



**NOTICE OF SPECIAL MEETING AGENDA  
LANCASTER CITY COUNCIL  
MUNICIPAL CENTER CITY COUNCIL CHAMBERS  
211 N. HENRY STREET, LANCASTER, TEXAS**

**Monday, February 5, 2024 - 7:00 PM**



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**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 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.

**PUBLIC HEARING:**

1. M24-17 Conduct a public hearing and consider an ordinance granting a special exception allowing one (1) temporary portable building on the property located at 940 E. Pleasant Run Road for a maximum time frame of 12 months.

**EXECUTIVE SESSION:**

2. In accordance with Chapter 551 Section 551.071 of the Texas Government Code (the Texas Open Meetings Act), the City Council shall convene in executive session to confer with the City's attorney to discuss pending, threatened, contemplated, or potential related litigation in regard to:
  - 1) Pleasant Run Road Improvements (Dallas County MCIP 31403).
3. Reconvene into open session. Consider and take appropriate action(s), if any, on closed/executive session matters.

**ADJOURNMENT**

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**EXECUTIVE SESSION:** The City Council 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.

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**ACCESSIBILITY STATEMENT:** Meetings of the City Council are held in municipal facilities and 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.

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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.

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#### **Certificate**

**I hereby certify the above Notice of Meeting was posted at Lancaster City Hall on Feburary 1, 2024 @ 5:00 p.m. and copies thereof were provided to the Mayor, Mayor Pro-Tempore, Deputy Mayor Pro-Tempore and Council members.**



Carey D. Neal, Jr.  
Deputy City Manager

# CITY OF LANCASTER CITY COUNCIL

## City Council Special Meeting

1.

**Meeting Date:** 02/05/2024

**Policy Statement:** This request supports the City Council 2023-2024 Policy Agenda

**Goal(s):** Sound Infrastructure  
Quality Development

**Submitted by:** Carey D. Neal Jr., Deputy City Manager

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### **Agenda Caption:**

M24-17 Conduct a public hearing and consider an ordinance granting a special exception allowing one (1) temporary portable building on the property located at 940 E. Pleasant Run Road for a maximum time frame of 12 months.

### **Background:**

1. **Location and Size:** The property is addressed as 940 E. Pleasant Run Road and is approximately 163.351 acres in size.
2. **Current Zoning:** The subject property is currently zoned Logistics Port Planned Development (PD) Lanport Overlay and Agricultural Open (AO) Lanport Overlay.
3. **Adjacent Properties:**  
North: Light Industrial (LI) Lanport Overlay; Logistics Port Planned Development (PD) Lanport Overlay- Industrial Uses and Undeveloped Land  
South: Agriculture Open (A-O) Lanport Overlay - Vacant Undeveloped Land  
East: Logistics Port Planned Development (PD) Lanport Overlay- Undeveloped Land  
West: Agriculture Open (A-O) Lanport Overlay; Single-Family residential (SF-6) - Undeveloped Land and Single-Family Residences
4. **Comprehensive Plan Compatibility:** The Future Land Use Plan of the Comprehensive Plan designates the property as Aviation. The existing cold storage facility is consistent with the Future Land Use Plan of the Comprehensive Plan.

### **Operational Considerations:**

The applicant is requesting an exception to allow for one (1) portable building on the subject property for a 12-month period. The portable building will be used as a classroom to facilitate training. Training was scheduled to begin in late January for the Welford, South Carolina automated site. The applicant states that the portable building will minimize disturbance to the Lancaster associates, provide a safe and adequate location for visiting associates, and help sustain efficient operations. The structure will be 24x36 with power, and a wrought iron security fence with double gates will be installed.

Currently, the Logistics Port PD does not allow for temporary structures in the use table.

By comparison, the Lancaster Development Code (LDC) Sec. 14.406 Temporary Uses and Structures states that:

(a) Temporary Uses

(1) This Subsection includes by reference all temporary uses listed in the Land Use Chart.

(2) The temporary use shall not be intrusive or inconsistent with existing land uses in area, or with anticipated land uses that may be constructed during the life of the temporary use.

(b) Temporary Structures. All buildings or other structures which are erected or located on the property in connection with the temporary use shall be removed not later than 10 days after the expiration of the time period for which the use was approved or as set forth in the conditions of approval.

The Land Use chart only allows for temporary on-site construction offices. As stated above, the LDC allows temporary structures with an expiration period requiring removal not later than 10 days after the expiration of the period for which the use was approved. Other than temporary on-site construction offices and other temporary structures such as temporary education building and real estate sales office have an expiration period. Temporary buildings are not permitted. The applicant contends that the portable structure is necessary to facilitate training.

The proposed structure is entirely within the Walmart property, serving only employees, and their location does not negatively impact parking, internal circulation, or off-site traffic. Staff supports the request for the portable building with the stipulation that this temporary structure only be allowed for a one (1) year time period.

**Legal Considerations:**

This item is being considered at a Special Meeting of the City Council noticed in accordance with the Texas Open Meetings Act.

**Public Information Considerations:**

On January 26, 2024, a notice for this public hearing appeared in the Focus Daily Newspaper. Staff also mailed notifications of this public hearing to property owners within 200 feet of the subject site and posted a sign on the property. There were no letters in support or opposition to the request.

**Options/Alternatives:**

1. City Council may approve the request, as presented.
2. City Council may approve the request with changes, and state those changes.
3. City Council may deny the request.

**Recommendation:**

Staff recommends approval of the request as presented, with the condition that the structure be allowed for a period of one (1) year.

**Attachments**

Ordinance

Exhibit A

Trailer Photo

Sign Posting

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**ORDINANCE NO.**

**AN ORDINANCE OF THE CITY OF LANCASTER, TEXAS, GRANTING A SPECIAL EXCEPTION ON AN APPROXIMATELY 163.351-ACRE TRACT OF LAND ADDRESSED AS 940 E. PLEASANT RUN ROAD, LANCASTER, DALLAS, COUNTY, TEXAS TO ALLOW ONE (1) TEMPORARY PORTABLE BUILDING, FOR UP TO ONE (1) YEAR BEGINNING FEBRUARY 5, 2024; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council, in accordance with the City's Code of Ordinances, state law and all other applicable ordinances of the City, have given the required notices and have held the required public hearings regarding the amendment of the City's zoning laws by changing the zoning on the property referenced above; and

**WHEREAS**, all legal requirements, conditions and prerequisites have been complied with prior to the case coming before the City Council for the City of Lancaster, including all mandated public notices and public hearings; and

**WHEREAS**, the City Council, after determining that all legal requirements of notice and hearing have been met, has determined that the following amendment would provide for and would be in the best interest of the health, safety, morals and general welfare of the City.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LANCASTER, TEXAS:**

**SECTION 1.** That the City of Lancaster, Texas hereby grants aa special exception to allow the placement of one (1) portable building on the approximately 163.351-acre tract of land addressed as 940 E. Pleasant Run Road, Lancaster, Dalas, County, Texas, and more particularly described in **Exhibit "A"** attached hereto, for up to one (1) year from February 5, 2024. This special exception will expire on its own terms on February 5, 2025 with no further action required by City Council.

**SECTION 2.** Except as expressly amended herein; Ordinance Number 2008-03-12, the Logistics Port Planned Development of the City of Lancaster, Texas, as amended, shall remain in full force and effect, save and except as amended by this ordinance.

**SECTION 3.** If any article, paragraph, subdivision, clause or provision of this ordinance or the Lancaster Development Code be adjudged invalid or held unconstitutional for any reason, such judgment or holding shall not affect the validity of this ordinance as a whole or any part or provision thereof, or of the Lancaster Development Code, other than the part so declared to be invalid or unconstitutional.

**SECTION 4.** Any person, firm or corporation violating any of the provisions of this ordinance or the Lancaster Development Code of the City of Lancaster, Texas, shall be deemed guilty of a misdemeanor and, upon conviction in the municipal court of the City of Lancaster, Texas, shall be subject to a fine not to exceed the sum of Two Thousand (\$2,000.00) dollars for each offense, and

**SECTION 5.** This ordinance shall take effect immediately from and after its passage and the publication of the caption as the law and charter in such cases provide.

**DULY PASSED** and approved by the City Council of the City of Lancaster, Texas, on this the 5th day of February, 2024.

**ATTEST:**

**APPROVED:**

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Sorangel O. Arenas, City Secretary

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Clyde C. Hairston, Mayor

**APPROVED AS TO FORM:**

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David T. Ritter, City Attorney

# PDC8348 Classroom Trailer Permit Request

(12 mo. plan)

Date: January 12, 2024

**DC Site Representatives:**

**Ervin Goad, Site General Manager**

**Jessica Stumbaugh, Walmart Project Lead**

**Bobby, Halo Fab (Contractor Completing the Work)**

**Joseph Coontz, Site Maintenance Operations Manger**

**Travis Stumbaugh, Site Maintenance/Coordinator**



## Site Request

What: Classroom Trailer for 12 months

Why: For future automated DC site temporary training location.

When: As soon as we can get it. Training will be in late January 2024 for Wellford, SC automated site

Where: Temporary placement location will be to the south side of the front (Area 100) breakroom

Request would Require:

1. Permit for the temporary classroom trailer (12 months)
2. Security Wrought Iron Fencing with Double Gates at existing driveway location
3. Temporary Power (source is close by from construction)
4. Partial removal of existing chain link around break area patio – for access to the site location

**PDC Address:** 940 E. Pleasant Run Rd., Lancaster, TX 75146



# Classroom Trailer Layout

- No restroom/sink is in this unit. No water/sewer connection is required.



## Symbol Key – Colors – Drawing Details

All dimensions are approximate  
Dimensions, electrical, layout and specs to  
be verified on factory drawings. 1" = 1/8"



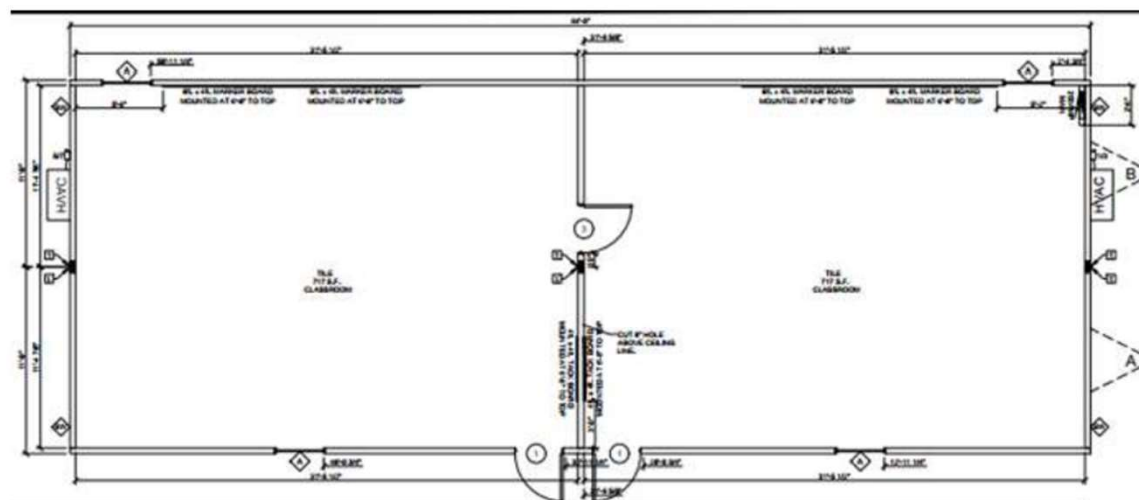
**Dee J Oliveira**  
**Dallas Branch**  
12855 Calloway Cemetery Rd  
Euless, TX 76040  
Office: (817)571-2166  
Cell: (940)300-1589  
[DeeJ@satelliteco.com](mailto:DeeJ@satelliteco.com)

- 110v. Outlet
- Exterior GFI Outlet w/Cover
- Interior GFI Outlet
- Empty Conduit Box Drop (above desk/counter)
- Thermostat
- 125 AMP 120/240v Single Phase Main Panel
- All Electric Heating and Cooling

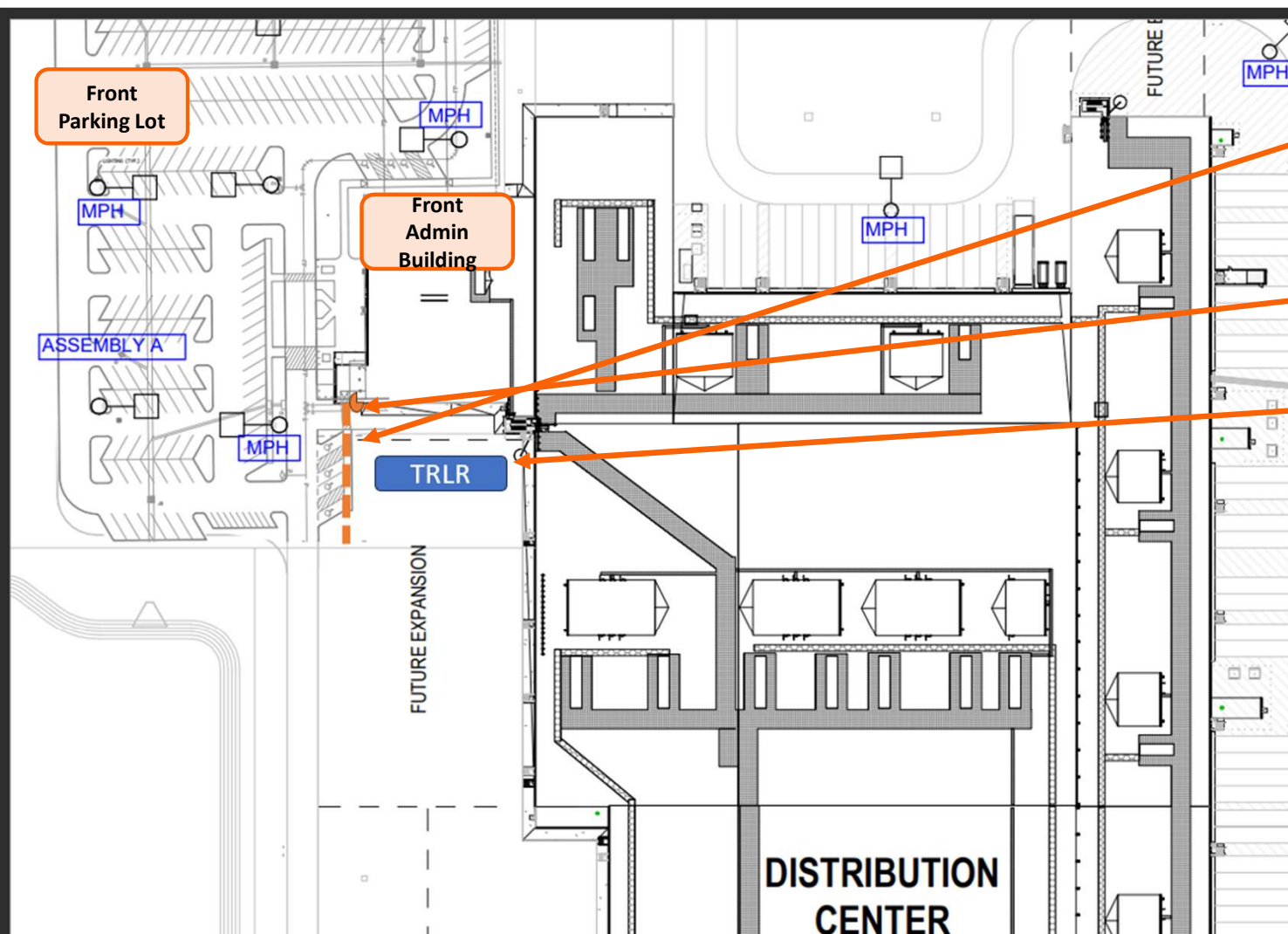
## Stock Fleet Specs

- Exterior Siding: Aluminum or Smart (Wood)
- Walls: Panel or Vinyl Covered Gypsum
- Ceiling: Textured Gypsum Board or suspended ceiling
- Roof: Rubber
- Flooring: 1/8 Vinyl Tile
- Exterior Doors: 3680 Steel w/Steel Jamb with 12x12 vision window
- Interior Doors: Hollow core, non-locking
- Windows: Horizontal slide or vertical
- Restrooms: Waste and water dropped below the floor with water heater. Manifold and heat tape by renter/purchaser
- Models available with closets and break areas
- Models with built in furniture include desk top with file cabinet and fold down plan table
- Ask me about additional furniture, desks, desk chairs, conference tables, file cabinets or shelves available for rent or purchase

## Model: 24x64 Classroom



# Trailer Location



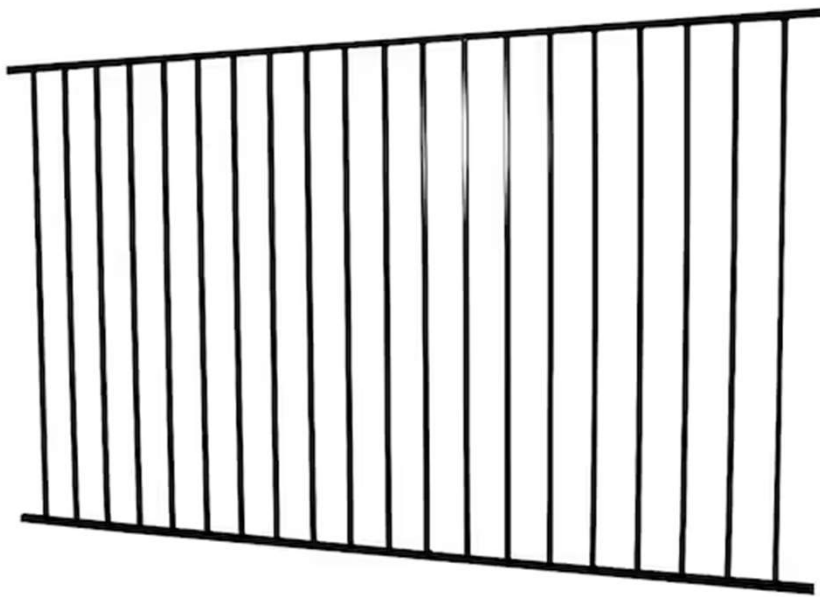
## Detail

- **Fence Location** – 8' wrought iron from outside patio and connect to yard fencing. Double gates at the existing driveway point. Placement will not impede the walkway in this location; rather, installed just east of the walkway against the grass.
- **Breakroom Patio Fencing**- remove section of chain link for access point from wall to first support pole.
- **Power Access** – there is power conduit in this location that we can tie in to from construction.



## Fencing/Double Gate Type

- Fence request is permanent as the cookout barbeque is stored in this existing driveway location.



## Space Photo (facing south from front parking lot)



### Detail

Trailer Location  
Added Fencing





# Space Photo (facing north from front parking lot)

Exhibit A

Detail

- Trailer Location
- Added Fencing
- Double Gates
- Patio Break Area – partial fencing removal for access





702 SW 8th St.  
Bentonville, AR 72716  
479-273-4000  
www.walmart.com

January 23, 2024

Walmart Supply Chain  
Maintenance  
Walmart PDC 8348  
940 E. Pleasant Run Rd.  
Lancaster, TX 75146

RE: Lancaster Requesting Permit for Temporary (12 Month) Classroom Trailer

To Whom It May Concern:

Please allow this letter to serve as a formal request for authorization for a temporary trailer to be on-site at Walmart Supply Chain - Perishable Distribution Center 8348, located at 940 E. Pleasant Run Rd., Lancaster, TX 75146. The trailer will be used to facilitate training for future Automated PDCs without disrupting the day-to-day uses of the internal conference rooms and training spaces. The Walmart team's goal is to leverage the temporary trailer solution to (1) minimize disturbance to the Lancaster associates; (2) provide a safe and adequate location for visiting associates; and (3) sustain an efficient operations. Timing is critical and sensitive because training is set to start at the end of January 2024 and is needed for internal financials. The request would require the following:

- (1) Permit for the temporary classroom trailer (12 months)
- (2) Security Wrought Iron Fencing with Double Gates at existing driveway location
- (3) Temporary Power (source is close by from construction)
- (4) Partial removal of existing chain link around break area patio - for access to the site location

If there are questions or additional concerns, please do not hesitate to contact:

POC: Ervin Goad

Phone: (352) 359-8661

Email: Ervin.Goad@Walmart.com

Sincerely,

Ervin Goad  
PDC 8348, Site General Manager  
Walmart Supply Chain





Hiring



# Public Hearing



*Special  
m24-17 exception  
portable building*

For More Information

**PLANNING DIVISION**

**972-218-1315**

## CITY OF LANCASTER CITY COUNCIL

### City Council Special Meeting

2.

**Meeting Date:** 02/05/2024

**Policy Statement:** This request supports the City Council 2023-2024 Policy Agenda

**Goal(s):** Financially Sound Government  
Healthy, Safe & Engaged Community  
Sound Infrastructure  
Quality Development  
Professional and Committed City Workforce

**Submitted by:** Opal Mauldin-Jones, City Manager

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### **Agenda Caption:**

In accordance with Chapter 551 Section 551.071 of the Texas Government Code (the Texas Open Meetings Act), the City Council shall convene in executive session to confer with the City's attorney to discuss pending, threatened, contemplated, or potential related litigation in regard to:

1) Pleasant Run Road Improvements (Dallas County MCIP 31403).

## LANCASTER CITY COUNCIL

### City Council Special Meeting

3.

**Meeting Date:** 02/05/2024

**Policy Statement:** This request supports the City Council 2023-2024 Policy Agenda

**Goal(s):** Financially Sound Government  
Healthy, Safe & Engaged Community  
Sound Infrastructure  
Quality Development  
Professional and Committed City Workforce

**Submitted by:** Opal Mauldin-Jones, City Manager

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#### **Agenda Caption:**

Reconvene into open session. Consider and take appropriate action(s), if any, on closed/executive session matters.

#### **Background:**

This agenda item allows City Council to take action necessary, if any, on item(s) discussed in Executive Session.