agenda Caption:

PS21-05 Consider a request for approval of a final plat for Bear Creek Ranch Phase 3, being 211 residential lots and five open space lots on approximately 47.054 acres located approximately 833 feet east of the southern City limit boundary, west of McBride Road, and approximately 800 feet north of East Reindeer Road. The property is described as a tract of land situated in the Samuel T. Bledsoe Survey, Abstract No. 120, in the City of Lancaster, Dallas County, Texas.

Background:

1. **Location and Size:** The property is located approximately 833 feet east of the southern City limit boundary, west of McBride Road, and approximately 800 feet north of East Reindeer Road. The property is approximately 47.054 acres in size.
2. **Current Zoning:** The subject property is currently within the City of Lancaster's Extra Territorial Jurisdiction (ETJ). The City has subdivision authority with no zoning authority in the said jurisdiction.
3. **Adjacent Properties:**
North: City of Lancaster ETJ (Developed Bear Creek Phase 2)
South: City of Lancaster ETJ (Vacant)
East: AO Agriculture Open (Vacant)
West: City of Lancaster ETJ (Vacant)

4. **Case History/Background:**

Date	Body	Action
10/01/02	P&Z	PS02-25 Approved Preliminary Plat
02/18/03	P&Z	PS03-03 Approved a revised Preliminary Plat
09/09/03	P&Z	PS03-25 Denied an amended Preliminary Plat on a smaller portion of site
10/21/03	P&Z	PS04-01 Approved an amended Preliminary Plat
11/16/04	P&Z	PS05-02 Applicant Withdrew Final Plat
12/08/04	DCCC	Approved Bear Creek Ranch Phase 1, Final Plat
01/18/05	P&Z	PS05-06 Bear Creek Ranch Phase 1, Final Plat Approved
03/07/06	P&Z	PS06-12 Bear Creek Ranch Phase 2, Final Plat Approved
09/05/17	P&Z	PS17-02 Bear Creek Ranch Phase 3A and 3B, Preliminary Plat Approved - Expired

Operational Considerations:

This is a request for final plat approval of 211 residential lots and five open space lots in Bear Creek Ranch Phase 3 within the City of Lancaster ETJ, (Municipal Utility District #1 - M.U.D. #1), Phase 3. The MUD agreement to sell water was approved on February 25, 2002. A preliminary plat was previously approved for this layout and it reflects the upcoming Loop 9 alignment. Staff's review of the final plat indicates that the submitted plat is in conformance with the City's Subdivision Regulations. Bear Creek Ranch Phase 3 will be served by four external access points. All open spaces and easements will be maintained by the designated Homeowner's Association (HOA).

The applicant will be responsible for all utilities and infrastructure necessary for development. Substantial completion of utilities and subsequent approval of the infrastructure by the City will be required prior to the recording of this final plat.

Public Information Considerations:

This item is being considered at a regular meeting of the Planning and Zoning Commission noticed in accordance with the Texas Open Meetings Act.

Options/Alternatives:

1. The Planning and Zoning Commission may approve the request, as presented.
2. The Planning and Zoning Commission may deny the request.

Recommendation:

Texas Local Government Code Section 212.005 provides that "the municipal authority responsible for approving plats must approve a plat or replat that is required to be prepared under this subchapter and that satisfies all applicable regulations." This section of the Texas Local Government Code has been interpreted to provide for mandatory approval of a plat if all applicable regulations have been satisfied, and the review of plats has been found to be a ministerial duty and not an instance where discretion may be exercised. Thus, staff recommends approval of this final plat as meeting all applicable City regulations.

Attachments

Location Map

Final Plat

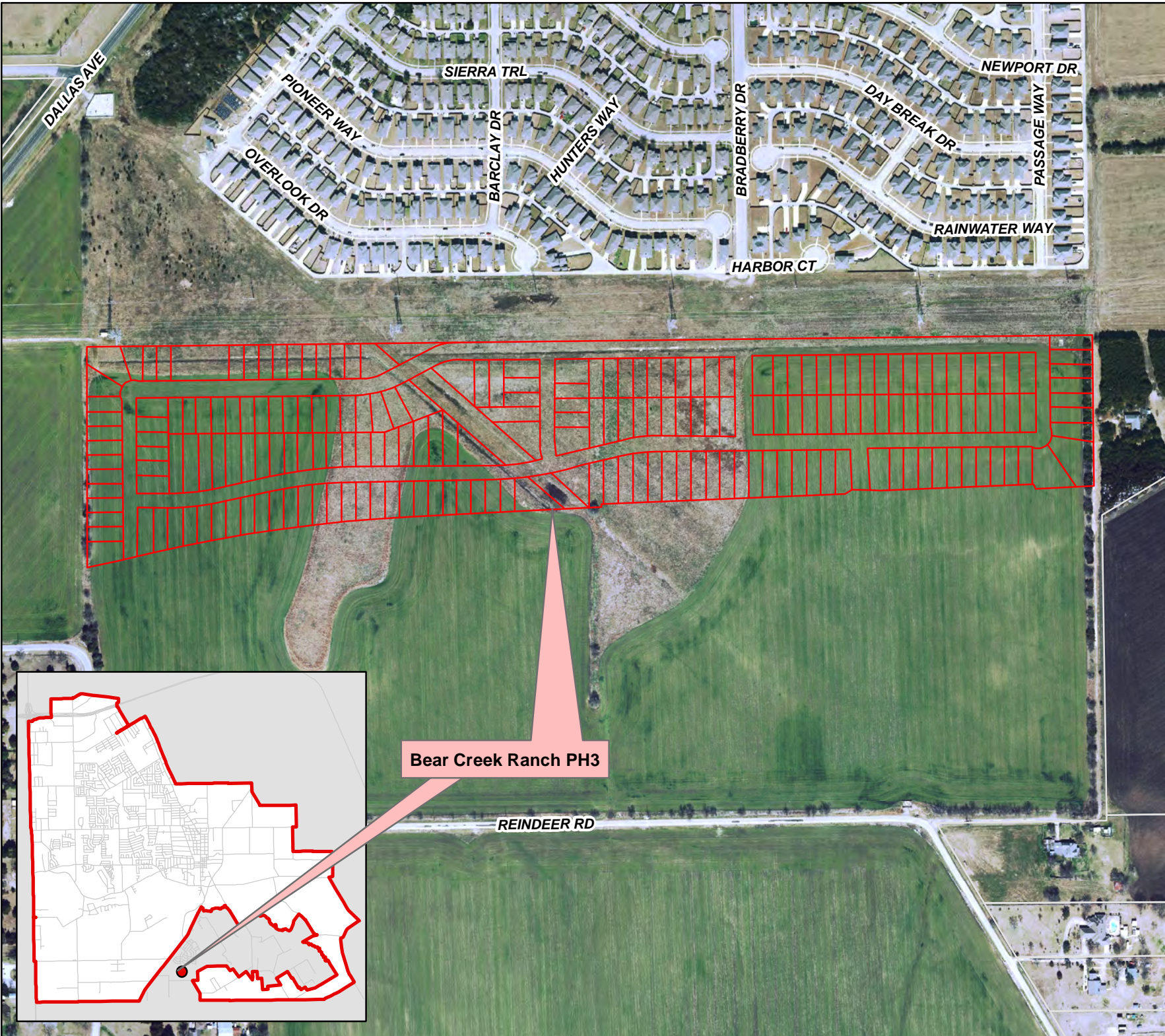
Bear Creek Ranch PH3

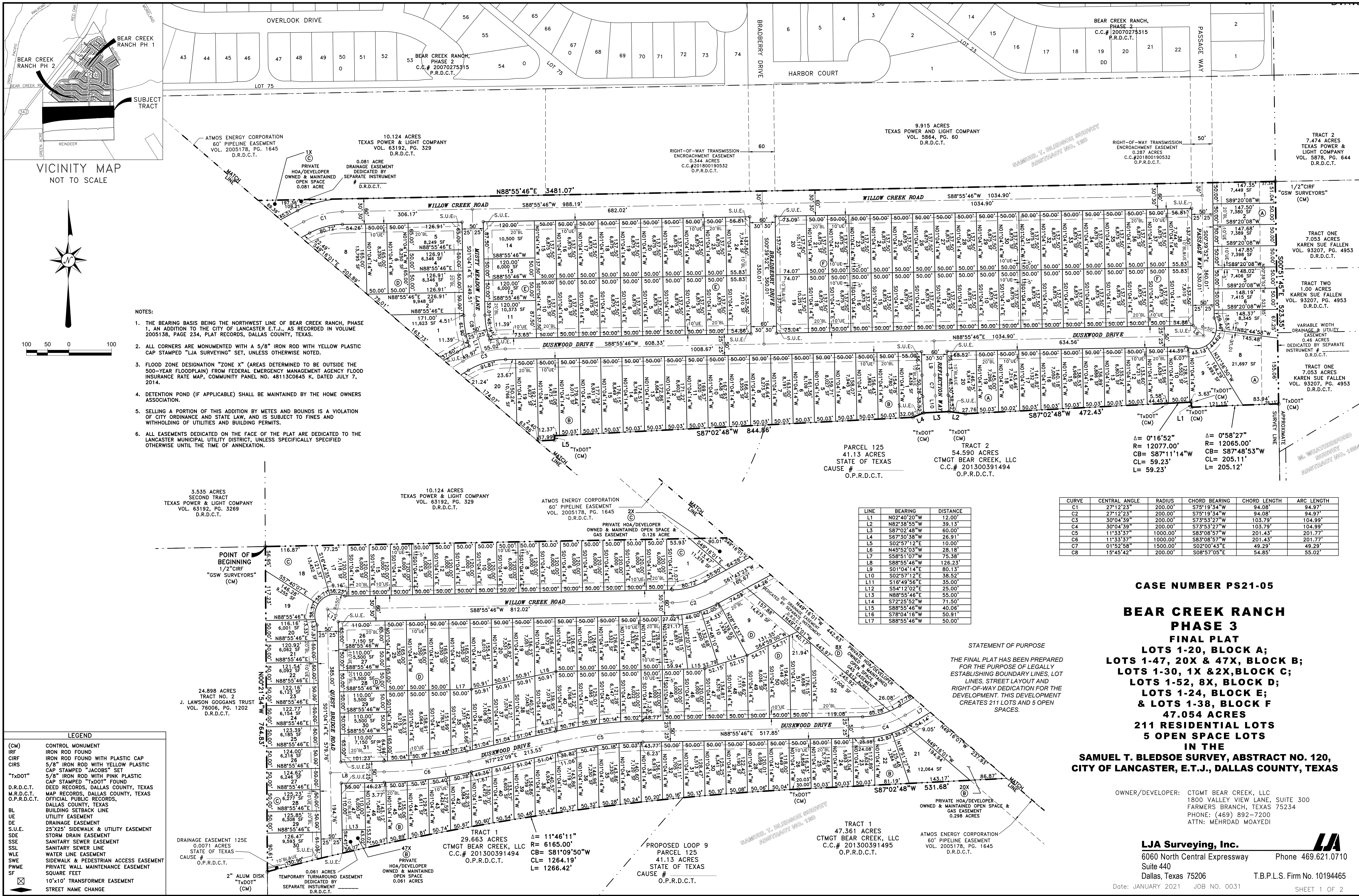


Legend

- Bear Creek PH3
- Parcels
- City Limits

0 110 220 440 Feet





LINE	BEARING	DISTANCE
L1	N02°40'20"W	12.00'
L2	S82°38'55"W	39.13'
L3	N88°32'48"W	60.00'
L4	S67°30'30"W	26.18'
L5	S02°57'12"E	28.25'
L6	N45°52'03"W	21.61'
L7	S58°51'07"W	75.38'
L8	S88°55'46"W	126.23'
L9	S01°04'14"E	80.13'
L10	S02°57'12"E	38.52'
L11	S16°49'56"E	35.00'
L12	S34°12'07"E	25.00'
L13	N88°55'46"E	55.00'
L14	S72°25'52"W	71.50'
L15	S88°55'46"W	7.16'
L16	S78°04'16"W	50.91'
L17	S88°55'46"W	50.00'


CURVE	CENTRAL ANGLE	RADIUS	CHORD BEARING	CHORD LENGTH	ARC LENGTH
C1	27°12'23"	200.00'	S75°19'34" W	94.08'	94.97'
C2	27°12'23"	200.00'	S75°19'34" W	94.08'	94.97'
C3	30°04'39"	200.00'	S75°53'27" W	103.79'	104.99'
C4	30°04'39"	200.00'	S75°53'27" W	103.79'	104.99'
C5	11°33'37"	1000.00'	S88°06'57" W	201.33'	201.77'
C6	11°33'37"	1000.00'	S88°06'57" W	201.33'	201.77'
C7	01°52'58"	1500.00'	S02°00'43" E	49.29'	49.29'
C8	15°45'42"	200.00'	S08°57'05" E	48.85'	55.02'

CASE NUMBER PS21-05

**BEAR CREEK RANCH
PHASE 3
FINAL PLAT**

**LOTS 1-20, BLOCK A;
LOTS 1-47, 20X & 47X, BLOCK B;
LOTS 1-30, 1X & 2X, BLOCK C;
LOTS 1-52, 8X, BLOCK D;
LOTS 1-24, BLOCK E;
& LOTS 1-38, BLOCK F
47.054 ACRES
211 RESIDENTIAL LOTS
5 OPEN SPACE LOTS
IN THE
JEL T. BLEDSOE SURVEY, ABSTRACT NO. 120,
F LANCASTER, E.T.J., DALLAS COUNTY, TEXAS**

OWNER/DEVELOPER: CTGMT BEAR CREEK, LLC
1800 VALLEY VIEW LANE, SUITE 300
FARMERS BRANCH, TEXAS 75234
PHONE: (469) 892-7200
ATTN: MEHRDAD MOAYEDI

LJA Surveying, Inc. 
6060 North Central Expressway Phone 469.621.0710
Suite 440
Dallas, Texas 75206 T.B.P.L.S. Firm No. 10194465

OWNER'S CERTIFICATE

STATE OF TEXAS §
COUNTY OF DALLAS §

WHEREAS, **CTMG T BEAR CREEK, LLC** IS THE OWNER OF A TRACT OF LAND SITUATED IN THE SAMUEL T. BLEDSOE SURVEY, ABSTRACT NO. 120, CITY OF LANCASTER, E.T.J., DALLAS COUNTY, TEXAS, AND BEING PART OF A 29.663 ACRE TRACT OF LAND, CONVEYED AS "TRACT 1" AND PART OF A 54.590 ACRE TRACT OF LAND, CONVEYED AS "TRACT 2" TO CTMG T BEAR CREEK, LLC, BY DEED RECORDED IN COUNTY CLERK'S FILE NO. 201300391494, OFFICIAL PUBLIC RECORDS, DALLAS COUNTY, TEXAS AND ALSO BEING PART OF A 47.361 ACRE TRACT OF LAND, CONVEYED AS "TRACT 1" TO CTMG T BEAR CREEK, LLC, BY DEED RECORDED IN COUNTY CLERK'S FILE NO. 201300391495, OFFICIAL PUBLIC RECORDS, DALLAS COUNTY, TEXAS, SAID 47.054 ACRE TRACT, WITH REFERENCE BEARING BEING THE NORTHWEST LINE OF BEAR CREEK RANCH, PHASE 1, AN ADDITION TO THE CITY OF LANCASTER E.T.J., AS RECORDED IN VOLUME 2005138, PAGE 234, PLAT RECORDS, DALLAS COUNTY, TEXAS AND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING AT A POINT FOR THE NORTHWEST CORNER OF SAID 29.663 ACRE TRACT, THE NORTHEAST CORNER OF A 24.898 ACRE TRACT OF LAND CONVEYED AS "TRACT NO. 2" TO J. LAWSON GOGGANS TRUST, BY DEED RECORDED IN VOLUME 76096, PAGE 1002, DEED RECORDS, DALLAS COUNTY, TEXAS, SAID POINT ALSO BEING THE COMMON SOUTHEAST CORNER OF A 3.535 ACRE TRACT OF LAND CONVEYED AS "SECOND TRACT" TO TEXAS POWER & LIGHT COMPANY, BY DEED RECORDED IN VOLUME 18, PAGE 305, DEED RECORDS, DALLAS COUNTY, TEXAS AND THE COMMON SOUTHWEST CORNER OF A 10.124 ACRE TRACT OF LAND CONVEYED TO TEXAS POWER & LIGHT COMPANY, BY DEED RECORDED IN VOLUME 63192, PAGE 329, DEED RECORDS, DALLAS COUNTY, TEXAS, FROM WHICH A 1/2 INCH IRON ROD FOUND BEARS SOUTH 32 DEGREES 28 MINUTES 32 SECONDS EAST, A DISTANCE OF 0.99 FEET;

THENCE, NORTH 88 DEGREES 55 MINUTES 46 SECONDS EAST, ALONG THE NORTH LINE OF SAID 29.663 ACRE TRACT, THE NORTH LINE OF AFORESAID 47.361 ACRE TRACT, THE NORTH LINE OF AFORESAID 54.590 ACRE TRACT, THE COMMON SOUTH LINE OF SAID 10.124 ACRE TRACT AND THE SOUTH LINE OF A 9.915 ACRE TRACT OF LAND CONVEYED TO TEXAS POWER & LIGHT COMPANY, BY DEED RECORDED IN VOLUME 5864, PAGE 60, DEED RECORDS, DALLAS COUNTY, TEXAS, A DISTANCE OF 3.481.07 FEET TO A POINT FOR THE NORTHEAST CORNER OF SAID 54.590 ACRE TRACT AND THE COMMON NORTHWEST CORNER OF A 7.053 ACRES TRACT OF LAND, CONVEYED AS "TRACT ONE" TO KAREN SUE FALLEN, BY DEED RECORDED IN VOLUME 93207, PAGE 4953, DEED RECORDS, DALLAS COUNTY, TEXAS, FROM WHICH A 1/2 INCH IRON ROD WITH CAP STAMPED "GSW" FOUND BEARS SOUTH 00 DEGREES 07 MINUTES 12 SECONDS WEST, A DISTANCE OF 4.81 FEET;

THENCE, SOUTH 00 DEGREES 51 MINUTES 45 SECONDS EAST, ALONG THE EAST LINE OF SAID 54.590 ACRE TRACT, THE WEST LINE OF SAID 7.053 ACRE TRACT AND THE WEST LINE OF A 1.100 ACRE TRACT OF LAND CONVEYED TO KAREN SUE FALLEN, BY DEED RECORDED IN VOLUME 93207, PAGE 4953, DEED RECORDS, DALLAS COUNTY, TEXAS, A DISTANCE OF 523.35 FEET TO A 5/8 INCH IRON ROD FOUND WITH PINK PLASTIC CAP STAMPED "TXDOT" FOUND FOR CORNER ON THE NORTH LINE OF PROPOSED STATE HIGHWAY LOOP 9, AS DESCRIBED IN CAUSE NO. _____, AND THE BEGINNING OF A NON-TANGENT CURVE TO THE LEFT HAVING A CENTRAL ANGLE OF 00 DEGREES 38 MINUTES 27 SECONDS, A RADIUS OF 12,065.00 FEET AND A LONG CHORD THAT BEARS SOUTH 87 DEGREES 48 MINUTES 53 SECONDS WEST, A DISTANCE OF 205.11 FEET;

THENCE, OVER AND ACROSS AFORESAID 54.590 ACRE TRACT, AFORESAID 47.361 ACRE TRACT, AFORESAID 29.663 ACRE TRACT AND ALONG SAID NORTH LINE OF STATE HIGHWAY LOOP 9, THE FOLLOWING COURSES AND DISTANCES:

ALONG SAID NON-TANGENT CURVE TO THE LEFT, DEPARTING SAID COMMON LINE, AN ARC DISTANCE OF 205.12 FEET TO 5/8 INCH IRON ROD FOUND FOR CORNER;

NORTH 02 DEGREES 40 MINUTES 20 SECONDS WEST, A DISTANCE OF 12.00 FEET TO A 5/8 INCH IRON ROD FOUND WITH PINK PLASTIC CAP STAMPED "TXDOT" FOUND FOR CORNER AND THE BEGINNING OF A NON-TANGENT CURVE TO THE LEFT HAVING A CENTRAL ANGLE OF 00 DEGREES 16 MINUTES 52 SECONDS, A RADIUS OF 12,077.00 FEET AND A LONG CHORD THAT BEARS SOUTH 87 DEGREES 11 MINUTES 14 SECONDS WEST, A DISTANCE OF 59.23 FEET;

ALONG SAID NON-TANGENT CURVE TO THE LEFT, AN ARC DISTANCE OF 59.23 FEET TO A 5/8 INCH IRON ROD FOUND FOR CORNER;

SOUTH 87 DEGREES 02 MINUTES 48 SECONDS WEST, PASSING AT A DISTANCE OF 199.83 FEET A 5/8 INCH IRON ROD FOUND FOR CORNER, CONTINUING IN ALL A TOTAL DISTANCE OF 472.43 FEET TO A 5/8 INCH IRON ROD FOUND FOR CORNER;

NORTH 82 DEGREES 38 MINUTES 55 SECONDS WEST, A DISTANCE OF 39.13 FEET TO A 5/8 INCH IRON ROD FOUND FOR CORNER;

SOUTH 87 DEGREES 02 MINUTES 48 SECONDS WEST, A DISTANCE OF 60.00 FEET TO A 5/8 INCH IRON ROD FOUND WITH PINK PLASTIC CAP STAMPED "TXDOT" FOUND FOR CORNER;

SOUTH 67 DEGREES 30 MINUTES 38 SECONDS WEST, A DISTANCE OF 26.91 FEET TO A 5/8 INCH IRON ROD FOUND WITH PINK PLASTIC CAP STAMPED "TXDOT" FOUND FOR CORNER;

SOUTH 87 DEGREES 02 MINUTES 48 SECONDS WEST, A DISTANCE OF 844.86 FEET TO A 5/8 INCH IRON ROD FOUND WITH PINK PLASTIC CAP STAMPED "TXDOT" FOUND FOR CORNER;

SOUTH 02 DEGREES 57 MINUTES 12 SECONDS EAST, A DISTANCE OF 10.00 FEET TO A 5/8 INCH IRON ROD FOUND WITH PINK PLASTIC CAP STAMPED "TXDOT" FOUND FOR CORNER;

SOUTH 87 DEGREES 02 MINUTES 48 SECONDS WEST, PASSING AT A DISTANCE OF 258.44 FEET A 5/8 INCH IRON ROD FOUND WITH PINK PLASTIC CAP STAMPED "TXDOT" FOUND FOR CORNER, CONTINUING IN ALL A TOTAL DISTANCE OF 531.66 FEET TO A 5/8 INCH IRON ROD FOUND FOR CORNER AND THE BEGINNING OF A TANGENT CURVE TO THE LEFT HAVING A CENTRAL ANGLE OF 11 DEGREES 46 MINUTES 11 SECONDS, A RADIUS OF 6,165.00 FEET AND A LONG CHORD THAT BEARS SOUTH 91 DEGREES 09 MINUTES 50 SECONDS WEST, A DISTANCE OF 1,264.19 FEET;

ALONG SAID TANGENT CURVE TO THE LEFT, AN ARC DISTANCE OF 1,266.42 FEET TO A 2 INCH "TXDOT" ALUMINUM DISK FOUND FOR CORNER ON THE WEST LINE OF SAID 29.663 ACRE TRACT AND THE EAST LINE OF AFORESAID 24.898 ACRE TRACT;

THENCE, NORTH 00 DEGREES 21 MINUTES 54 SECONDS WEST, ALONG SAID COMMON LINE, A DISTANCE OF 764.83 FEET TO THE **POINT OF BEGINNING** AND CONTAINING A CALCULATED AREA OF 47.054 ACRES OF LAND.

NOW THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

THAT CTMG T BEAR CREEK, LLC, OWNERS, DO HEREBY BIND THEMSELVES AND THEIR HEIRS, ASSIGNEES AND SUCCESSORS OF TITLE THIS PLAT DESIGNATING THE HEREINABOVE DESCRIBED PROPERTY AS:

BEAR CREEK RANCH
PHASE 3
LOTS 1-20, BLOCK A;
LOTS 1-47, 20X & 47X, BLOCK B;
LOTS 1-30, 1X &2X,BLOCK C;
LOTS 1-52, 8X, BLOCK D;
LOTS 1-24, BLOCK E;
& LOTS 1-38, BLOCK F

AN ADDITION TO THE CITY OF LANCASTER E.T.J., AND DO HEREBY DEDICATE TO THE PUBLIC USE FOREVER THE STREETS, ALLEYS, AND RIGHT-OF-WAY EASEMENTS SHOWN THEREON, AND DO HEREBY RESERVE THE EASEMENT STRIPS SHOWN ON THIS PLAT FOR THE MUTUAL USE AND ACCOMMODATION OF GARBAGE COLLECTION AGENCIES AND ALL PUBLIC UTILITIES DESIRING TO USE OR USING SAME. ANY PUBLIC UTILITY SHALL HAVE THE RIGHT TO REMOVE AND KEEP REMOVED ALL OR PART OF ANY BUILDINGS, FENCES, TREES, SHRUBS, OR OTHER IMPROVEMENTS OR GROWTHS THAT IN ANY WAY ENDANGER OR INTERFERE WITH THE CONSTRUCTION, MAINTENANCE OR EFFICIENCY OF ITS RESPECTIVE SYSTEMS ON ANY OF THESE EASEMENTS STRIPS, AND ANY PUBLIC UTILITY SHALL AT ALL TIMES HAVE THE RIGHT OF INGRESS AND EGRESS TO AND FROM AND UPON THE SAID EASEMENT STRIPS FOR THE PURPOSE OF CONSTRUCTING, RECONSTRUCTING, INSPECTING, PATROLLING, WITHOUT THE NECESSITY AT ANY TIME OF PROCURING THE PERMISSION OF ANYONE.

FURTHERMORE, AS THE OWNER OF THE PROPERTY DESCRIBED HEREIN, AND IN CONSIDERATION OF ESTABLISHING THE SUBDIVISION DESCRIBED
HEREIN, I/WE AGREE TO THE FOLLOWING:

EVERY OWNER OF FEE SIMPLE TITLE TO EVERY INDIVIDUAL LOT WITHIN THE SUBDIVISION SHALL BE A MEMBER OF THE HOMEOWNERS' ASSOCIATION; THE HOMEOWNERS' ASSOCIATION SHALL HAVE THE AUTHORITY TO COLLECT MEMBERSHIP FEES; AS APPLICABLE AS IT PERTAINS TO CONDITIONS SHOWN HEREIN, THE HOMEOWNERS' ASSOCIATION SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF ALL COMMON AREAS, SCREENING WALLS, LANDSCAPED AREAS, PRIVATE STREETS AND ALLEYS. THE HOMEOWNERS' ASSOCIATION SHALL GRANT THE CITY THE RIGHT OF ACCESS TO ANY AREAS TO ABATE ANY NUISANCES ON SUCH AREAS, AND ATTACH A LIEN UPON EACH INDIVIDUAL LOT FOR THE PRORATED COSTS OF ABATEMENT. THE HOMEOWNERS' ASSOCIATION SHALL INDEMNIFY AND HOLD THE CITY HARMLESS FROM ANY AND ALL COSTS, EXPENSES, SUITS, DEMANDS, LIABILITIES, DAMAGES, OR OTHERWISE, INCLUDING ATTORNEY FEES AND COSTS OF SUIT, IN CONNECTION WITH THE CITY'S MAINTENANCE OF COMMON AREAS. THE HOMEOWNERS' ASSOCIATION SHALL, WHERE ADDITIONAL RIGHTS-OF-WAY HAS BEEN DEDICATED FOR THE PURPOSE OF PROVIDING LANDSCAPING, ADDITIONAL AREAS FOR SIDEWALKS, WALLS OR OTHER AMENITIES, ENTER INTO A LICENSE AGREEMENT WITH THE CITY AND SHALL BE RESPONSIBLE FOR THE INSTALLATION AND MAINTENANCE OF ALL LANDSCAPE AREAS IN THE PUBLIC RIGHTS-OF-WAY.

THIS PLAT APPROVED SUBJECT TO ORDINANCES, RULES, REGULATIONS AND RESOLUTIONS OF THE CITY OF LANCASTER, TEXAS.

WITNESS OUR HANDS AT DALLAS, TEXAS, THIS ____DAY OF _____, 2021

CTGMT BEAR CREEK, LLC
A TEXAS LIMITED LIABILITY COMPANY

MEHRDAD MOAYEDI

STATE OF TEXAS §
COUNTY OF DALLAS §

BEFORE ME, THE UNDERSIGNED AUTHORITY, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, ON THIS DAY PERSONALLY APPEARED MEHRDAD MOAYEDI, OWNERS, KNOWN TO ME TO BE THE PERSONS WHOSE NAMES ARE SUBSCRIBED TO THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT THEY EACH EXECUTED THE SAME FOR THE PURPOSE AND CONSIDERATIONS THEREIN EXPRESSED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, THIS DAY OF _____, 2021

NOTARY PUBLIC IN AND FOR
THE STATE OF TEXAS

SURVEYOR'S CERTIFICATION

KNOW ALL MEN BY THESE PRESENTS:

THAT I, MICHAEL J. BATUP, DO HEREBY CERTIFY, THAT I PREPARED THIS PLAT FROM AN ACTUAL ON THE GROUND SURVEY OF THE LAND DESCRIBED AND THAT THE CORNER MONUMENTS SHOWN THEREON WERE PROPERLY PLACED UNDER MY PERSONAL SUPERVISION IN ACCORDANCE WITH THE SUBDIVISION REGULATIONS OF THE CITY OF LANCASTER.

PRELIMINARY, THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE USED OR VIEWED OR RELIED UPON AS A FINAL SURVEY DOCUMENT.

MICHAEL J. BATUP
REGISTERED PROFESSIONAL LAND SURVEYOR
TEAS REGISTRATION NO. 4574



STATE OF TEXAS §
COUNTY OF DALLAS §

BEFORE ME, THE UNDERSIGNED AUTHORITY, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, ON THIS DAY PERSONALLY APPEARED MICHAEL J. BATUP, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE EXECUTED THE SAME FOR THE PURPOSE AND CONSIDERATIONS THEREIN EXPRESSED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, THIS ____DAY OF _____, 2021

NOTARY PUBLIC IN AND FOR
THE STATE OF TEXAS

CITY CERTIFICATION

APPROVAL

CHAIRMAN, PLANNING AND ZONING COMMISSION DATE

ATTEST:

SIGNATURE DATE

NAME & TITLE

THE SENIOR PLANNER OF THE CITY OF LANCASTER, TEXAS, HEREBY CERTIFIES THAT TO THE BEST OF HIS/HER KNOWLEDGE OR BELIEF, THIS SUBDIVISION PLAT CONFORMS TO ALL REQUIREMENTS OF THE SUBDIVISION REGULATIONS, OR AS MAY HAVE BEEN AMENDED OR MODIFIED, AS ALLOWED BY THE PLANNING AND ZONING COMMISSION AS TO WHICH HIS/HER APPROVAL IS REQUIRED.

SENIOR PLANNER DATE

CASE NUMBER PS21-05

**BEAR CREEK RANCH
PHASE 3
FINAL PLAT
LOTS 1-20, BLOCK A;
LOTS 1-47, 20X & 47X, BLOCK B;
LOTS 1-30, 1X &2X,BLOCK C;
LOTS 1-52, 8X, BLOCK D;
LOTS 1-24, BLOCK E;
& LOTS 1-38, BLOCK F
47.054 ACRES
211 RESIDENTIAL LOTS
5 OPEN SPACE LOTS
IN THE
SAMUEL T. BLEDSOE SURVEY, ABSTRACT NO. 120,
CITY OF LANCASTER, E.T.J., DALLAS COUNTY, TEXAS**

OWNER/DEVELOPER: CTGMT BEAR CREEK, LLC
1800 VALLEY VIEW LANE, SUITE 300
FARMERS BRANCH, TEXAS 75234
PHONE: (469) 892-7200
ATTN: MEHRDAD MOAYEDI

LJA Surveying, Inc.

6060 North Central Expressway
Suite 440
Dallas, Texas 75206

Phone 469.621.0710
T.B.P.L.S. Firm No. 10194465

Date: JANUARY 2021 JOB NO. 0031

SHEET 2 OF 2

NOTES:

1. THE BEARING BASIS BEING THE NORTHWEST LINE OF BEAR CREEK RANCH, PHASE 1, AN ADDITION TO THE CITY OF LANCASTER E.T.J., AS RECORDED IN VOLUME 2005138, PAGE 234, PLAT RECORDS, DALLAS COUNTY, TEXAS.
2. ALL CORNERS ARE MONUMENTED WITH A 5/8" IRON ROD WITH YELLOW PLASTIC CAP STAMPED "LJA SURVEYING" SET, UNLESS OTHERWISE NOTED.
3. FLOOD ZONE DESIGNATION "ZONE X" (AREAS DETERMINED TO BE OUTSIDE THE 500-YEAR FLOODPLAIN) FROM FEDERAL EMERGENCY MANAGEMENT AGENCY FLOOD INSURANCE RATE MAP, COMMUNITY PANEL NO. 48113C0645 K, DATED JULY 7, 2014.
4. DETENTION POND (IF APPLICABLE) SHALL BE MAINTAINED BY THE HOME OWNERS.

CITY OF LANCASTER BOARDS AND COMMISSIONS

Planning & Zoning Commission

3.

Meeting Date: 02/02/2021

Policy Statement: This request supports the City Council 2020-2021 Policy Agenda

Goal(s): Effective Municipal Operations
Healthy, Safe & Engaged Community

Submitted by: Bester Munyaradzi, Senior Planner

Agenda Caption:

Discuss and consider annual appointments to the City of Lancaster Historic Landmark Preservation Committee.

Background:

Annually, appointments are made to the Boards and Commissions for the City of Lancaster. The Historic Landmark Preservation Committee (HLPC) is appointed by the members of the Planning and Zoning Commission and confirmed by the City Council. The following excerpts are from Article 5.01 (General Provision) Subsection 5.01.001 (Boards and Commission appointments, terms, removal and meetings) (c) and Subsection 5.02.007 (Historic Landmark Preservation Committee) (b) of the Lancaster Development Code:

Article 5.01 (General Provision) Subsection 5.01.001 (Boards and Commission appointments, terms, removal and meetings) (c) states that "Unless expressly stated to the contrary herein, each board, commission or committee of the City shall be composed of five (5) members, and the term of appointment for regular members shall be for two (2) years, one (1) alternate member, the alternate member serving a term of one (1) year.'

Article 5.01 (General Provision) Subsection 5.02.007 (Historic Landmark Preservation Committee) (b) states that " Members of the committee shall be appointed by the Planning & Zoning Commission and confirmed by City Council. Each member appointed to the committee shall have a demonstrated interest in or knowledge of historic preservation practices and principles. Of the regular members, at least three (3) shall have experience and/or expertise in the following fields: architecture, planning, landscape architecture, building construction or real estate appraisal. At least one (1) member shall be a member of the Lancaster Historical Society. At least one (1) member shall be the owner of a designated historic landmark or property within an historic district."

Operational Considerations:

The ordinance was established by the City Council in 2018. Three (3) Committee members are seeking reappointment and one new application was received. The applications are attached and the following table summarizes the members that desire to be reappointed, and the new applicant's qualifications.

Candidates	Term Expires	Years of Service	Desires Reappointment	Role/Capacity
Dee Hinkle	2020	15 Years	Yes	Property Owner in the Historic District
Patricia Siegfried-Giles (Vice Chair)	2020	15 Years	Yes	Member of the Lancaster Historical Society
Paul Lauren Wiseman (Alternate)	2020	1 Year	Yes	Real Estate Broker and Business Manager
Russell Webb	N/A	N/A	New Applicant	Property Owner in the Historic District

Public Information Considerations:

This item is being considered at a Regular Meeting of the Planning and Zoning Commission noticed in accordance with the Texas Open Meetings Act

Options/Alternatives:

1. The Planning and Zoning Commission may interview the applicants and make appointments based on current applications.
2. The Planning and Zoning Commission may request staff to seek additional applications.

Recommendation:

There is no staff recommendation; this decision is at the discretion of the Planning and Zoning Commission.

Attachments

Reappointment applications
New Application



City of Lancaster, Texas
Boards, Commissions and Committees
Application

Name: Dee Hinkle DOB: [REDACTED] Date: Nov.23,2020
Address: [REDACTED] Zip: 75146
Home Phone: none Cell Phone: [REDACTED]
Email Address: [REDACTED] Length of residency: 19 years
Occupation: retired

To be an effective member, you must be willing to attend and participate in all scheduled meetings.

Please list the Board/Commission/Committee you wish to serve on in order of preference.

1. Historic Landmark Preservation
2.
3.

You may attach any particular qualifications you feel would be beneficial in serving. (i.e. resume)

Have you previously served on any Lancaster board, commission, or committee? ☒ YES ☐ NO

Are you a registered voter? ☒ YES ☐ NO

Do you have any delinquent accounts (utility, property taxes, etc.) with the City? ☐ YES ☒ NO

DISCLOSURE OF PERSONAL INFORMATION

I, Dee Hinkle, an applicant for, or an appointed official, for the City of Lancaster, Texas, elect to:

- ☒ ALLOW public access to my personal information
☐ NOT ALLOW public access to my personal information

Note: Under the Public Information Act, a personal e-mail address or DOB is not public information and will not be released.

Signature: *Dee Hinkle* Date: November 23, 2020

Please return your completed application to the City Secretary's Office at 211 N. Henry St., or mail to P. O. Box 940, Lancaster, TX 75146 or fax to (972) 275-0914 or email at citysecretary@lancaster-tx.com. If you have any questions, please feel free to give our office a call at 972.218.1310.

Applications are always welcome as vacancies may occur throughout the year.

Office Use Only

Received by: _____ Date: _____ Address Verified: _____

Registered Voter verified: _____ Financial Liability verified: _____

Interviewed by Council: _____ Appointed by Council: _____

Oath administered: _____ OMA /PIA Training completed: _____



Boards and Commissions 2020



Dear Board or Commission Member:

Our records indicate your current appointment will expire in December 2020. Please complete the information below to indicate if you are interested in being reappointed.

Dee Hinkle

(Name)

Historic Landmark Preservation Committee

(Board or Commission)

Desire reappointment ☒

Do not wish to be reappointed ☐

(Please complete the enclosed application and return with this form to the address below or via fax or email)

If you wish to apply for a different board, please indicate name of board or commission on the enclosed application with this form and return it to the address below or via fax.



Signature

11-23-2020

Date

Deadline to receive this form is December 1, 2020.

For more information, please call (972) 218-1310. Thank you for your service to the City of Lancaster.

Please mail form and application to: Cynthia Smith, Deputy City Secretary
City of Lancaster
211 N. Henry St.
P.O. Box 940
Lancaster, TX 75146

Fax form or email application to: (972) 275-0914
citysecretary@lancaster-tx.com

For Office Use Only

Received by: _____

Date: _____

Dee Hinkle



Innovative, versatile manager with a broad range of experience in publishing including event coordination, advertising, marketing, sales, and public relations. Superior organizational and creative skills with a knack for training and motivating personnel. Proven creative and administrative record in both new and established companies.

Competencies

- Conference Coordinator, Materials Coordinator, and Sales Assistant for textbook publishing company's representatives. Responsible for all aspects of events including reserving the venue, caterers selection, set up, and presentation at event sites. In addition to ordering all the materials needed for sales samples, trainings, presentations, and conferences. Created handouts, power point presentation, flyers, and invitations for presentations and trainings.
- Established track record in trouble-shooting while developing more efficient protocols and production schedules.
- Developed office management systems for new publishing company, including employee incentives and training and, as second in command, supervised office staff of 30 production artists, salespeople and administrative staff.
- Implemented advertising campaigns from original concept, through concept and design involving art direction, typography, and printing for a variety of companies.

Accomplishments

- Coordinated marketing and commercial sales department for an advertising publishing company, involving targeting market areas, expanding existing markets, developing new product lines, coordinating systems and procedures, and managing all facets of the in house sales department.
- Coordinated the editorial, photography and advertising sales for major Chamber of Commerce publications as a Publication Coordinator/Sales Executive for one of the country's leading Chamber publication companies.
- Directed new sales department, closing jobs ahead of projected profit margins and recording overall monthly profits.
- Campaign Manager for the Re-Election of Lancaster's Past Mayor Joe Tillotson, Past School Board Member Marjorie King, and City Council member Carol Strain-Burk, and Past City Council Member Susan Anderson.
- Took a leadership role on the Mills Branch Initiative Task Force. Initiated meetings with City Council, neighborhood groups and community leaders. Facilitated citizens attendance and speaking in support of this project at Planning and Zoning Commissioners, and City Council meetings.
- Event Committee Chairman for the Southern Dallas County Summit on Building Sustainable Communities. Appointed the sub committee chairpersons and coordinated with them all aspects of this event. I was specifically responsible for the daytime portion of the conference.
- One of three Show Managers of the Cat Fanciers' Association International Show, held in Fort Worth, Texas. Responsible for locating and reserving the show facilities, hospitality for twelve judges, twenty four stewards, twelve ring derks, two master derks, fifty vendors, and show personnel of twenty two volunteers. This included scheduling hotels, meals, local entertainment, advertising, public relations, show entries, and gate for a three day event.

Skills

- Proficient in Microsoft Excel creating formulas that can be used in spread sheets inventory control, and data logs.
- Proficient in Microsoft Word and Publisher creating ads, flyers, brochures, training booklets, etc.
- Proficient in Microsoft Power Point creating product presentations and training sessions.
- Skilled in creating vector graphics used in print and web site.



Dee Hinkle

Experience

- 2015-2018** National Geographic Learning | Cengage Learning, Texas Consultant coordinating teacher trainings, sales presentations and conferences.
- 2004-2015** Learning Links Tx, The north central Texas sales representative for National Geographic Learning | Cengage Learning
Sales Assistant
Coordinating ordering of all samples and display materials needed for conferences, presentations, sales, and trainings. Set up conference display and training rooms. Designed and produced flyers, brochures, special event invitations, handouts, and programs.
- 1999-2003** Village Profile Publications, Inc., Elgin, Illinois
Publication Coordinator
- 1998-1999** Lawton Publications, Inc., Seattle, Washington
Sales Executive
- 1995-1998** Mosher-Adams Publisher, Inc., Oklahoma City, Oklahoma
Director of In House Sales

Education

- Texas Christian University, Fort Worth, Texas.
- Vernon Court Junior College, Newport, Rhode Island

Affiliations/Honors

- Committee Member City of Lancaster: Historic Landmark Preservation Board (2004-2020), elected Chairman 2008, 2009, 2010, 2011, 2014, elected Vice-chairman 2015, 2016, 2017, 2018, 2019.
- Lancaster Historical Society: President (2020-21), Vice President (2006-2010)
- The City of Lancaster 4-B Board of Directors Member (2001-2003)
- Operation Clean Sweep Southern Dallas County-Board of Directors, Vice-Chairman (2001-04), implemented the instructional format for the Summit on Sustainable Living
- Ambassador of the Year 2001 DeSoto Chamber of Commerce
- Graduate of Leadership Southwest
- Advertising Club of Fort Worth: Winner of three "Addy" award
- Member of Mills Branch Planning Committee
- Attended the National Alliance Of Historic Preservation Conference
- Have attended numerous seminars on Historic Preservation and home remodeling (approximately 64 hours)
- Have owned and remodeled 4 homes in Historic Districts.

Dee
Hinkle

References

Ellie Hajek, Ph.D.

[REDACTED]

Barbara Mathews, Ph.D.

[REDACTED]

Carol Strain-Burk

[REDACTED]

Carolyn Miller

[REDACTED]

[REDACTED]



Boards and Commissions 2020



Dear Board or Commission Member:

Our records indicate your current appointment will expire in December 2020. Please complete the information below to indicate if you are interested in being reappointed.

Patricia Siegfried-Giles
(Name)

H L P C
(Board or Commission)

Desire reappointment



Do not wish to be reappointed



(Please complete the enclosed application and return with this form to the address below or via fax or email)

If you wish to apply for a different board, please indicate name of board or commission on the enclosed application with this form and return it to the address below or via fax.

Patricia Siegfried-Giles
Signature

Nov. 12, 2020
Date

Deadline to receive this form is December 1, 2020.

For more information, please call (972) 218-1310. Thank you for your service to the City of Lancaster.

Please mail form and application to:

**Cynthia Smith, Deputy City Secretary
City of Lancaster
211 N. Henry St.
P.O. Box 940
Lancaster, TX 75146**

Fax form or email application to:

**(972) 275-0914
citysecretary@lancaster-tx.com**

For Office Use Only

RECEIVED NOV 16 2020

Received by: _____

Date: _____

City of Lancaster, Texas
Boards, Commissions and Committees
Application

Resume for 2020 Historic Landmark Preservation Committee

Patricia Siegfroid-Giles

PERSONAL:

Husband, Jer Giles: Artist – Designer

EDUCATION:

- Bachelor of Arts Speech and Drama, University of North Texas 1970
- Double Minor History and English

PROFESSIONAL:

- Self-employed Designer/Artist 1987 to Present, JerGiles Artwalls Murals & More
- Agency Director Dallas Taping for the Blind 1982-1987 a United Way agency: 3 paid staff over 120 volunteers, read books on tape that were transferred to cassettes
- Scenic Artist 1977-1982

VOLUNTEER ACTIVITIES CITY OF LANCASTER:

- Historic Landmark Preservation Committee, Vice Chair 2020 (first appointment 1993-2006, reappointed 2012-2014, last appointment 2015 to present)
- Lifetime Achievement Award Lancaster Martin Luther King Jr. Foundation 2018
- The Volunteer for the Texas State Auxiliary Museum in Lancaster Sept 2013 – June 2014
- US Representative Helen Giddings Volunteer of the Month Selection Committee 2012
- Graduate Lancaster Civic Leadership Academy 2010
- Graduate Lancaster Citizens Public Safety Academy 2010
- Pleasant Run Chapter National Society Daughters of the American Revolution; member 1994, Regent 1998-2000, Vice Regent 1996-1998
- Lancaster Shakespeare Club; member 1977-2005, President 75th Anniversary 1984-1986

QUALIFICATIONS FOR HLPC: quotations are taken from City Descriptions for Service on HLPC Committee

"... expertise in architecture, planning, landscape architecture, interior architecture..."

- Over 30 years as a professional in the decorative arts working with designers and builders in various building and remodeling projects throughout North Texas and the US
- Knowledgeable in the relationship between architecture's influence on the quality of life

"... representative from the Lancaster Historical Society"

- Member since 1974; various committees, Board of Directors 2012-2018, President 2006-2008
- Intensive institutional knowledge of Lancaster's history and its workings
- Go-to person for city's history, Public Speaker various city events and festivals

"...must have knowledge and experience in the history, art, or architecture of Lancaster."

- Volunteer Administrator/Docent/Tour Guide for Lancaster State Auxiliary Museum
- Continuing activities preserving, educating and protecting Lancaster's history
- Presenter of various programs about Lancaster's history
- Member HLPC when Guidelines were written after 1994 tornado

VOLUNTEER ACTIVITIES LANCASTER HISTORICAL SOCIETY:

- Lancaster Historical Society; member 1974, various elected and appointed positions
- Author/Producer/Director Lancaster History Puppet Show – toured Elementary Schools and one performance Town Square Celebration
- Author of two chapters Lancaster History Book published 1976

Need More Information?

Patricia Siegfroid-Giles

| Lancaster Texas



Boards and Commissions 2020



Dear Board or Commission Member:

Our records indicate your current appointment will expire in December 2020. Please complete the information below to indicate if you are interested in being reappointed.

PAUL LAURENS WISEMAN
(Name)

HISTORIC LANDMARK PRESERVATION COMMITTEE
(Board or Commission)

Desire reappointment ☒

Do not wish to be reappointed ☐

(Please complete the enclosed application and return with this form to the address below or via fax or email)

If you wish to apply for a different board, please indicate name of board or commission on the enclosed application with this form and return it to the address below or via fax.

Signature

NOVEMBER 18, 2020

Date

Deadline to receive this form is December 1, 2020.

For more information, please call (972) 218-1310. Thank you for your service to the City of Lancaster.

Please mail form and application to:

**Cynthia Smith, Deputy City Secretary
City of Lancaster
211 N. Henry St.
P.O. Box 940
Lancaster, TX 75146**

Fax form or email application to:

**(972) 275-0914
citysecretary@lancaster-tx.com**

For Office Use Only

Received by: _____

Date: _____



City of Lancaster, Texas
Boards, Commissions and Committees
Application

Name: PAUL LAURENS WISEMAN DOB: [REDACTED] Date: 11/18/2020
Address: [REDACTED] Zip: 75146
Home Phone: [REDACTED] Cell Phone: [REDACTED]
Email Address: [REDACTED] Length of residency: 5 years
Occupation: Realtor

To be an effective member, you must be willing to attend and participate in all scheduled meetings

Please list the Board/Commission/Committee you wish to serve on in order of preference.

1. HISTORIC LANDMARK PRESERVATION COMMITTEE
2. PLANNING & ZONING
3. [REDACTED]

You may attach any particular qualifications you feel would be beneficial in serving. (i.e. resume)

Have you previously served on any Lancaster board, commission, or committee? ☒ YES ☐ NO

Are you a registered voter? ☒ YES ☐ NO

Do you have any delinquent accounts (utility, property taxes, etc.) with the City? ☐ YES ☒ NO

DISCLOSURE OF PERSONAL INFORMATION

I, PAUL LAURENS WISEMAN, an applicant for, or an appointed official, for the City of Lancaster, Texas, elect to:

- ☐ ALLOW public access to my personal information
☒ NOT ALLOW public access to my personal information

Note: Under the Public Information Act, a personal e-mail address or DOB is not public information and will not be released.

Signature: [Signature] Date: November 18, 2020

Please return your completed application to the City Secretary's Office at 211 N. Henry St., or mail to P. O. Box 940, Lancaster, TX 75146 or fax to (972) 275-0914 or email at citysecretary@lancaster-tx.com. If you have any questions, please feel free to give our office a call at 972.218.1310.

Applications are always welcome as vacancies may occur throughout the year.

Office Use Only

Received by: [REDACTED] Date: [REDACTED] Address verified: [REDACTED]
Registered Voter verified: [REDACTED] Financial liability verified: [REDACTED]
Interviewed by Council: [REDACTED] Appointed by Council: [REDACTED]
Oath administered: [REDACTED] OMA /PIA Training completed: [REDACTED]

Board Application Form

Select the Board,
Commission, or Committee
applying for

Historic Landmark Preservation Committee

Personal Information

First Name	Russell
------------	---------

Last Name	Webb
-----------	------

Address	336 S Centre Ave
---------	------------------

City	Lancaster
------	-----------

State	TX
-------	----

Zip	75146
-----	-------

Length of Residency	2.5 yrs
---------------------	---------

Home Phone Number	
-------------------	--

Email Address	
---------------	--

Occupation	Interior Design / Sales
------------	-------------------------

Organization Membership Information

Have you ever served as a member of any Lancaster Boards, Commissions, or Committees?	No
---	----

If yes, which	<i>Field not completed.</i>
---------------	-----------------------------

Please list any particular qualifications you feel would be beneficial to serving on any particular board or commission.	29 years in Residential and Commercial Interior Design with specific Study/Interest in Historical properties and planning.
--	--

Please Enter Basic Resume Information Below	Owned and ran Independent Interior Design business in Dallas 16 yrs.; 8 yrs. Design Showroom Management experience in Dallas Design Center.
---	---

Disclosure of Personal
Information

I DO NOT ALLOW public access to my personal information

To be an effective member of a Board or Commission, you must be willing to attend and participate in all scheduled meetings.
