



**NOTICE OF WORK SESSION AGENDA  
LANCASTER CITY COUNCIL  
JAMES R. WILLIAMS PUMP STATION  
TRAINING ROOM, 1999 JEFFERSON, LANCASTER, TEXAS**



**Monday, July 17, 2017 - 7:00 PM**

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**CALL TO ORDER**

**Regular Items:**

1. Receive a presentation regarding the City of Lancaster proposed Fiscal Year 2017/2018 employee insurance program.
2. Receive a presentation and discuss potential management options and deal points for the management of Country View Golf Course.
3. Discuss the Professional Services Agreement for a facilitator for the City Council Annual Strategic Planning Session.
4. Discuss City Council Rules and Procedures.
5. Discuss amending Ordinance 2011-03-06, Chapter 3, Article 3.800, Section 3.811, Fence Construction and Materials to discuss the gauge of metal poles and requirements for fences located in agriculturally zoned properties and front yard setbacks for fences.
6. Discuss amendment to Section 14.505 of the Lancaster Development Code (LDC) to permit tilt-up wall construction as a matter of right in industrially zoned districts.
7. Discuss establishing an ordinance to remove all basketball goals/hoops from the front curbs, public rights-of-way, alleys and streets to the back of said property or resident.
8. Receive a presentation and discuss the Quarterly Financial Report for the third quarter of FY 2016/2017 for the period ending June 30, 2017.
9. Discuss the Report of City Council Five Year Goals and Strategies established during the annual City Council Strategic Planning Session in June 2016 for the third quarter of FY 2016/2017.

**ADJOURNMENT**

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**EXECUTIVE SESSION:** The City Council reserve 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 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 the Lancaster City Hall on July 14, 2017 @ 6:00 p.m. and copies thereof were provided to the Mayor, Mayor Pro-Tempore, Deputy Mayor Pro-Tempore and Council members.**



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Sorangel O. Arenas  
City Secretary

## LANCASTER CITY COUNCIL

### City Council Work Session

1.

**Meeting Date:** 07/17/2017

**Policy Statement:** This request supports the City Council 2016-2017 Policy Agenda

**Goal(s):** Financially Sound Government  
Professional & Committed City Workforce

**Submitted by:** Dori Lee, Director of Human Resources

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### **Agenda Caption:**

Receive a presentation regarding the City of Lancaster proposed Fiscal Year 2017/2018 employee insurance program.

### **Background:**

The City released an RFP for competitive proposals to provide the City with fully insured medical, fully insured dental, fully insured vision, Consolidated Omnibus Budget Reconciliation Act (COBRA) administration, Health Savings Account (HSA) administration and Patient Advocacy program.

For the 2016/2017 renewal, the City of Lancaster experienced a 75.9% loss ratio at the time of the renewal which was below the projected insurance carrier target loss ratio of 83%. However, due to on-going large claimant activity Blue Cross Blue Shield (BCBS) presented an 8.7%, or +\$202,947 increase to rates.

For the 2017/2018 renewal, the City has experienced an increase in its loss ratio to 93.9%. Due to the ongoing risk liability in regards to large claimant spending, BCBS initially presented an 8.0%, or \$199,758 increase. IPS Advisors, our insurance consultant, was able to re-negotiate the renewal to a rate pass, thus maintain the current rate. We are recommending accepting the renewal due to competitiveness of the offer vs actuarial projections and to preserve the City's long-term carrier history. Furthermore, the City's plans of benefits are in line with IPS Advisors municipal benchmarks which include cities like the City of Duncanville, Keller, Rockwall, Rowlett, and The Colony. We recommend to continue the City's current plan design.

The City offers a High Deductible Health Plan (HDHP) and Health Savings Account (HSA) plan option to assist in controlling future health care costs. The City also offers premium incentives for employees who receive an annual physical and who don't use tobacco.

### **Health Insurance**

The best and final renewal offer from BCBS represents no increase to the City or employees.

Recommendations for the health plan for 2017/2018 plan year include:

- Keep the current employer premium subsidy strategy for the 2017/2018 plan year. The City currently subsidizes 100% of the employee only cost for the HDHP and 56.5% for dependents across all plans. Maintain the current HSA employer funding of \$1,210 for employee and \$2,420 for dependents for the 2017/2018 plan year.
- Increase the annual physical and tobacco surcharge from \$50 to \$75. These surcharges are put into place to increase participation in wellness screenings and reduce tobacco utilizers that are

enrolled in the City's health plan.

- Renew with Methodist Health Systems for the City's wellness program. This program includes Health Risk Assessments, Fitness and Nutrition Tools, Wellness Workshops, Incentive Management and Employer and Employee Risk Factor reporting.
- Continue Compass Professional Health Services for those who are enrolled in the High Deductible Health Plan with a 25%, or \$2,286 decrease to rates. This service provides employees and dependents with pricing and quality information for hospitals, physicians, pharmacy and dental services.

### **Dental Insurance**

The City currently contracts with United Concordia for Dental Insurance. United Concordia presented a rate pass for the 2017/2018 plan year with a two year rate guarantee.

However, the City has experienced service issues with claims processing. The City issued an RFP for competitive offers from the market and recommend MetLife with a 16.7%, or \$24,353 decrease. MetLife was able to match current dental benefits and secure rates for 2 years. MetLife's network is comparable to what is in place today. Furthermore, we recommend continuing the current funding strategy of 100% contribution for employee and 50% contribution for dependents.

### **Flexible Spending Account (FSA)**

A Flexible Spending Account (FSA) allows an employee to set aside a portion of his or her earnings to pay for qualified expenses as established in the cafeteria plan, most commonly for medical expenses, but often for dependent care or other expenses. Money deducted from an employee's pay into an FSA is not subject to payroll taxes, resulting in a substantial payroll tax savings. The City completed its second year of a three year rate guarantee with Discovery Benefits. Renewal with Discovery Benefits for management of the FSA is the recommendation for the 2017/2018 plan year.

### **Health Savings Account (HSA)**

A health savings account (HSA) is a tax-advantaged medical savings account available to employees enrolled in a high-deductible health plan. The funds contributed to this account are not subject to federal income tax at the time of deposit. However, HSA funds may be used only to pay for qualified medical expenses. The City currently utilizes HSA Bank to administer these accounts. HSA bank presented a rate pass with no changes to benefits. The recommendation is to continue with HSA Bank for the 2017/2018 plan year.

### **Ancillary Insurance**

The City currently utilizes Dearborn National to provide Basic Life, Optional Life and Long Term Disability insurance to employees. The City completed its first year of a two year rate guarantee with Dearborn. We are recommending a voluntary Short Term Disability plan which will help pay for a portion of the employee's salary if too sick or injured to return to work. This policy will cover a weekly percentage of salary of 60% up to a maximum of \$1,000 up to the start of the Long Term Disability Benefit. In addition, Dearborn will extend the City's rate guarantee an additional year if this policy is sold. Renewing with Dearborn National for Basic Life, Optional Life and Long Term Disability insurance, with the addition of voluntary Short Term Disability is recommended for the 2017/2018 plan year.

### **Employee Assistance Program**

Employee Assistance Programs (EAPs) are employee benefit programs offered by many employers, typically in conjunction with a health insurance plan. EAPs are intended to help employees deal with problems that might adversely impact their work performance, health, and well-being. Alliance Work Partners presented a 4%, or \$295 annual decrease to current benefit costs. Renewal with Alliance Work Partners is recommended for the 2017/2018 plan year.

### **Vision**

The City currently does not offer vision coverage to its employees. After receiving feedback from the employee health insurance committee and employee benefits survey, we are recommending the City

provide this coverage on a voluntary basis for the 2017/2018 plan year with Avesis. Over 90% of IPS Advisors clients provide a vision plan offering to employees. This plan will cover annual eye exams, frames, contacts, and provide discounts for Lasik procedures. In addition, Avesis has guaranteed rates for 4 years. It is recommended that the City contract with Avesis for the 2017/2018 plan year.

### **COBRA Administration**

The City requires offering employees the opportunity to continue temporarily their group health care coverage under the City's plan if their coverage otherwise would cease due termination, layoff, or other change in employment status. The City currently utilizes Conexis to manage this process. However, Conexis failed to respond to the RFP and was automatically disqualified. Flores & Associate presented a 41%, or \$1,363 decrease to current rates with a 5 year rate guarantee. We are recommending Flores & Associates to manage COBRA for 2017/2018.

### **Public Information Considerations:**

RFP # 2017-7 Health and Welfare Benefit Plan

- Bids were advertised on 5/4 and 5/7
- IPS sent the RFP to health and welfare vendors on 5/16/2017.
- Bids were opened on 6/9 at 3:00 pm.

Bids were reviewed by IPS Advisors 6/10 through 6/26

### **Options/Alternatives:**

Option 1. Remaining with current vendors for all renewing policies with no plan design changes and no changes to the employer funding. The total health care cost will remain the same and the City would fund approximately 83.6% of total healthcare costs. Employees would not see a rate increase for the 2017/2018 plan year. No changes would result in no savings to total spend this year.

Option 2: Remain with BCBS for medical at a rate pass, HSA Bank for HSA administration at a rate pass, Compass for Patient Advocacy with a \$2,286 decrease to rates, and Alliance Work Partners for the Employee Assistance program with a \$295 decrease to rates. Change carriers to MetLife from United Concordia for a \$24,353 decrease to rates for Dental. Change carriers to Flores & Associates from Conexis for a \$1,363 decrease to rates for COBRA. Implement a voluntary Vision program with Avesis and a voluntary Short Term Disability program with Dearborn National with no cost to the City of Lancaster. Lastly, it is recommended to increase the wellness and tobacco surcharge from \$50 to \$75 monthly. The total cost of option 2 to the City of Lancaster is a savings of approximately \$28,297 and the City would fund approximately 83.6% of total healthcare premium cost.

### **Recommendation:**

Staff recommends options 2, remain with BCBS for medical at a rate pass, HSA Bank for HSA administration at a rate pass, Compass for Patient Advocacy with a \$2,286 decrease to rates, and Alliance Work Partners for the Employee Assistance program with a \$295 decrease to rates. Change carriers to MetLife from United Concordia for a \$24,353 decrease to rates for Dental. Change carriers to Flores & Associates from Conexis for a \$1,363 decrease to rates for COBRA. Implement a voluntary Vision program with Avesis and a voluntary Short Term Disability program with Dearborn National with no cost to the City of Lancaster. Lastly, it is recommended to increase the wellness and tobacco surcharge from \$50 to \$75 monthly. The total cost of option 2 to the City of Lancaster is a savings of approximately \$28,297 and the City would fund approximately 83.6% of total healthcare premium cost.

### **Attachments**

2017 Health Plan Presentation

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Where Experience and  
Independence Matter

Corporate Benefits Consulting  
Insurance Planning Services  
Retirement Plan Consulting



# City of Lancaster – 2017-2018 RFP & Renewal Recommendations

Brent A. Weegar, MBA

Principal



# Our Company – IPS Advisors

- Established over 35 years ago, IPS Advisors is an independent fee based brokerage and consulting firm. Our governmental division services over 40 municipalities, counties and State agencies across Texas with their health and welfare benefits planning needs.
- We provide specialized services through our core practice areas:
  - Corporate Benefits Consulting
    - Long Term Strategic Planning
    - Fully Insured and Self Insured Benefits Programs
    - Health Risk Management Programs
    - Compliance Assistance
    - Benefits Administration
  - Corporate Retirement Consulting
    - 457 Plans
  - Life Insurance Portfolio Management
  - Property and Casualty Insurance

# Historical Claims vs Premium Report



# Claims vs Premium Update

Date	Enrollment	Medical Paid	Rx Paid	Total Paid	Premium	Loss Ratio
15-Oct	228	\$125,062	\$90,333	\$215,395	\$189,790	113.5%
15-Nov	226	\$57,508	\$62,050	\$119,558	\$188,118	63.6%
15-Dec	224	\$115,615	\$64,886	\$180,501	\$187,749	96.1%
16-Jan	230	\$60,441	\$45,751	\$106,192	\$194,058	54.7%
16-Feb	232	\$36,012	\$47,466	\$83,478	\$197,809	42.2%
16-Mar	234	\$83,997	\$64,123	\$148,120	\$200,314	73.9%
16-Apr	228	\$71,739	\$54,379	\$126,118	\$194,990	64.7%
16-May	227	\$42,719	\$54,973	\$97,692	\$191,524	51.0%
16-Jun	228	\$79,663	\$52,236	\$131,899	\$191,848	68.8%
16-Jul	226	\$48,315	\$67,517	\$115,832	\$189,425	61.1%
16-Aug	218	\$100,903	\$40,370	\$141,273	\$184,788	76.5%
16-Sep	219	\$202,308	\$74,720	\$277,028	\$186,696	148.4%
<b>Plan Year Total</b>	<b>227</b>	<b>\$1,024,282</b>	<b>\$718,804</b>	<b>\$1,743,086</b>	<b>\$2,297,109</b>	<b>75.9%</b>
16-Oct	232	\$139,650	\$60,155	\$199,805	\$214,830	93.0%
16-Nov	225	\$90,700	\$49,978	\$140,678	\$207,036	67.9%
16-Dec	228	\$376,997	\$60,113	\$437,110	\$207,181	211.0%
17-Jan	233	\$92,086	\$38,024	\$130,110	\$210,609	61.8%
17-Feb	229	\$71,925	\$38,775	\$110,700	\$209,740	52.8%
17-Mar	226	\$304,066	\$39,075	\$343,141	\$208,547	164.5%
17-Apr	226	\$97,648	\$41,514	\$139,162	\$209,263	66.5%
17-May	224	\$71,374	\$40,675	\$112,049	\$205,523	54.5%
<b>Plan Year Total (Year to Date)</b>	<b>228</b>	<b>\$1,244,446</b>	<b>\$368,309</b>	<b>\$1,612,755</b>	<b>\$1,672,729</b>	<b>96.4%</b>

# Vendor List



# Vendor List

## Medical

Blue Cross Blue Shield - Incumbent-Presented

Cigna - Presented

Aetna - Quoted/Not Competitive

TML - Quoted/Not Competitive

UHC - Quoted/Not Competitive

## Dental

United Concordia - Incumbent-Presented

Cigna - Presented

MetLife - Presented

UNUM - Quoted/Not Competitive

Aetna - Quoted/Not Competitive

Lincoln - Quoted/Not Competitive

Ameritas - Quoted/Not Competitive

Sun Life - Quoted/Not Competitive

Standard - Quoted/Not Competitive

Truassure - Quoted/Not Competitive

TML - Quoted/Not Competitive

Blue Cross Blue Shield - Quoted/Not Competitive

UHC - Quoted/Not Competitive

Aetna - Quoted/Not Competitive

FCL - Disqualified

## Vision

Avesis - Presented

Aetna - Presented

Cigna - Quoted/Not Competitive

UNUM - Quoted/Not Competitive

MetLife - Quoted/Not Competitive

Lincoln - Quoted/Not Competitive

Ameritas - Quoted/Not Competitive

Sun Life - Quoted/Not Competitive

TML - Quoted/Not Competitive

Blue Cross Blue Shield - Quoted/Not Competitive

National Vision Providers - Quoted/Not Competitive

VSP - Quoted/Not Competitive

UHC - Quoted/Not Competitive

MES - Quoted/Not Competitive

# Vendor List

## COBRA

Conexis- Incumbent-Disqualified

Flores - Presented

Blue Cross Blue Shield – Quoted/Not Competitive

TML - Quoted/Not Competitive

UHC - Quoted/Not Competitive

TASC - Quoted/Not Competitive

Discovery - Quoted/Not Competitive

Aetna - Quoted/Not Competitive

Cigna - Quoted/Not Competitive

## Patient Advocacy

Compass - Incumbent-Presented

HealthiestYou – Quoted/Not Competitive

TML - Quoted/Not Competitive

UHC - Quoted/Not Competitive

Aetna - Quoted/Not Competitive

Cigna - Quoted/Not Competitive

## HSA Administration

Blue Cross Blue Shield (HSA Bank)- Incumbent-Presented

Flores - Presented

TML - Quoted/Not Competitive

UHC - Quoted/Not Competitive

TASC - Quoted/Not Competitive

Discovery - Quoted/Not Competitive

Aetna - Quoted/Not Competitive

Cigna - Quoted/Not Competitive

# Renewal Financials



# Renewal Financials (Total Cost)

	Current Plan		Renewal Renegotiated		Recommended	
	2016-2017		2017-2018		2017-2018	
	Carrier	Cost	Carrier	Cost	Carrier	Cost
Medical	BCBS	\$2,685,288	BCBS	\$2,685,288	BCBS	\$2,685,288
Dental	United Concordia	\$145,593	United Concordia	\$145,593	MetLife	\$121,240
EAP	AWP	\$6,074	AWP	\$5,779	AWP	\$5,779
HSA	HSA Bank	\$3,048	HSA Bank	\$3,048	HSA Bank	\$3,048
COBRA	Conexis	\$3,357	Conexis	\$3,357	Flores & Associates	\$1,994
Patient Advocacy	Compass	\$9,144	Compass	\$6,858	Compass	\$6,858
Total Cost		<b>\$2,852,504</b>		<b>\$2,849,923</b>		<b>\$2,824,207</b>
% Change from Current		n/a		<b>-\$2,581</b>		<b>-\$28,297</b>
\$ Change from Current		n/a		<b>-0.09%</b>		<b>-0.99%</b>

## Notes on Current and Renegotiated

Plan designs assumes no changes from current Plans  
Employer HSA Funding included in Medical Cost at \$1,210 for employees and \$2,420 for Family

## Notes for Recommended

Plan designs assumes no changes from current Plans  
Same HSA funding as 2016-2017  
Dental rates for MetLife will be guaranteed for 2 years  
EAP rates for AWP will be guaranteed for 1 year  
HSA rates for HSA bank will be guaranteed for 1 year  
COBRA rates for Flores will be guaranteed for 5 years  
Patient Advocacy rates for Compass will be guaranteed for 3 years

## Not Shown

Life/Disability rates are currently in a rate guarantee until 10/1/2019  
Vision is offered voluntary and paid 100% by the employee  
FSA is currently in a rate guarantee 10/1/2020

# 2017-2018 Renewal Contributions



# Renewal Contributions (No Changes)

Enrollment		Unit Costs			
HSA \$3,000/100%	Full Time Employees	Medical Rate	City Contribution (\$)	City Contribution (%)	Employee Contribution (\$)
Employee	127	\$533.97	\$533.97	100.0%	\$0.00
+ Spouse	5	\$641.11	\$362.28	56.5%	\$278.83
+ Children	30	\$534.21	\$301.87	56.5%	\$232.34
+ Family	19	\$1,284.34	\$725.77	56.5%	\$558.57
Premium Contributions	127	\$1,337,382.00	\$1,109,655.84	83.0%	\$227,726.16
<b>Total HSA Contributions</b>		<b>\$219,010.00</b>	<b>\$219,010.00</b>	<b>100.0%</b>	<b>\$0.00</b>
Total Contributions		\$1,556,392.00	\$1,328,665.84	85.37%	\$227,726.16

HSA Contribution Amounts

Employee \$1,210  
Family \$2,420

HMO	Full Time Employees	Medical Rate	City Contribution (\$)	City Contribution (%)	Employee Contribution (\$)
Employee	82	\$651.19	\$625.74	96.1%	\$25.45
+ Spouse	3	\$781.86	\$441.83	56.5%	\$340.03
+ Children	17	\$651.47	\$368.14	56.5%	\$283.33
+ Family	8	\$1,566.26	\$885.08	56.5%	\$681.18
Premium Contributions	82	\$952,178.76	\$791,702.28	83.1%	\$160,476.48

PPO	Full Time Employees	Medical Rate	City Contribution (\$)	City Contribution (%)	Employee Contribution (\$)
Employee	15	\$721.79	\$551.65	76.4%	\$170.14
+ Spouse	2	\$866.62	\$489.71	56.5%	\$376.91
+ Children	3	\$722.12	\$408.06	56.5%	\$314.06
+ Family	0	\$1,736.07	\$981.03	56.5%	\$755.04
Premium Contributions	15	\$176,717.40	\$125,740.20	71.2%	\$50,977.20

All Plans	Full Time Employees	Total Medical Cost	City Contribution (\$)	City Contribution (%)	Employee Contribution (\$)
Total Contributions - All Plans	224	\$2,685,288.16	\$2,246,108.32	83.6%	\$439,179.84
\$ Change from Current		\$0.00	\$0.00		\$0.00
% Change from Current		0.0%	0.0%		0.0%

Total Employee Rates		
Total Employee Contribution (\$)	Total Monthly Employee Change From Current (\$)	Total Monthly Employee Change From Current (%)
\$0.00	\$0.00	n/a
\$278.83	\$0.00	0.0%
\$232.34	\$0.00	0.0%
\$558.57	\$0.00	0.0%

Total Employee Contribution (\$)	Total Monthly Employee Change From Current (\$)	Total Monthly Employee Change From Current (%)
\$25.45	\$0.00	0.0%
\$365.48	\$0.00	0.0%
\$308.78	\$0.00	0.0%
\$706.63	\$0.00	0.0%

Total Employee Contribution (\$)	Total Monthly Employee Change From Current (\$)	Total Monthly Employee Change From Current (%)
\$170.14	\$0.00	0.0%
\$547.05	\$0.00	0.0%
\$484.20	\$0.00	0.0%
\$925.18	\$0.00	0.0%

# 2017-2018 Benchmarking Data



# 2017 - 2018 Benchmarking Data

	Avg Non HDHP Highest Enrolled	Avg HDHP Highest Enrolled	Lancaster		
Number of Enrolled Subscribers			224		
Plans Offered	Non HDHP	HDHP	3		
Plan Type			PPO	HMO	H.S.A
H.S.A or H.R.A. Contribution		\$1,030 EE x 2 Family	n/a	n/a	EE: \$1,210 FAM: \$2,420
Individual Deductible	\$1,051	\$2,640	\$750	\$0	\$3,000
Family Deductible	\$2,053	\$5,257	\$2,250	\$0	\$6,000
Individual Out of Pocket	\$3,527	\$4,323	\$4,000	\$4,000	\$3,000
Family Out of Pocket	\$7,410	\$8,735	\$10,200	\$8,000	\$6,000
Coinsurance	20%	10%	20%	n/a	0%
Office Visits/Dr. Services	\$25 Copay PCP / \$50 Specialist	Ded. / Coinsurance	\$35 Copay PCP / \$35 Specialist	\$35 Copay PCP / \$55 Specialist	0% after deductible
Urgent Care	\$75 Copay	Ded. / Coinsurance	\$50 Copay	\$75 Copay	0% after deductible
Emergency Room	\$150 Copay	Ded. / Coinsurance	\$100 Copay + 20%	\$150 Copay	0% after deductible
Inpatient Surgery	Ded. / Coinsurance	Ded. / Coinsurance	20% after deductible	\$1,250 Copay	0% after deductible
Pharmacy - Retail Only	Tier 1 - \$15 Tier 2 - \$35 Tier 3 - \$70	Ded. / Coinsurance	Tier 1 - \$30 Tier 2 - \$45 Tier 3 - \$60	Tier 1 - \$20 Tier 2 - \$35 Tier 3 - \$50	0% after deductible

Per Capita Cost	Average	Lancaster
Total Per Capita Cost	\$12,124	\$11,987
Employer Per Capita Cost	\$10,135	\$10,027
Employee Per Capita Cost	\$1,989	\$1,960

Per Capita Cost	Average	Lancaster
% Employer Funded	83.6%	83.6%
% Employee Funded	16.4%	16.4%

\*Benchmarking includes data from +45 Texas municipalities (focused in Dallas/Ft. Worth and Houston markets)



# Recommendations



# 2017 – 2018 Recommendations

## Medical – Blue Cross Blue Shield

- BCBS presented a +8%, or \$199,7581 increase to current rates for the 2017-2018 plan year with no plan design changes. IPS did release a medical RFP and received multiple competitive offers from the market, however BCBS was able to reduce their renewal increase to a rate pass through final negotiations. IPS Advisors did evaluate alternative plan designs, however it is recommended to make those changes if the City receives an unfavorable renewal for cost savings in the future.
- Though carriers like Cigna did provide competitive quotes, there is not enough savings at this time to recommend moving medical vendors. Furthermore, IPS feels moving vendors would cause more disruption for employees finding network providers. Because of this, IPS Advisors is recommending for the City of Lancaster to renew with BCBS with a rate pass for the 2017-2018 plan year.

## Dental – MetLife (Recommended)

- The City received a rate pass from United Concordia with a 1 year rate guarantee for the 2017-2018 plan year. As for United Concordia's best and final offer, they were able to extend their rate guarantee for 2 years until 2019-2020.
- Due to ongoing service concerns and uncompetitive pricing from United Concordia, IPS did evaluate three additional vendors. Of those, MetLife was able to provide a rate decrease of -16%, or \$24,353. In addition, MetLife was able to secure rates for 2 years with no rate adjustments during that time. For the 3<sup>rd</sup> year renewal, rates have been capped at 8%. Employees will see limited changes to benefits and minimal disruption to their current dental providers.
- IPS Advisors is recommending the City of Lancaster to contract with MetLife for the 2017-2018 plan year.

# 2017 – 2018 Recommendations (continued)

## **Voluntary Vision – *New Line of Coverage* - Avesis**

- It was determined after review of the employee benefits survey that City employees requested that the City offers a Vision policy. Because of this, IPS is recommending that the City implement a voluntary vision program for 2017-2018 which would be paid 100% by employees.
- IPS recommends that the City contracts with Avesis for the 2017-2018 plan year with rates being guaranteed for 4 years. The vision policy would provide services such as cover annual eye exams, frames and lenses, contacts, and provide discounts towards LASIK procedures. In addition, employees will have strong access to private and retail providers in and outside the City of Lancaster.

## **COBRA – Flores & Associates (Recommended)**

- The City currently utilizes Conexis for COBRA administration. However, Conexis did not respond to the RFP and was disqualified. Because of this, IPS Advisors is recommending the City contract with Flores & Associates with a -41%, or \$1,363 decrease to rates. Flores & Associates has guaranteed rates for 5 years.

## **Health Savings Account – HSA Bank**

- No changes are recommended at this time to HSA administration. HSA bank presented a rate pass which is discounted through BCBS' medical package. If the City were to terminate, there would be a \$25 per person close out charge.

# 2017 - 2018 Recommendations (continued)

## **Patient Advocacy/Concierge Services – Compass Professional Services**

- Renewing with Compass Professional Services is recommended for the 2017 -2018 plan year with a -25%, or \$2,286 decrease to rates. No changes are recommended at this time, however IPS does recommend continued education on Compass and how employee's should utilize this program at Open Enrollment.

## **Ancillary Benefits – Basic Life/Voluntary Life/LTD/STD (*New Line of Coverage*)– Dearborn National**

- The current Ancillary Benefits with Dearborn National are in a rate guarantee until 10/1/18. No changes are recommended to the current policies in place.
- As requested by the City, IPS provided a Voluntary Short Term Disability option. This benefit would pay a weekly percentage of 60% up to a \$1,000 weekly maximum if an employee was too sick or hurt to come to work. This benefit would last up until the start of the Long Term Disability benefit. The City would need at least 25% participation to roll out this product 10/1/17.
- Because the Short Term Disability rates are guaranteed until 10/1/19, Dearborn stated they will extend the Basic Life/Voluntary Life/LTD rates until 10/1/19 if this policy is sold.

## **Employee Assistance Program - Alliance Work Partners**

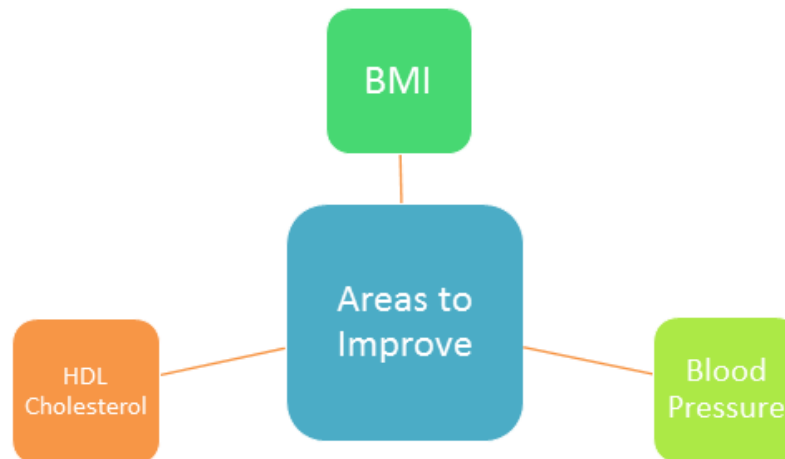
- Renewing with AWP is recommended for the 2017-2018 plan year with a -4%, or \$295 decrease to benefits. No changes are recommended at this time and rates will be guaranteed for one year.



# 2017 - 2018 Recommendations (continued)

## Health Risk Management

- It is recommended for the City to renew with Methodist Health Systems for the City's wellness program. This program includes Health Risk Assessments, Fitness and Nutrition Tools, Wellness Workshops, Incentive Management and Employer and Employee Risk Factor reporting.
- In addition, it is recommended for the City to increase the annual physical and tobacco surcharge from \$50 to \$75. These surcharges are put into place to increase participation in wellness screenings and reduce the number of tobacco utilizers that are enrolled on the City's health plan.





## LANCASTER CITY COUNCIL

### City Council Work Session

2.

**Meeting Date:** 07/17/2017

**Policy Statement:** This request supports the City Council 2016-2017 Policy Agenda

**Goal(s):** Healthy, Safe & Vibrant Community  
Civic Engagement

**Submitted by:** Sean Johnson, Managing Director of Quality of Life and Cultural Services

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#### **Agenda Caption:**

Receive a presentation and discuss potential management options and deal points for the management of Country View Golf Course.

#### **Background:**

The City entered into an extended golf course management agreement with David Royar on December 12, 2005 that originated July 1, 2003. The term of the extended contract was ten years, ending in 2015 with an automatic six month renewal unless either party gives notice of termination.

In 2013, City Council approved David Royar's requested contract extension from 2015 to 2017 that allowed David Royar to go into a four year term golf cart lease versus a two or three year term lease that provided cost savings for Mr. Royar.

On January 9, 2017 City Council received an "Opportunity Assessment" from Touchstone Golf, LLC regarding the review and evaluations of the Country View Golf Course. This assessment derived from the FY 2016 annual strategic planning session (June 2015). The assessment began in June 2016 which included a week long site visit and review of the golf course and its entire operations, as well as, ongoing communication with Golf Pro David Royar and city staff.

The "Opportunity Assessment" presented gave an extensive overview and SWOT (Strengths, Weaknesses, Opportunities and Threats) analysis of Country View Golf Course.

In April and June of 2017 City Council received a presentation from staff and David Royar with Mr. Royar's proposed deal points for future contract consideration which included the City waving management lease fees in lieu of Mr. Royar making noticeable improvements.

City Council requested staff to go into negotiations with Mr. Royar excluding the waving of fees. Staff has met with Mr. Royar weekly since the last meeting and have provided a proposed contract that potentially works best for both parties.

The proposed contract agreement will provide management of the Country View Golf Course from January 1, 2018 through December 31, 2022. The proposed deal points include:

- Minimum payment of \$4,167.00 monthly or 8% of receipts whichever is greater.
- Removal of requirement to remit percentage of merchandise sales from pro-shop.
- Continue to not include percentage of driving range fees collected.

*In exchange for a reduction in payment to the City of Lancaster this will allow Mr. Royar to purchase*

*equipment to maintain the Country View Golf Course. No proposed improvements will be made by Mr. Royar.*

At the June work session Mr. Royar stated that he intends to submit his notice of non-renewal (90 days notice) effective August 1, 2017. Staff has also provided for consideration criteria to be included in a Request for Proposals (RFP). The proposed criteria layout to include:

- 10% gross payment to the City of Lancaster of **all** collected revenues.
- Provide a potential approved CIP (Capital Improvement Plan) with a list of improvements to the Country Golf Course at the proposers expense.

**Recommendation:**

There is no recommendation. Staff is seeking direction.

## LANCASTER CITY COUNCIL

### City Council Work Session

3.

**Meeting Date:** 07/17/2017

**Policy Statement:** This request supports the City Council 2016-2017 Policy Agenda

**Goal(s):**

- Financially Sound Government
- Healthy, Safe & Vibrant Community
- Sound Infrastructure
- Quality Development
- Civic Engagement
- Professional & Committed City Workforce

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

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#### **Agenda Caption:**

Discuss the Professional Services Agreement for a facilitator for the City Council Annual Strategic Planning Session.

#### **Background:**

At the conclusion of the 2017 City Council Strategic Planning Session Mayor Pro Tem Clyde Hairston and Deputy Mayor Pro Tem Nina Morris requested to review and discuss the facilitator contract for the City Council annual Strategic Planning Session.

In April 2013 Council entered into a professional agreement with The Novak Consulting Group for City Council Strategic Planning. The agreement was for a period of time not to exceed 4 years. The purpose of this item is to seek direction from Council.

## LANCASTER CITY COUNCIL

### City Council Work Session

4.

**Meeting Date:** 07/17/2017

**Policy Statement:** This request supports the City Council 2016-2017 Policy Agenda

**Goal(s):**

- Financially Sound Government
- Healthy, Safe & Vibrant Community
- Sound Infrastructure
- Quality Development
- Civic Engagement
- Professional & Committed City Workforce

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

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#### **Agenda Caption:**

Discuss City Council Rules and Procedures.

#### **Background:**

Section 3.14 of the City's Home Rule Charter requires the City Council to determine its own rules of order and business. The City Council Rules and Procedures provide the framework for which the Council conducts its business and may be amended by a majority vote of City Council at a posted regular meeting. City Council reviewed the Rules and Procedures in June of 2017 during strategic planning. The City Attorney prepared the attached draft for City Council discussion and consideration.

#### **Attachments**

City Council Rules and Procedures

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# **City of Lancaster**

## **City Council**

### **Rules and Procedures**



*As Amended*  
\_\_\_\_\_, 2017

Last CC Review: \_\_\_\_\_, 2017

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## STATEMENT OF MISSION

The City Council shall faithfully discharge all duties imposed upon it by the City Charter and the Constitution and laws of the State of Texas, independently and impartially deciding all matters brought before it with responsibility to the citizens and each other.

## **COUNCIL DUTIES AND RESPONSIBILITIES**

The City Council is the governing body for the City of Lancaster and must bear responsibility for the integrity of governance. This policy intends to promote and ensure effective and efficient governance.

The Council shall govern the City with a commitment to preserving the values and integrity of representative local government and democracy. The following statements will serve as a guide to that commitment:

1. The Council must strive for continual improvement of each member's personal knowledge and ability to serve in an atmosphere conducive to the responsible exchange of ideas.
2. The Council will keep the community informed on municipal affairs; encourage communication between the citizens and Council and strive for constructive relationships with Dallas County, neighboring communities, Lancaster Independent School District and other governmental bodies.
3. The Council will recognize and address the rights and privileges of the social, cultural, and physical historical characteristics of the community when setting policy; and, to strive to enhance the cultural diversity of its citizens.
4. The Council will seek to improve the quality and image of public service.
5. The Council will always be committed to promote and protect the best interest of all its citizens and entire community.

### **SECTION I**

#### **MAYOR - CITY COUNCIL RELATIONS**

##### **A. MAYORAL RESPONSIBILITIES**

1. The Mayor shall be the presiding officer at all meetings. The Mayor Pro Tem shall preside in the absence of the Mayor. The Deputy Mayor Pro Tem shall preside in the absence of both the Mayor and Mayor Pro Tem.
2. The Mayor shall have a voice and vote in all matters before the Council.

3. The Mayor is the spokesperson for and on behalf of the Council on all matters unless absent, at which time a designee will assume the role.
4. The Mayor shall preserve order and decorum and is responsible for keeping the meetings orderly by recognizing each Member for discussion, limiting speaking time, encouraging debate among Members, and keeping discussion on the agenda items being considered as required by these rules and in accordance with the TOMA.
5. Should a conflict arise among Councilmembers, the Mayor serves as mediator and arbiter.

**B. COUNCILMEMBER RESPONSIBILITIES**

1. Councilmembers shall know and observe the adopted rules and procedures governing their duties and responsibilities, and; complete its required open government training by July of each calendar year.
2. Councilmembers shall be prepared to discuss and act upon the posted agenda.
3. Councilmembers shall take the initiative to be informed about Council actions taken in their absence. When absent the individual Councilmember is responsible for obtaining relevant information prior to the Council meeting when said item is to be considered.
4. Councilmembers appointed to serve as liaison to a board, commission, or study group are responsible for keeping all Councilmembers informed of significant board, commission, or study group activities, at Councilmembers discretion.
5. Councilmembers shall conduct annual performance review of any of its appointive positions as provided in the Home Rule Charter or ordinances.

**C. HOUSE RULES: CODE OF CONDUCT**

1. Listen and understand before judging.
2. Focus on the Vision and goals; no personal attacks or inferences.
3. Look for areas of agreement before differences.
4. Be on time; start on time; turn off all personal communication devices.
5. Once a decision is made, support the City decision, but state your reservation.
6. Agree to disagree; move on to the next issue.

7. Come prepared to discuss issues; When possible ask questions of staff prior to the meeting so that staff can be prepared.
8. Praise in public; provide constructive feedback in private.
9. Participate in discussions and focus on the issue; avoid side conversations. Need to be mindful that sidebar conversations are disruptive.
10. Be courteous, honest and treat others with respect.
11. Communicate in an open, direct manner; keep others informed.
12. If you have a problem with another member of Council, go to that member directly and not to other council members, the community or staff.
13. Be a positive ambassador for the City.

#### **D. CITY COUNCIL AGENDA PROCESS**

1. Agenda Items
  - a. The City Manager shall be responsible for the placement of agenda items.
  - b. Any member of the City Council shall have the unabridged right to place an item on the agenda of a duly convened meeting of the council and nothing contained in the Charter or these Rules and Procedures shall be construed to limit or circumscribe such right.
  - c. A Councilmember may place an item on the agenda by presenting in writing, to the City Manager not later than noon (12:00 p.m.) on the Thursday, two weeks before the Council meeting. The City Manager and City Secretary shall acknowledge receipt of the request. The City Manager may discuss with the requesting Councilmember delay of the agenda item to the next regular meeting. However, the Councilmember may choose to direct the City Manager to place the agenda item on the upcoming Council meeting without delay. Such direction shall be noted in the agenda communication regarding the agenda item.
2. Parliamentary Procedures
  - a. Discussion on agenda items will be initiated following introduction by the Mayor, explanatory comments by staff, and a motion and a second for or against the proposal.
  - b. The Mayor will encourage all Councilmembers to participate in

discussion and debate, ensuring all members the opportunity to speak, limiting each speaker to ensure efficient use of time as appropriate.

- c. Generally accepted Parliamentary Procedure will determine the precedence of motions and the general conduct and composition of meetings except as otherwise provided herein or by State law.

### 3. Citizens Comments

- a. When Citizens' Comments are listed on the posted agenda, the Mayor may enforce the three (3) minute rule. The Mayor, at his/her discretion, may adjust the length of time per speaker. All speakers shall be accorded the courtesy of the same time allowance. All citizens requesting to speak during Citizens' Comments must fill out a speaker card prior to the call to order of the meeting. *(Approved by motion at City Council meeting June 7, 1999)*
- b. When Public Hearings are listed on the posted agenda, citizens wishing to speak during the Public Hearing will be asked to fill out a speaker card prior to the call to order of the meeting.
- c. Public comment shall not be accepted during a Council work session. A councilmember may request that the Mayor recognize a person to speak during a work session if the councilmember believes the person has pertinent, factual information that is directly relevant to the Council's discussion. The Mayor, at his/her discretion, may ask the person to speak.

### 4. Minutes

- a. The City Secretary will keep Action Minutes for all City Council meetings where Council takes official action and description minutes for all citizens' comments and Public Hearings.
- b. The City Secretary shall maintain recordings of City Council meetings in accordance with the City's adopted Records Management Program ordinance and applicable state law.
- c. Any questions regarding minutes shall be directed to the City Secretary prior to the council meeting.

- 5. Any Councilmember may appeal to the Council as a whole from a ruling by the Mayor. If the appeal is seconded, the person making the appeal may make a

brief statement and the Mayor may explain the Mayor's position, but no other Member may speak on the motion. The Mayor will then put the ruling to a vote of the Council.

6. Any Councilmember may ask the Mayor to enforce the rules established by the Council. Should the Mayor fail to do so, upon point of order, a majority vote of the Council may enforce the house rules as set forth herein.

#### **E. COUNCIL MEMBER TRAINING AND PROFESSIONAL DEVELOPMENT**

1. In addition to the required open government training, Councilmembers are encouraged to attend at least one training event per year, and others as found beneficial to performance of their elective duties, subject to the availability of funds as appropriated in the annual budget for the Mayor and each council district.
2. Council shall appropriate an amount for Mayor and each council district. Travel and training funds appropriated for the Mayor and each council district shall not be available for transfer to another council district or the Mayor.
3. Selection of professional development events are at the discretion of each council member, but are limited to expenditures within the amount appropriated for mayor and each council district. Unexpended funds for each elective position are non-transferable and shall be returned to fund balance at the end of each fiscal year.
4. Council members are encouraged to select training events from the following providers:
  - Texas Municipal League
  - North Central Texas Council of Government
5. Additional expenditures from miscellaneous professional development funds, subject to annual appropriation, for the Mayor and/or a council member chosen to represent the council, may be made for special events as the need may arise. Such additional expenditures may be made only after having been placed on the agenda of a regular council meeting and acted upon by motion, second, and favorable majority vote. *(Resolution 46-99)*

## **SECTION II**

### **COUNCIL - STAFF RELATIONS**

The City Manager is the primary link between the Council and the professional staff. The Council's relationship with the staff shall be through the City Manager, subject only to the "inquiry" provision of the City Charter.

- A. AGENDA QUESTIONS.** Questions arising from Councilmembers after receiving their agenda information packet should be presented to the City Manager for staff consideration prior to the Council meeting. The additional information will be distributed to all Councilmembers. Any request for additional information shall be provided to the entire council as expeditiously as possible prior to any meeting to ensure appropriate review.
- B. PRESENTATIONS TO COUNCIL.** The City Manager shall designate appropriate staff to address each agenda item and shall see that it is adequately prepared and presented to the Council. Presentation should be professional, timely, and allow for discussion of options for resolving the issue. Staff shall make it clear that no Council action is required, present the staff recommendation, or present the specific options for Council consideration.
- C. PROBLEM RESOLUTION.** If the City Manager or staff time is being dominated or misdirected by a Councilmember or in any conflict arising between staff and Council, the City Manager shall:
1. Visit with the Councilmember and discuss the problem and/or impact on City Manager or staff time;
  2. If unresolved, ask the Mayor to arbitrate a resolution to the issue;
  3. If still unresolved, ask the Mayor to present the concerns to the Council.
  4. If the unresolved issue is with the Mayor, ask the Mayor Pro Tem to arbitrate a resolution to the issue.
  5. If still unresolved issue involves the Mayor, ask the Mayor Pro Tem to present the concerns to the Council.

**D. STAFF CONDUCT AND TRAINING**

1. The City Manager is responsible for the professional and ethical behavior of the City Staff. All staff members shall show each other, Council, and the public respect and courtesy at all times.
2. The City Manager is responsible, within the constraints of the appropriated budget, for staff development.

**DI. COUNCIL ORIENTATION.** The City Manager will, in a timely manner, provide appropriate orientation services for new Councilmembers. Such services shall include, but not be limited to, the following:

1. Availability of Texas Municipal League conferences and seminars.
2. An individual meeting with new Members informing them about City facilities and procedures.
3. Printed documents and resource materials necessary to the performance of the office of Councilmember.

**DII. COUNCIL - MANAGER/STAFF RELATIONS**

1. The rules and procedures governing Council right of inquiry shall apply only to the administrative staff reporting directly to the City Manager and shall not be in any way construed to limit the right of Council to direct access, verbal or written, with the City Manager, City Secretary, and City Attorney, unless otherwise specifically provided herein.
2. Inquiries: All administrative inquiries of staff may be made in writing and addressed to the person with a copy to the City Manager. Staff may respond in writing as soon as possible, but not later than ten (10) business days, via the City Manager, as follows:
  - a. The full response to the inquiry.
  - b. Refer the inquiry to a more appropriate staff personnel with notice to the City Manager of the referral.
  - c. City Manager shall send a copy of all responses to all members of the Council.

3. Dispute Resolution
  - a. Visit with the Mayor and/or Councilmembers, and discuss abuse and/or impact on City Manager or staff time.
  - b. If unresolved, ask the Mayor to mediate a resolution to the issue; if the dispute is with the Mayor, the Mayor Pro-Tem shall mediate;
  - c. If still unresolved, the Council shall mediate a final resolution.  
*(Resolution 43-98, October 12, 1998)*
4. Communications with Staff
  - a. In order to make the most efficient use of council members and staff time and to facilitate responsiveness to both staff and constituents, Council members may, upon request and funding availability, be issued a cellular telephone and tablet with service plans.
5. Disclosure of Police or Code Offense Reports and Related Records
  - a. To protect the integrity of an investigation and prosecution of an offense, no Information regarding police or code enforcement matters, other than what may be made to the public or media generally, will be released verbally or in written form to any council member.
  - b. A Council member request for open records may be made through the City Secretary's office for personal subject matters. A council member may not use an Open Records Request to circumvent a copy of requested city documents being shared with other council members.

### **SECTION III**

#### **MEDIA RELATIONS**

It is through an informed public that progress is ensured and good government remains sensitive to its constituents. These guidelines are designed to help ensure fair relationships with print, radio, and television reports without infringing upon the First Amendment rights of the media.

The Council and the City Manager recognize the important link to the public provided by the media. It is the Council's desire to strengthen this link by establishing a professional working relationship to maintain a well-informed citizenry.

- A. Media Orientation. Since each government body conducts business differently, it is requested that all reporters new to City Council meetings meet with the City Manager, Mayor or the designated media relations representative prior to covering their first meeting for information on policies and procedures.
- B. Agenda Information. All reporters requesting same will receive an agenda package in advance and will be furnished support material needed for clarification for themselves or the general public.
- C. Chamber Seating. During the conduct of official business, the news media shall occupy the places designated for them or the general public.
- D. Conduct in Chambers. Representatives of the media are requested to refrain from conversing privately with others in the audience while Council is in session. Interviews with the public should be conducted outside the Council Chambers while Council is in session.
- E. Spokesperson for Staff. On administrative matters, the City Manager or his/her designee is the spokesperson to present staff information on the agenda.
- F. Spokesperson for City. The Mayor, or the Mayor's designee, is the primary spokesperson for the official position of the City on matters regarding policy decisions and Council information pertaining to issues on the agenda. Any clarifications requested by the media on the issues should be addressed after the meeting.
- G. Equal Access for Opposing Positions. The ethical burden for fair presentation of opposing positions on any issue falls upon the media. When opposing positions have been debated, regardless of the outcome, the public is better informed when all sides have adequate coverage by the media. Interviews by the media should provide equitable representation from all Councilmembers.

## **SECTION IV**

### **BOARDS/COMMISSIONS**

All City Councilmembers, with the exception of the Mayor, may serve at the Council pleasure liaisons to all the boards and commissions of the City for a period of one year.

- A. Councilmembers will select different boards and/or commissions to serve as liaisons on or after the appointment of the boards and commissions members.
- B. Each Councilmember will be allowed to select the board or commission they would like to serve as liaisons to by order of seniority.
- C. Councilmembers are strongly encouraged, rather than required, to attend all meetings of their selected boards and/or commissions.
- D. Each Councilmember may submit a quarterly report to the entire council through the City Secretary on their respective board and/or commission's activity. Any questions or concerns about board or commission matters will be directed to the City Secretary for dissemination to the Council.

This Section was added after Res. No. 50-97 was adopted October 13, 1997. Item D was added after Res. 2007-09-105 was adopted on September 24, 2007. Item A amended after Resolution 2015-11-89 was adopted on November 16, 2015.

## **CODE OF ETHICS**

Since the office of elected official is one of trust and service to the citizens of Lancaster, certain ethical principles shall govern the conduct of Councilmembers, who shall:

- A. Be dedicated to the highest ideals of honor and integrity in all public and personal relationships;
- B. Recognize that the primary function of local government is to serve the best interests of all the people;
- C. Be dedicated to public service by being cooperative and constructive, and by making the best and most efficient use of available resources;
- D. Refrain from any activity or action that may hinder one's ability to be objective and impartial on any matter coming before the Council;

- E. To follow the required conflict of interest and disclosure of interest (vendors) required under state law.
- F. Not seek nor accept gifts or special favors and shall believe that personal gain by use of confidential information or by misuse of public funds or time is dishonest;
- G. Recognize that public and political policy decisions are ultimately the responsibility of the City Council;
- H. Conduct business in open, well-publicized meetings in order to be directly accountable to the citizens of Lancaster in compliance with the City Charter and Texas Open Meetings Act;
- I. Avoid inappropriate reference to personalities, and refrain from impugning the integrity or motives of another;
- J. Demonstrate respect and courtesy to others;
- K. Refrain from rude and derogatory remarks and shall not belittle staff members, other Councilmembers and members of the public;
- L. Not condone any unethical or illegal activity.
- M. Not release any information obtained in executive session or via the attorney-client privilege to any third party except as authorized by the City Council in its official capacity.

### **CENSURE POLICY**

1. Two or more City Councilmembers may file a written notice of censure against another City Councilmember with the City Secretary. The written notice shall set forth the allegation(s) of conduct and City Charter provisions which the accused Councilmember shall have allegedly violated. A copy shall be delivered to all Councilmembers. A written response to the allegation(s) may be filed by the accused Councilmember ten (10) days after receipt thereof. A copy of the notice of censure and response thereto shall be delivered to each Councilmember within two (2) days after the response is filed.
2. On the first regularly called meeting of the Council, which complies with the Texas Open Meetings Act, after the filing of the notice and response, the City Secretary shall formally read the notice and response into the public record.

The Council, by majority vote, shall thereafter determine whether or not good cause shall exist to set a formal hearing on the merits of the notice of censure or dismiss the allegation(s). A public hearing shall be set on the allegation(s) by the City Council. A vote to hold a public hearing shall not be construed to be a vote of censure.

3. The accused City Councilmember has the right to be represented by legal counsel and present witnesses relative to the allegation(s).
4. A public hearing on the allegation(s) and response shall be held at either a regular or special called meeting of the City Council, which shall be open to the public.
5. The City Council will hear evidence concerning the notice of censure. The City Councilmembers proffering the charges shall present evidence in support of the allegation(s) contained in the notice of censure. The Councilmember who is the subject of the censure shall have the opportunity to present evidence to support his or her position with respect to the notice of censure. After receiving evidence at an open public meeting, the City Council shall then take a roll-call vote, after motion duly made and seconded, a majority of five members of the City Council shall be required to sustain the censure of the Councilmember.

## LANCASTER CITY COUNCIL

### City Council Work Session

5.

**Meeting Date:** 07/17/2017

**Policy Statement:** This request supports the City Council 2016-2017 Policy Agenda

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

**Submitted by:** Bester Munyaradzi, Senior Planner

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### **Agenda Caption:**

Discuss amending Ordinance 2011-03-06, Chapter 3, Article 3.800, Section 3.811, Fence Construction and Materials to discuss the gauge of metal poles and requirements for fences located in agriculturally zoned properties and front yard setbacks for fences.

### **Background:**

As prescribed in the City Council rules and procedures as amended September 2016, Section D. City Council Agenda Process, Subsection 1.b., Councilmember Carol Strain-Burk requested that an item be placed on the agenda for the purpose of Council reviewing the fence regulations and considering amendments to gauge of metal poles, requirements for front yard fences located in agriculturally zoned properties and front yard setbacks for fences.

City Council discussed this item at the April 17, 2017 and June 19, 2017 Work Sessions.

### **Research Analysis**

At the June 19th Work Session, City Council requested for further details concerning the gauge of metal poles; a comparison of front yard set backs, height, materials and acreage requirements for fences on agriculturally zoned properties between Lancaster and survey cities.

Staff found that barbed wire or electrical fencing are only allowed in farming or ranching land uses on more than half of our survey cities. Coppell allows barbed wire or chain link fences in agriculturally and industrially zoned areas. Rowlett requires the barbed wire and electric fences to be used to fence large livestock and be approved by a testing laboratory.

The City requires that front yard fences be 48 inches or less in height and the fence is 50 percent visibility open. Duncanville and Rockwall have the same requirements. DeSoto requires that any fence or wall located to the rear of the minimum required front yard line not exceed eight feet in height. Grand Prairie requires that the wall be a minimum of six feet in height and a maximum of eight feet in height (it does not specify front or rear). Haltom City requires that the lowest strand of barbed wire shall be a minimum of six feet above ground level (it does not specify front or rear). Keller requires that fencing not exceed five feet in height (it does not specify front or rear). Cedar Hill allows the fence to be up to three feet in height (it does not specify front or rear). The Colony does not allow front yard fences along any front lot line to exceed four feet in height (it does not specify front or rear). Rowlett requires that no fence should be placed in the required front yard of any zoning district in excess of 36 inches in height (it does not specify front or rear). Coppell and Farmers Branch do not allow fences to exceed eight feet in height (it does not specify front or rear).

The City has no distinct designation concerning the gauge of metal poles; the ordinance states that fence posts shall be constructed or made of metal, brick, stone, concrete, fiberglass or other material approved by the code official. All fence posts must be placed at a depth of at least 24 inches into the ground filled and anchored with concrete footers or encasement. Keller requires that wood fencing adjacent to a thoroughfare shall be constructed of cedar material, metal posts with cedar top and bottom caps. No other information for other survey cities were found.

There is no language concerning the setbacks of fences in the City's Ordinances. It is generally expected for fences to follow the property line. DeSoto requires that agriculturally zoned land to be constructed to the front property line. Security fences with openings not less than 80 percent of the fence face area may be permitted in the front yard of any residential zoning district. Gates designed for vehicular access shall be setback from the property line a minimum of 20 feet. Cedar Hill requires that gates designed for vehicular access be set back from the property or right-of-way line a minimum of 20 feet. Farmers Branch requires fences for individual residences maintain a minimum setback of five feet from the front elevation of the residence unless required to screen mechanical equipment. Haltom City requires that residential fences not be located in front of the primary structure on the same lot unless a special exception is approved by the Zoning Board of Adjustment.

With regard to fence posts. Lancaster, as well as several of the survey cities, require the fence posts to be metal. The City Council requested that we research the possibility of requiring a thicker gauge metal post to resist damage caused by strong winds. After review, staff is recommending an alternative approach. It would be difficult to enforce the requirement for a thicker gauge metal post since most posts have caps. Additionally, it would be difficult to visually verify the actual gauge of the post without some type of measuring tool. Instead, staff is proposing that the spacing of the posts be reduced based on the height of the fence and whether or not the fence is solid. A picket fence will offer less wind resistance than a board on board fence. Additionally, a four foot tall fence will offer less wind resistance than an eight foot tall fence. Specifying that the maximum spacing for fence posts is eight feet on center where fences are less than fifty percent open and are not more than four feet should provide for adequate support. Reducing the spacing for fence posts to no more than six feet on center for fences that are less than fifty percent open and four to six feet in height would provide a higher degree of support. And, for fences that are less than fifty percent open and between six and eight feet in height, reducing the spacing of the fence posts to no more than four feet on center would provide an even greater level of support. Verification of the above requirements would be much easier than trying to determine the actual gauge of the fence post. Additionally, it would allow contractors to purchase the common gauge of fence posts that are normally kept in stock at most hardware and supply outlets.

### **Attachments**

Fence Ordinance

Fence Ordinance Comparison Chart

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**ORDINANCE NO. 2011-03-06**

**AN ORDINANCE OF THE CITY OF LANCASTER, TEXAS, AMENDING THE LANCASTER CODE OF ORDINANCES, CHAPTER 3, BY REPEALING ARTICLE 3.800, "FENCE REGULATIONS", IN ITS ENTIRETY AND REPLACING WITH A NEW ARTICLE 3.800, "FENCE REGULATIONS"; PROVIDING FOR DEFINITIONS; PROVIDING A PERMIT REQUIREMENT, APPLICATION AND FEE; PROVIDING FOR THE ENCROACHMENT OF PUBLIC PROPERTY; PROVIDING FOR CONSTRUCTION WITHIN EASEMENTS; PROVIDING FOR HEIGHT LIMITATIONS – REAR AND SIDE YARDS; PROVIDING FOR FENCES ON REVERSE FRONTAGE LOTS; PROVIDING FOR THE USE OF BARBED WIRE OR ELECTRONICALLY CHARGED FENCES; PROVIDING FOR FENCE CONSTRUCTION AND MATERIALS; PROVIDING FOR GATES; PROVIDING FOR INSPECTION; PROVIDING FOR MAINTENANCE AND STANDARD OF FENCE; PROVIDING FOR THE APPEAL OF SPECIFIC REQUIREMENTS; PROVIDING FOR THE APPEAL PROCESS; AND BY AMENDING CHAPTER 14, LANCASTER DEVELOPMENT CODE, BY REPEALING ARTICLE 14.500, SECTION 14.501, SUBSECTION (h), "FENCES", IN ITS ENTIRETY AND RESERVING THE SAME FOR FUTURE USE; PROVIDING FOR SEVERABILITY; PROVIDING A SAVINGS CLAUSE; PROVIDING A REPEALING CLAUSE; PROVIDING FOR A PENALTY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.**

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

**SECTION 1.** That the Lancaster Code of Ordinances be, and the same is, hereby amended by Chapter 3, by repealing Article 3.800, "Fence Regulations", in its entirety and replacing with a new Article 3.800, "Fence Regulations", which shall read as follows:

**"ARTICLE 3.800 FENCE REGULATIONS**

**Sec. 3.801     Definitions**

For the purpose of this article, the following terms, phrases and words shall have meanings respectively ascribed to them by this section:

Code Official. The administrative official or the designated representative charged with the responsibility of enforcement of this article.

Approved. Approved by the code official or the city council of Lancaster, Texas.

Corner Lot. A lot situated at the intersection of two (2) streets, the interior angle of such intersection not to exceed one hundred thirty-five 135 degrees.

Fence. Any wall, berm or structure more than two and one-half (2 ½) feet in height erected or maintained for the purpose of enclosing, screening, restricting access to or decorating the surrounding lot, parcel, building or structure; located entirely on private property.

Front Yard. An open, unoccupied space on a lot facing a street and extending from the building or the required building line across the front of a lot.

Height (of fence). Measured from ground level at the base of fence to the uppermost part of the fence.

Interior Lot. A lot other than a corner lot.

Interior Lot Line. The side yard lot line that is adjacent to a corner lot or an interior lot's side yard line.

Rear Yard. A yard extending across the rear of a lot between the side lot lines and being the minimum horizontal distance between the rear lot line and the rear of the principal buildings.

Reverse Frontage Corner Lot. A corner lot where the rear lot line is adjacent to a side lot line of an adjoining lot or across an alley from such side lot line.

Side Yard. An open unoccupied space on the same lot with the building, extending from the building or the required building line and the same lot line.

Street. For the purpose of this article, street shall refer to public and private streets.

Through Lot (Double Frontage Lot). A building lot not a corner lot, where both the front and rear lot lines adjoin street lines. For the purpose of this section, both street lines shall be deemed front lot lines.

Vision Triangle. Vision triangle is that imaginary area created by measuring along two (2) intersecting property lines a distance as indicated below, then drawing a line diagonally. Fence or fences in these vision triangles shall not exceed two and one-half (2 ½) feet in height.

- 1) Street-Street Intersections. The vision is determined by measuring back from the intersecting point of the two (2) property lines parallel to the intersecting streets a distance of twenty-five (25) feet, and drawing an imaginary line across these two (2) points.

- 2) Alley Intersections. The vision triangle is determined by measuring back from the intersecting point of the two (2) property lines parallel to the intersecting alley a distance of ten (10) feet, and drawing an imaginary line across the two (2) points. (See Figure #5 at the end of this ordinance.)

#### **Sec. 3.802 Permit to Erect Required**

It shall be unlawful for any person, firm or corporation to erect or have erected, or to make substantial repairs, suffer or permit a fence or any part of a fence of permanent construction without first obtaining a fence permit from the office of the code official.

#### **Sec. 3.803 Application for Permit**

Any person making application for a fence permit shall sign an application which shall contain the following information:

- 1) Applicants name, address and if the applicant represents a corporation, the name and address of the registered agent of the corporation, and if the applicant represents an association, the name and address of the higher manager or agent of the association.
- 2) Name of the owner of the property.
- 3) Address where the fence is proposed to be erected.
- 4) Type of fence construction and buildings to be utilized.
- 5) Height of fence.
- 6) Site plan showing proposed location of the fence and listing relevant dimensions between the fence and other structures on the lot and the location of property lines, easements and public rights-of-way.

#### **Sec. 3.804 Permit Fee**

Upon approval of application and at the time of issuance of permit, the applicant shall pay a fee as set forth in the Master Fee Schedule. Any fence constructed without first being issued the required building permit the permit fee may be doubled.

#### **Sec. 3.805 Encroachment of Public Property**

No fence, guy wires, braces or any post of such fence constructed pursuant to this Article shall be constructed upon or caused to extend or otherwise encroach over public property that the city or the general public has dominion and control, owns or has a right of access over, under, around or through, except upon utility easements which are permitted to be fenced.

**Sec. 3.806 Construction Within Easements**

- a) Permission to build a fence upon a utility easement does not remove the obligation of the owner of said fence to remove the fence upon demand of the utility company. Removal of any fence and any rebuilding of any fence shall be the responsibility of the owner of said fence and at the owner's expense.
- b) Fences shall be designed, constructed and maintained so as not to interfere with utility lines.
- c) Fences shall be designed, constructed and maintained so as not to interfere with normal drainage.

**Sec. 3.807 Height Limitation-Rear and Side Yards**

It shall be unlawful to erect, maintain, suffer or permit a fence at a height exceeding (8) feet in any rear yard or along any rear yard lot line, or in any side yard or along any side yard line, except by appeal to the Zoning Board of Adjustment Board and by favorable vote from same.

**Sec. 3.808 Height Limitation-Front Yards**

- a) Front Yard Fences shall be constructed within the required front yard according to the following:
  - 1) The fence is forty-eight (48) inches or less in height, and the fence is fifty (50) percent visibility open (no solid fences). (See Figure #1.)
  - 2) In the case of a corner lot, the fence is forty-eight (48) inches or less in height, and the fence is fifty (50) percent visibility open (no solid fences). (See Figure #2.)
  - 3) Metal fabric material (chain link) fence materials are not allowed within the required front yard except for the repair or replacement of existing chain link fences to its original height.

**Sec. 3.809 Fences on Reverse Frontage Lots**

- a) On all reverse frontage lots located on property zoned for residential use, or used for residential use, it shall be unlawful to construct, maintain, suffer or permit a fence within the required side yard area that is adjacent to a front yard area at a distance closer than ten (10) feet of the side property line.
- b) It shall be an affirmation of defense to subsection (a) above that:
  - 1) The fence is four (4) feet or less in height and the fence allows at least fifty (50) percent through vision. (See Figure #3.)

### **Sec 3.810      Use of Barbed Wire or Electrically Charged Fences**

- a) Only fences as part of an agricultural or farming or ranching related activities erected, maintained or permitted shall be electrically charged in any manner or form. The exclusion includes but is not limited to fences electrically charged by battery or those tied in with the regular electrical outlet.
- b) No fence erected, maintained or permitted shall be made with barbed wire unless as part of an agricultural or farming or ranching related activities.
- c) No fence erected, maintained or permitted shall be made with concertina wire, razor wire or anything capable of causing significant harm to the general public.
- d) Any barbed wire portion of a fence for a commercial application must be on that portion of the fence over six (6) feet in height. The barbed arms shall not extend over public rights-of-way or easements or over private property of another person. When adjoining property is zoned or used for residential purposes or public rights-of-way, barbed arms shall extend inward. (See Figure #4.)

### **Sec. 3.811      Fence Construction and Materials**

- a) All fences, unless prohibited elsewhere in this Article, shall be constructed or maintained with wire or metal fabric material (chain link), wood, brick, stone, concrete, vinyl, ornamental iron or other approved materials as approved by the code official. Fence posts shall be constructed or made of metal, brick, stone, concrete, fiberglass or other material approved by the code official. All fence posts must be placed at a depth of at least twenty-four (24) inches into the ground filled and anchored with concrete footers or encasement.
- b) The Zoning Board of Adjustments of the City of Lancaster is hereby designated the appeal body to hear any appeals to decisions rendered from the strict application of this section. Any material proposed not outlined in the above ordinance is considered prohibited for use as fence construction materials.
- c) Fencing in Commercial and Industrial districts behind the front building line shall be constructed of the primary masonry materials of the building, wrought iron, chain link, living plant material or other material as approved by the code official.

### **Sec. 3.812      Gates**

It shall be unlawful for any person to erect, construct or maintain any fence without providing a gate or other means of entrance and exit into and out of the area which the fence encloses; and it shall further be unlawful for any person to erect, construct or maintain any fence along or near a rear property line which adjoins an alley or easement without providing a reasonable means of access to such alley or easement. Gates must swing inward toward private property and are not allowed to swing outward across property lines into public rights-of-way.

### **Sec. 3.813 Inspection**

Upon completion of the installation of a fence, the building inspection department shall be called upon for inspection. An acceptance tag will then be issued or a rejection tag indicating the defects in the same not in compliance with approved plans of city ordinances.

### **Sec. 3.814 Maintenance and Standard of Fence**

All fences shall be maintained by the owners of the property so as to comply with the requirements of this article and shall also be maintained in good condition, such condition shall not deviate from the maintenance standards as follows:

- 1) The fence shall not be out of vertical alignment more than twenty (20) degrees.
- 2) Any and all broken damaged, removed or missing parts of said fence shall be replaced within ten (10) days of receiving notification by regular mail, or notice delivered in person by the code official or his authorized representative. The code official may, upon written notice from the owner that unusual circumstances prevent the timely repair of a fence, extend the replacement time as necessary. Replacement materials to be the same material, size, shape and quality of original fence to which the repair is being made except when a post is damaged, removed or missing. Replacement materials of fence posts shall conform to the standards established by Section 3.811 above. Such post shall be replaced with metal or steel (095 or schedule 40) or other material approved by the code official. Except in cases where a fence or fences are ordered to be constructed on property as a result of a specific order of the city council or through operation of the zoning ordinances of the city, the above requirements shall not be construed so as to not allow a fence or fences to be removed.

### **Sec. 3.815 Appeal of Specific Requirements**

Upon denial of a fence permit application by the code official, an applicant may appeal in writing to Zoning Board of Adjustment Board for consideration of variances. Whenever the applicant can show that a strict application of the terms of this article will impose upon him unusual or practical difficulties, the Zoning Board of Adjustment may consider such variances when the board is satisfied that granting of such variation will not merely serve as a convenience but will alleviate some demonstrable and unusual hardship or difficulty to warrant a variance and at the same time, the surrounding property will be properly protected.

Areas that warrant a hearing before the Zoning Board of Adjustments would be fence materials, fence setbacks and overall height of the fence. These are the only areas that may be considered for considering a variance by the Zoning Board of Adjustments.

**Sec. 3.816 Process of Appeal**

- a) After denial of a fence permit, the applicant may file an application for appeal for a variance hearing with the Planning Department to be considered or scheduled for a hearing before the Zoning Board of Adjustments.
- b) An appeal fee as provided for in the Master Fee Schedule shall accompany such application.
- c) Site plan drawings and elevations of proposed fence shall accompany application.
- d) The Zoning Board of Adjustment shall hear the appeal from the applicant and render a decision.”

**SECTION 2.** That the Lancaster Development Code be, and the same is, hereby amended by repealing Article 14.500, Section 14.501, Subsection (h), “Fences”, in its entirety and reserving the same for future use, which shall read as follows:

**“ARTICLE 14.500. DISTRICT DEVELOPMENT REGULATIONS  
AND STANDARDS**

.....

**Sec. 14.501 General**

.....

- (h) Reserved for future use
- (i) Chart of District Standards. .....”

**SECTION 3.** That all provisions of the Code of Ordinances and Lancaster Development Code in conflict with the provisions of this ordinance be, and the same are hereby, repealed, and all other provisions of the Code of Ordinances and Lancaster Development Code not in conflict with the provisions of this ordinance shall remain in full force and effect.

**SECTION 4.** That should any word, sentence, paragraph, subdivision, clause, phrase or section of this ordinance, or of the Code of Ordinances or Lancaster Development Code, as amended hereby, be adjudged or held to be void or unconstitutional, the same shall not affect the validity of the remaining portions of said ordinance or the Code of Ordinances or Lancaster Development Code, as amended hereby, which shall remain in full force and effect.

	Materials for Agriculturally Zoned Properties	Height for Agriculturally Zoned Properties	Gauge of Metal Pole	Acreage Requirement for Fence in Agriculturally Zoned Properties	Front Yard Setbacks
DeSoto	<p>No fence or wall shall be permitted in front of any single-family or duplex structure except platted lots within the Single-Family Estate District and Agricultural District where the fence may be constructed to the front property line.</p> <p>No barbed wire or electrical fencing shall be allowed except as used for farm or ranching purposes on undeveloped land over 3 acres in size.</p>	Any fence or wall located to the rear of the minimum required front yard line shall not exceed eight feet in height. (General standards)	None	None	<p>For agriculturally zoned land, the fence may be constructed to the front property line.</p> <p>Security fences with openings not less than 80 percent of the fence face area may be permitted in the front yard of any residential zoning district, where the platted lot area is one acre greater and the width of the lot at the setback line is at least 150 feet.</p> <p>Gates designed for vehicular access shall be set back from the property line a</p>

					minimum of 20 feet.
Duncanville	<p>No fence erected, maintained or permitted shall be made with barbed wire fencing, concertina wire, razor wire, or anything capable of causing significant harm to the general public.</p> <p>It shall be an affirmative defense to this subsection that the fence is:</p> <ul style="list-style-type: none"> <li>a. A nonresidential use application; or,</li> <li>b. A barbed wire fence is used in part for agriculture or farming or ranching related activities.</li> <li>c. The barbed arms shall not extend over public right-of-way or easements or over private property of another person.</li> </ul>	The fence is 48 inches or less in height, and the fence is 50 percent open.	None	None	None
Cedar Hill	No barbed wire or high voltage electrical fencing shall be allowed except as used for farm or ranching purposes on undeveloped land over three acres in size.	The maximum height is three feet.	None	No fence or wall shall be permitted in front of any single-family or townhouse structure except platted lots within the rural residential or single-family estate district	Gates designed for vehicular access shall be set back from the property or right-of-way line a minimum of twenty feet (20'),

				<p>or lots greater than one acre in area where the fence may be constructed to the front property line.</p> <p>No barbed wire or high voltage electrical fencing shall be allowed except as used for farm or ranching purposes on undeveloped land over three (3) acres in size.</p>	and shall have gates designed to swing inward and away from the property or right-of-way line.
Lancaster	Only fences as part of an agricultural or farming or ranching related activities erected, maintained or permitted shall be electrically charged in any manner or form. The exclusion includes but is not limited to fences electronically charged by battery or those tied in with the regular electrical outlet.	The fence is 48 inches or less in height, and the fence is 50 percent visibility open.	<p>Split rail, steel pipe, wrought iron and decorative metal fences are encouraged in Agricultural Open Districts.</p> <p>Fence posts shall be constructed or made of metal, brick, stone, concrete, fiberglass or other material approved by the code official. All fence posts must be placed at a depth of at least 24 inches into the ground filled and</p>	<p>(1) <u>Large grazing animals or livestock.</u></p> <p>In all non-agricultural districts, large grazing animals or livestock must have a minimum fenced or enclosed area of 15,000 square feet per animal. Small grazing animals or livestock must have a minimum fenced or enclosed area of 3,000 square feet per animal, and a minimum lot size of one acre (43,560 square feet).</p>	None

			anchored with concrete footers or encasement.		
Coppell	Materials prohibited in fences are barbed wire, razor ribbon, sheet metal, chain-link, vinyl or polyvinyl, or any other similar material, except that barbed wire and/or chain link is permitted for fencing for agriculture- or industrial-zoned property.	It shall be unlawful to erect or maintain a fence at a height exceeding eight feet. (General standards)	None	None	None
Farmers Branch	None	A maximum fence height of eight feet (8') is allowed. (General Standards)	None	None	Fences for individual residences shall maintain a minimum setback of five feet (5') from the front elevation of the residence unless required to screen mechanical equipment.
Grand Prairie	All non-residential development, except for schools and day care centers, shall be required to erect a "Type 1" fence on property lines adjacent to any property which is zoned for single family detached, single family attached, two-family, and multifamily residential uses.	Type 1: The wall will be a minimum of six (6) feet in height and a maximum of eight (8) feet in height.  Type 2: The fence will be a minimum of six (6) feet in height	None	None	None

	<p>The wall will incorporate rowlock brick, cast stone or a similar feature as a cap at all walls, columns and pilasters along with other design elements to articulate the top of the wall. The wall will not incorporate tension cables or straps to support the suspended panels.</p> <p>Religious institutions shall be required to erect a "Type 2" fence along all property lines adjacent to any property, which is zoned for single-family detached, single family attached or two-family residential uses.</p> <p>All schools and day care centers shall be required to erect a "Type 3" fence on property lines adjacent to any property, which is zoned for single-family detached, single-family attached or two-family residential uses.</p>	<p>and a maximum of eight (8) feet in height.</p> <p>Type 3: The fence will be a minimum of six (6) feet in height and a maximum of eight (8) feet in height.</p>			
Haltom City	Permanent barbed wire and razor wire fences of any type or dimension shall not be constructed within the legal	The lowest strand of barbed wire shall be a minimum of six	None	None	Residential fences shall not be located in front of the

	limits of the city. Vee arms or base and arms with barbed wire not to exceed three strands will be permitted in all districts except "SF-1", "SF-2", "D", "TH", "MF-1", "MF-2", "MH" or any residential planned development and said attachments shall be considered as part of the fence in determination of the height of said fence and shall not protrude over property lines.	feet above ground level.			primary structure on the same lot unless a special exception is approved by the Zoning Board of Adjustment to allow such enclosure.  Barbed wire fences shall not protrude over property lines.
Keller	No barbed wire, chain link, or electrical fencing shall be allowed except as used for farm or ranching purposes on undeveloped land over two (2) acres in area.	The fencing cannot exceed five feet (5') in height.	Wood fencing (new or replacement) adjacent to a thoroughfare shall be constructed of cedar material, metal posts with cedar top and bottom caps. The fence must be stained with Ready Seal or an equivalent wood sealant material.	No barbed wire, chain link, or electrical fencing shall be allowed except as used for farm or ranching purposes on undeveloped land over two (2) acres in area.	Lots within the SF -36 (agricultural) zoning district may have split rail, ornamental metal, tubular steel or similar open fencing material in the front yard.  Residential fences in the front yard cannot exceed thirty -six inches (36") in height and shall be at least 50% open.

Rockwall	<p>Barbed wire fences may be used without restrictions when in conjunction with agricultural and related activities; provided, however, no barbed wire fence shall be located on any platted property zoned for single-family use.</p> <p>Front yard fences shall be architecturally harmonious with the development, such as split rail, painted steel pipe, vinyl, or wrought iron.</p>	Front yard fences shall be no more than 48 inches in height.	None	None	None
The Colony	None	Shall not exceed four (4) feet in height in any front yard or along any front lot line.	None	None	None
Rowlett	Barbed wire and electric fences may only be used to fence large livestock as defined in Article I, Chapter 6 of the Rowlett Code of Ordinances. Electric fence chargers must be approved by a nationally recognized testing laboratory.	Except as otherwise provided by the Zoning Ordinance, no fence shall be placed in the required front yard of any zoning district in excess of thirty-six (36) inches in height.	None	None	None

For the City of Lancaster:

1. No fence erected, maintained or permitted shall be made with barbed wire unless as part of an agricultural or farming or ranching related activities.
2. No fence erected, maintained or permitted shall be made with concertina wire, razor wire or anything capable of causing significant harm to the general public.

3. Any barbed wire portion of a fence for a commercial application must be on that portion of the fence over six feet in height. The barbed arms shall not extend over public rights-of-way or easements or over private property of another person. When adjoining property is zoned or used for residential purposes or public rights-of-way, barbed arms shall extend inward.

## LANCASTER CITY COUNCIL

### City Council Work Session

6.

**Meeting Date:** 07/17/2017

**Policy Statement:** This request supports the City Council 2016-2017 Policy Agenda

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

**Submitted by:** Bester Munyaradzi, Senior Planner

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#### **Agenda Caption:**

Discuss amendment to Section 14.505 of the Lancaster Development Code (LDC) to permit tilt-up wall construction as a matter of right in industrially zoned districts.

#### **Background:**

As prescribed in the City Council rules and procedures as amended September 2016, Section D. City Council Agenda Process, Subsection 1.b., Councilmember Marco Mejia requested that an item be included on the April 17, 2017 Work Session for the purpose of discussing Section 14.505 of the Lancaster Development Code (LDC) to permit tilt-up wall construction as a matter of right in an industrially zoned district.

Councilmember Mejia has requested City Council to consider amending Section 14.505 (a) General Industrial District Standards (1) to remove the exception requiring all tilt-up walls to be required to have approval by the Planning and Zoning Commission or City Council.

The LDC currently reads as follows:

#### Section 14.505 Industrial Districts

(a) General Industrial District Standards. Construction Materials. Exterior Walls - Each exterior wall shall consist of 100% masonry materials as defined in Article 14.1300 Definitions - Masonry, excluding doors and windows, on walls which are visible from a public street or open space, including a minimum of 20% stone.

All buildings shall have exterior walls constructed of stone, brick, glass block, tile, cast metal, cast or cultured stone, or a combination of those materials. The use of other cementaceous products (e.g. stucco, Hardy Plank, or other similar materials approved by the Building Official) shall be limited to 50% of the buildings exterior finishes where it is deemed important as a design feature and where it will be applied under the highest standards for quality and durability. However, stucco may not be located in the first 8 feet above grade on a façade visible from a street or public area.

Exceptions to this requirement, including allowing concrete tilt-up walls, may be permitted on a case by case basis by the Planning and Zoning Commission or City Council upon submission and approval of elevation drawings of the subject structure, and materials samples.

The City Council reviewed this item at the April 17, 2017 Work Session and Councilmember Mejia stated he would do a power point presentation regarding industrial building materials within the City. The Mayor also requested staff to pull all the Special Exceptions that the City granted over the past two years to

determine how many of those exceptions pertained to industrial building materials.

Attached is a City Council memo dated May 10, 2017 with the requested information, City Council Agenda Communication and the resolutions on all the Special Exceptions that the City granted over the past two years. It should be noted that only 9 special exceptions were granted within industrially zoned districts. These exceptions vary based on building height, materials, and articulations.

Councilmember Mejia will make his presentation to the governing body for further discussion.

**Attachments**

Special Exemptions

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City of Lancaster  
OFFICE OF THE CITY MANAGER

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**MEMORANDUM**

To: Mayor and City Council

From: Opal Mauldin-Jones, City Manager 

Date: May 10, 2017

CC: Rona Stringfellow, Assistant City Manager  
Angie Arenas, City Secretary  
Fabrice Kabona, Assistant to the City Manager  
Bester Munyaradzi, Senior Planner

Subject: Special Exceptions

Mayor Knight:

1. A request was made at the City Council work session regarding copies of the agenda communications for all special exceptions for the last 2 years.

Council Date	Company/Address	Resolution Number
September 14, 2015	BNSF-629 East Third Street	2015-09-77
September 14, 2015	Conway Trucking-2935 Daniel Dale Road	2015-09-78
December 14, 2015	Huntington Industrial-3201 North Houston School Road	2015-12-97
January 25, 2016	Huntington Industrial-3201 North Houston School Road	2016-01-08
June 27, 2016	Proposed Industrial-northwest corner of Houston School Road and Wintergreen Road	2016-06-39
June 27, 2016	Proposed Industrial-southwest corner of Houston School Road and Wintergreen Road	2016-06-40
July 11, 2016	Future Industrial site-southeast corner of Longhorn Drive and West Drive	2016-07-54
April 4, 2017	Industrial building-1119 Katy Street	Presented only to Planning and Zoning
April 4, 2017	Industrial building-northwest corner of Houston School Road and Wintergreen Road	Presented only to Planning and Zoning

The two cases that were presented to Planning and Zoning were approved at the conclusion of the meeting and did not need to go before the City Council.

Attached are the special exceptions documentation.

If you have questions, please let me know.

Thank you.

# **LANCASTER CITY COUNCIL**

## **Agenda Communication**

**September 14, 2015**

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**Discuss and consider a resolution granting a request for a Special Exception pursuant to Section 14.209 (d), of the Lancaster Development Code; to provide a Special Exception for increased height on the proposed fleet maintenance facility to be located on the east side of the intersection of the BNSF railway and Third Street and more commonly known as 629 E. Third.**

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**This request supports the City Council 2015-2016 Policy Agenda.**

**Goal: Quality Development**

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### **Background**

The City of Lancaster is in the design phase of construction of a new Fleet Maintenance facility to be located at 629 E. Third Street. At the April 20, 2015 work session, the City Council received a presentation on the exterior design and façade of the proposed new facility. Since that time, staff has been working with the architects on design specifications.

Article 14.500 – District Development Regulations and Standards of the Lancaster Development Code (LDC) states in Section 14.504 (a) 3 A (Maximum Building Height) that the height limit for all structures shall be as established in the Districts governing the property on which the structures are located... The District Development Standards table indicates that the maximum height of a building within the Light Industrial (LI) zoning district is thirty five feet (35 ').

Due to the unique function of working on and maneuvering around large equipment, the applicant (City's consultant) is requesting that the total building height will need to be increased to forty five feet, six inches (45'6").

Section 14.209 (d) of Chapter 14.200 – Authority and Administrative Procedures of the LDC states that the City Council, pursuant to the powers conferred upon it by State law, the ordinances of the City, and this Article may grant Exceptions herein provided to the provisions of this ordinance upon finding that:

- (1) Such Exception will not substantially or permanently injure the appropriate use of adjacent property in the same district; and
- (2) Such Exception will not adversely affect the health, safety or general welfare of the public; and
- (3) Such Exception will not be contrary to the public interest; and

- (4) Such Exception will not authorize the operation of a use other than those uses specifically authorized for the district in which the property for which the Exception sought is located, except as provided elsewhere in this ordinance; and
- (5) Such Exception will be in harmony with the spirit and purpose of this ordinance; and
- (6) Such Exception will not alter the essential character of the district in which is located the property for which the Exception is sought; and
- (7) Such Exception will not substantially weaken the general purposes of the zoning regulations established for the district in which the property is located; and
- (8) Such Exception is within the spirit and intent of the City's Comprehensive plan and other policies.

### **Considerations**

The purpose of the request is to seek an exception to the maximum building height in the Light Industrial (LI) zoning district.

- **Operational** – The City Council must determine if the height exception meet the intent of the ordinance while bringing the property from non-conforming status to a conforming site. To provide a facility conducive to maintenance of city vehicles and equipment the exception is necessary.
- **Legal** – The resolution has been reviewed and approved as to form by the City Attorney.
- **Financial** – There are no financial obligations for the City with approval of this height exception.
- **Public Information** – This resolution is being considered at a regular meeting of the City Council, in accordance with the Texas Open Meetings Act.

### **Options/Alternatives:**

1. Approve the resolution as presented.
2. Deny the request.

### **Recommendation:**

Staff recommends approval for the exception of the height requirement.

### **Attachments**

- Resolution
- Location map
- Elevation Plan

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**Submitted by:**  
Rona Stringfellow, Assistant City Manager

**RESOLUTION NO.**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LANCASTER, TEXAS, GRANTING A REQUEST FOR A SPECIAL EXCEPTION PURSUANT TO SECTION 14.209 (d), OF THE LANCASTER DEVELOPMENT CODE; TO PROVIDE A SPECIAL EXCEPTION FOR INCREASED HEIGHT ON THE PROPOSED FLEET MAINTENANCE FACILITY TO BE LOCATED ON THE EAST SIDE OF THE INTERSECTION OF THE BNSF RAILWAY AND THIRD STREET, MORE COMMONLY KNOWN AS 629 E. THIRD; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Lancaster Development Code provides a thirty five foot (35') maximum height for buildings located within the Light Industrial (LI) zoning district; and

**WHEREAS**, the applicant has made a request for a special exception to be granted to said height requirement to allow for the increased height of forty five feet (45'); and

**WHEREAS**, after review and consideration, the City Council finds that the request for special exceptions as provided herein are warranted pursuant to §14.209 (d) of said code and meets the requirements of the Ordinance permits of the Lancaster Development Code to allow stucco material on the exterior of the building, should be granted.

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

**SECTION 1.** That the request for a special exception to the thirty five feet height requirements of the Lancaster Development Code to allow forty five feet, six inches (45'6") to be located on the east side of BNSF railway and Third Street and being more commonly known as and addressed as 629 E. Third, be, and the same is, hereby granted.

**SECTION 2.** This Resolution shall become effective immediately from and after its passage, as the law and charter in such cases provides.

**DULY PASSED** and approved by the City Council of the City of Lancaster, Texas, on this the 14<sup>th</sup> day of September, 2015.

**ATTEST:**

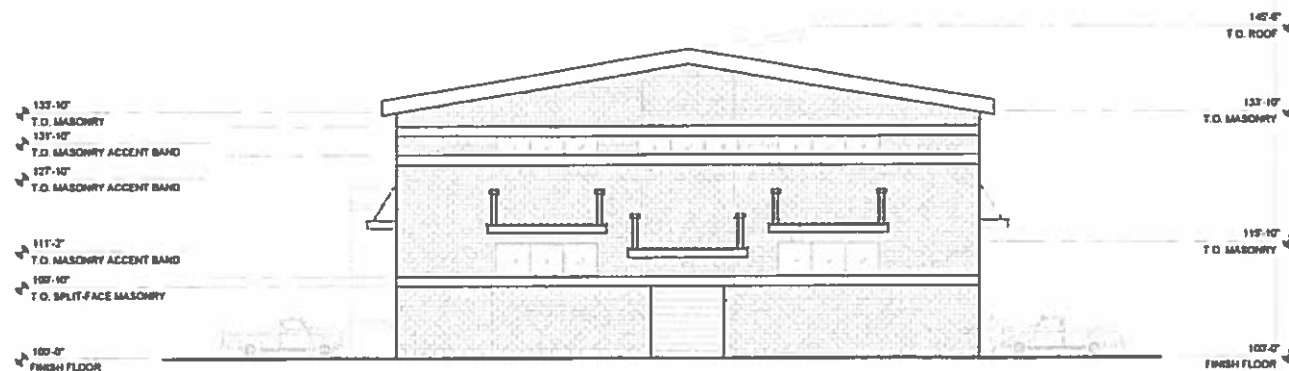
**APPROVED:**

\_\_\_\_\_  
Sorangel O. Arenas, City Secretary

\_\_\_\_\_  
Marcus E. Knight, Mayor

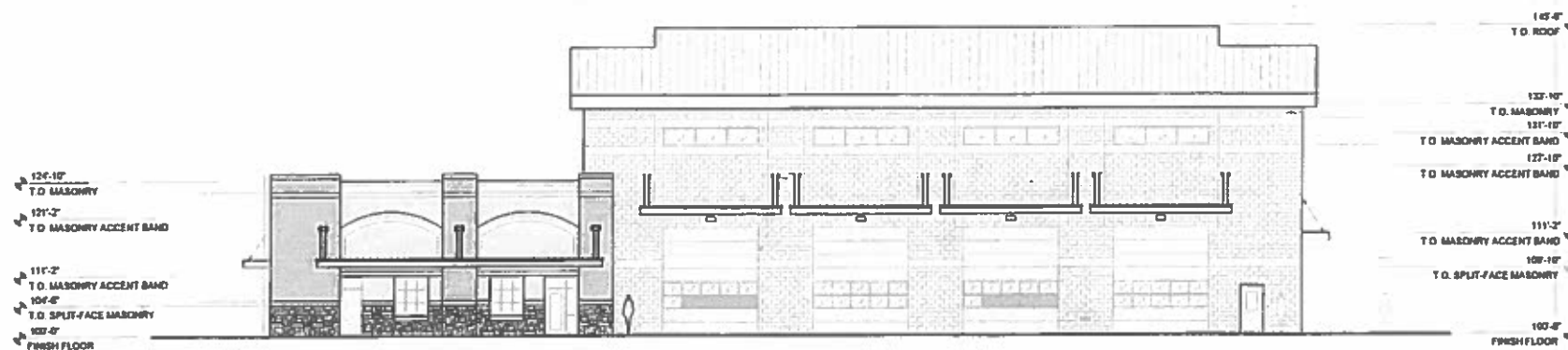
**APPROVED AS TO FORM:**

\_\_\_\_\_  
Robert E. Hager, City Attorney



**EXTERIOR ELEVATIONS - EAST**

SCALE: 1/8"=1'-0"



**EXTERIOR ELEVATIONS - SOUTH**

SCALE: 1/8"=1'-0"

CITY OF LONG BEACH  
PUBLIC WORKS  
LABORATORY

REVISIONS

SHEET TITLE

EXTERIOR ELEVATIONS

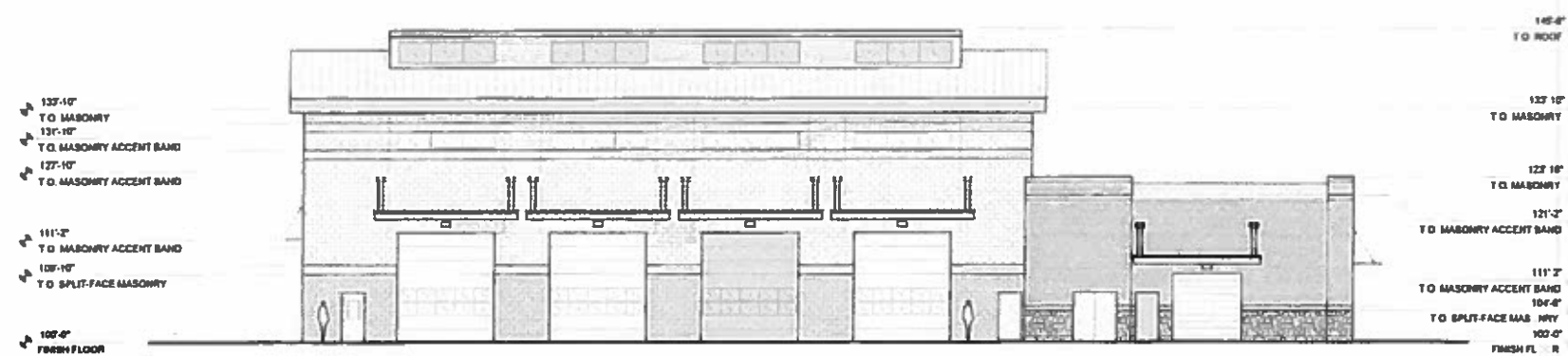
**A-201**



**EXTERIOR ELEVATIONS - EAST**

SCALE: 1/8"=1'-0"

2



**EXTERIOR ELEVATIONS - SOUTH**

SCALE: 1/8"=1'-0"

1

RESOLUTION NO. 2016-06-40

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LANCASTER, TEXAS, GRANTING A REQUEST FOR SPECIAL EXCEPTIONS PURSUANT TO SECTION 14.505 (A) 2 AND 3, OF THE LANCASTER DEVELOPMENT CODE; TO PROVIDE A SPECIAL EXCEPTION TO A REDUCTION IN THE ARTICULATION REQUIREMENTS AND INCREASED HEIGHT ON THE PROPOSED BUILDING LOCATED ON THE SOUTHWEST CORNER OF HOUSTON SCHOOL ROAD AND DANIELDALE ROAD; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Lancaster Development Code provides a thirty-five foot (35') maximum height for buildings, and a minimum change in vertical height of 25% for vertical articulation located within the Light Industrial (LI) zoning district; and

WHEREAS, the applicant has made a request for special exceptions to be granted to said height requirement, and vertical articulation to allow for the increased height of forty-nine feet (49'), and a reduction in the vertical articulation on the loading dock that takes Daniieldale Road; and

WHEREAS, after review and consideration, the City Council finds that the request for special exceptions as provided herein are warranted pursuant to §14.209 (d) of said code and meets the requirements of the Ordinance.

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

**SECTION 1.** That the request for the special exceptions to the requirements of the Lancaster Development Code to allow forty-nine feet (49') and reduction of horizontal and vertical articulation on the loading dock that faces Daniieldale Road to be located on the southwest corner of Houston School Road and Daniieldale Road, be, and the same is, hereby granted.

**SECTION 2.** This Resolution shall become effective immediately from and after its passage, as the law and charter in such cases provides.

DULY PASSED and approved by the City Council of the City of Lancaster, Texas, on this the 27th day of June, 2016.

ATTEST:

  
Sorangel O. Arenas, City Secretary

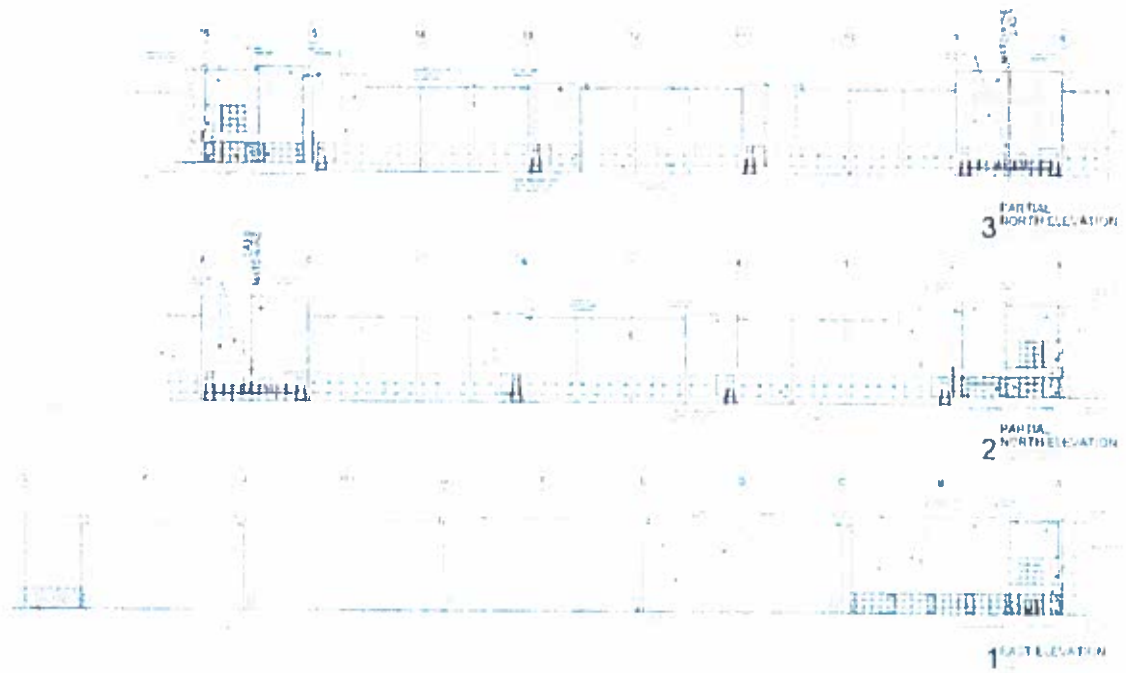
APPROVED:

  
Marcus E. Knight, Mayor

APPROVED AS TO FORM:

  
Robert E. Hager, City Attorney





10/10/2019  
10/10/2019

**FIRST INDUSTRIAL**  
SOLUTIONS

10/10/2019  
10/10/2019

**10/10/2019**  
10/10/2019

FIRST INDUSTRIAL  
10/10/2019  
10/10/2019

A30



## LANCASTER CITY COUNCIL

### City Council Regular Meeting

Item 11.

**Meeting Date:** 07/11/2016

**Policy Statement:** This request supports the City Council 2015-2016 Policy Agenda

**Goal(s):** Quality Development

**Submitted by:** Rona Stringfellow, Assistant City Manager

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#### **Agenda Caption:**

Discuss and consider a resolution granting a request for Special Exceptions pursuant to Sections 14.504 (a) 3 and 14.505 (a) (3) (2), height and articulations; to provide a Special Exception for increased height and reduced horizontal and vertical articulation on the future Industrial site located on the southeast corner of Longhorn Drive and West Drive.

#### **Background:**

The request is for approximately 42.467 acres currently zoned light industrial on the southeast corner of Longhorn Drive and West Drive. There is currently no development planned for this location. The property owner is requesting this exception for the purpose of their marketing.

Section 14.500 – District Development Regulations and Standards of the Lancaster Development Code (LDC) states in Section 14.504 (a) 3 A (Maximum Building Height) that the height limit for all structures shall be as established in the Districts governing the property on which the structures are located. The District Development Standards table indicates that the maximum height of a building within the Light Industrial (LI) zoning district is thirty five feet (35').

Article 14.505 (a) (3) (2) states under Vertical Articulation that no horizontal wall shall extend for a distance greater than 4 times the height of the wall without changing height by a minimum of 25% of the wall's height. The applicant is stating that the vertical articulation requirement will cause a change in the height by a minimum of 25% of the wall height thereby resulting in unnecessarily tall parapets that in their opinion would add little visual interest to the building as well as reduce the available clear height available inside the building. The applicant is requesting that at such time that development occurs, this requirement is waived so long as the industrial building meets the standards and intent of the ordinance thereby providing visual interest through a variety of materials and color.

Due to the growing trend in industrial distribution buildings for taller buildings, to create more efficiency in using the cubic space available within the building footprint. There have been significant enhancements in material handling equipment, and fire sprinkler designs, such that taller buildings are becoming the standard in all competitive industrial distribution areas. These requests do not generally require articulations across loading dock walls, to allow an exterior height of forty-nine feet (49').

Article 14.209 (d) of Chapter 14.200 – Authority and Administrative Procedures of the LDC states that the City Council, pursuant to the powers conferred upon it by State law, the ordinances of the City, and this Article may grant Exceptions herein provided to the provisions of this ordinance upon finding that:

- (1) Such Exception will not substantially or permanently injure the appropriate use of adjacent property in the same district; and
- (2) Such Exception will not adversely affect the health, safety or general welfare of the public; and

- (3) Such Exception will not be contrary to the public interest; and
- (4) Such Exception will not authorize the operation of a use other than those uses specifically authorized for the district in which the property for which the Exception sought is located, except as provided elsewhere in this ordinance; and
- (5) Such Exception will be in harmony with the spirit and purpose of this ordinance; and
- (6) Such Exception will not alter the essential character of the district in which is located the property for which the Exception is sought; and
- (7) Such Exception will not substantially weaken the general purposes of the zoning regulations established for the district in which the property is located; and
- (8) Such Exception is within the spirit and intent of the City's Comprehensive plan and other policies.

**Operational Considerations:**

The purpose of the request is to seek an exception to the maximum building height in the Light Industrial (LI) zoning district and an exception to building articulation to allow for vertical and horizontal articulation to be fulfilled through the use of paint color and materials.

The City Council must determine if the height and articulation exceptions meet the intent of the ordinance.

**Legal Considerations:**

The resolution has been reviewed and approved as to form by the City Attorney.

**Public Information Considerations:**

This resolution is being considered at a regular meeting of the City Council, noticed in accordance with the Texas Open Meetings Act.

**Options/Alternatives:**

1. Approve the resolution as presented.
2. Deny the request.

**Recommendation:**

Staff recommends approval of resolution as presented.

**Attachments**

Resolution

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RESOLUTION NO. 2016-07-54

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LANCASTER, TEXAS, GRANTING A REQUEST FOR SPECIAL EXCEPTIONS PURSUANT TO SECTIONS 14.504 (A) 3 AND 14.505 (A) (3) (2), OF THE LANCASTER DEVELOPMENT CODE; TO PROVIDE A SPECIAL EXCEPTION TO A REDUCTION IN THE HORIZONTAL AND VERTICAL ARTICULATION REQUIREMENTS AND INCREASED HEIGHT ON THE FUTURE INDUSTRIAL SITE LOCATED ON THE SOUTHEAST CORNER OF LONGHORN DRIVE AND WEST DRIVE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Lancaster Development Code provides a thirty-five foot (35') maximum height for buildings, and a minimum change in vertical height of 25% for vertical articulation located within the Light Industrial (LI) zoning district, and

WHEREAS, the applicant has made a request for special exceptions to be granted to said height requirement, and vertical articulation to allow for the increased height of forty-nine feet (49'), and a reduction in the horizontal and vertical articulation, and

WHEREAS, after review and consideration, the City Council finds that the request for special exceptions as provided herein are warranted pursuant to §14.209 (d) of said code and meets the requirements of the Ordinance.

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

**SECTION 1.** That the request for the special exceptions to the requirements of the Lancaster Development Code to allow forty-nine feet (49') and reduction of the horizontal and vertical articulation, to be fulfilled through the use of differing paint color and materials be, and the same is, hereby granted


**SECTION 2.** This Resolution shall become effective immediately from and after its passage, as the law and charter in such cases provides

DULY PASSED and approved by the City Council of the City of Lancaster, Texas, on this the 11th day of July, 2016

ATTEST:

  
Sorangel O. Arenas, City Secretary

APPROVED:

  
Marcus E. Knight, Mayor

APPROVED AS TO FORM:

  
Robert E. Hager, City Attorney

## CITY OF LANCASTER'S BOARDS AND COMMISSIONS

### Planning & Zoning Commission

6.

**Meeting Date:** 04/04/2017

**Policy Statement:** This request supports the City Council 2016-2017 Policy Agenda

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

**Submitted by:** Bester Munyaradzi, Senior Planner

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### **Agenda Caption:**

M17-03 Discuss and consider a request to allow the use of tilt-up walls on the industrial building exterior walls on the property located at the southwest corner of Katy Street and E. Pleasant Run, as described as 1119 Katy Street, in the City of Lancaster, Dallas County, Texas.

### **Background:**

1. **Location and Size:** The property is located on the southwest corner of E. Pleasant Run and Katy Street and is 6.7 acres of land.
2. **Current Zoning:** The subject property is currently zoned LI Light Industrial.
3. **Adjacent Properties:**  
North: PD – Planned Development (vacant)  
South: LI – Light Industrial (vacant)  
East: LI – Light Industrial (industrial uses)  
West: LI – Light Industrial (industrial uses)
4. **Comprehensive Plan Compatibility:** The Comprehensive Plan identifies this site as suitable for Light Industrial uses.

### **Operational Considerations:**

The applicant is seeking approval to use tilt-up walls on the building exterior on 1119 Katy Street, located at southwest corner of E Pleasant Run and Katy Street.

Section 14.505, Industrial Districts of the Lancaster Development Code (LDC) states that each exterior wall shall consist of 100% masonry materials as defined in Article 14.1300. - Masonry, excluding doors and windows, on walls which are visible from a public street or open space, including a minimum of 20% stone. All buildings shall have exterior walls constructed of stone, brick, glass block, tile, cast metal, cast or cultured stone, or a combination of those materials. The use of other cementaceous products (e.g. stucco, Hardy Plank, or other similar materials approved by the Building Official) shall be limited to 50% of the buildings exterior finishes where it is deemed important as a design feature and where it will be applied under the highest standards for quality and durability. However, stucco may not be located in the first 8 feet above grade on a façade visible from a street or public area. Exceptions to this requirement, including allowing concrete tilt-up walls, may be permitted on a case by case basis by the Planning and Zoning Commission or City Council upon submission and approval of elevation drawings of the subject structure, and material samples.

P+Z - No City Council

Staff supports the applicant's request to use tilt-up walls. Tilt-up walls are recommended as the best durable building materials for industrial buildings. In addition, tilt-up walls are prevalent industrial building materials. As such staff recommends approval of the applicant's request to use tilt-up walls.

**Public Information Considerations:**

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

**Options/Alternatives:**

1. Approve the request as present.
2. Approve the request with modifications and direct staff.
3. Deny the request.

**Recommendation:**

Staff recommends approval of this request.

**Attachments**



Location Map

Site Plan and Elevation (unapproved))

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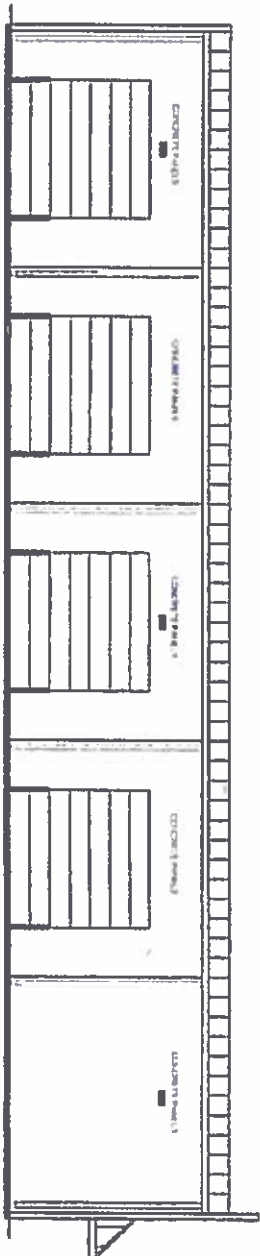
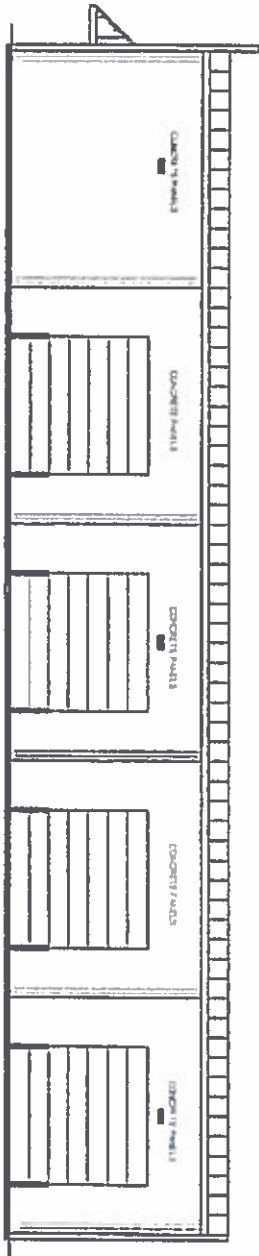
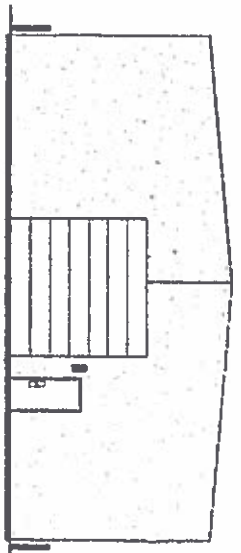
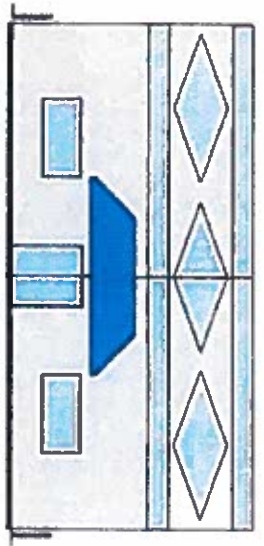


### Legend

-  City Limits
-  Subject Property

0 125 250 500 Feet

City of Lancaster  
**426 E Pleasant Run Rd**  
Zoned LI (Light Industrial)



N88°51'32"E  
100.00'

5/8" WFL  
CONTROLLING  
MONUMENT

6' HIGH METAL  
7" PANEL FENCE

53

6' HIGH METAL  
R PAVEL FENCE

6' HIGH METAL  
TUB PAINTED GATE

9-18 PARKING SPACES

300'

POSED ONE STORY  
OFFICE/WAREHOUSE  
50' x 120'  
6,000 SQ. FT.

8" THICK REINFORCED  
CONCRETE FIRE LANE

XERISCAPE.  
LANDSCAPE AREA

6. ~~PAISE~~

[illegible]

3 x 18' PARKING SPACE

6' HIGH METAL  
-R- PANEL FENCE

5 HIGH LEVEL  
"R" PAIR GATE

5 x 19 PARKING PLACE

-4x5' 00" x 110" x 110"

KATY STREET  
(30' RIGHT-OF-WAY)

CONTROLING  
CONSUMPTION

107

**ENTE PLUM**

A1

MARCO MEJIA  
KATY STREET  
LANCASTER, TEXAS

**Classic Design Group**

[illegible]



DRAFT MINUTES  
PLANNING & ZONING COMMISSION MEETING OF APRIL 4, 2017



6. M17-03 Discuss and consider a request to allow the use of tilt-up walls on the industrial building exterior walls on the property located at the southwest corner of Katy Street and E. Pleasant Run, as described as 1119 Katy Street, in the City of Lancaster, Dallas County, Texas.

Senior Planner Bester Munyaradzi read the staff report into the record.

Marco Mejia, 1515 Rebecca Lane, Lancaster TX, stated that Tilt-wall construction is structurally better and visually pleasing versus stone which can be a maintenance issue. Also we own several buildings across the street and we would like to match those existing buildings to create a homogeneous look down the street.

Commissioner Johnson expressed her concern of building more Industrial buildings near the residential area versus building them in the existing Industrial Park areas.

**A MOTION WAS MADE BY COMMISSIONER PROTHRO AND SECONDED BY COMMISSIONER HILL TO APPROVE M17-03 A REQUEST TO ALLOW THE USE OF TILT-UP WALLS ON THE INDUSTRIAL BUILDING EXTERIOR WALLS ON THE PROPERTY LOCATED AT THE SOUTHWEST CORNER OF KATY STREET AND E. PLEASANT RUN, AS DESCRIBED AS 1119 KATY STREET, IN THE CITY OF LANCASTER, DALLAS COUNTY, TEXAS.**

**AYES: EARLE, PROTHRO, HILL, JOHNSON  
NAYS:**

**THE MOTION CARRIED 4 to 0.**

## CITY OF LANCASTER'S BOARDS AND COMMISSIONS

### Planning & Zoning Commission

7.

**Meeting Date:** 04/04/2017

**Policy Statement:** This request supports the City Council 2016-2017 Policy Agenda

**Goal(s):** Healthy, Safe & Vibrant Community  
Sound Infrastructure  
Quality Development

**Submitted by:** Bester Munyaradzi, Senior Planner

#### **Agenda Caption:**

M17-04 Discuss and consider a request for parking reduction and use of other accent materials in lieu of 20% stone requirement on street facing facades. The subject property is located on the northwest corner of Houston School Road and Wintergreen Road, of the Lancaster City Park, in the City of Lancaster, Dallas County, Texas.

#### **Background:**

1. **Location and Size:** The property is generally located on the northwest corner of Wintergreen Road and Houston School Road.
2. **Current Zoning:** The subject property is currently zoned LI Light Industrial.
3. **Adjacent Properties:**  
North: LI – Light Industrial (partly vacant and industrial)  
South: A-O – Agriculture Open and R – Retail (vacant and industrial)  
East: R- Retail and SF-6 Residential Medium (vacant and industrial)  
West: LI – Light Industrial (vacant)
4. **Comprehensive Plan Compatibility:** The Comprehensive Plan Future Land Use Plan and a change in zoning classification from R-Retail to LI - Light Industrial - Approved

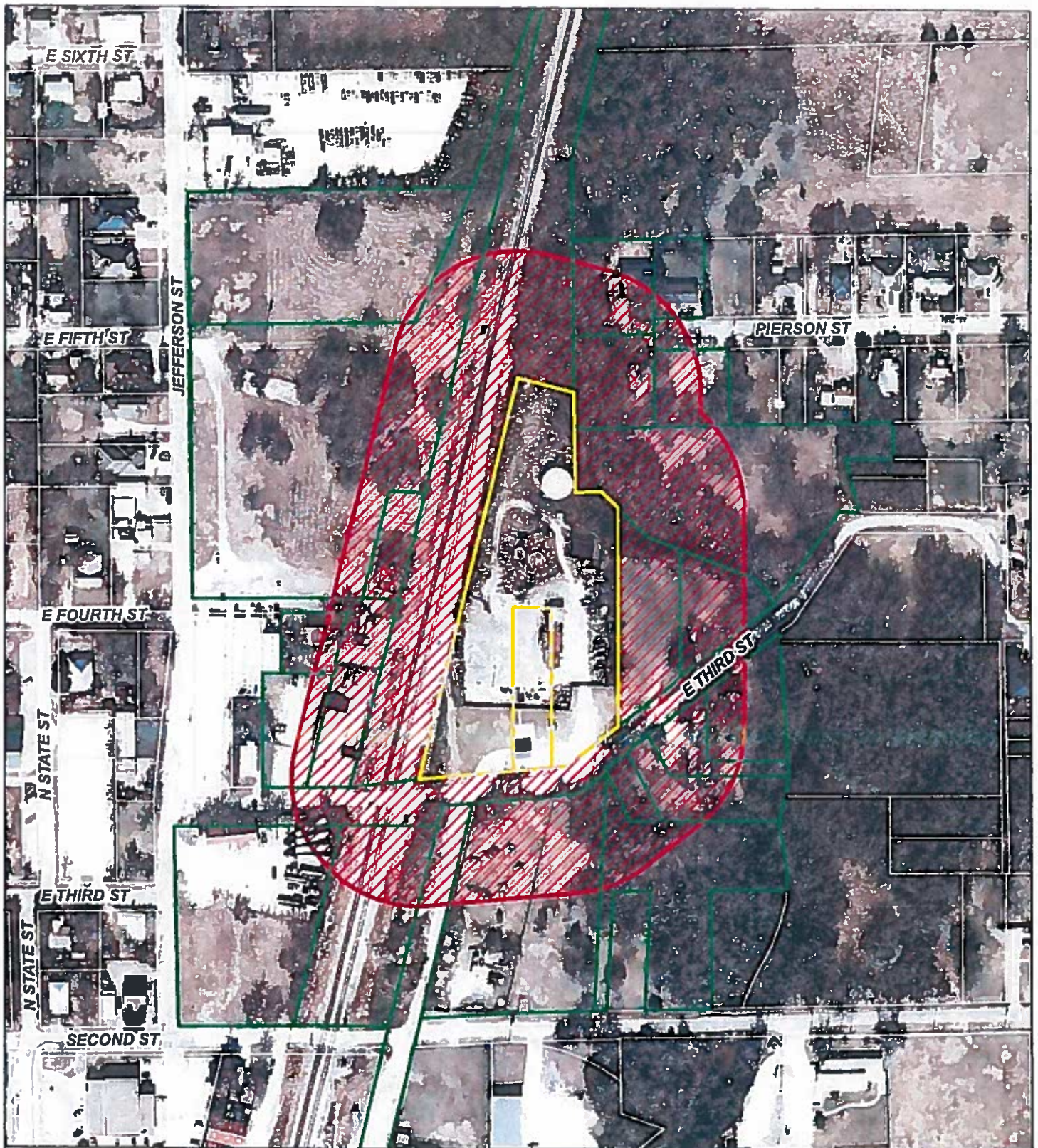
#### 5. **Site Case History:**

Date	Body	Action
06/07/2016	P&Z	Z16-03 Amendment to the Comprehensive Plan Future Land Use Plan and a change in zoning classification from R-Retail to LI - Light Industrial - Approved
06/27/2016	CC	Z16-03 Amendment to the Comprehensive Plan Future Land Use Plan and a change in zoning classification from R-Retail to LI - Light Industrial - Approved
06/27/2017	CC	Special Exception for increased height and reduced vertical articulation - Approved

#### **Operational Considerations:**

P & Z  
Only.  
No CC

P&Z - No City Council



-  Parcels
-  Subject Parcel
-  Notification Parcels
-  200' Notification Area

0 90 180 360 Feet

**City of Lancaster**  
**629 E. Third St.**  
**200' Notification Area**

**RESOLUTION NO. 2015-09-77**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LANCASTER, TEXAS, GRANTING A REQUEST FOR A SPECIAL EXCEPTION PURSUANT TO SECTION 14.209 (d), OF THE LANCASTER DEVELOPMENT CODE; TO PROVIDE A SPECIAL EXCEPTION FOR INCREASED HEIGHT ON THE PROPOSED FLEET MAINTENANCE FACILITY TO BE LOCATED ON THE EAST SIDE OF THE INTERSECTION OF THE BNSF RAILWAY AND THIRD STREET, MORE COMMONLY KNOWN AS 629 E. THIRD; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Lancaster Development Code provides a thirty five foot (35') maximum height for buildings located within the Light Industrial (LI) zoning district; and

**WHEREAS**, the applicant has made a request for a special exception to be granted to said height requirement to allow for the increased height of forty five feet (45'); and

**WHEREAS**, after review and consideration, the City Council finds that the request for special exceptions as provided herein are warranted pursuant to §14.209 (d) of said code and meets the requirements of the Ordinance permits of the Lancaster Development Code to allow stucco material on the exterior of the building, should be granted.

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

**SECTION 1.** That the request for a special exception to the thirty five feet height requirements of the Lancaster Development Code to allow forty five feet, six inches (45'6") to be located on the east side of BNSF railway and Third Street and being more commonly known as and addressed as 629 E. Third, be, and the same is, hereby granted.

**SECTION 2.** This Resolution shall become effective immediately from and after its passage, as the law and charter in such cases provides.

**DULY PASSED** and approved by the City Council of the City of Lancaster, Texas, on this the 14<sup>th</sup> day of September, 2015.

**ATTEST:**



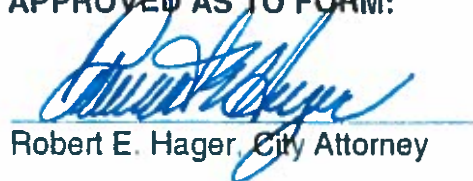
Sorangel O. Arenas, City Secretary

**APPROVED:**



Marcus E. Knight, Mayor

**APPROVED AS TO FORM:**



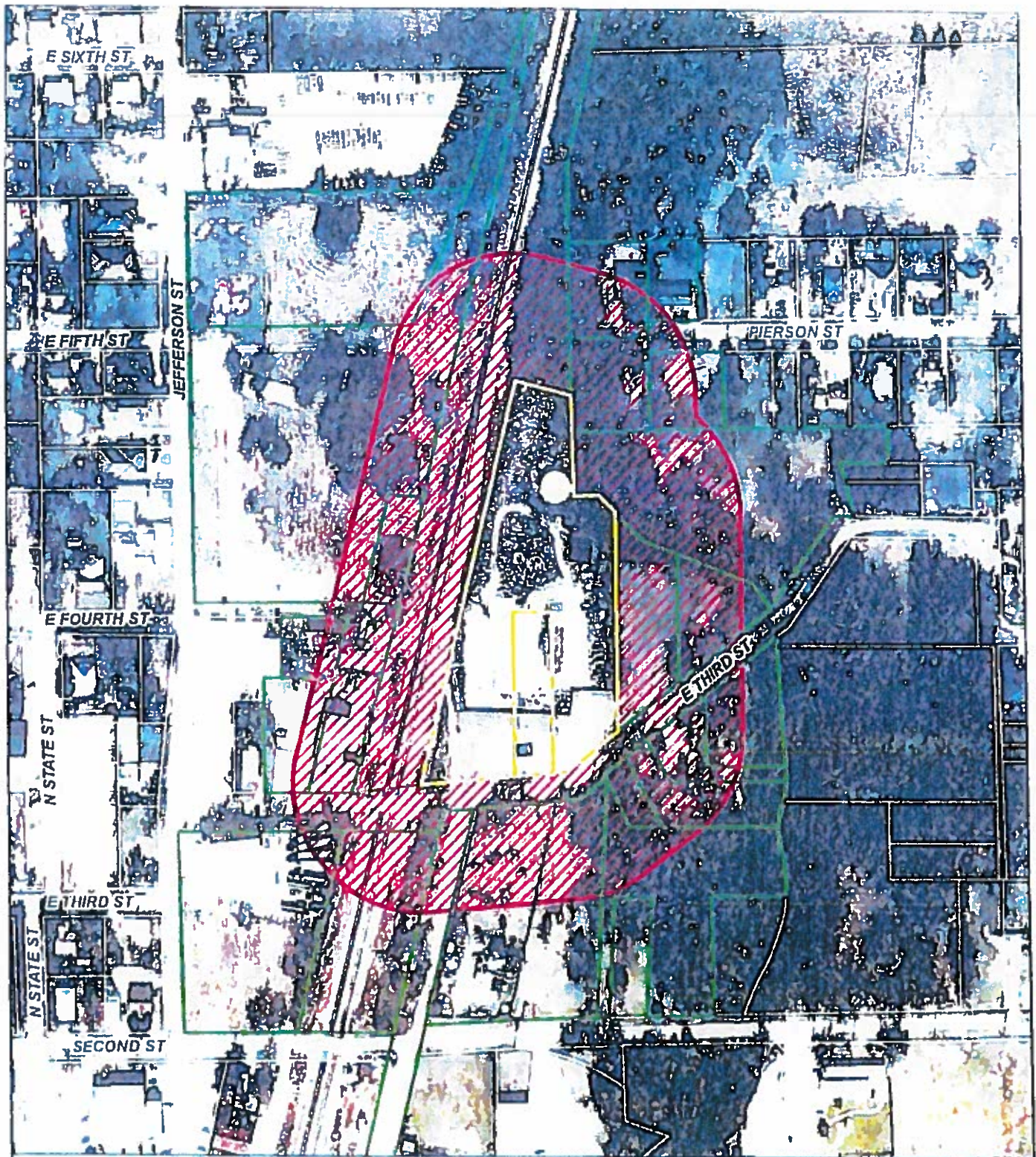
Robert E. Hager, City Attorney



1000



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City of Lancaster  
**629 E. Third St.**  
**200' Notification Area**

# **LANCASTER CITY COUNCIL**

## **Agenda Communication**

**September 14, 2015**

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**Discuss and consider a resolution granting a request for Special Exceptions pursuant to Section 14.209 (d), of the Lancaster Development Code; to provide a Special Exception to a Masonry Requirement on the building; a reduction in the articulation requirements and increased height of the building to be located on the north side of Danieldale Road approximately 1,866 feet west of the intersection of Houston School Road and Danieldale Road, more commonly known as 2935 Danieldale Road.**

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**This request supports the City Council 2015-2016 Policy Agenda.**

**Goal: Quality Development**

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### **Background**

At the February 11, 2013 regular meeting, City Council convened into closed executive session to consult with the City Attorney concerning Cause No. DC11-10174 Con-Way Truckload, Inc. v. The City of Lancaster, at the March 24, 2014 regular meeting Council approved Resolution 2014-03-28 authorizing the City Manager to execute a Memorandum of Understanding with Con-Way Truckload.

Con-Way Truckload has owned approximately 58.206 acres of land and has operated approximately 16 acres of land since 1989 as a truck terminal. Holt Lunsford purchased the property in November 2014. Initially Con-Way intended to remain on the property subsequent to the date of sale for a period of 13 months from the closing date of the sale.

Design of the site is currently underway and the applicant has received approval to demolish the parking lot. While designing the site, the applicant has discovered three areas in which they would like to request an exception. The applicant is seeking to time construction of the site in tandem with the reconstruction of Danieldale Road, which is estimated to commence in November 2015, if all of the right-of-way acquisitions are complete.

Article 14.500 – District Development Regulations and Standards of the Lancaster Development Code (LDC) states in Section 14.504 (a) 2 A (Exterior walls) that each exterior wall shall consist of 100% masonry materials. It goes on to state that on walls visible from a public street or open space, must include a minimum of 20% stone. The applicant is asking for an exception to the 20% stone requirement. Also in Section 14.504 (a) 2 A (Exterior walls), it gives the City Council the ability to grant an exception to these requirements upon submission and approval of elevation drawings of the subject structure. The applicant is proposing in lieu of the 20% stone to provide additional variations in color to the concrete

walls to add visual interest that will be concentrated near the corners and entrances to give the most visual appeal.

Additionally, Article 14.500 – District Development Regulations and Standards of the Lancaster Development Code (LDC) states in Section 14.504 (a) 3 A (Maximum Building Height) that the height limit for all structures shall be as established in the Districts governing the property on which the structures are located... The District Development Standards table indicates that the maximum height of a building within the Light Industrial (LI) zoning district is thirty five feet (35').

Due to the changing market of the logistics industry, the applicant is requesting that the total building height will need to be increased to forty five feet (45'). It should be of note that the maximum height within the Commercial Highway (CH) zoning district is one hundred and forty feet (140'), which is directly adjacent to the LI zoning in the area.

Lastly, Section 14.505 (a) (3) (2) states under Vertical Articulation that no horizontal wall shall extend for a distance greater than 4 times the height of the wall without changing height by a minimum of 25% of the wall's height. The applicant is stating that the vertical articulation requirement will cause a change in the height by a minimum of 25% of the wall height thereby resulting in unnecessarily tall parapets that in their opinion would add little visual interest to the building as well as reduce the available clear height available inside the building. The attached elevations are proposing that the building height will be articulated across the façade in a way that is proportionate to the building and would still meet the spirit and intent of the ordinance. This requirement is only applicable to those walls that are visible from the street.

Section 14.209 (d) of Chapter 14.200 – Authority and Administrative Procedures of the LDC states that the City Council, pursuant to the powers conferred upon it by State law, the ordinances of the City, and this Article may grant Exceptions herein provided to the provisions of this ordinance upon finding that:

- (1) Such Exception will not substantially or permanently injure the appropriate use of adjacent property in the same district; and
- (2) Such Exception will not adversely affect the health, safety or general welfare of the public; and
- (3) Such Exception will not be contrary to the public interest; and
- (4) Such Exception will not authorize the operation of a use other than those uses specifically authorized for the district in which the property for which the Exception sought is located, except as provided elsewhere in this ordinance; and
- (5) Such Exception will be in harmony with the spirit and purpose of this ordinance; and
- (6) Such Exception will not alter the essential character of the district in which is located the property for which the Exception is sought; and
- (7) Such Exception will not substantially weaken the general purposes of the zoning regulations established for the district in which the property is located; and
- (8) Such Exception is within the spirit and intent of the City's Comprehensive plan and other policies.

### **Considerations**

The purpose of the request is to seek an exception to the maximum building height, the vertical articulation requirements, and a stone requirement reduction in the Light Industrial (LI) zoning district.

- **Operational** – The City Council must determine if the height, vertical articulation, and stone reduction exceptions meet the intent of the ordinance.
- **Legal** – The resolution has been reviewed and approved as to form by the City Attorney.
- **Financial** – There are no financial obligations for the City with approval of this masonry or height exception.
- **Public Information** – This resolution is being considered at a regular meeting of the City Council, noticed in accordance with the Texas Open Meetings Act.

### **Options/Alternatives:**

1. Approve the resolution as presented.
2. Deny the request.

### **Recommendation:**

Staff recommends approval of the resolution as presented.

### **Attachments**

- Resolution
  - Elevation Plan
- 

### **Submitted by:**

Rona Stringfellow, Assistant City Manager

**RESOLUTION NO.**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LANCASTER, TEXAS, GRANTING A REQUEST FOR SPECIAL EXCEPTIONS PURSUANT TO SECTION 14.209 (d), OF THE LANCASTER DEVELOPMENT CODE; TO PROVIDE A SPECIAL EXCEPTION TO A MASONRY REQUIREMENT , A REDUCTION IN THE ARTICULATION REQUIREMENTS AND FOR INCREASED HEIGHT ON THE PROPOSED BUILDING TO BE LOCATED ON THE NORTH SIDE OF DANIELDALE ROAD APPROXIMATELY 1,866 FEET WEST OF THE INTERSECTION OF HOUSTON SCHOOL ROAD AND DANIELDALE ROAD, MORE COMMONLY KNOWN AND ADDRESSED AS 2935 DANIELDALE ROAD; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Lancaster Development Code provides a thirty five foot (35') maximum height for buildings, a 20% masonry stone requirement, and a minimum change in vertical height of 25% for vertical articulation located within the Light Industrial (LI) zoning district; and

**WHEREAS**, the applicant has made a request for special exceptions to be granted to said height requirement, masonry, and vertical articulation to allow for the increased height of forty five feet (45'), a reduction of stone requirements to 10%, and reduction in the vertical articulation in accordance with the attached elevations; and

**WHEREAS**, after review and consideration, the City Council finds that the request for special exceptions as provided herein are warranted pursuant to §14.209 (d) of said code and meets the requirements of the Ordinance.

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

**SECTION 1.** That the request for the special exceptions to the requirements of the Lancaster Development Code to allow forty five feet, (45'), reduced stone requirements to 10%, and vertical articulation in accordance with attached elevations to be located on the north side of Danieldale Road, approximately 1,866 linear feet west of the intersection of Danieldale Road and Houston School Road and being more commonly known as and addressed as 2935 Danieldale Road, be, and the same is, hereby granted.

**SECTION 2.** This Resolution shall become effective immediately from and after its passage, as the law and charter in such cases provides.

**DULY PASSED** and approved by the City Council of the City of Lancaster, Texas, on this the 14<sup>th</sup> day of September, 2015.

**ATTEST:**

**APPROVED:**

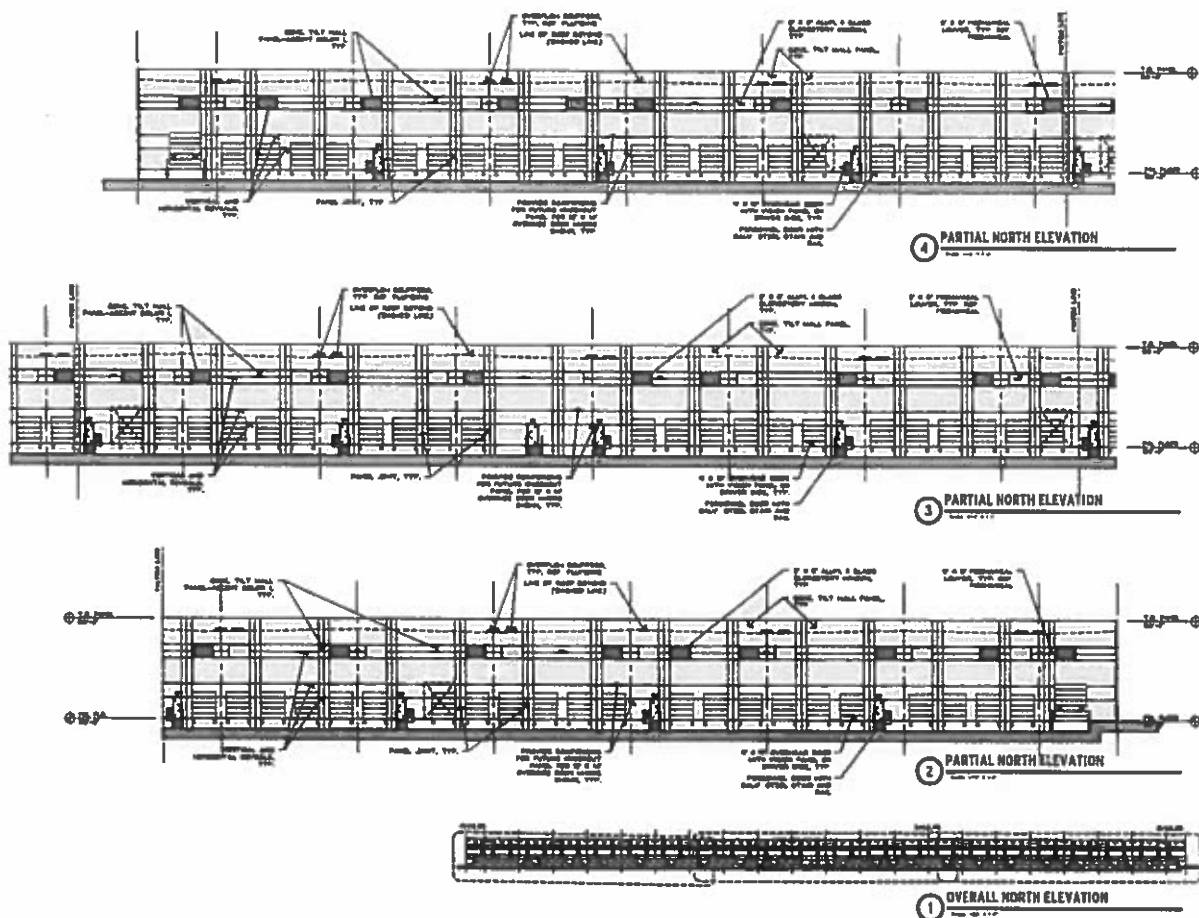
\_\_\_\_\_  
Sorangel O. Arenas, City Secretary

\_\_\_\_\_  
Marcus E. Knight, Mayor

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Robert E. Hager, City Attorney





300 S. DIXIE STREET, STE. 200  
HOUSTON, TX 77027  
PH: 832.430.3332  
HSAI@HSAIARCHITECTS.COM



**CRITICALITY**  
This drawing is a preliminary design and is not to be used for construction without the written approval of the architect. It is the responsibility of the client to ensure that all necessary permits and approvals are obtained before construction begins.

SouthPointe 20 / 35

HOUSTON, TEXAS 77024



1A3.03-C

1A3.03-C

**RESOLUTION NO. 2015-09-78**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LANCASTER, TEXAS, GRANTING A REQUEST FOR SPECIAL EXCEPTIONS PURSUANT TO SECTION 14.209 (d) OF THE LANCASTER DEVELOPMENT CODE; TO PROVIDE SPECIAL EXCEPTIONS TO A MASONRY REQUIREMENT, REDUCTION IN THE ARTICULATION REQUIREMENTS OF THE BUILDING FAÇADE AND INCREASED HEIGHT ON THE BUILDING TO BE LOCATED ON THE NORTH SIDE OF DANIELDALE ROAD APPROXIMATELY 1,866 FEET WEST OF THE INTERSECTION OF HOUSTON SCHOOL ROAD AND DANIELDALE ROAD, MORE COMMONLY KNOWN AND ADDRESSED AS 2935 DANIELDALE ROAD; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS,** the Lancaster Development Code provides a thirty five foot (35') maximum height for buildings, a 20% masonry stone building material requirement, and a minimum vertical height of 25% for vertical articulation of building located within the Light Industrial (LI) zoning district; and

**WHEREAS,** the applicant has made a request for special exceptions in accordance with the Ordinance requirements; and to obtain a special exception to said height requirement, masonry, and vertical articulation to allow for the increased height of forty-five feet (45'), a reduction of stone requirements to ten percent (10%), and reduction in the vertical articulation in accordance with elevations contained in Exhibit "A" which is attached hereto and incorporated herein; and

**WHEREAS,** after review and consideration, the City Council finds that the request for special exceptions as provided herein are warranted and meets the requirements pursuant to §14.209(d) of said Code.

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

**SECTION 1.** That the request for the special exceptions to the requirements of the Lancaster Development Code in compliance with §14.209(d) for property located at 2935 Danieldale Road, Lancaster, Texas, is hereby granted as follows:

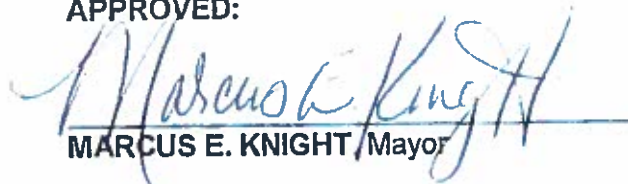
- a. That the maximum parapet wall height of the building shall not exceed forty-five feet (45') as measured from grade;
- b. That the building shall have a minimum of ten percent (10%) stone material elements on the exterior building façade;
- c. That the vertical facade of the building articulation shall comply with the elevations as depicted in Exhibit A1-2; and

- d. That the building shall be constructed and maintained in substantial compliance with earth-tone colors depicted on Exhibit A1-2.

**SECTION 2.** This Resolution shall become effective immediately from and after its passage, as the law and charter provides.

**DULY PASSED AND APPROVED** by the City Council of the City of Lancaster, Texas, on the 14<sup>th</sup> day of September, 2015.


APPROVED:

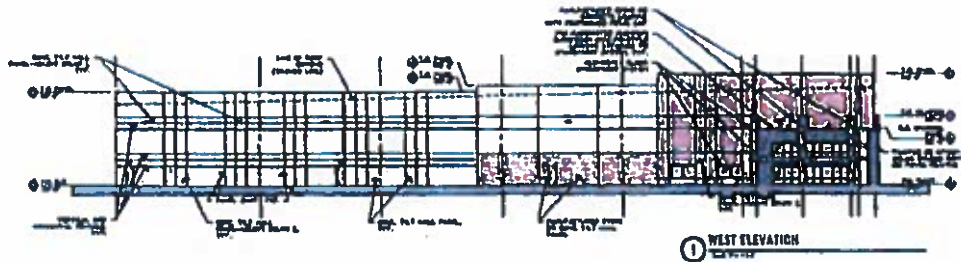
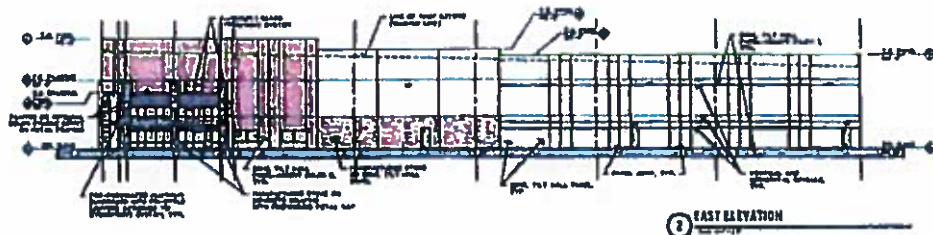
  
MARCUS E. KNIGHT, Mayor

ATTEST:

  
SORANGEL ARENAS, City Secretary

APPROVED AS TO FORM:

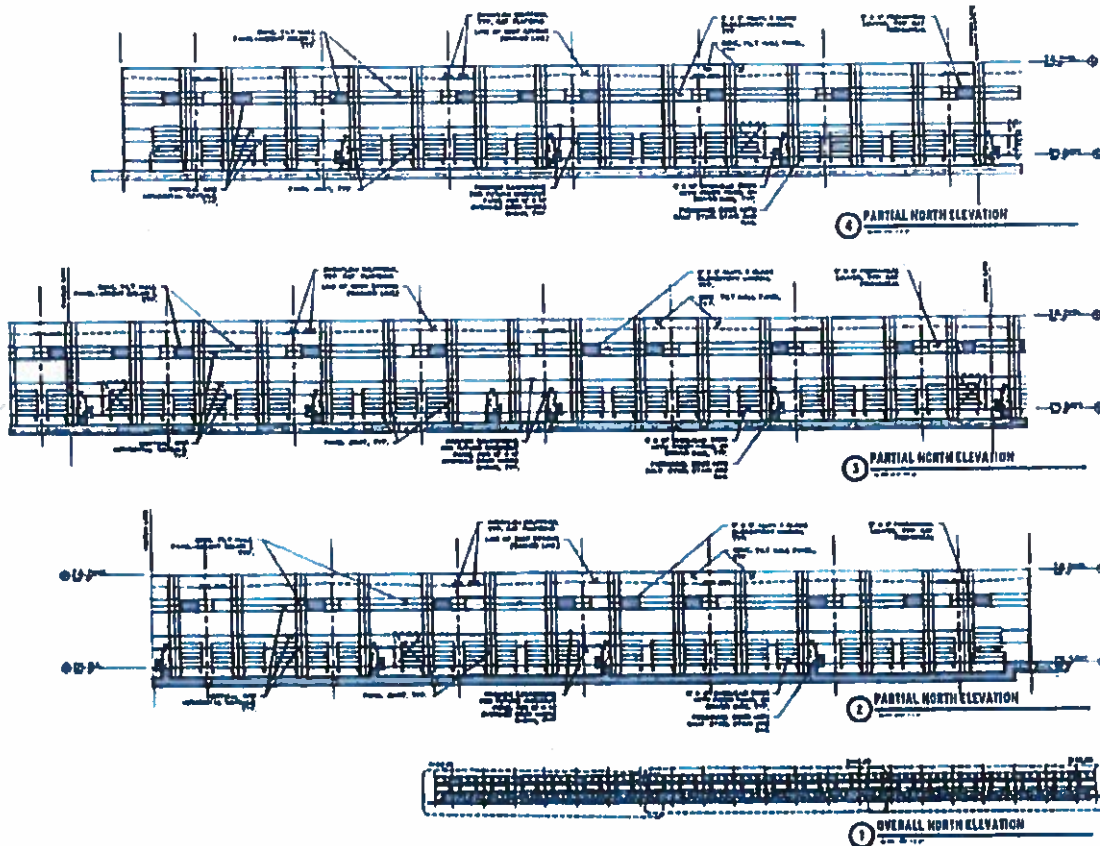
  
ROBERT E. HAGER, City Attorney  
(REH/ag:TM 73313: 9-15-15)



ARCHITECTS  
1000 N. GARDEN STREET, SUITE 100  
ANN ARBOR, MI 48106  
TEL: 734.769.1234  
FAX: 734.769.1235  
WWW.GFA-ARCHITECTS.COM

SouthPointe 20 / 35  
ANN ARBOR, MI

PROJECT NO. 1A3.02-C  
DATE: 10/20/00  
BY: [Signature]



GARCIA ARCHITECTS, INC.  
 10000 N. 12th Ave.  
 Phoenix, AZ 85021  
 PH: 602-428-2200  
 FAX: 602-428-2201  
 GARCIAARCHITECTS.COM

PROJECT NO. 10000  
 10000 N. 12th Ave.  
 Phoenix, AZ 85021  
 10000 N. 12th Ave.  
 Phoenix, AZ 85021

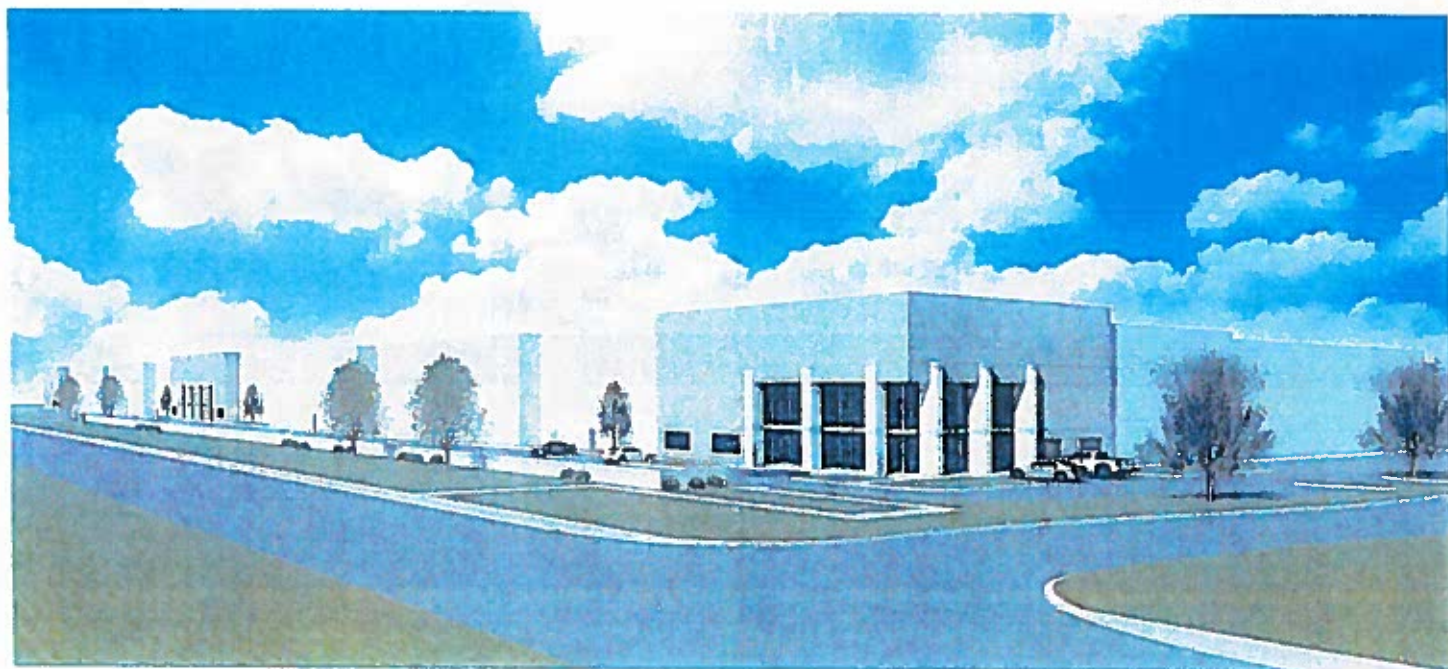
SouthPointe 2D / 35

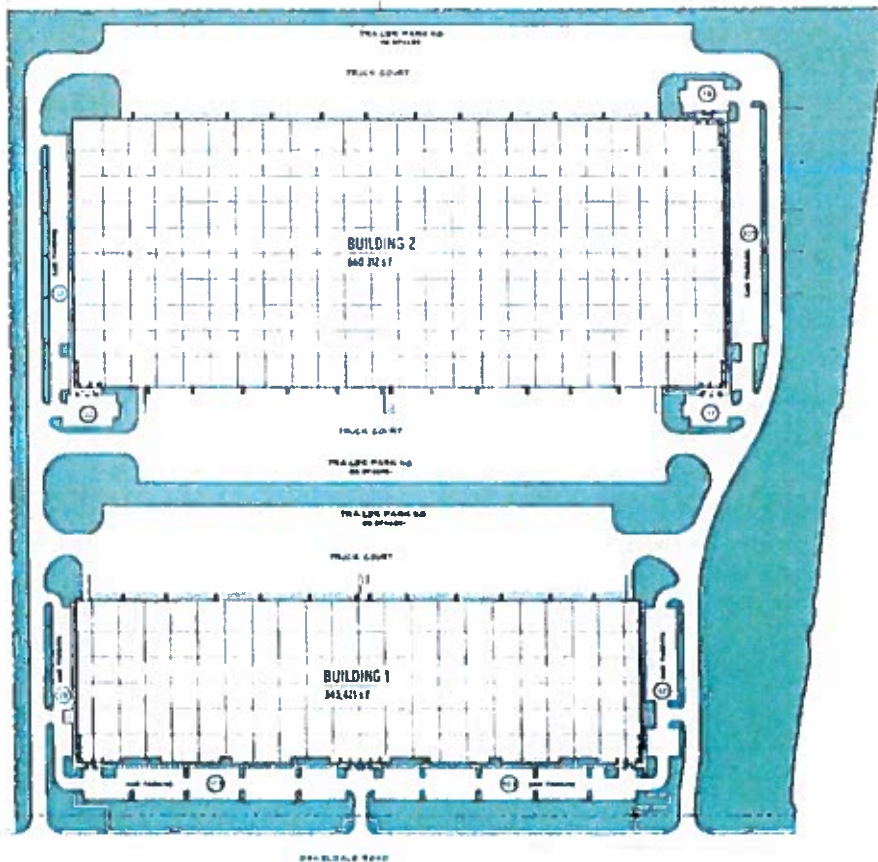
10000 N. 12th Ave.  
 Phoenix, AZ 85021

PROJECT TYPE  
 SITE  
 EXIST

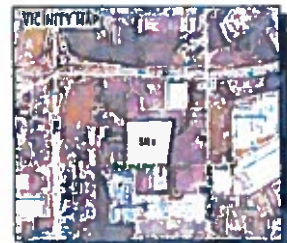
1A3.03-C

SOUTHPOINTE 20 / 35  
2935 DANIELDALE ROAD  
LANCASTER, TEXAS



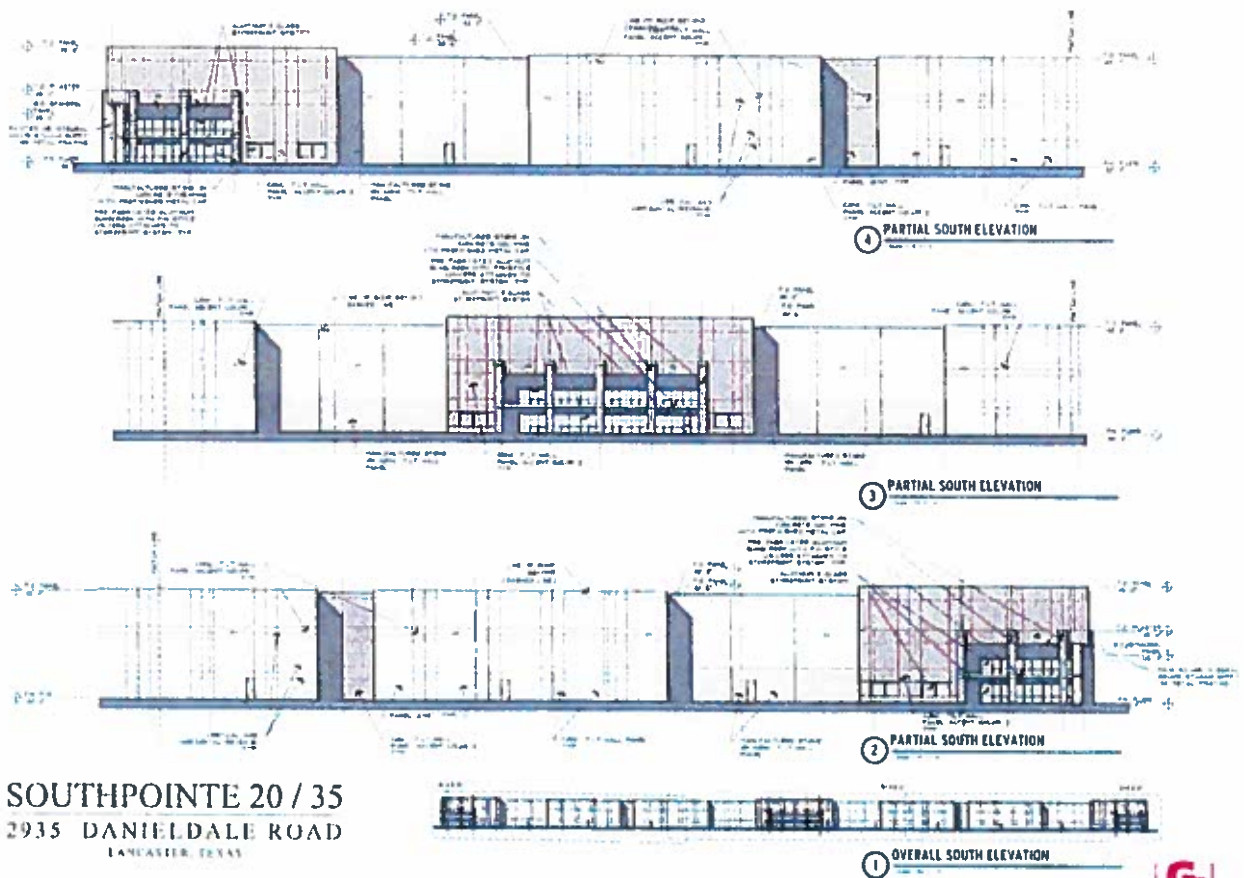


**SOUTHPOINTE 20 / 35**  
**2935 DANIELDALE ROAD**  
 LANCASTER, TEXAS



PROJECT / CODE DATA	
Location of Site	100' Right-of-Way
Area: Project Property	100.00
Building Area	7,051,712 sq ft
Building 1	10,000 sq ft
Building 2	10,000 sq ft
Building 3	10,000 sq ft
Building 4	10,000 sq ft
Building 5	10,000 sq ft
Building 6	10,000 sq ft
Building 7	10,000 sq ft
Building 8	10,000 sq ft
Building 9	10,000 sq ft
Building 10	10,000 sq ft
Building 11	10,000 sq ft
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Building 90	10,000 sq ft
Building 91	10,000 sq ft
Building 92	10,000 sq ft
Building 93	10,000 sq ft
Building 94	10,000 sq ft
Building 95	10,000 sq ft
Building 96	10,000 sq ft
Building 97	10,000 sq ft
Building 98	10,000 sq ft
Building 99	10,000 sq ft
Building 100	10,000 sq ft

**Site Plan**



# LANCASTER CITY COUNCIL

## Agenda Communication

December 14, 2015

---

**Discuss and consider a resolution granting a request for Special Exceptions pursuant to Sections 14.505 (a) 2 and 3, height and articulations; to provide a Special Exception for increased height on the proposed Huntington Industrial site located between Longhorn Drive and North Houston School Road and more commonly known as 3201 N. Houston School Rd.**

---

**This request supports the City Council 2015-2016 Policy Agenda.**

**Goal: Quality Development**

---

### Background

Proposed new development consists of approximately 61.17 acres and is planned to contain three buildings ranging in size from 217,350 square feet to 468,300 square feet (see attached Site Plan). In addition, this development will incorporate 13.54 acres of existing development (tire center).

Section 14.500 – District Development Regulations and Standards of the Lancaster Development Code (LDC) states in Section 14.504 (a) 3 A (Maximum Building Height) that the height limit for all structures shall be as established in the Districts governing the property on which the structures are located. The District Development Standards table indicates that the maximum height of a building within the Light Industrial (LI) zoning district is thirty five feet (35').

Article 14.504 (5)(C). Loading docks shall not be oriented towards streets, public open space or residential zoning districts. Where loading areas are located parallel to residential zoning districts, they must be screened by an architecturally integrated minimum 14-foot tall wall the entire length of the loading space.

Article 14.505 (a) (3) (2) states under Vertical Articulation that no horizontal wall shall extend for a distance greater than 4 times the height of the wall without changing height by a minimum of 25% of the wall's height. The applicant is stating that the vertical articulation requirement will cause a change in the height by a minimum of 25% of the wall height thereby resulting in unnecessarily tall parapets that in their opinion would add little visual interest to the building as well as reduce the available clear height available inside the building. The attached elevations are proposing that the building height will be articulated across the façade in a way that is proportionate to the building and would still meet the spirit and intent of the ordinance. This requirement is only applicable to those walls that are visible from the street.

Due to the unique function of working on and maneuvering around large equipment, the changing requirements of the logistics industry and associated market requirements, the applicant is requesting that the total building height will need to be increased to fifty feet, (50') and not generally requiring articulations across the loading dock walls, to allow for an internal working clear height.

thirty two (32'), exterior height of forty two (42') and forty seven feet, six inches (47'6") height including articulation elements.

Additionally, the applicant states that the configuration of the subject property necessitates truck docks facing Longhorn Drive and that articulation to the degree required by ordinance negatively impacts the functionality of the proposed buildings. The applicant proposes to mitigate this effect by meeting the above screening requirements.

Article 14.504 (a) (6) Unless approved by Exception, the following items shall be screened as follows:

- A. Off-street loading docks must be screened from all public streets and any residential district that abuts or is directly across a public street or alley from the lot. The screening required under this Section must be at least six feet in height and may be provided by using a masonry fence (excluding tilt wall or concrete block unless otherwise approved by Exception), berms, plantings or a combination of the above.
- B. Screening may be achieved by any method listed above, but must be at least 8 feet in height.

Article 14.804(c) (1)C sets maximum shrub spacing at no more than thirty-six (36) inches on center. As indicated above, the applicant proposes 24 inches on center. Article 14.909 (b) Street Tree Spacing states the spacing of street trees will be in accordance with recommendations of the Landscape Administrator. Closer spacing or group plantings may be approved by the Landscape Administrator in unique situations.

To mitigate the visibility of the truck dock from the street along Longhorn Drive, the applicant proposes the following landscaping at planting:

- 164 Dwarf Burford Holly shrubs (5 gallon; 24 inches on center spread)
- 18 Live Oaks (13 feet, 4-5 feet width)
- 62 Eastern Red Cedars (12-15 feet; full to base; 8 feet on center spread)

Article 14.209 (d) of Chapter 14.200 – Authority and Administrative Procedures of the LDC states that the City Council, pursuant to the powers conferred upon it by State law, the ordinances of the City, and this Article may grant Exceptions herein provided to the provisions of this ordinance upon finding that:

- (1) Such Exception will not substantially or permanently injure the appropriate use of adjacent property in the same district; and
- (2) Such Exception will not adversely affect the health, safety or general welfare of the public; and
- (3) Such Exception will not be contrary to the public interest; and
- (4) Such Exception will not authorize the operation of a use other than those uses specifically authorized for the district in which the property for which the Exception sought is located, except as provided elsewhere in this ordinance; and
- (5) Such Exception will be in harmony with the spirit and purpose of this ordinance; and
- (6) Such Exception will not alter the essential character of the district in which is located the property for which the Exception is sought; and
- (7) Such Exception will not substantially weaken the general purposes of the zoning regulations established for the district in which the property is located; and

(8) Such Exception is within the spirit and intent of the City's Comprehensive plan and other policies.

Due to the changing market of the logistics industry, the applicant is requesting that the total building height will need to be increased to fifty feet (50'). It should also be of note that the maximum height within the nearby Commercial Highway (CH) zoning district is one hundred and forty feet (140').

### **Considerations**

The purpose of the request is to seek an exception to the maximum building height in the Light Industrial (LI) zoning district, articulation standards and to allow truck docks to face Longhorn Drive.

- **Operational** – The City Council must determine if the height exception meet the intent of the ordinance while bringing the property from non-conforming status to a conforming site. To provide a facility conducive to maintenance of city vehicles and equipment the exception is necessary.
- **Legal** – The resolution has been reviewed and approved as to form by the City Attorney.
- **Financial** – There are no financial obligations for the City with approval of this exception request.
- **Public Information** – This resolution is being considered at a regular meeting of the City Council, in accordance with the Texas Open Meetings Act.

### **Options/Alternatives**

1. Approve the resolution as presented.
2. Deny the request.

### **Recommendation**

Staff recommendation is for approval of both exceptions height, articulation and to allow dock doors facing Longhorn Drive with the appropriate landscaping as identified in this communication, elevations and landscape plans.

### **Attachments**

- Resolution
- Proposed Site Plan
- Elevation Plan
- Landscape Plans

---

**Submitted By:**  
Mike Grace, AICP  
Director, Development Services

**RESOLUTION NO.**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LANCASTER, TEXAS, GRANTING A REQUEST FOR SPECIAL EXCEPTIONS PURSUANT TO SECTION 14.209 (d), OF THE LANCASTER DEVELOPMENT CODE; TO PROVIDE A SPECIAL EXCEPTION TO A REDUCTION IN THE ARTICULATION REQUIREMENTS, INCREASED HEIGHT ON THE PROPOSED BUILDING AND FOR A TRUCK COURT FACING N. LONGHORN DRIVE TO BE LOCATED BETWEEN LONGHORN DRIVE AND NORTH HOUSTON SCHOOL ROAD AND MORE COMMONLY KNOWN AS 3201 N. HOUSTON SCHOOL ROAD; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Lancaster Development Code provides a thirty five foot (35') maximum height for buildings, and a minimum change in vertical height of 25% for vertical articulation located within the Light Industrial (LI) zoning district; and

**WHEREAS**, the applicant has made a request for special exceptions to be granted to said height requirement, and vertical articulation to allow for the increased height of forty seven feet and six inches(47'6"), and a reduction in the vertical articulation in accordance with the attached elevations, and a truck dock facing N. Longhorn Drive; and

**WHEREAS**, after review and consideration, the City Council finds that the request for special exceptions as provided herein are warranted pursuant to §14.209 (d) of said code and meets the requirements of the Ordinance.

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

**SECTION 1.** That the request for the special exceptions to the requirements of the Lancaster Development Code to allow forty seven feet, six inches (47' 6 and vertical articulation in accordance with attached elevations to be located between Longhorn Drive and North Houston School Road and more commonly known as 3201 N. Houston School Road, be, and the same is, hereby granted.

**SECTION 2.** This Resolution shall become effective immediately from and after its passage, as the law and charter in such cases provides.

**DULY PASSED** and approved by the City Council of the City of Lancaster, Texas, on this the 14<sup>th</sup> day of December, 2015.

**ATTEST:**

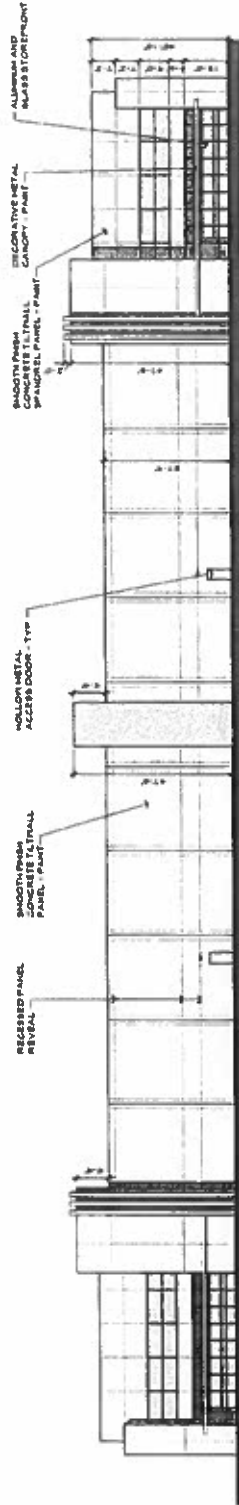
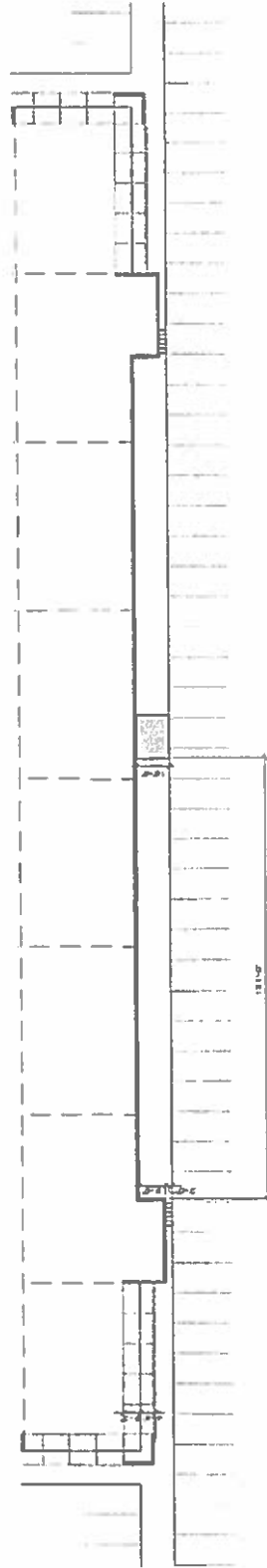
**APPROVED:**

\_\_\_\_\_  
Sorangel O. Arenas, City Secretary

\_\_\_\_\_  
Marcus E. Knight, Mayor

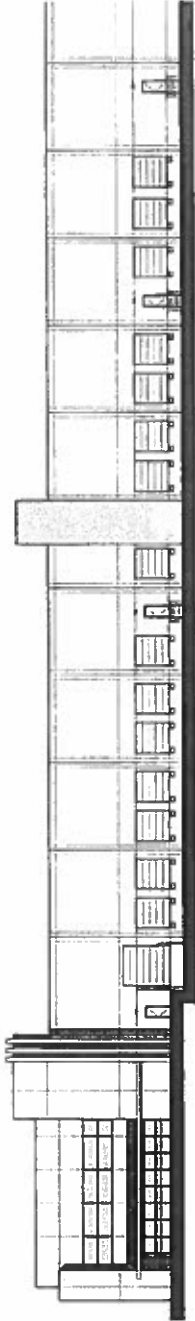
**APPROVED AS TO FORM:**

\_\_\_\_\_  
Robert E. Hager, City Attorney



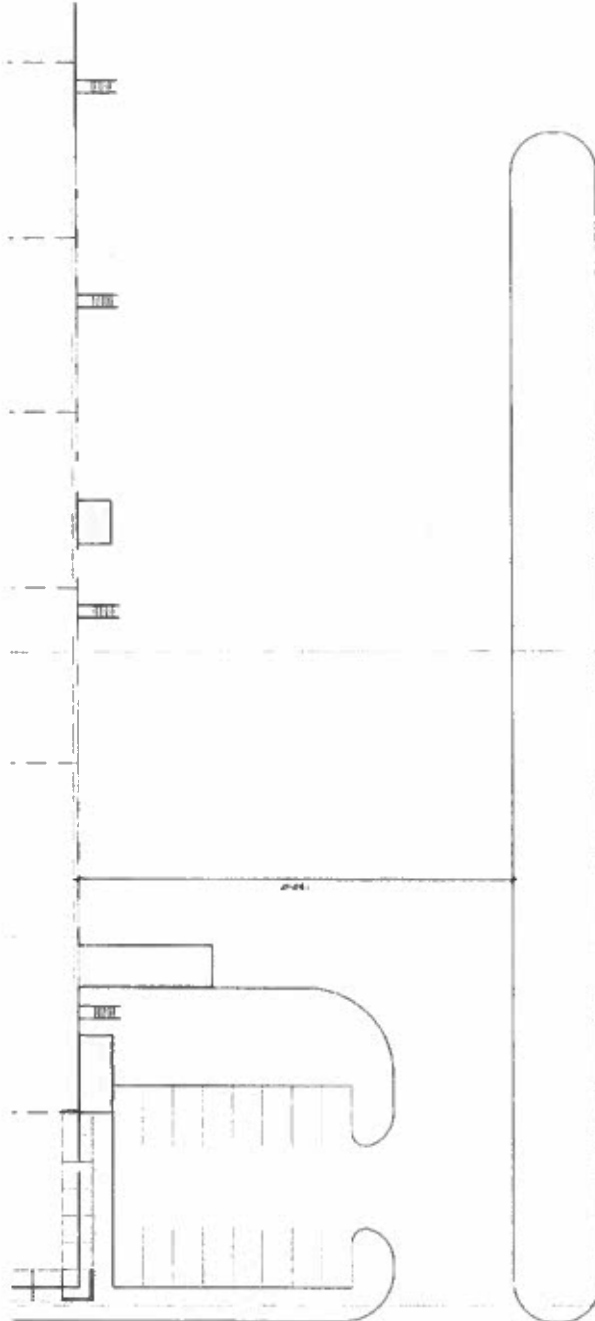
NORTH ELEVATION - BUILDING B





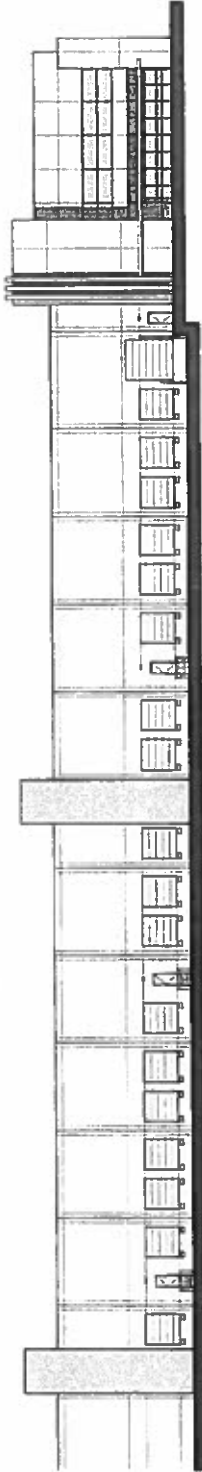
EAST ELEVATION-BUILDING B

0 8 16 32 64'



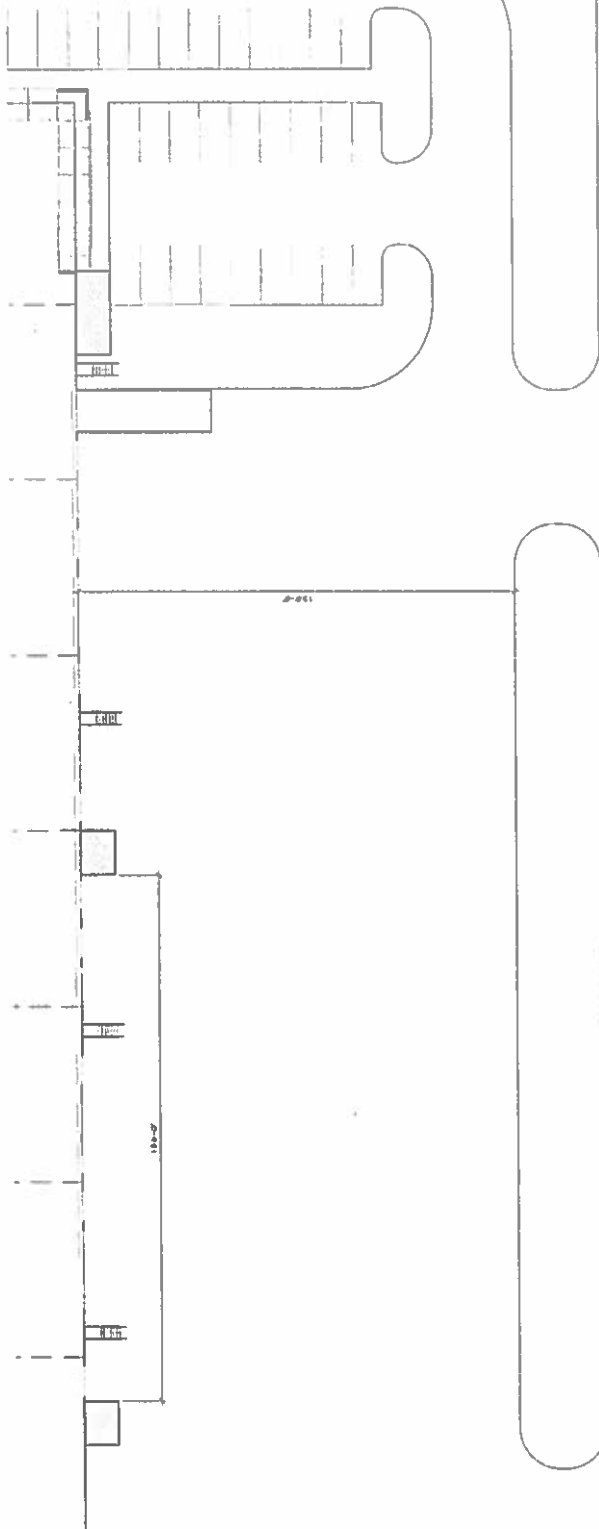
FLOOR PLAN-BUILDING B

0 8 16 32 64'



EAST ELEVATION-BUILDING B

0' 8' 16' 32' 64'



FLOOR PLAN-BUILDING B

0' 8' 16' 32' 64'



01 SOUTH ELEVATION-BUILDING B



02 EAST ELEVATION-BUILDING B

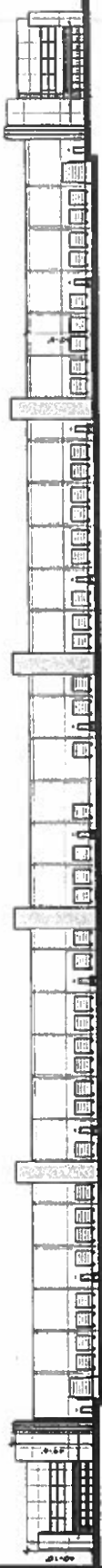


03 NORTH ELEVATION-BUILDING B

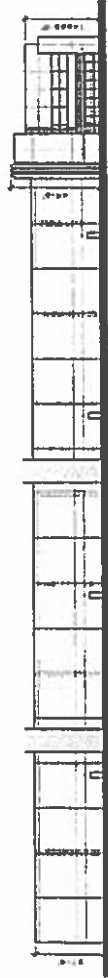


04 WEST ELEVATION-BUILDING B





01 SOUTH ELEVATION-BUILDING C



02 EAST ELEVATION-BUILDING C



03 NORTH ELEVATION-BUILDING C



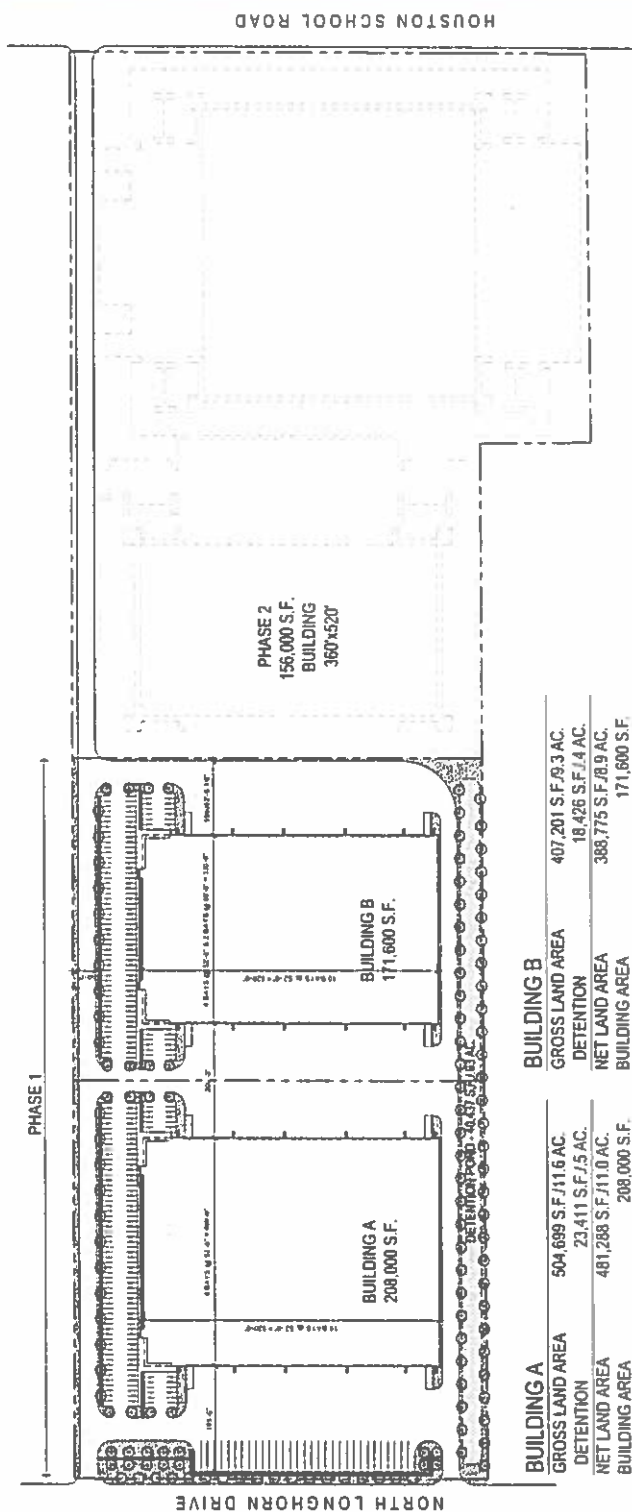
04 WEST ELEVATION-BUILDING C



## SITE PLAN

[illegible]

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Journal compilation © 2006 Blackwell Publishing Ltd



BUILDING A		BUILDING B	
GROSS LAND AREA	504,699 S.F./11.6 AC.	GROSS LAND AREA	407,201 S.F./9.3 AC.
DETENTION	23,411 S.F./.5 AC.	DETENTION	19,428 S.F./.4 AC.
NET LAND AREA	481,288 S.F./11.0 AC.	NET LAND AREA	388,775 S.F./8.9 AC.
BUILDING AREA	208,000 S.F.	BUILDING AREA	171,600 S.F.
COVERAGE	41.2%	COVERAGE	44.1%
PARKING PROVIDED	144 SPACES	PARKING PROVIDED	130 SPACES
TRAILER STORAGE	32 STALLS		
9'x10' O.H. DOCK DOORS	54 DOORS	9'x10' O.H. DOCK DOORS	54 DOORS
12'x14' O.H. DOORS W/ RAMP	4 DOORS	12'x14' O.H. DOORS W/ RAMP	4 DOORS

BUILDING 'A' AND BUILDING 'B'  
TOTAL LAND AREA - 911,900 S.F./20.9 AC  
PREVIOUS LAND AREA - 875,911 S.F./20.1 AC.  
ADDITIONAL LAND REQUIRED - 35,989 S.F./.83 AC.

**HUNTINGTON**  
INDUSTRIAL PARTNERS

5950 Berkshire Lane

Suite 1250  
Dallas, Texas  
75225

972.951.9016

06-01-15

11.00



01 LANDSCAPE SITE PLAN

**smr**





LANCASTER LAND  
LANCASTER, TEXAS

# HYDROLOGICAL NOTES

1. All hydrological data shall be based on the latest available data.
2. The design storm shall be based on the latest available data.
3. The design flood shall be based on the latest available data.
4. The design wave shall be based on the latest available data.
5. The design surge shall be based on the latest available data.
6. The design current shall be based on the latest available data.
7. The design sediment shall be based on the latest available data.
8. The design debris shall be based on the latest available data.
9. The design ice shall be based on the latest available data.
10. The design wind shall be based on the latest available data.
11. The design snow shall be based on the latest available data.
12. The design hail shall be based on the latest available data.
13. The design lightning shall be based on the latest available data.
14. The design earthquake shall be based on the latest available data.
15. The design fire shall be based on the latest available data.
16. The design explosion shall be based on the latest available data.
17. The design chemical release shall be based on the latest available data.
18. The design biological release shall be based on the latest available data.
19. The design nuclear release shall be based on the latest available data.
20. The design radiological release shall be based on the latest available data.

# HYDROLOGICAL NOTES

1. The design storm shall be based on the latest available data.
2. The design flood shall be based on the latest available data.
3. The design wave shall be based on the latest available data.
4. The design surge shall be based on the latest available data.
5. The design current shall be based on the latest available data.
6. The design sediment shall be based on the latest available data.
7. The design debris shall be based on the latest available data.
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14. The design fire shall be based on the latest available data.
15. The design explosion shall be based on the latest available data.
16. The design chemical release shall be based on the latest available data.
17. The design biological release shall be based on the latest available data.
18. The design nuclear release shall be based on the latest available data.
19. The design radiological release shall be based on the latest available data.
20. The design radiological release shall be based on the latest available data.

# PLANT LEGEND

PLANT LEGEND

PLANT LEGEND

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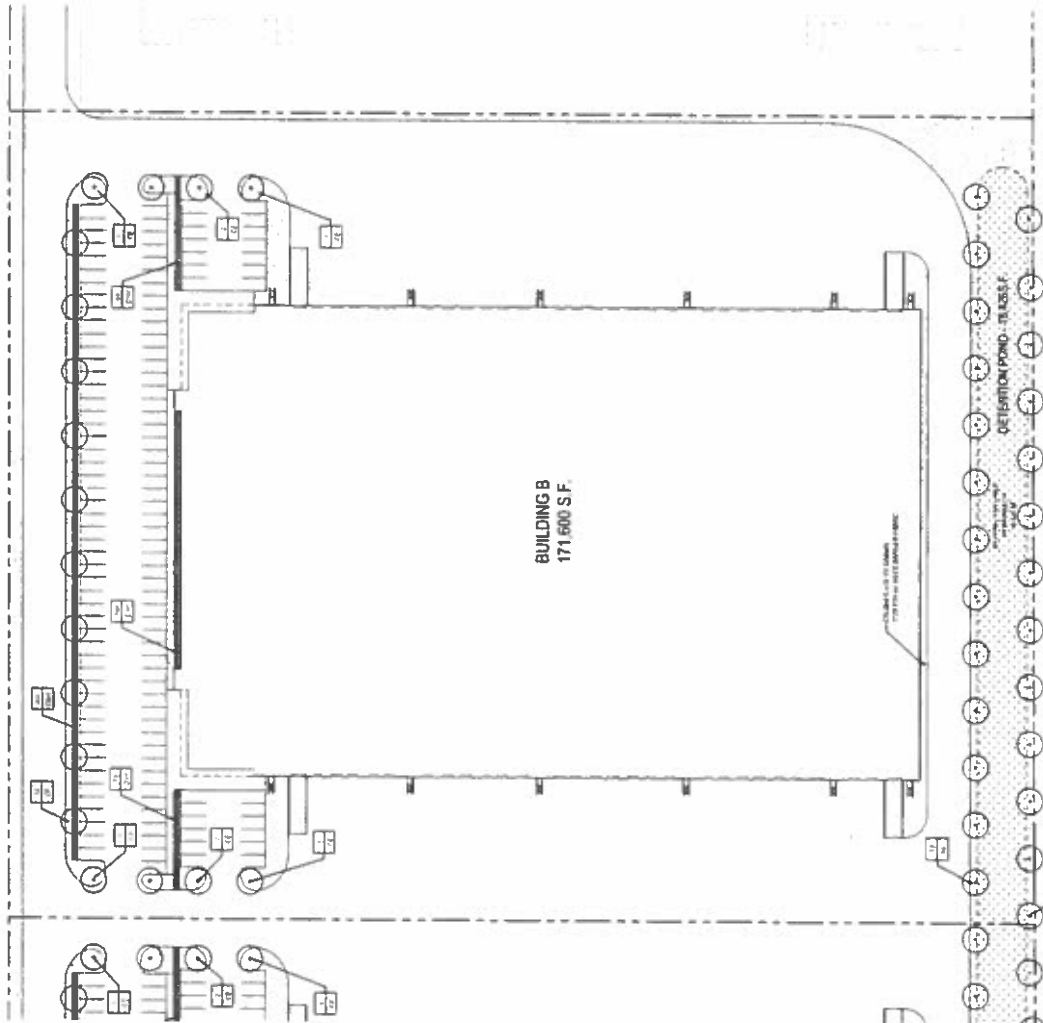
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HUNTINGTON<sup>TM</sup>  
INDUSTRIAL PARTNERS

5950 Berkshire Lane  
Suite 1250  
Dallas, Texas  
75225  
972.951.9016

06-01-15 L1.02



SINT  
LANDSCAPE ARCHITECT  
10000 N. CENTRAL EXPRESSWAY  
SUITE 1000  
DALLAS, TEXAS 75243  
972.951.9016

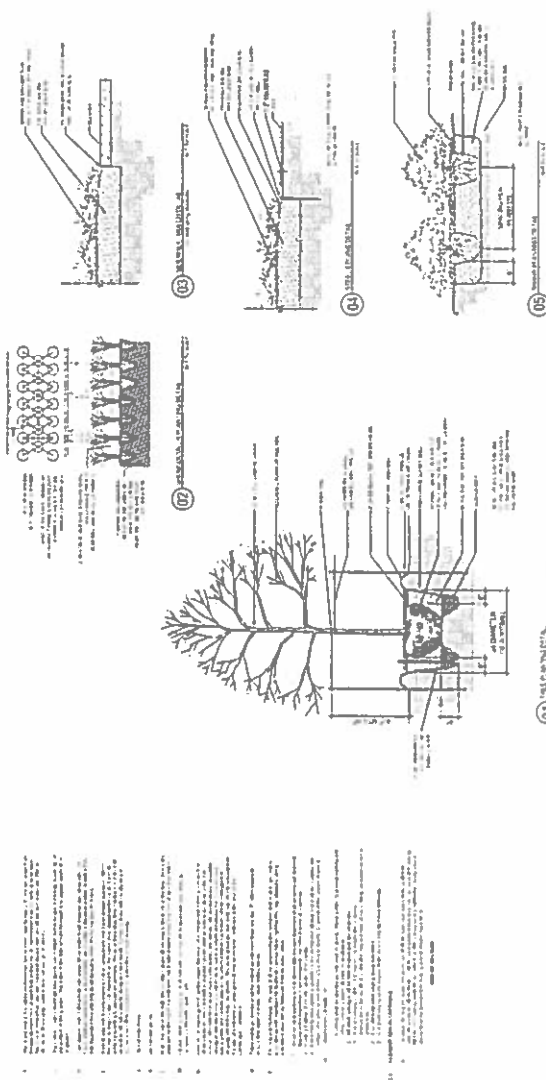
01 LANDSCAPE PLAN  
Scale: 1" = 40'-0"



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**smr**  
Language in Society 34,  
1-2 (2013) 1-2  
doi:10.1017/S0022268312000100  
© Cambridge University Press  
2012



**RESOLUTION NO. 2015-12-97**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LANCASTER, TEXAS, GRANTING A REQUEST FOR SPECIAL EXCEPTIONS PURSUANT TO SECTION 14.209 (d), OF THE LANCASTER DEVELOPMENT CODE; TO PROVIDE A SPECIAL EXCEPTION TO A REDUCTION IN THE ARTICULATION REQUIREMENTS, INCREASED HEIGHT ON THE PROPOSED BUILDING AND FOR A TRUCK COURT FACING N. LONGHORN DRIVE TO BE LOCATED BETWEEN LONGHORN DRIVE AND NORTH HOUSTON SCHOOL ROAD AND MORE COMMONLY KNOWN AS 3201 N. HOUSTON SCHOOL ROAD; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Lancaster Development Code provides a thirty five foot (35') maximum height for buildings, and a minimum change in vertical height of 25% for vertical articulation located within the Light Industrial (LI) zoning district; and

**WHEREAS**, the applicant has made a request for special exceptions to be granted to said height requirement, and vertical articulation to allow for the increased height of forty seven feet and six inches(47'6"), and a reduction in the vertical articulation in accordance with the attached elevations, and a truck dock facing N. Longhorn Drive; and

**WHEREAS**, after review and consideration, the City Council finds that the request for special exceptions as provided herein are warranted pursuant to §14.209 (d) of said code and meets the requirements of the Ordinance.

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

**SECTION 1.** That the request for the special exceptions to the requirements of the Lancaster Development Code to allow forty seven feet, six inches (47' 6 and vertical articulation in accordance with attached elevations to be located between Longhorn Drive and North Houston School Road and more commonly known as 3201 N. Houston School Road, be, and the same is, hereby granted.

**SECTION 2.** This Resolution shall become effective immediately from and after its passage, as the law and charter in such cases provides.

**DULY PASSED** and approved by the City Council of the City of Lancaster, Texas, on this the 14<sup>th</sup> day of December, 2015.

**ATTEST:**

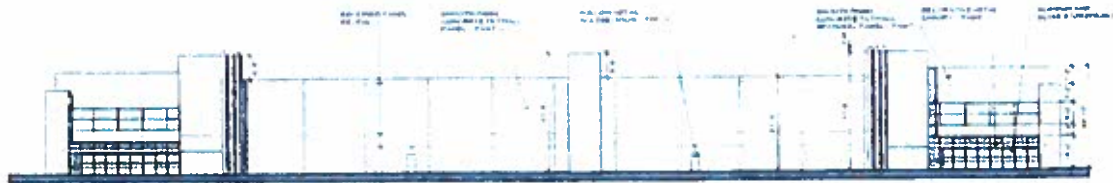
  
Sorangel O. Arenas, City Secretary

**APPROVED:**

  
Marcus E. Knight, Mayor

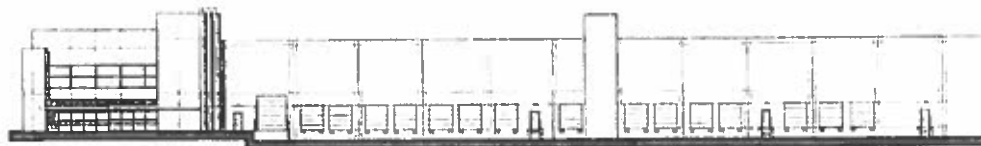
**APPROVED AS TO FORM:**

  
Robert E. Hager, City Attorney



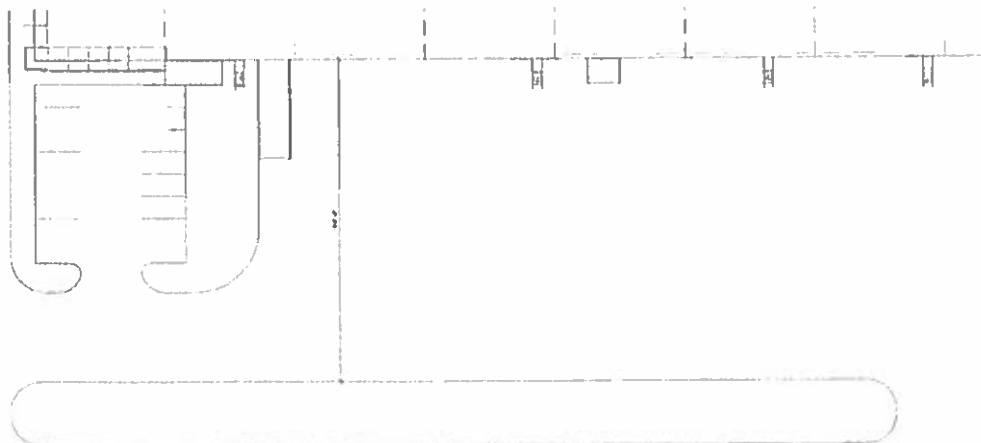
Condition	Control (%)	MCI (%)	AD (%)
1	~95	~85	~75
2	~90	~80	~70
3	~85	~75	~65
4	~95	~90	~85





EAST ELEVATION-BUILDING B

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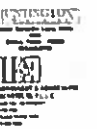


FLOOR PLAN-BUILDING B

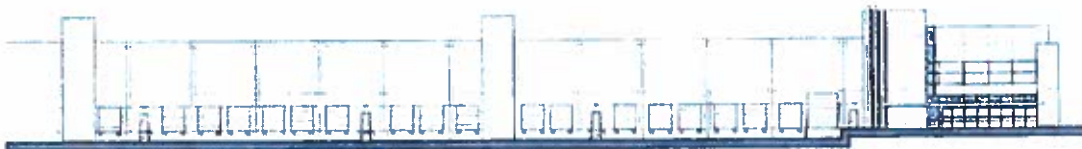
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DALLAS COUNTY

LANCASTER SITE  
LANCASTER, TEXAS

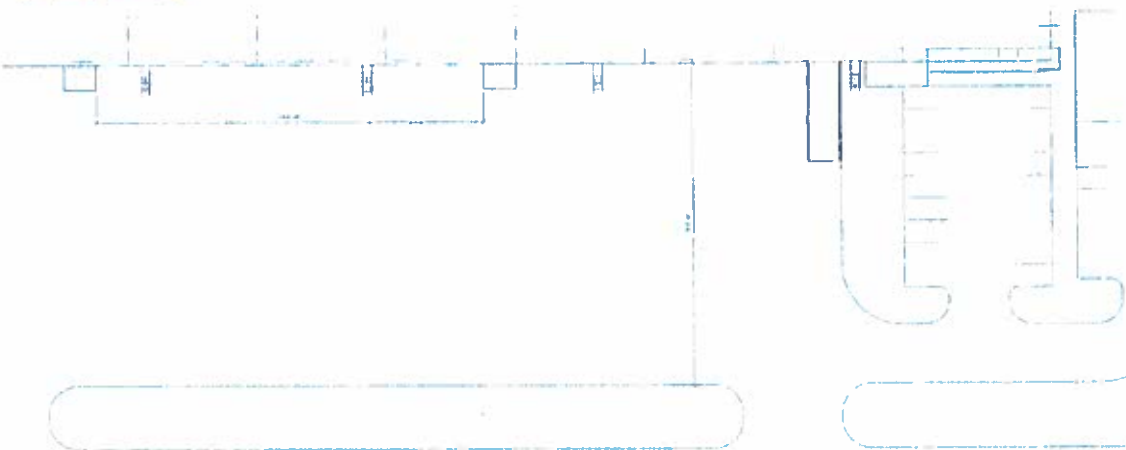


1-1000



EAST ELEVATION-BUILDING B

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FLOOR PLAN-BUILDING B

0 5 10 15 20

DALLAS COUNTY

LANCASTER SITE  
LANCASTER, TEXAS



NOT TO SCALE



01 SOUTH ELEVATION-BUILDING B

0 15 30 60 120



02 EAST ELEVATION-BUILDING B

0 15 30 60 120



03 NORTH ELEVATION-BUILDING B

0 15 30 60 120



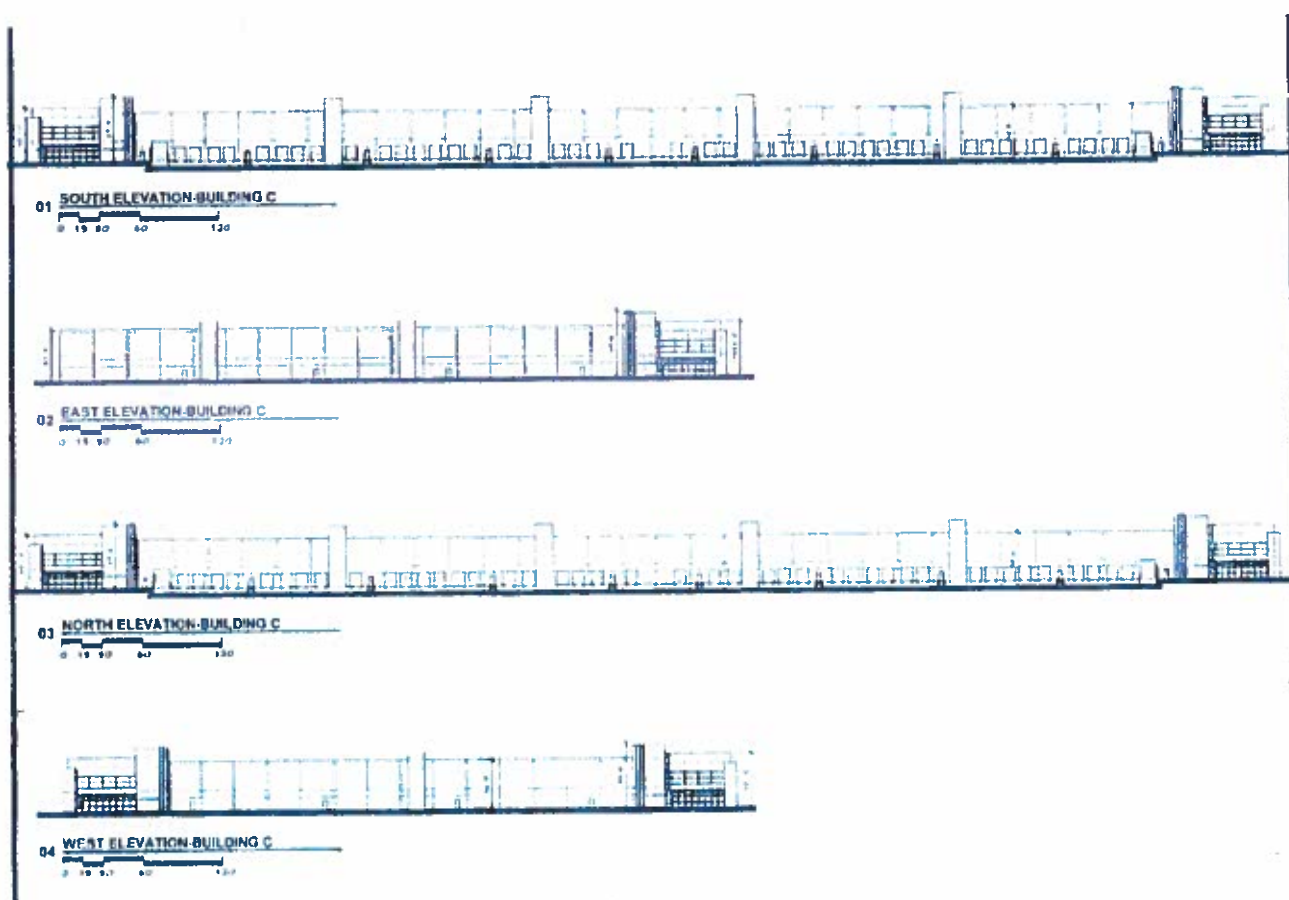
04 WEST ELEVATION-BUILDING B

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LANCASTER SITE  
LANCASTER, TEXAS  
JULIAN GUNDT



100-111-100



DALLAS COUNTY  
LANCASTER SITE  
LANCASTER TEXAS



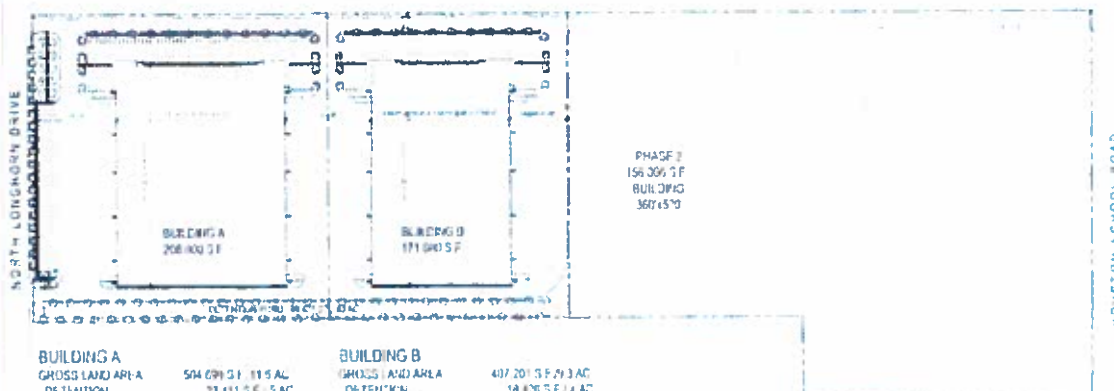
10-1000

ITEM	DESCRIPTION	UNIT	QUANTITY	PRICE	TOTAL
1	Site Preparation	SF	1,000,000	0.15	150,000
2	Foundation	SF	1,000,000	0.25	250,000
3	Structural Steel	SF	1,000,000	0.35	350,000
4	Roofing	SF	1,000,000	0.10	100,000
5	Interior Finishes	SF	1,000,000	0.40	400,000
6	Exterior Finishes	SF	1,000,000	0.15	150,000
7	Landscaping	SF	1,000,000	0.10	100,000
8	Utilities	SF	1,000,000	0.20	200,000
9	Security	SF	1,000,000	0.10	100,000
10	Other	SF	1,000,000	0.10	100,000
<b>TOTAL</b>					<b>1,500,000</b>

# LANCASTER LAND

## SITE PLAN

PHASE 1



**BUILDING A**  
 GROSS LAND AREA 504,699 S.F. 11.5 AC  
 DETENTION 23,411 S.F. 0.5 AC  
 NET LAND AREA 481,288 S.F. 11.0 AC  
 BUILDING AREA 208,000 S.F.  
 COVERAGE 41.2%  
 PARKING PROVIDED 144 SPACES  
 TRAILER STORAGE 32 STALLS

2x10 OH DOCK DOORS 54 DOORS  
 12x16 OH DOORS W/ RAMPS 4 DOORS

BUILDING A AND BUILDING B  
 TOTAL LAND AREA 911,200 S.F. 20.9 AC  
 PREVIOUS LAND AREA 975,811 S.F. 22.4 AC  
 ADDITIONAL LAND REQUIRED 15,980 S.F. 0.3 AC

**BUILDING B**  
 GROSS LAND AREA 407,201 S.F. 9.3 AC  
 DETENTION 18,826 S.F. 0.4 AC  
 NET LAND AREA 388,375 S.F. 8.9 AC  
 BUILDING AREA 171,000 S.F.  
 COVERAGE 44.1%  
 PARKING PROVIDED 130 SPACES

9x12 OH DOCK DOORS 54 DOORS  
 12x16 OH DOORS W/ RAMPS 4 DOORS

PHASE 2  
 156,306 S.F.  
 BUILDING  
 360,450 S.F.

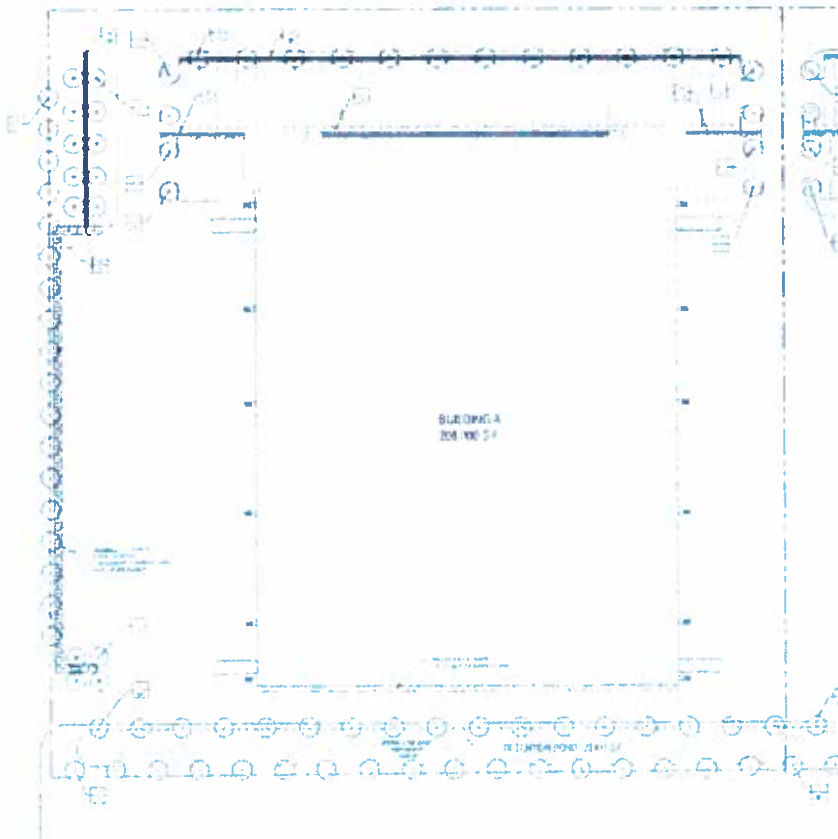
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3	Structural Steel	SF	1,000,000	0.35	350,000
4	Roofing	SF	1,000,000	0.10	100,000
5	Interior Finishes	SF	1,000,000	0.40	400,000
6	Exterior Finishes	SF	1,000,000	0.15	150,000
7	Landscaping	SF	1,000,000	0.10	100,000
8	Utilities	SF	1,000,000	0.20	200,000
9	Security	SF	1,000,000	0.10	100,000
10	Other	SF	1,000,000	0.10	100,000
<b>TOTAL</b>					<b>1,500,000</b>

HUNTINGTON

5950 Berkshire Lane  
 Suite 1250  
 Dallas, Texas  
 75225  
 972.931.9616

06-01-15 L1.00

NORTH LONGHORN DRIVE



**LANDSCAPE NOTES**

1. All plantings shall be installed in accordance with the following specifications:

- 1.1. All plantings shall be installed in accordance with the following specifications:
- 1.2. All plantings shall be installed in accordance with the following specifications:
- 1.3. All plantings shall be installed in accordance with the following specifications:
- 1.4. All plantings shall be installed in accordance with the following specifications:
- 1.5. All plantings shall be installed in accordance with the following specifications:
- 1.6. All plantings shall be installed in accordance with the following specifications:
- 1.7. All plantings shall be installed in accordance with the following specifications:
- 1.8. All plantings shall be installed in accordance with the following specifications:
- 1.9. All plantings shall be installed in accordance with the following specifications:
- 1.10. All plantings shall be installed in accordance with the following specifications:

**GENERAL NOTES**

1. All work shall be in accordance with the following specifications:

- 1.1. All work shall be in accordance with the following specifications:
- 1.2. All work shall be in accordance with the following specifications:
- 1.3. All work shall be in accordance with the following specifications:
- 1.4. All work shall be in accordance with the following specifications:
- 1.5. All work shall be in accordance with the following specifications:
- 1.6. All work shall be in accordance with the following specifications:
- 1.7. All work shall be in accordance with the following specifications:
- 1.8. All work shall be in accordance with the following specifications:
- 1.9. All work shall be in accordance with the following specifications:
- 1.10. All work shall be in accordance with the following specifications:

**LEGEND**

1. All work shall be in accordance with the following specifications:

- 1.1. All work shall be in accordance with the following specifications:
- 1.2. All work shall be in accordance with the following specifications:
- 1.3. All work shall be in accordance with the following specifications:
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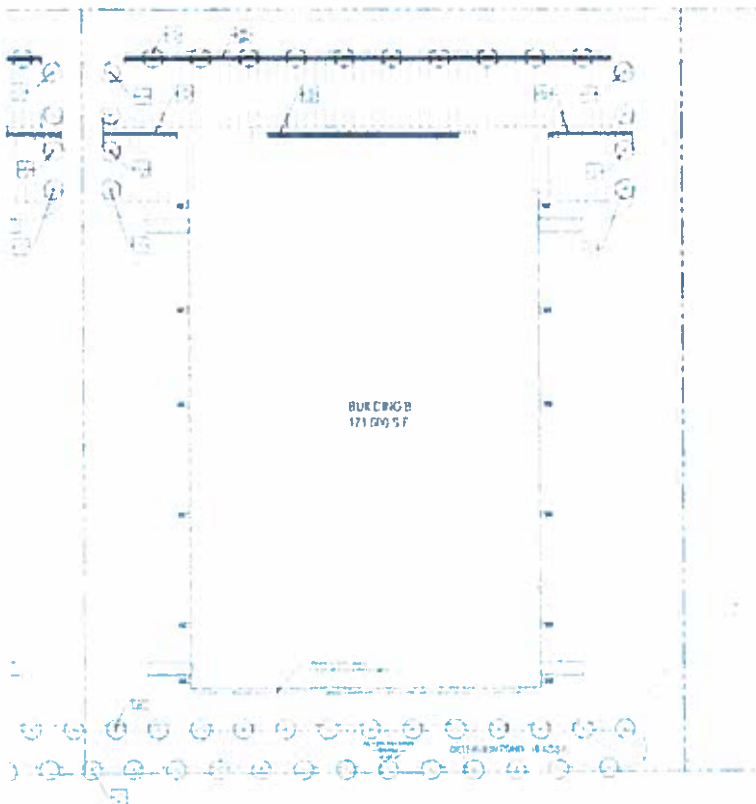
LANCASTER LAND  
LANCASTER, TEXAS

HUNTINGTON

5950 Berkshire Lane  
Suite 1250  
Dallas, Texas  
75225  
972.951.9016

06-01-15

L101



#### Notes and Remarks

1. All dimensions are in feet and inches.
2. All dimensions are to the center of the building footprint.
3. All dimensions are to the center of the building footprint.
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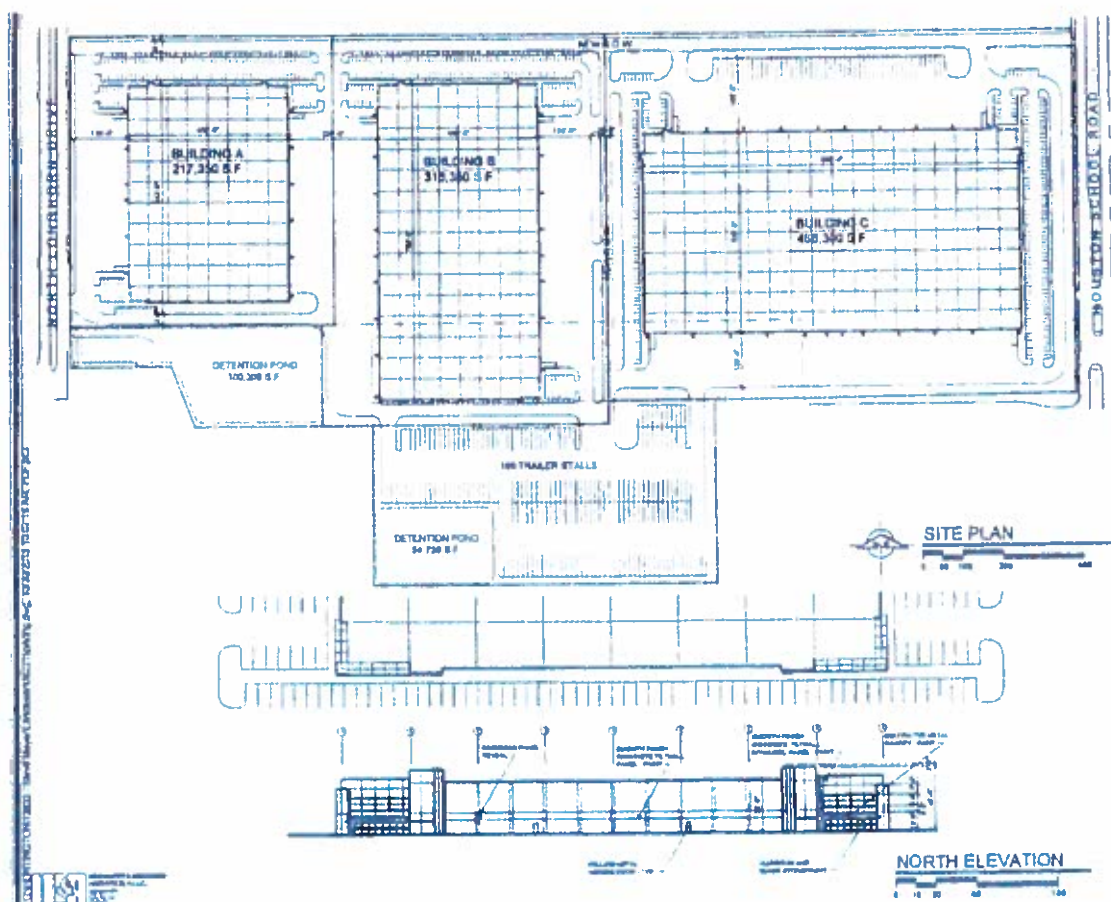


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LANCASTER TEXAS

HUNTINGTON

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Suite 1250  
Dallas Texas  
75225  
972.951.9016

06-01-15 L1.02



# LANCASTER LAND

LANCASTER, TEXAS

## SITE PLAN

### BUILDING A

GROSS LAND AREA 418,183 S.F. / 9.4 AC

BUILDING AREA 217,350 S.F.

COVERAGE 48.7%

PARKING PROVIDED 178 SPACES

8'x12' O.H. DOCK DOORS 43 DOORS

12'x14' O.H. DOORS W/ RAMP 3 DOORS

### BUILDING B

GROSS LAND AREA 487,325 S.F. / 11.3 AC

BUILDING AREA 315,340 S.F.

COVERAGE 64.7%

PARKING PROVIDED 161 SPACES

8'x12' O.H. DOCK DOORS 78 DOORS

12'x14' O.H. DOORS W/ RAMP 3 DOORS

### BUILDING C

GROSS LAND AREA 1,068,262 S.F. / 24.3 AC

BUILDING AREA 458,340 S.F.

COVERAGE 42.9%

PARKING PROVIDED 288 SPACES

TRAILER STORAGE 48 STALLS

8'x12' O.H. DOCK DOORS 180 DOORS

12'x14' O.H. DOORS W/ RAMP 4 DOORS

### MASTER PLAN LAND PARCELS

LARGE PARCEL 1,528,832 S.F. / 34.8 AC

HARBORVIEW PARCEL 144,832 S.F. / 3.3 AC

TIRE CENTER PARCEL 888,810 S.F. / 20.2 AC

TOTAL LAND AREA 2,562,474 S.F. / 58.3 AC

**HUNTINGTON**  
INDUSTRIAL PARTNERS

5950 Berkshire Lane

Suite 1250

Dallas, Texas

75225

972.951.9016

10-20-15

# LANCASTER CITY COUNCIL

## Agenda Communication

January 25, 2016

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**Discuss and consider a resolution granting a request for Special Exceptions pursuant to Sections 14.505 (a) 2 and 3, height and articulations; to provide a Special Exception for increased height on the proposed Huntington Industrial site located between Longhorn Drive and North Houston School Road and more commonly known as 3201 N. Houston School Rd.**

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**This request supports the City Council 2015-2016 Policy Agenda.**

**Goal: Quality Development**

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### **Background**

This item was originally brought to City Council on December 14, 2015. The resolution has been amended to reflect a fifty (50') foot building height limit versus forty-seven feet, six inches (47'6"). In addition, the applicant submitted revised building elevations that do not depict articulations in the truck dock portions of the proposed buildings while also depicting truck docks facing N. Longhorn Drive. This mirrors the requested exceptions.

Proposed new development consists of approximately 61.17 acres and is planned to contain three buildings ranging in size from 217,350 square feet to 468,300 square feet (see attached Site Plan). In addition, this development will incorporate 13.54 acres of existing development (tire center).

Section 14.500 – District Development Regulations and Standards of the Lancaster Development Code (LDC) states in Section 14.504 (a) 3 A (Maximum Building Height) that the height limit for all structures shall be as established in the Districts governing the property on which the structures are located. The District Development Standards table indicates that the maximum height of a building within the Light Industrial (LI) zoning district is thirty five feet (35').

Article 14.504 (5)(C). Loading docks shall not be oriented towards streets, public open space or residential zoning districts. Where loading areas are located parallel to residential zoning districts, they must be screened by an architecturally integrated minimum 14-foot tall wall the entire length of the loading space.

Article 14.505 (a) (3) (2) states under Vertical Articulation that no horizontal wall shall extend for a distance greater than 4 times the height of the wall without changing height by a minimum of 25% of the wall's height. The applicant is stating that the vertical articulation requirement will cause a change in the height by a minimum of 25% of the wall height thereby resulting in unnecessarily tall parapets that in their opinion would add little visual interest to the building as well as reduce the available clear height available inside the building. The attached elevations are proposing that the building height will be articulated across the façade in a way that is proportionate to the building and would still meet the spirit and intent of the ordinance. This requirement is only applicable to walls that are visible from the street.

Due to the unique function of working on and maneuvering around large equipment, the changing requirements of the logistics industry and associated market requirements, the applicant is requesting that the total building height will need to be increased to fifty feet, (50') and not generally requiring articulations across the loading dock walls, to allow for an internal working clear height of thirty two (32'), exterior height of forty two (42') and forty seven feet, six inches (47'6") height including articulation elements.

Additionally, the applicant states that the configuration of the subject property necessitates truck docks facing Longhorn Drive and that articulation to the degree required by ordinance negatively impacts the functionality of the proposed buildings. The applicant proposes to mitigate this effect by meeting the above screening requirements.

Article 14.504 (a) (6) Unless approved by Exception, the following items shall be screened as follows:

- A. Off-street loading docks must be screened from all public streets and any residential district that abuts or is directly across a public street or alley from the lot. The screening required under this Section must be at least six feet in height and may be provided by using a masonry fence (excluding tilt wall or concrete block unless otherwise approved by Exception), berms, plantings or a combination of the above.
- B. Screening may be achieved by any method listed above, but must be at least 8 feet in height.

Article 14.804(c) (1)C sets maximum shrub spacing at no more than thirty-six (36) inches on center. As indicated above, the applicant proposes 24 inches on center. Article 14.909 (b) Street Tree Spacing states the spacing of street trees will be in accordance with recommendations of the Landscape Administrator. Closer spacing or group plantings may be approved by the Landscape Administrator in unique situations.

To mitigate the visibility of the truck dock from the street along Longhorn Drive, the applicant proposes the following landscaping at planting:

- 164 Dwarf Burford Holly shrubs (5 gallon; 24 inches on center spread)
- 18 Live Oaks (13 feet, 4-5 feet width)
- 62 Eastern Red Cedars (12-15 feet; full to base; 8 feet on center spread)

Article 14.209 (d) of Chapter 14.200 – Authority and Administrative Procedures of the LDC states that the City Council, pursuant to the powers conferred upon it by State law, the ordinances of the City, and this Article may grant Exceptions herein provided to the provisions of this ordinance upon finding that:

- (1) Such Exception will not substantially or permanently injure the appropriate use of adjacent property in the same district; and
- (2) Such Exception will not adversely affect the health, safety or general welfare of the public; and
- (3) Such Exception will not be contrary to the public interest; and
- (4) Such Exception will not authorize the operation of a use other than those uses specifically authorized for the district in which the property for which the Exception sought is located, except as provided elsewhere in this ordinance; and
- (5) Such Exception will be in harmony with the spirit and purpose of this ordinance; and
- (6) Such Exception will not alter the essential character of the district in which is located the property for which the Exception is sought; and

- (7) Such Exception will not substantially weaken the general purposes of the zoning regulations established for the district in which the property is located; and
- (8) Such Exception is within the spirit and intent of the City's Comprehensive plan and other policies.

Due to the changing market of the logistics industry, the applicant is requesting that the total building height will need to be increased to fifty feet (50'). It should also be of note that the maximum height within the nearby Commercial Highway (CH) zoning district is one hundred and forty feet (140').

### **Considerations**

The purpose of the request is to seek an exception to the maximum building height in the Light Industrial (LI) zoning district, articulation standards and to allow truck docks to face Longhorn Drive.

- **Operational** – The City Council must determine if the height exception meet the intent of the ordinance while bringing the property from non-conforming status to a conforming site. To provide a facility conducive to maintenance of city vehicles and equipment the exception is necessary.
- **Legal** – The resolution has been reviewed and approved as to form by the City Attorney.
- **Financial** – There are no financial obligations for the City with approval of this exception request.
- **Public Information** – This resolution is being considered at a regular meeting of the City Council, in accordance with the Texas Open Meetings Act.

### **Options/Alternatives**

1. Approve the resolution as presented.
2. Deny the request.

### **Recommendation**

Staff recommendation is for approval of both exceptions height, articulation and to allow dock doors facing Longhorn Drive with the appropriate landscaping as identified in this communication, elevations and landscape plans.

### **Attachments**

- Resolution
- Proposed Site Plan
- Elevation Plan
- Landscape Plans

---

**Submitted By:**  
Mike Grace, AICP  
Director, Development Services

# LANCASTER LAND

LANCASTER, TEXAS

## SITE PLAN

<b>BUILDING A</b>	GROSS LAND AREA	452,282 S.F. / 10.36 AC.
<b>BUILDING AREA</b>	190,200 S.F.	
<b>COVERAGE</b>	42.3%	
<b>PARKING PROVIDED</b>	X SPACES	
<b>9'x10' O.H. DOCK DOORS</b>	53 DOORS	
<b>12'x14' O.H. DOORS W/ RAMPS</b>	3 DOORS	
<b>BUILDING B</b>	GROSS LAND AREA	690,497 S.F. / 15.85 AC.
<b>BUILDING AREA - PHASE 1</b>	211,350 S.F.	
<b>COVERAGE</b>	X SPACES	
<b>PARKING PROVIDED</b>	104,000 S.F.	
<b>EXPANSION AREA</b>	315,350 S.F.	
<b>TOTAL BUILDING AREA</b>		
<b>9'x10' O.H. DOCK DOORS</b>	56 DOORS	
<b>12'x14' O.H. DOORS W/ RAMPS</b>	2 DOORS	
<b>BUILDING C</b>	GROSS LAND AREA	1,058,282 S.F. / 24.3 AC.
<b>BUILDING AREA</b>	468,300 S.F.	
<b>COVERAGE</b>	44.3%	
<b>PARKING PROVIDED</b>	268 SPACES	
<b>TRAILER STORAGE</b>	48 STALLS	
<b>9'x10' O.H. DOCK DOORS</b>	103 DOORS	
<b>12'x14' O.H. DOORS W/ RAMPS</b>	4 DOORS	

### MASTER PLAN LAND PARCELS

LARGE PARCEL	1,929,828 S.F. / 44.3 AC.
HARGROVE PARCEL	144,932 S.F. / 3.3 AC.
TIRE CENTER PARCEL	589,910 S.F. / 13.54 AC.
TOTAL LAND AREA	2,664,668 S.F. / 61.17 AC.

### DETENTION AREA

DETENTION POND A	100,309 S.F. / 2.30 AC.
DETENTION POND B	54,735 S.F. / 1.26 AC.
TOTAL	155,044 S.F. / 3.56 AC.

TRAILER STORAGE AREA 293,352 S.F. / 6.73 AC.

**HUNTINGTON™**  
INDUSTRIAL PARTNERS

5950 Berkshire Lane

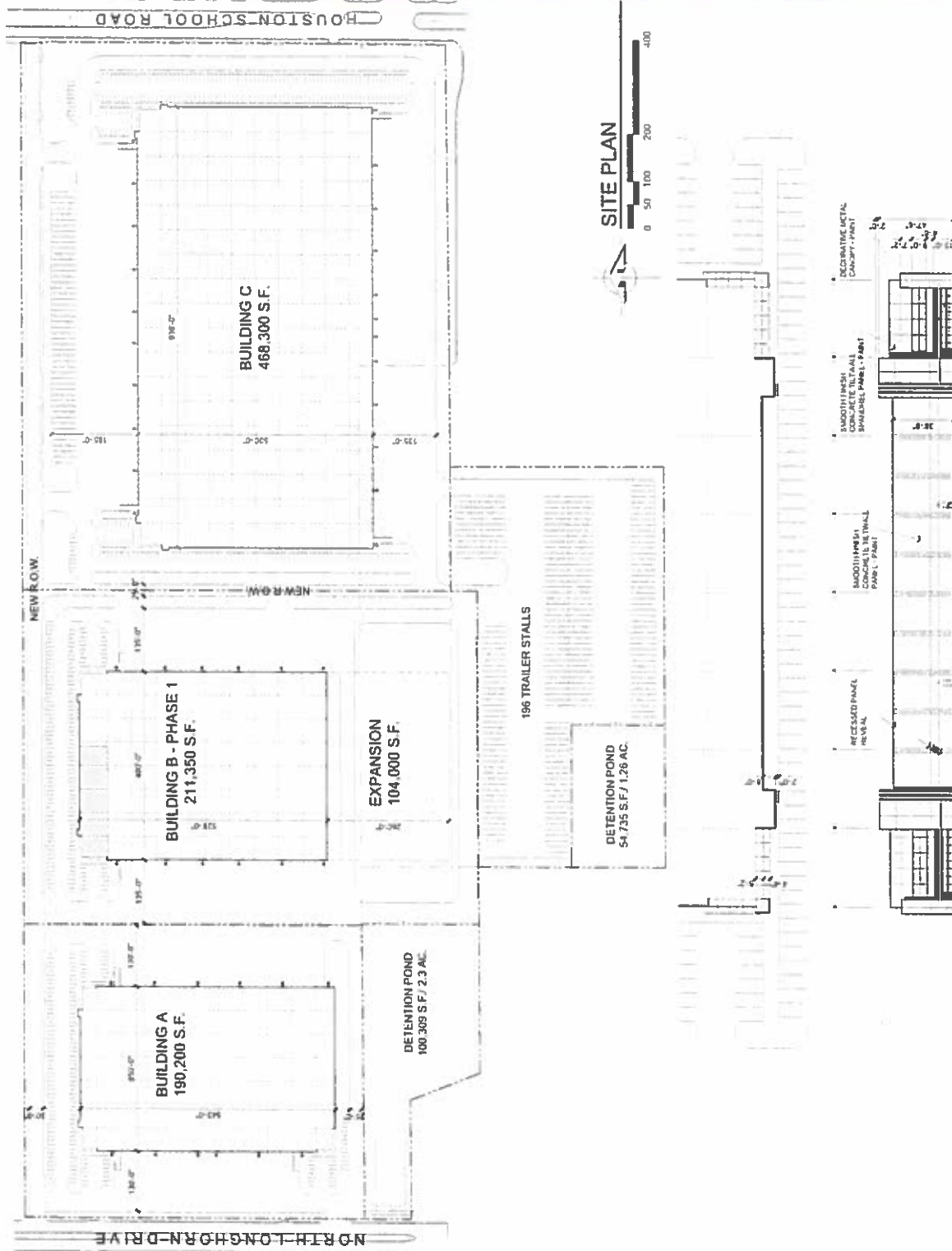
Suite 1250

Dallas, Texas

75225

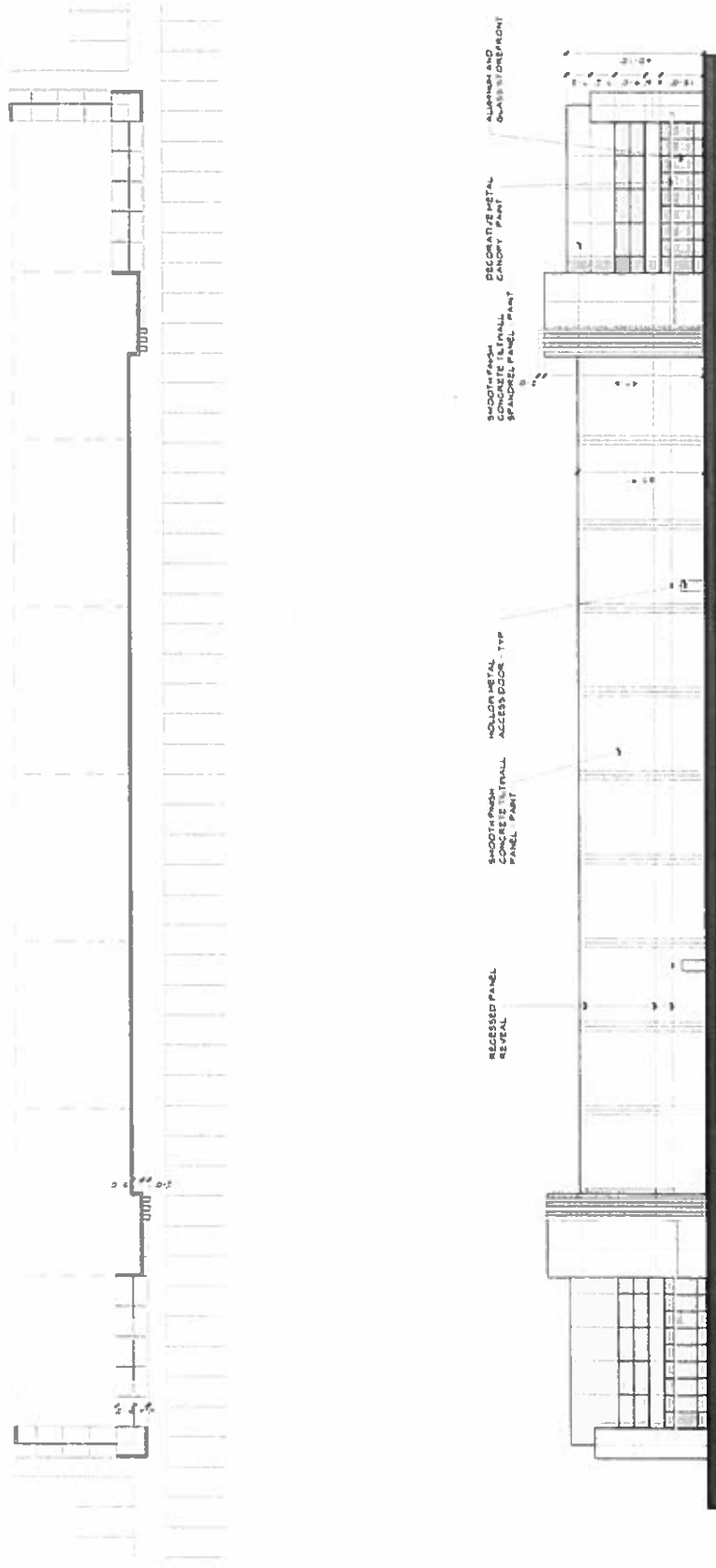
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11-24-15



## NORTH ELEVATION





NORTH ELEVATION - BUILDING B

0 5 10 20  
FEET



01 SOUTH ELEVATION-BUILDING B



02 EAST ELEVATION-BUILDING B



03 NORTH ELEVATION-BUILDING B



04 WEST ELEVATION-BUILDING B

# LANCASTER SITE

LANCASTER, TEXAS

**HUNTINGTON**  
ARCHITECTS, P.C.  
1000 West Loop, Suite 1000  
Houston, Texas 77028  
713.865.1000  
www.huntingtonarchitects.com

**ARCHITECT & ASSOCIATES**  
ARCHITECTS, P.C.  
1000 West Loop, Suite 1000  
Houston, Texas 77028  
713.865.1000  
www.huntingtonarchitects.com

JOB #115471  
DATE: 01/15/15



01 SOUTH ELEVATION-BUILDING C

0 15 30 60 120



02 EAST ELEVATION-BUILDING C

0 15 30 60 120



03 NORTH ELEVATION-BUILDING C

0 15 30 60 120



04 WEST ELEVATION-BUILDING C

0 15 30 60 120

## LANCASTER, TEXAS

## LANCASTER,

[illegible]

Item	Unit	Quantity	Unit Price	Total	Remarks
1. Cement	kg	100	1.00	100.00	
2. Sand	m <sup>3</sup>	1.00	1.00	1.00	
3. Gravel	m <sup>3</sup>	1.00	1.00	1.00	
4. Water	liters	100	1.00	100.00	
5. Labor	hr	100	1.00	100.00	
6. Transport	km	100	1.00	100.00	
7. Fuel	liters	100	1.00	100.00	
8. Electricity	kw-hr	100	1.00	100.00	
9. Maintenance	hr	100	1.00	100.00	
10. Insurance	hr	100	1.00	100.00	
11. Taxes	hr	100	1.00	100.00	
12. Profit	hr	100	1.00	100.00	
13. Contingency	hr	100	1.00	100.00	
14. Total				1000.00	

1. 2. 3. 4. 5. 6. 7. 8. 9. 10. 11. 12. 13. 14. 15. 16. 17. 18. 19. 20. 21. 22. 23. 24. 25. 26. 27. 28. 29. 30. 31. 32. 33. 34. 35. 36. 37. 38. 39. 40. 41. 42. 43. 44. 45. 46. 47. 48. 49. 50. 51. 52. 53. 54. 55. 56. 57. 58. 59. 60. 61. 62. 63. 64. 65. 66. 67. 68. 69. 70. 71. 72. 73. 74. 75. 76. 77. 78. 79. 80. 81. 82. 83. 84. 85. 86. 87. 88. 89. 90. 91. 92. 93. 94. 95. 96. 97. 98. 99. 100. 101. 102. 103. 104. 105. 106. 107. 108. 109. 110. 111. 112. 113. 114. 115. 116. 117. 118. 119. 120. 121. 122. 123. 124. 125. 126. 127. 128. 129. 130. 131. 132. 133. 134. 135. 136. 137. 138. 139. 140. 141. 142. 143. 144. 145. 146. 147. 148. 149. 150. 151. 152. 153. 154. 155. 156. 157. 158. 159. 160. 161. 162. 163. 164. 165. 166. 167. 168. 169. 170. 171. 172. 173. 174. 175. 176. 177. 178. 179. 180. 181. 182. 183. 184. 185. 186. 187. 188. 189. 190. 191. 192. 193. 194. 195. 196. 197. 198. 199. 200. 201. 202. 203. 204. 205. 206. 207. 208. 209. 210. 211. 212. 213. 214. 215. 216. 217. 218. 219. 220. 221. 222. 223. 224. 225. 226. 227. 228. 229. 230. 231. 232. 233. 234. 235. 236. 237. 238. 239. 240. 241. 242. 243. 244. 245. 246. 247. 248. 249. 250. 251. 252. 253. 254. 255. 256. 257. 258. 259. 260. 261. 262. 263. 264. 265. 266. 267. 268. 269. 270. 271. 272. 273. 274. 275. 276. 277. 278. 279. 280. 281. 282. 283. 284. 285. 286. 287. 288. 289. 290. 291. 292. 293. 294. 295. 296. 297. 298. 299. 300. 301. 302. 303. 304. 305. 306. 307. 308. 309. 310. 311. 312. 313. 314. 315. 316. 317. 318. 319. 320. 321. 322. 323. 324. 325. 326. 327. 328. 329. 330. 331. 332. 333. 334. 335. 336. 337. 338. 339. 340. 341. 342. 343. 344. 345. 346. 347. 348. 349. 350. 351. 352. 353. 354. 355. 356. 357. 358. 359. 360. 361. 362. 363. 364. 365. 366. 367. 368. 369. 370. 371. 372. 373. 374. 375. 376. 377. 378. 379. 380. 381. 382. 383. 384. 385. 386. 387. 388. 389. 390. 391. 392. 393. 394. 395. 396. 397. 398. 399. 400. 401. 402. 403. 404. 405. 406. 407. 408. 409. 410. 411. 412. 413. 414. 415. 416. 417. 418. 419. 420. 421. 422. 423. 424. 425. 426. 427. 428. 429. 430. 431. 432. 433. 434. 435. 436. 437. 438. 439. 440. 441. 442. 443. 444. 445. 446. 447. 448. 449. 450. 451. 452. 453. 454. 455. 456. 457. 458. 459. 460. 461. 462. 463. 464. 465. 466. 467. 468. 469. 470. 471. 472. 473. 474. 475. 476. 477. 478. 479. 480. 481. 482. 483. 484. 485. 486. 487. 488. 489. 490. 491. 492. 493. 494. 495. 496. 497. 498. 499. 500. 501. 502. 503. 504. 505. 506. 507. 508. 509. 510. 511. 512. 513. 514. 515. 516. 517. 518. 519. 520. 521. 522. 523. 524. 525. 526. 527. 528. 529. 530. 531. 532. 533. 534. 535. 536. 537. 538. 539. 540. 541. 542. 543. 544. 545. 546. 547. 548. 549. 550. 551. 552. 553. 554. 555. 556. 557. 558. 559. 560. 561. 562. 563. 564. 565. 566. 567. 568. 569. 570. 571. 572. 573. 574. 575. 576. 577. 578. 579. 580. 581. 582. 583. 584. 585. 586. 587. 588. 589. 590. 591. 592. 593. 594. 595. 596. 597. 598. 599. 600. 601. 602. 603. 604. 605. 606. 607. 608. 609. 610. 611. 612. 613. 614. 615. 616. 617. 618. 619. 620. 621. 622. 623. 624. 625. 626. 627. 628. 629. 630. 631. 632. 633. 634. 635. 636. 637. 638. 639. 640. 641. 642. 643. 644. 645. 646. 647. 648. 649. 650. 651. 652. 653. 654. 655. 656. 657. 658. 659. 660. 661. 662. 663. 664. 665. 666. 667. 668. 669. 670. 671. 672. 673. 674. 675. 676. 677. 678. 679. 680. 681. 682. 683. 684. 685. 686. 687. 688. 689. 690. 691. 692. 693. 694. 695. 696. 697. 698. 699. 700. 701. 702. 703. 704. 705. 706. 707. 708. 709. 710. 711. 712. 713. 714. 715. 716. 717. 718. 719. 720. 721. 722. 723. 724. 725. 726. 727. 728. 729. 730. 731. 732. 733. 734. 735. 736. 737. 738. 739. 740. 741. 742. 743. 744. 745. 746. 747. 748. 749. 750. 751. 752. 753. 754. 755. 756. 757. 758. 759. 760. 761. 762. 763. 764. 765. 766. 767. 768. 769. 770. 771. 772. 773. 774. 775. 776. 777. 778. 779. 780. 781. 782. 783. 784. 785. 786. 787. 788. 789. 790. 791. 792. 793. 794. 795. 796. 797. 798. 799. 800. 801. 802. 803. 804. 805. 806. 807. 808. 809. 810. 811. 812. 813. 814. 815. 816. 817. 818. 819. 820. 821. 822. 823. 824. 825. 826. 827. 828. 829. 830. 831. 832. 833. 834. 835. 836. 837. 838. 839. 840. 84

NORTH LONGHORN DRIVE

HOUSTON SCHOOL ROAD

PHASE 2  
56,000 S.F.  
BUILDING  
360'x520'

**BUILDING A**  
**208,000 S.F.**

## BUILDING A

|                             |                      |
|-----------------------------|----------------------|
| GROSS LAND AREA             | 504,699 S.F./11.6 AC |
| DETENTION                   | 23,411 S.F./.5 AC    |
| NET LAND AREA               | 481,288 S.F./11.0 AC |
| BUILDING AREA               | 208,000 S.F.         |
| COVERING                    | 41,241 S.F.          |
| PARKING PROVIDED            | 144 SPACES           |
| TRAILER STORAGE             | 32 STALLS            |
| 9'-10" O.H. DOCK DOORS      | 54 DOORS             |
| 12'-14" O.H. DOORS W/ RAMPS | 4 DOORS              |

BUILDING 'A' AND BUILDING 'B'

TOTAL LAND AREA - 911,900 S.F./20.9 AC  
PREVIOUS LAND AREA - 875,911 S.F./20.1 AC.  
ADDITIONAL LAND REQUIRED - 35,989 S.F./.83 AC.

BUILDING B

|                            |                      |
|----------------------------|----------------------|
| GROSS LAND AREA            | 407,201 S.F./9.3 AC. |
| DETENTION                  | 18,428 S.F./.4 AC.   |
| NET LAND AREA              | 388,775 S.F./8.9 AC. |
| BUILDING AREA              | 171,600 S.F.         |
| COVERAGE                   | 44.1%                |
| PARKING PROVIDED           | 130 SPACES           |
| 9'x14' O.H. DOCK DOORS     | 54 DOORS             |
| 12'x14' O.H. DOORS W/RAMPS | 4 DOORS              |

9'x10' O.H. DOCK DOORS  
12'x14' O.H. DOORS W/ RAMPS

BUILDING 'A' AND BUILDING 'B'

TOTAL LAND AREA - 911,900 S.F./20.9 AC  
PREVIOUS LAND AREA - 875,911 S.F./20.1 AC.  
ADDITIONAL LAND REQUIRED - 35,989 S.F./.83 AC.

01 LANDSCAPE SITE PLAN



**SMR**

01 LANDSCAPE SITE PLAN

06-01-15 L1.00

# HUNTINGTON<sup>®</sup>

5950 Berkshire Lane

**Suite 1250**

Dallas, Texas

75225

972.951.9016



# LANCASTER LAND TEXAS

- LANDSCAPE NOTES**
1. Landscaping to be done in accordance with the approved landscape plan.
  2. Landscaping to be done in accordance with the approved landscape plan.
  3. Landscaping to be done in accordance with the approved landscape plan.
  4. Landscaping to be done in accordance with the approved landscape plan.
  5. Landscaping to be done in accordance with the approved landscape plan.
  6. Landscaping to be done in accordance with the approved landscape plan.
  7. Landscaping to be done in accordance with the approved landscape plan.
  8. Landscaping to be done in accordance with the approved landscape plan.
  9. Landscaping to be done in accordance with the approved landscape plan.
  10. Landscaping to be done in accordance with the approved landscape plan.

## GENERAL NOTES

1. The owner shall be responsible for the cost of the landscape plan.
2. The owner shall be responsible for the cost of the landscape plan.
3. The owner shall be responsible for the cost of the landscape plan.
4. The owner shall be responsible for the cost of the landscape plan.
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8. The owner shall be responsible for the cost of the landscape plan.
9. The owner shall be responsible for the cost of the landscape plan.
10. The owner shall be responsible for the cost of the landscape plan.

## PLANT LEGEND

- | SYMBOL | PLANT NAME       |
|--------|------------------|
| 1      | 1. Tree          |
| 2      | 2. Shrub         |
| 3      | 3. Groundcover   |
| 4      | 4. Grass         |
| 5      | 5. Palm          |
| 6      | 6. Vine          |
| 7      | 7. Water feature |
| 8      | 8. Fertilizer    |
| 9      | 9. Mulch         |
| 10     | 10. Soil         |

## PLANT LEGEND

- | SYMBOL | PLANT NAME       |
|--------|------------------|
| 1      | 1. Tree          |
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| 7      | 7. Water feature |
| 8      | 8. Fertilizer    |
| 9      | 9. Mulch         |
| 10     | 10. Soil         |

# HUNTINGTON<sup>TM</sup> INDUSTRIAL PARTNERS

5950 Berkshire Lane  
Suite 1250  
Dallas, Texas  
75225  
972.951.9016

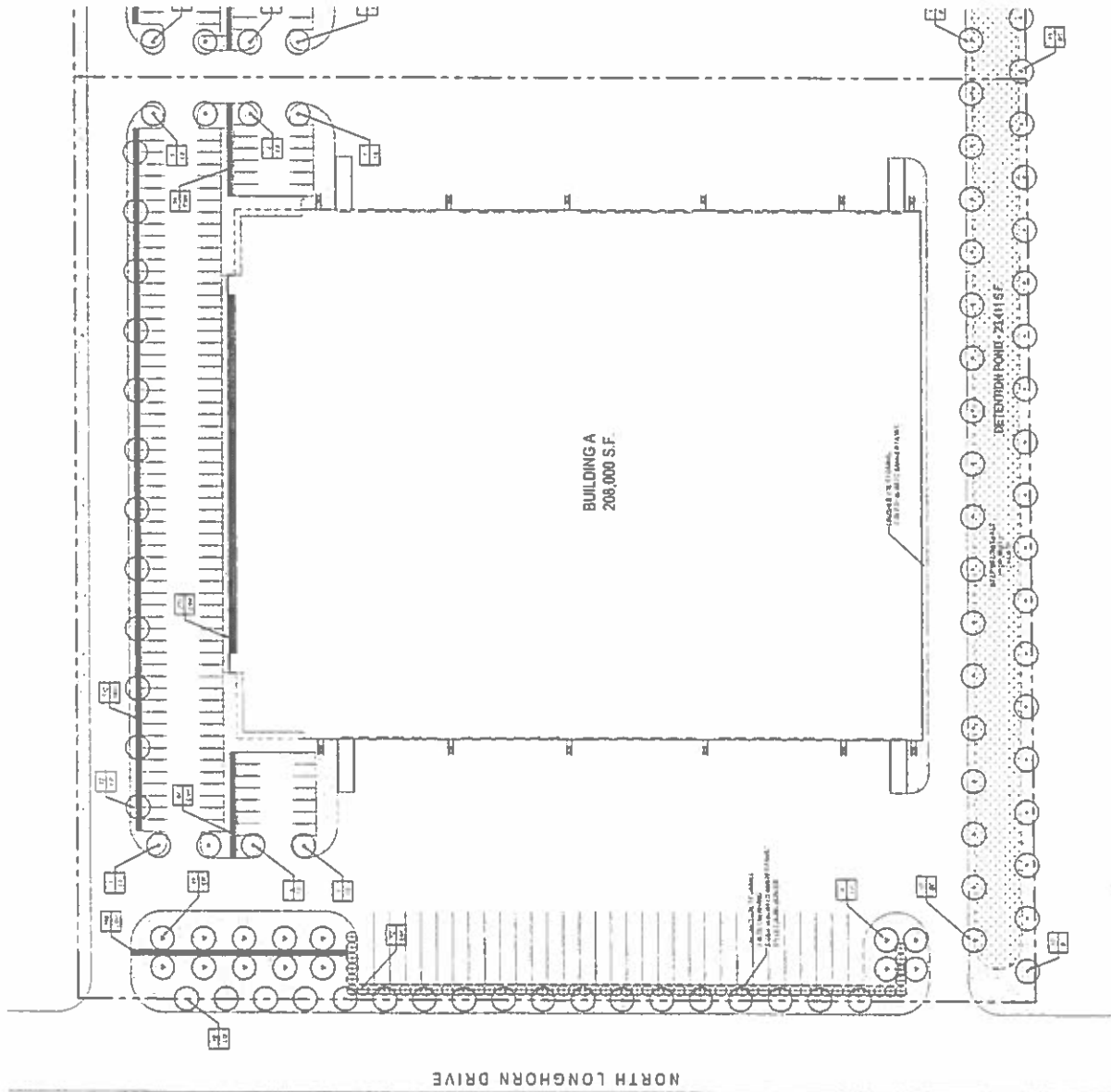
06-01-15

L1.01

## 01 LANDSCAPE PLAN



J. R. Anderson & Associates, PLLC  
State of Texas  
License No. 12345



NORTH LONGHORN DRIVE

|  |  |
|--|--|
| <p>1. The first step in the process of the cell cycle is the G<sub>1</sub> phase, during which the cell grows and prepares for DNA replication.</p> <p>2. In the S phase, the DNA is replicated, resulting in two identical copies of each chromosome.</p> <p>3. During the G<sub>2</sub> phase, the cell continues to grow and checks for errors in the replicated DNA.</p> <p>4. The M phase, or mitosis, is the process by which the cell divides into two daughter cells.</p> <p>5. Mitosis is a complex process involving the condensation of chromosomes, the separation of sister chromatids, and the division of the cell membrane.</p> <p>6. The cell cycle is regulated by a series of checkpoints that ensure the fidelity of the process.</p> <p>7. The G<sub>1</sub> phase is the longest phase of the cell cycle, typically accounting for 40-60% of the total cycle time.</p> <p>8. The S phase is the phase during which the DNA is synthesized, and it typically accounts for 20-30% of the cycle.</p> <p>9. The G<sub>2</sub> phase is the phase during which the cell prepares for mitosis, and it typically accounts for 10-20% of the cycle.</p> <p>10. The M phase is the shortest phase of the cell cycle, typically accounting for 10-20% of the total cycle time.</p> | <p>1. The cell cycle is a series of events that lead to the production of two daughter cells from a single parent cell.</p> <p>2. The G<sub>1</sub> phase is the first phase of the cell cycle, during which the cell grows and prepares for DNA replication.</p> <p>3. The S phase is the second phase, during which the DNA is replicated.</p> <p>4. The G<sub>2</sub> phase is the third phase, during which the cell continues to grow and prepares for mitosis.</p> <p>5. The M phase is the final phase, during which the cell divides into two daughter cells.</p> <p>6. The cell cycle is regulated by a series of checkpoints that ensure the fidelity of the process.</p> <p>7. The G<sub>1</sub> phase is the longest phase of the cell cycle, typically accounting for 40-60% of the total cycle time.</p> <p>8. The S phase is the phase during which the DNA is synthesized, and it typically accounts for 20-30% of the cycle.</p> <p>9. The G<sub>2</sub> phase is the phase during which the cell prepares for mitosis, and it typically accounts for 10-20% of the cycle.</p> <p>10. The M phase is the shortest phase of the cell cycle, typically accounting for 10-20% of the total cycle time.</p> |
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[illegible]

01 1998年10月10日

05 1998年10月10日

**RESOLUTION NO. 2016-01-08**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LANCASTER, TEXAS, GRANTING A REQUEST FOR SPECIAL EXCEPTIONS PURSUANT TO SECTION 14.505 (A) 2 AND 3 HEIGHT AND ARTICULATIONS; TO PROVIDE A SPECIAL EXCEPTION FOR INCREASED HEIGHT ON THE PROPOSED HUNTINGTON INDUSTRIAL SITE LOCATED BETWEEN LONGHORN DRIVE AND NORTH HOUSTON SCHOOL ROAD AND MORE COMMONLY KNOWN AS 3201 N. HOUSTON SCHOOL ROAD; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Lancaster Development Code provides a thirty five foot (35') maximum height for buildings, and a minimum change in vertical height of 25% for vertical articulation located within the Light Industrial (LI) zoning district; and

**WHEREAS**, the applicant has made a request for special exceptions to be granted to said height requirement, and vertical articulation to allow for the increased height of up to fifty feet (50'), and no vertical and horizontal articulation in the truck courts in accordance with the attached elevations; and truck court doors facing N. Longhorn Drive; and

**WHEREAS**, after review and consideration, the City Council finds that the request for special exceptions as provided herein are warranted pursuant to §14.505 (a) 2 and 3 of said code and meets the requirements of the Ordinance.

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

**SECTION 1.** That the request for the special exceptions to the requirements of the Lancaster Development Code to allow for vertical height up to fifty feet (50') from grade; and, the vertical and horizontal articulation in accordance with attached elevations and truck court doors facing N. Longhorn Drive, as depicted in Exhibit "A", to be located between N. Longhorn Drive and North Houston School Road and more commonly known as 3201 N. Houston School Road, be, and the same is, hereby granted; and the property shall be developed and constructed in conformity with the Lancaster Code of Ordinances and Development Code except as specially excepted herein.

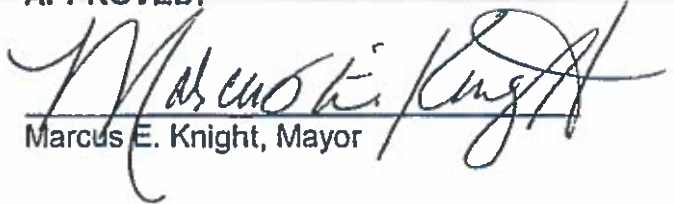
**SECTION 2.** This Resolution shall become effective immediately from and after its passage, as the law and charter in such cases provides.

**DULY PASSED** and approved by the City Council of the City of Lancaster, Texas, on this the 25<sup>th</sup> day of January, 2016.

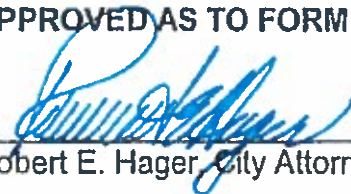
ATTEST:

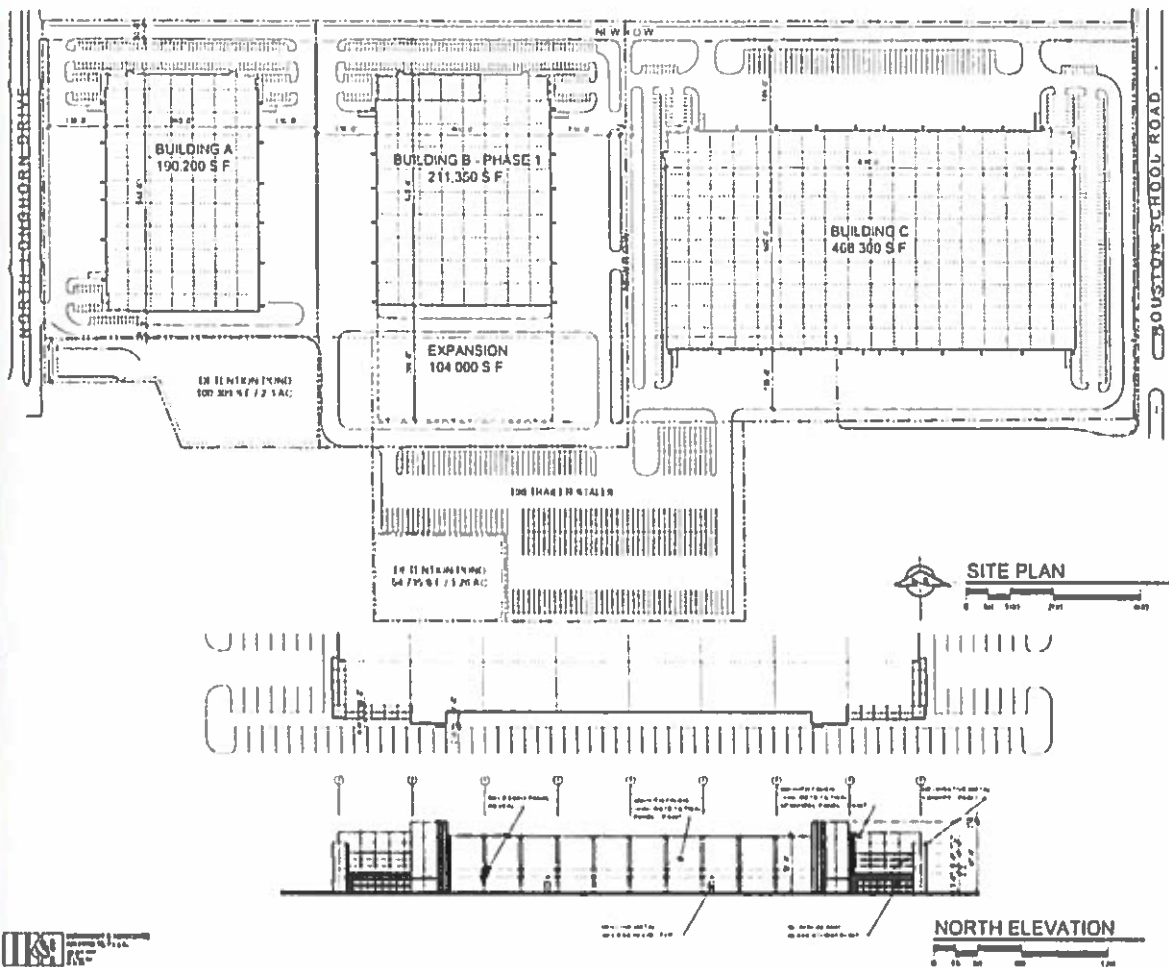
  
Sorangel O. Arenas, City Secretary

APPROVED:

  
Marcus E. Knight, Mayor

APPROVED AS TO FORM:

  
Robert E. Hager, City Attorney



## LANCASTER LAND

LANCASTER

### SITE PLAN

**BUILDING A**  
GROSS (LAND) AREA A 4,270,257 SF (97.38 AC)

BUILDING AREA A 190,200 SF  
COVERED AREA 40,000 SF  
PARKING DRIVEWAY 100,000 SF

0.610 OH DUCK DOCKETS 51 DOCKETS  
12.610 OH DUCKS WITH HARBOR 3 DOCKETS

**BUILDING B**  
GROSS (LAND) AREA A 8,000,000 SF (183.5 AC)

BUILDING AREA A - PHASE 1 211,350 SF  
COVERED AREA 30,000 SF  
PARKING DRIVEWAY 100,000 SF  
TOTAL BUILDING AREA A 315,350 SF

0.610 OH DUCK DOCKETS 50 DOCKETS  
12.610 OH DUCKS WITH HARBOR 3 DOCKETS

**BUILDING C**  
GROSS (LAND) AREA A 1,000,000 SF (22.8 AC)

BUILDING AREA A 408,300 SF  
COVERED AREA 40,000 SF  
PARKING DRIVEWAY 100,000 SF  
TOTAL BUILDING AREA A 548,300 SF

0.610 OH DUCK DOCKETS 100 DOCKETS  
12.610 OH DUCKS WITH HARBOR 4 DOCKETS

### MASTER PLAN LAND PARCELS

LAND PARCELS 1,979,925 SF (45.1 AC)  
LAND PARCELS 100,000 SF (2.28 AC)  
TOTAL LAND PARCELS 2,079,925 SF (47.38 AC)

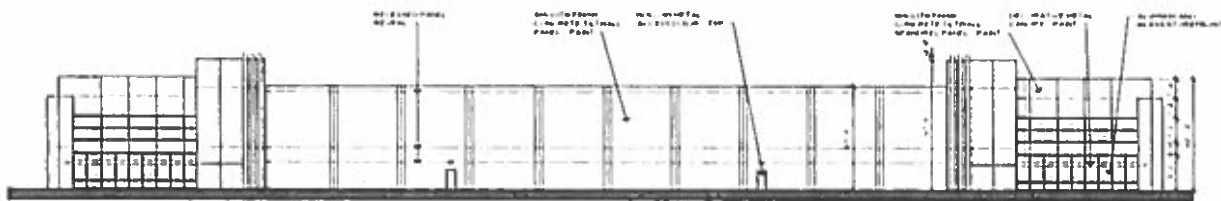
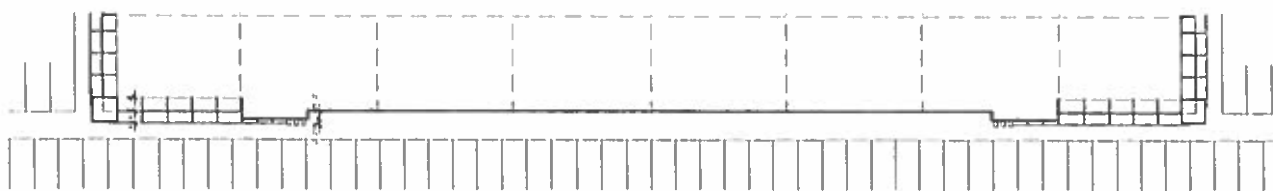
**DETENTION AREA**  
LAND PARCELS 100,300 SF (2.25 AC)  
LAND PARCELS 50,000 SF (1.14 AC)  
TOTAL 150,300 SF (3.39 AC)

LAND PARCELS AREA A 201,962 SF (4.63 AC)

**HUNTINGTON**  
LANDSCAPE ARCHITECTS

5950 Berkshire Lane  
Suite 1250  
Dallas, Texas  
75225  
972.951.9016

11-24-15



NORTH ELEVATION - BUILDING B

0 10 20 30 40

DALLAS COUNTY

LANCASTER SITE  
LANCASTER TEXAS



SECTION



01 SOUTH ELEVATION-BUILDING B  
0 15 30 60 120



02 EAST ELEVATION-BUILDING B  
0 15 30 60 120



03 NORTH ELEVATION-BUILDING B  
0 15 30 60 120

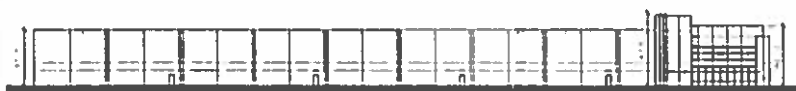


04 WEST ELEVATION-BUILDING B  
0 15 30 60 120



01 SOUTH ELEVATION-BUILDING C

0 15 30 60 120



02 EAST ELEVATION-BUILDING C

0 15 30 60 120



03 NORTH ELEVATION-BUILDING C

0 15 30 60 120



04 WEST ELEVATION-BUILDING C

0 15 30 60 120

DALLAS COUNTY

LANCASTER SITE  
LANCASTER TEXAS



1-1-64

## LANCASTER CITY COUNCIL

City Council Regular Meeting

Item 2.

**Meeting Date:** 06/27/2016

**Policy Statement:** This request supports the City Council 2015-2016 Policy Agenda

**Goal(s):** Quality Development

**Submitted by:** Rona Stringfellow, Assistant City Manager

---

**Agenda Caption:**

Discuss and consider a resolution granting a request for Special Exceptions pursuant to Sections 14.505 (a) 2 and 3, height and articulations; to provide a Special Exception for increased height and reduced vertical articulation on the proposed industrial site located on the northwest corner of Houston School Road and Wintergreen Road.

**Background:**

The proposed new development, consists of approximately 68.108 acres, and is planned to contain one building that is 651,414 square feet. In addition, this request includes the 4.66 acre tract that is a separate zoning action. Should the rezoning request for the 4.66 acre tract not be approved, this request would apply only to the 63.448 acre tract of land.

Article 14.500 – District Development Regulations and Standards of the Lancaster Development Code (LDC), states in Section 14.504 (a) 3 A (Maximum, Building Height), that the height limit for all structures, shall be as established in the districts governing the property on which the structures are located. The District Development Standards table indicates that the maximum height of a building within the Light Industrial (LI) zoning district, is thirty-five feet (35').

Section 14.505 (a) (3) (2) states under Vertical Articulation that no horizontal wall shall extend for a distance greater than 4 times the height of the wall without changing height by a minimum of 25% of the wall's height. The applicant is stating that the vertical articulation requirement will cause a change in the height by a minimum of 25% of the wall height thereby resulting in unnecessarily tall parapets that in their opinion would add little visual interest to the building as well as reduce the available clear height available inside the building. The applicant is requesting that at such time that development occurs, this requirement is satisfied by providing paint colors and material changes to meet the spirit and intent of the ordinance thereby providing visual interest.

Due to the unique function of maneuvering around large equipment, the changing requirements of the logistics industry and associated market requirements, the applicant is requesting that the total building height will need to be increased to fifty feet, (50') and not generally requiring articulations across the loading dock walls, to allow for an internal working clear height of thirty-two (32'), exterior height of forty-two (42') and forty-seven feet, six inches (47'6") height including articulation elements.

Article 14.209 (d) of Chapter 14.200 – Authority and Administrative Procedures of the LDC states that the City Council, pursuant to the powers conferred upon it by State law, the ordinances of the City, and this Article may grant Exceptions herein provided to the provisions of this ordinance upon finding that:

- (1) Such Exception will not substantially or permanently injure the appropriate use of adjacent property in the same district; and
- (2) Such Exception will not adversely affect the health, safety or general welfare of the public; and

- (3) Such Exception will not be contrary to the public interest; and
- (4) Such Exception will not authorize the operation of a use other than those uses specifically authorized for the district in which the property for which the Exception sought is located, except as provided elsewhere in this ordinance; and
- (5) Such Exception will be in harmony with the spirit and purpose of this ordinance; and
- (6) Such Exception will not alter the essential character of the district in which is located the property for which the Exception is sought; and
- (7) Such Exception will not substantially weaken the general purposes of the zoning regulations established for the district in which the property is located; and
- (8) Such Exception is within the spirit and intent of the City's Comprehensive plan and other policies.

**Operational Considerations:**

The purpose of the request, is to seek an exception to the maximum building height in the Light Industrial (LI) zoning district, and articulation through the use of materials and color. The City Council must determine if the height exception and building articulation, meets the intent of the ordinance.

**Legal Considerations:**

The resolution has been reviewed and approved as to form by the City Attorney.

**Public Information Considerations:**

This resolution is being considered at a regular meeting of the City Council, in accordance with the Texas Open Meetings Act.

**Options/Alternatives:**

1. Approve the resolution as presented.
2. Deny the request.

**Recommendation:**

Staff recommends approval of both exceptions to height and articulation, as presented.

**Attachments**

Resolution

Example Site Plan

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**RESOLUTION NO.**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LANCASTER, TEXAS, GRANTING A REQUEST FOR SPECIAL EXCEPTIONS PURSUANT TO SECTION 14.505 (A) 2 AND 3, OF THE LANCASTER DEVELOPMENT CODE; TO PROVIDE A SPECIAL EXCEPTION TO A REDUCTION IN THE ARTICULATION REQUIREMENTS AND INCREASED HEIGHT ON THE PROPOSED BUILDING LOCATED ON THE NORTHWEST CORNER OF HOUSTON SCHOOL ROAD AND WINTERGREEN ROAD; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Lancaster Development Code provides a thirty-five foot (35') maximum height for buildings, and a minimum change in vertical height of 25% for vertical articulation located within the Light Industrial (LI) zoning district; and

**WHEREAS**, the applicant has made a request for special exceptions to be granted to said height requirement, and vertical articulation to allow for the increased height of fifty feet (50'), and a reduction in the vertical articulation; and

**WHEREAS**, the applicant has confirmed that at such time development occurs, changes in paint colors and material changes will be made for vertical articulation; and

**WHEREAS**, after review and consideration, the City Council finds that the request for special exceptions as provided herein is warranted pursuant to §14.209 (d) of said code and meets the requirements of the Ordinance.

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

**SECTION 1.** That the request for the special exceptions to the requirements of the Lancaster Development Code to allow fifty (50') and vertical articulation made with paint color and material changes to be located on the northwest corner of Houston School Road and Wintergreen Road, be, and the same is, hereby granted.

**SECTION 2.** This Resolution shall become effective immediately from and after its passage, as the law and charter in such cases provides.

**DULY PASSED** and approved by the City Council of the City of Lancaster, Texas, on this the 27th day of June, 2016.

**ATTEST:**

**APPROVED:**

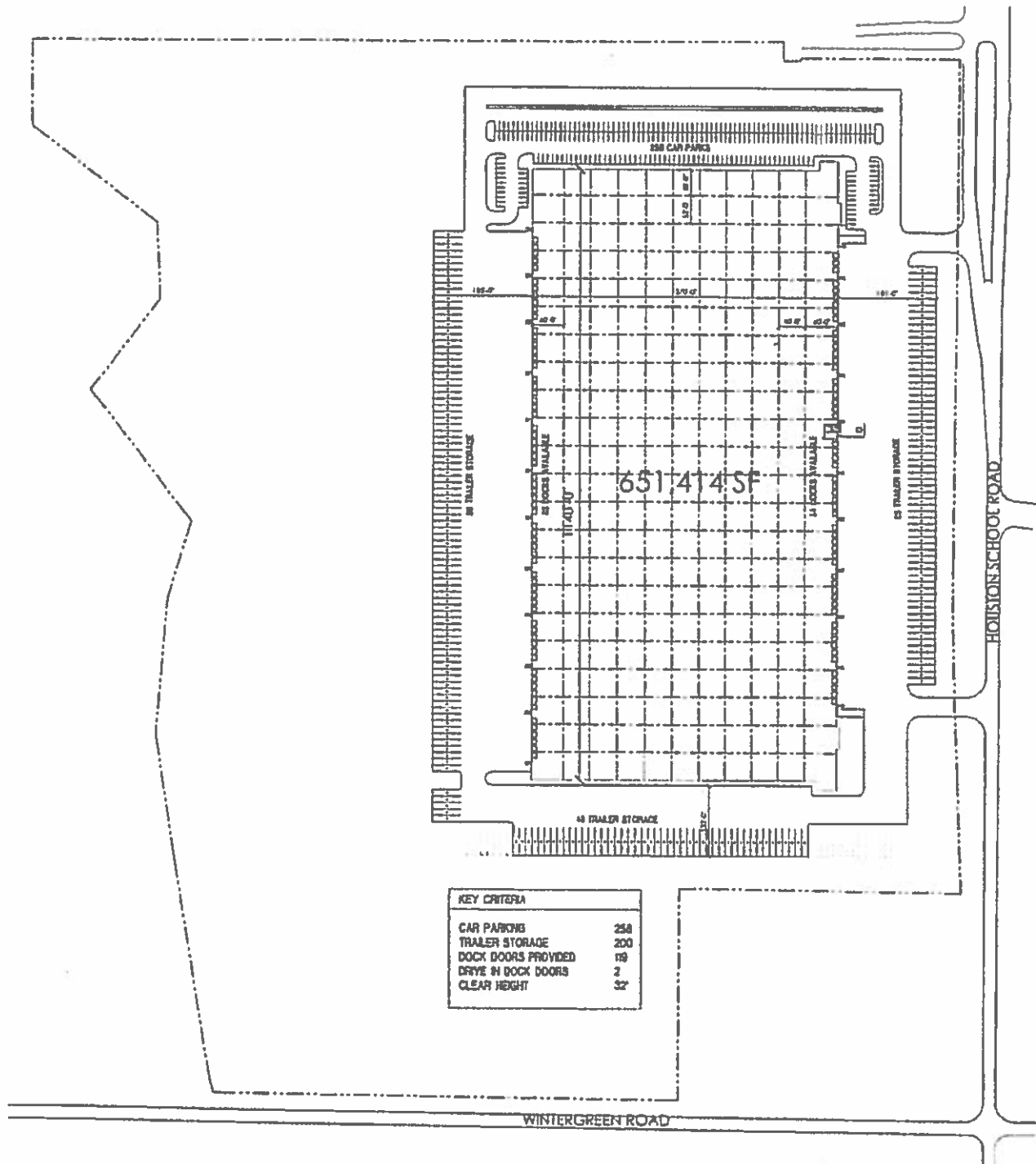
\_\_\_\_\_  
Sorangel O. Arenas, City Secretary

\_\_\_\_\_  
Marcus E. Knight, Mayor

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Robert E. Hager, City Attorney

# EXAMPLE OF SITE PLAN



RESOLUTION NO. 2016-06-39

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LANCASTER, TEXAS, GRANTING A REQUEST FOR SPECIAL EXCEPTIONS PURSUANT TO SECTION 14.505 (A) 2 AND 3, OF THE LANCASTER DEVELOPMENT CODE; TO PROVIDE A SPECIAL EXCEPTION TO A REDUCTION IN THE ARTICULATION REQUIREMENTS AND INCREASED HEIGHT ON THE PROPOSED BUILDING LOCATED ON THE NORTHWEST CORNER OF HOUSTON SCHOOL ROAD AND WINTERGREEN ROAD; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Lancaster Development Code provides a thirty-five foot (35') maximum height for buildings, and a minimum change in vertical height of 25% for vertical articulation located within the Light Industrial (LI) zoning district; and

WHEREAS, the applicant has made a request for special exceptions to be granted to said height requirement, and vertical articulation to allow for the increased height of fifty feet (50'), and a reduction in the vertical articulation; and

WHEREAS, the applicant has confirmed that at such time development occurs, changes in paint colors and material changes will be made for vertical articulation; and

WHEREAS, after review and consideration, the City Council finds that the request for special exceptions as provided herein is warranted pursuant to §14.209 (d) of said code and meets the requirements of the Ordinance

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

**SECTION 1.** That the request for the special exceptions to the requirements of the Lancaster Development Code to allow fifty (50') and vertical articulation made with paint color and material changes to be located on the northwest corner of Houston School Road and Wintergreen Road, be, and the same is, hereby granted

**SECTION 2.** This Resolution shall become effective immediately from and after its passage, as the law and charter in such cases provides

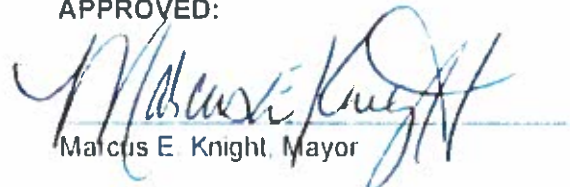
DULY PASSED and approved by the City Council of the City of Lancaster, Texas, on this the 27th day of June 2016

ATTEST:



Sorangel O. Arenas, City Secretary

APPROVED:



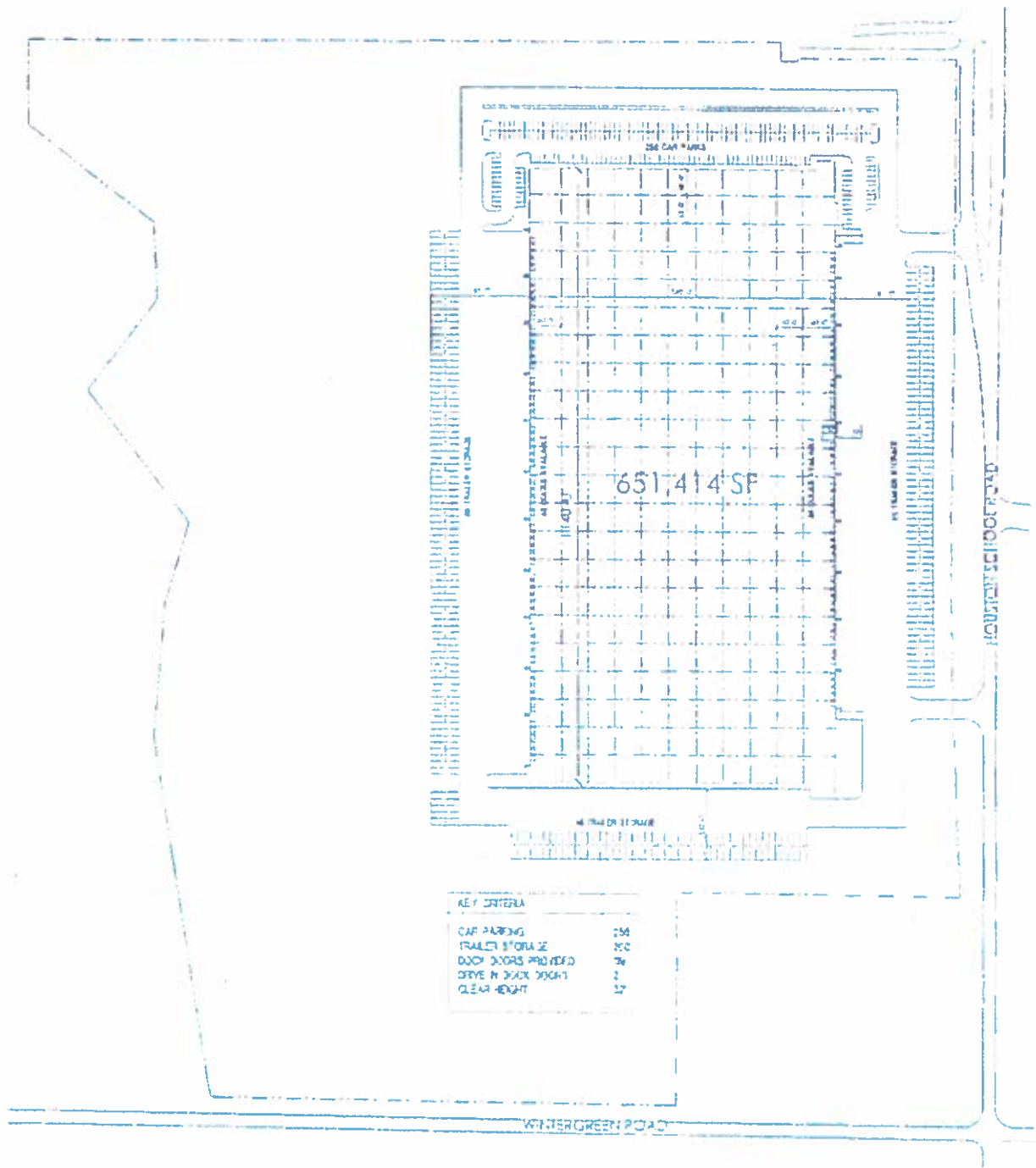
Marcus E. Knight, Mayor

APPROVED AS TO FORM:



Robert E. Hager, City Attorney

# EXAMPLE OF SITE PLAN



## LANCASTER CITY COUNCIL

### City Council Regular Meeting

Item 3.

**Meeting Date:** 06/27/2016

**Policy Statement:** This request supports the City Council 2015-2016 Policy Agenda

**Goal(s):** Quality Development

**Submitted by:** Rona Stringfellow, Assistant City Manager

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#### **Agenda Caption:**

Discuss and consider a resolution granting a request for Special Exceptions pursuant to Sections 14.505 (a) 2 and 3, height and articulations; to provide a Special Exception for increased height and reduced vertical articulation on the proposed industrial site located on the southwest corner of Houston School Road and Daniieldale Road.

#### **Background:**

The proposed new development, consists of approximately 26 acres and is planned to contain one building that is 420,000 square feet, (see attached Site Plan).

Article 14.500 – District Development Regulations and Standards of the Lancaster Development Code (LDC), states in Section 14.505, (a) 2 A (Maximum Building Height) that the height limit for all structures, shall be as established in the Districts governing the property on which the structures are located. The District Development Standards table, indicates that the maximum height of a building within the Light Industrial (LI) zoning district, is thirty five feet (35').

Section 14.505 (a) (3) (A) states under Vertical Articulation, that no horizontal wall shall extend for a distance greater than 4 times the height of the wall, without changing height by a minimum of 25% of the wall's height. The applicant is proposing a "cross-dock" building design, that provides for loading on both sides of the building, to avoid having loading facing at least one street. Additionally, they are requesting to have a loading dock facing Daniieldale Road without articulation. They are stating that the tractor trailer traffic accessing the loading door, causes significant conflicts with any protrusion or bump out along the building wall. A distribution building with an articulated loading dock wall, will not be competitive in the marketplace with any nearby projects.

Due to the growing trend in industrial distribution buildings for taller buildings, to create more efficiency in using the cubic space available within the building footprint. There have been significant enhancements in material handling equipment, and fire sprinkler designs, such that taller buildings are becoming the standard in all competitive industrial distribution areas, to forty-nine feet (49'), and not generally requiring articulations across the loading dock walls, to allow exterior height of forty-nine feet (49').

Article 14.209 (d) of Chapter 14.200 – Authority and Administrative Procedures of the LDC states that the City Council, pursuant to the powers conferred upon it by State law, the ordinances of the City, and this Article may grant Exceptions herein provided to the provisions of this ordinance upon finding that:

- (1) Such Exception will not substantially or permanently injure the appropriate use of adjacent property in the same district; and
- (2) Such Exception will not adversely affect the health, safety or general welfare of the public; and
- (3) Such Exception will not be contrary to the public interest; and
- (4) Such Exception will not authorize the operation of a use other than those uses specifically authorized

for the district in which the property for which the Exception sought is located, except as provided elsewhere in this ordinance; and

(5) Such Exception will be in harmony with the spirit and purpose of this ordinance; and

(6) Such Exception will not alter the essential character of the district in which is located the property for which the Exception is sought; and

(7) Such Exception will not substantially weaken the general purposes of the zoning regulations established for the district in which the property is located; and

(8) Such Exception is within the spirit and intent of the City's Comprehensive plan and other policies.

**Operational Considerations:**

The purpose of the request is to seek an exception to the maximum building height in the Light Industrial (LI) zoning district and an exception to building articulation to allow for a loading dock facing Daniieldale without articulation.

The City Council must determine if the height and articulation exception meets the intent of the ordinance.

**Legal Considerations:**

The resolution has been reviewed and approved as to form by the City Attorney.

**Public Information Considerations:**

This resolution is being considered at a regular meeting of the City Council, in accordance with the Texas Open Meetings Act.

**Options/Alternatives:**

1. Approve the resolution as presented.
2. Deny the request.

**Recommendation:**

Staff recommends approval of both exceptions height and articulation.

**Attachments**

Resolution

Site plan and elevations

---

**RESOLUTION NO.**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LANCASTER, TEXAS, GRANTING A REQUEST FOR SPECIAL EXCEPTIONS PURSUANT TO SECTION 14.505 (A) 2 AND 3, OF THE LANCASTER DEVELOPMENT CODE; TO PROVIDE A SPECIAL EXCEPTION TO A REDUCTION IN THE ARTICULATION REQUIREMENTS AND INCREASED HEIGHT ON THE PROPOSED BUILDING LOCATED ON THE SOUTHWEST CORNER OF HOUSTON SCHOOL ROAD AND DANIELDALE ROAD; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Lancaster Development Code provides a thirty-five foot (35') maximum height for buildings, and a minimum change in vertical height of 25% for vertical articulation located within the Light Industrial (LI) zoning district; and

**WHEREAS**, the applicant has made a request for special exceptions to be granted to said height requirement, and vertical articulation to allow for the increased height of forty-nine feet (49'), and a reduction in the vertical articulation on the loading dock that takes Daniieldale Road; and

**WHEREAS**, after review and consideration, the City Council finds that the request for special exceptions as provided herein are warranted pursuant to §14.209 (d) of said code and meets the requirements of the Ordinance.

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

**SECTION 1.** That the request for the special exceptions to the requirements of the Lancaster Development Code to allow forty-nine feet (49') and reduction of vertical articulation on the loading dock that faces Daniieldale Road to be located on the southwest corner of Houston School Road and Daniieldale Road, be, and the same is, hereby granted.

**SECTION 2.** This Resolution shall become effective immediately from and after its passage, as the law and charter in such cases provides.

**DULY PASSED** and approved by the City Council of the City of Lancaster, Texas, on this the 27th day of June, 2016.

**ATTEST:**

**APPROVED:**

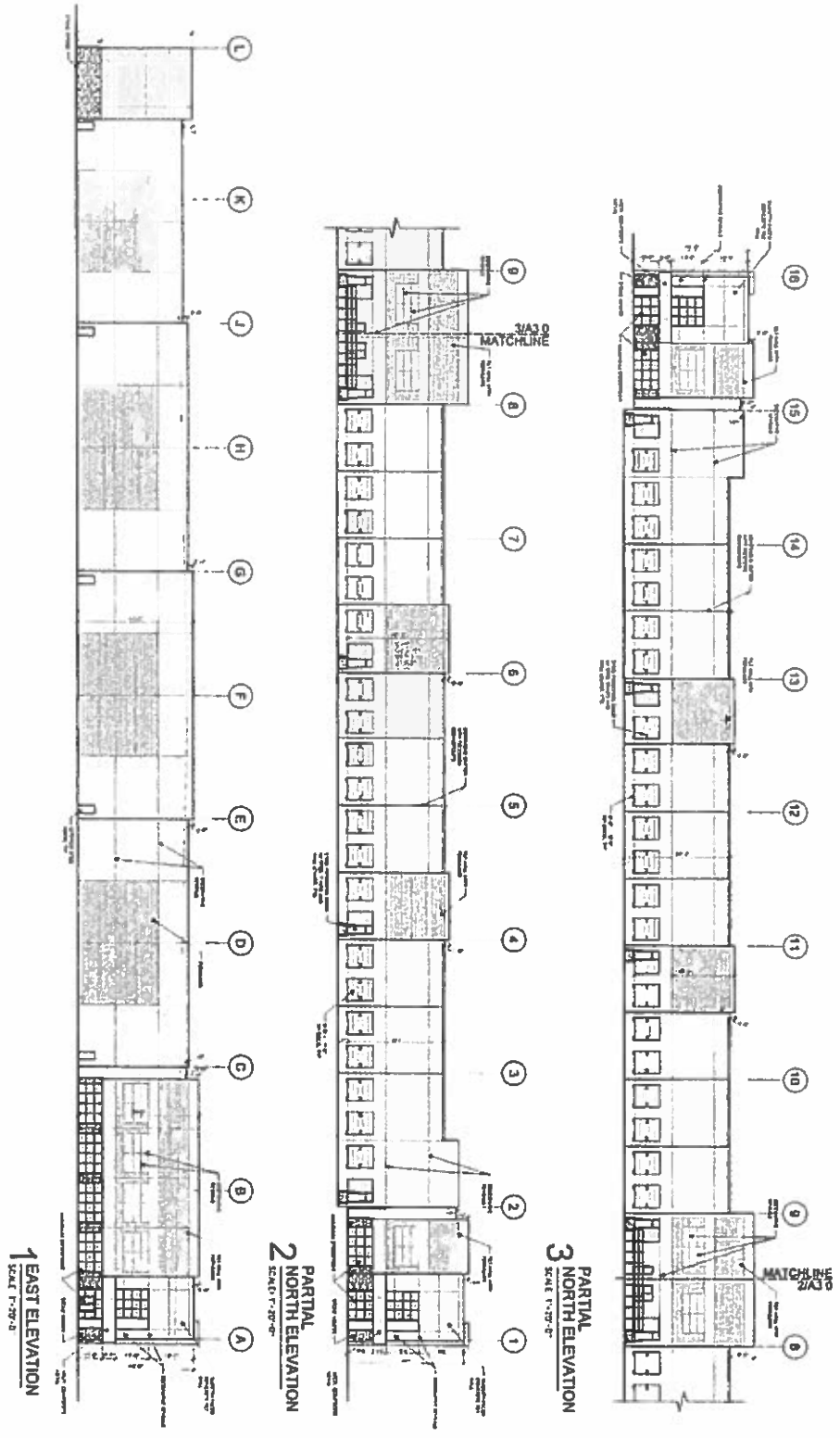
\_\_\_\_\_  
Sorangel O. Arenas, City Secretary

\_\_\_\_\_  
Marcus E. Knight, Mayor

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Robert E. Hager, City Attorney





job no.  
sheet  
A3.0

FIRST INDUSTRIAL  
1-20/35 DISTRIBUTION CENTER  
LANCASTER, TEXAS

**poly**  
group design group, incorporated  
3000 Westwood Blvd. Suite 200, Dallas, Texas 75244, Tel: 972-382-1000



**FI FIRST INDUSTRIAL**  
REALTY-TRUST

drawn by  
checked  
date  
08/27/2016

The City of Lancaster Development Code (LDC) requires Warehouse Distribution Centers to provide one (1) parking space for every 2,000 square feet and one (1) for every two (2) employees, which is greater. The applicant is seeking a reduction in parking by providing 289 spaces instead 309 required parking for building A and 260 parking spaces instead of the 306 required parking for building B. Overall, the applicant is providing 63 less than the required parking spaces for Warehouse Distribution Centers. The applicant is able to convert parking spaces to additional automobile parking should more regular parking spaces be required when a specific tenant is in place.

The applicant is also requesting the use of accent materials such as formliner, reveals, painted surfaces and stone to meet the finish obligation in place of full 20% stone requirement along Wintergreen Road. Section 14.505 Industrial Districts of the LDC states that each exterior wall shall consist of 100% masonry materials as defined in Article 14.1300 Definitions - Masonry, excluding doors and windows, on walls which are visible from a public street or open space, including a minimum of 20% stone. All buildings shall have exterior walls constructed of stone, brick, glass block, tile, cast metal, cast or cultured stone, or a combination of those materials. The use of other cementaceous products (e.g. stucco, Hardy Plank, or other similar materials approved by the Building Official) shall be limited to 50% of the buildings exterior finishes where it is deemed important as a design feature and where it will be applied under the highest standards for quality and durability. However, stucco may not be located in the first 8 feet above grade on a façade visible from a street or public area. Exceptions to this requirement, including allowing concrete tilt-up walls, may be permitted on a case by case basis by the Planning and Zoning Commission or City Council upon submission and approval of elevation drawings of the subject structure, and material samples.

Staff supports the applicant's request for reduction in parking due to the fact that the proposed building is speculative. The applicant will be able to narrow and provide the required parking when the end user is in place. As such and with only 63 less than the required parking in addition to room to convert trailer parking to regular parking spaces, staff is comfortable that the applicant will be able to provide required parking spaces when the exact tenant is in place.

The applicant is proposing the use of an 8' living screen to screen loading docks along Wintergreen Road. The living screen will cover the building from Wintergreen Road street view and the use of 20% stone from Wintergreen Road public street is not necessary. As such staff supports the applicant's request to use a combination of accent materials such as formliner, reveals, painted surfaces and stone to meet the finish obligation in place of full 20% stone requirement along Wintergreen Road. Please note that the applicant meets the 20% stone requirement along Houston School Road.

**Public Information Considerations:**

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

**Options/Alternatives:**

1. Approve the request as presented.
2. Deny the request.

**Recommendation:**

Staff recommends approval of the request.

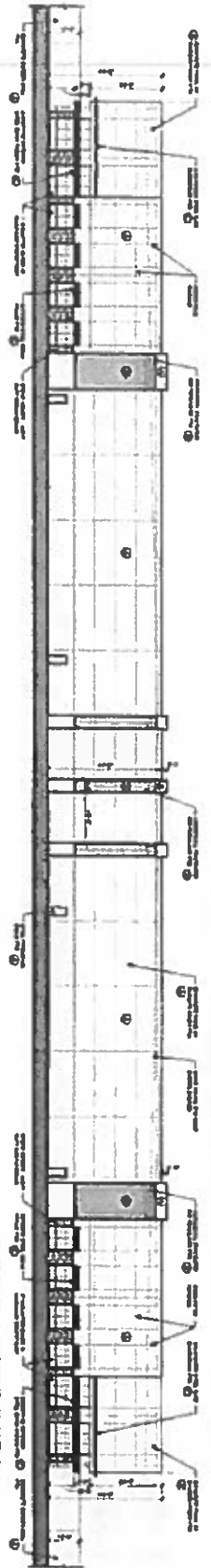
**Attachments**

Location Map

Site Plan and Elevation Renderings provided by the applicant

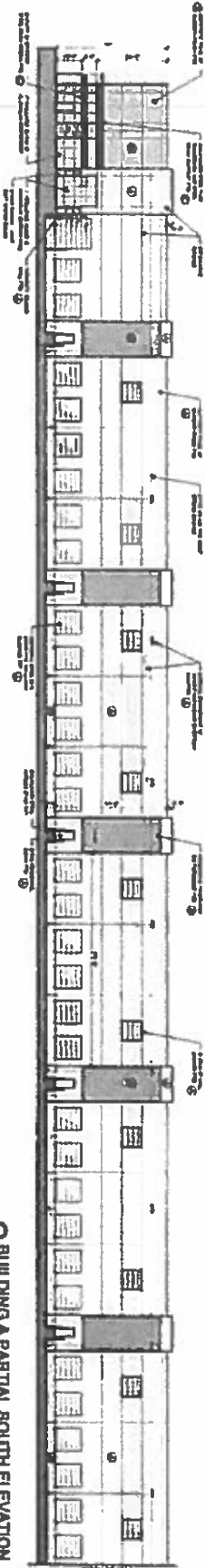
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PLAN VIEW



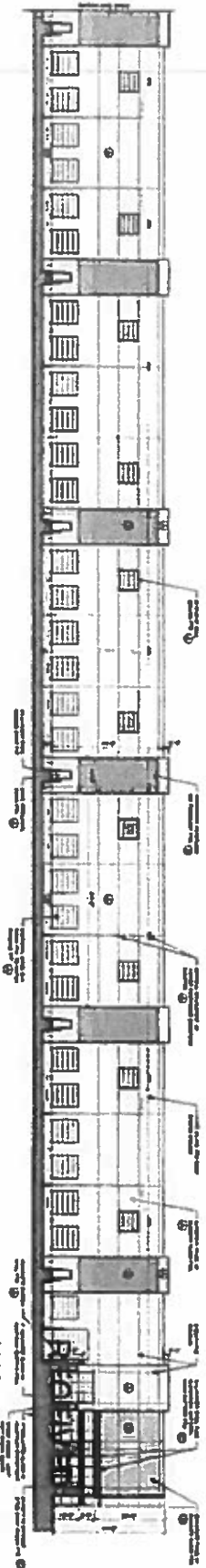
3 BUILDING A WEST ELEVATION  
SCALE: 1/8" = 1'-0"

PLAN VIEW



2 BUILDING A PARTIAL SOUTH ELEVATION  
SCALE: 1/8" = 1'-0"

PLAN VIEW



1 BUILDING A PARTIAL SOUTH ELEVATION  
SCALE: 1/8" = 1'-0"

Planning Division  
FACADE/ELEVATION PLAN

NEW INDUSTRIAL PARK  
LOT 1 AND LOT 2, BLOCK A  
64.1 ACRE TRACT

CITY OF LANCASTER, TEXAS COUNTY, TEXAS  
PLANNING DIVISION  
514 HANCOCK ROAD, SUITE 100  
DALLAS, TEXAS 75201  
TEL: 972-739-1400

FILE NO  
20001  
A3.0

Crow Holdings Capital  
REAL ESTATE  
LANCASTER, TEXAS



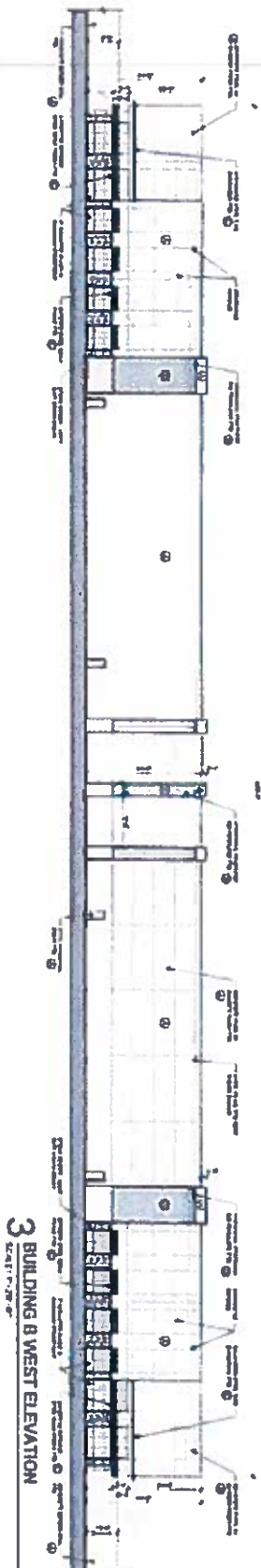
Pecky Design Group, Incorporated  
Architectural and Construction Services



| DATE     | BY | REVISION |
|----------|----|----------|
| 01/15/01 | JM | 1.0      |
| 01/15/01 | JM | 1.1      |
| 01/15/01 | JM | 1.2      |
| 01/15/01 | JM | 1.3      |
| 01/15/01 | JM | 1.4      |
| 01/15/01 | JM | 1.5      |
| 01/15/01 | JM | 1.6      |
| 01/15/01 | JM | 1.7      |
| 01/15/01 | JM | 1.8      |
| 01/15/01 | JM | 1.9      |
| 01/15/01 | JM | 2.0      |

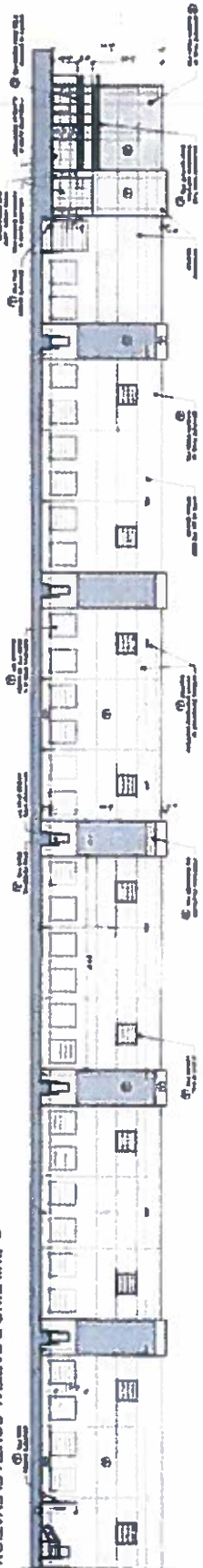
Drawn by  
Checked by  
Scale  
Date  
Project No.

PLAN VIEW



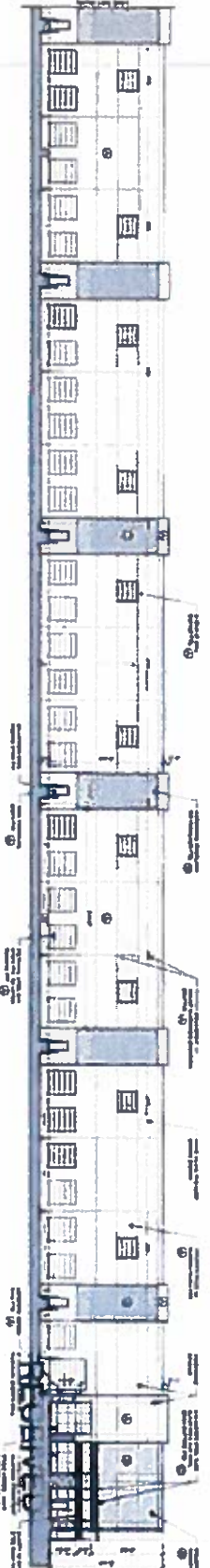
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SCALE: 1"=20'-0"

PLAN VIEW



2 BUILDING 2 PARTIAL SOUTH ELEVATION  
SCALE: 1"=20'-0"

PLAN VIEW



1 BUILDING 1 PARTIAL SOUTH ELEVATION  
SCALE: 1"=20'-0"

PLANNING INFORMATION PLAN

NEW INDUSTRIAL PARK  
LOT 1 AND LOT 2, BLOCK A  
AS ADOPTED

PLANNING INFORMATION PLAN  
CITY OF LANCASTER, TEXAS  
3100 HANOVER / 1511 TEXAS DRIVE 150  
DALLAS, TEXAS 75244  
COM: 214-398-1400  
TEL: 214-398-1400

CROW HOLDINGS CAPITAL  
DEAL ADVISORS  
LANCASTER, TEXAS



POLY GROUP, INCORPORATED  
2000 HANOVER / 1511 TEXAS DRIVE 150  
DALLAS, TEXAS 75244



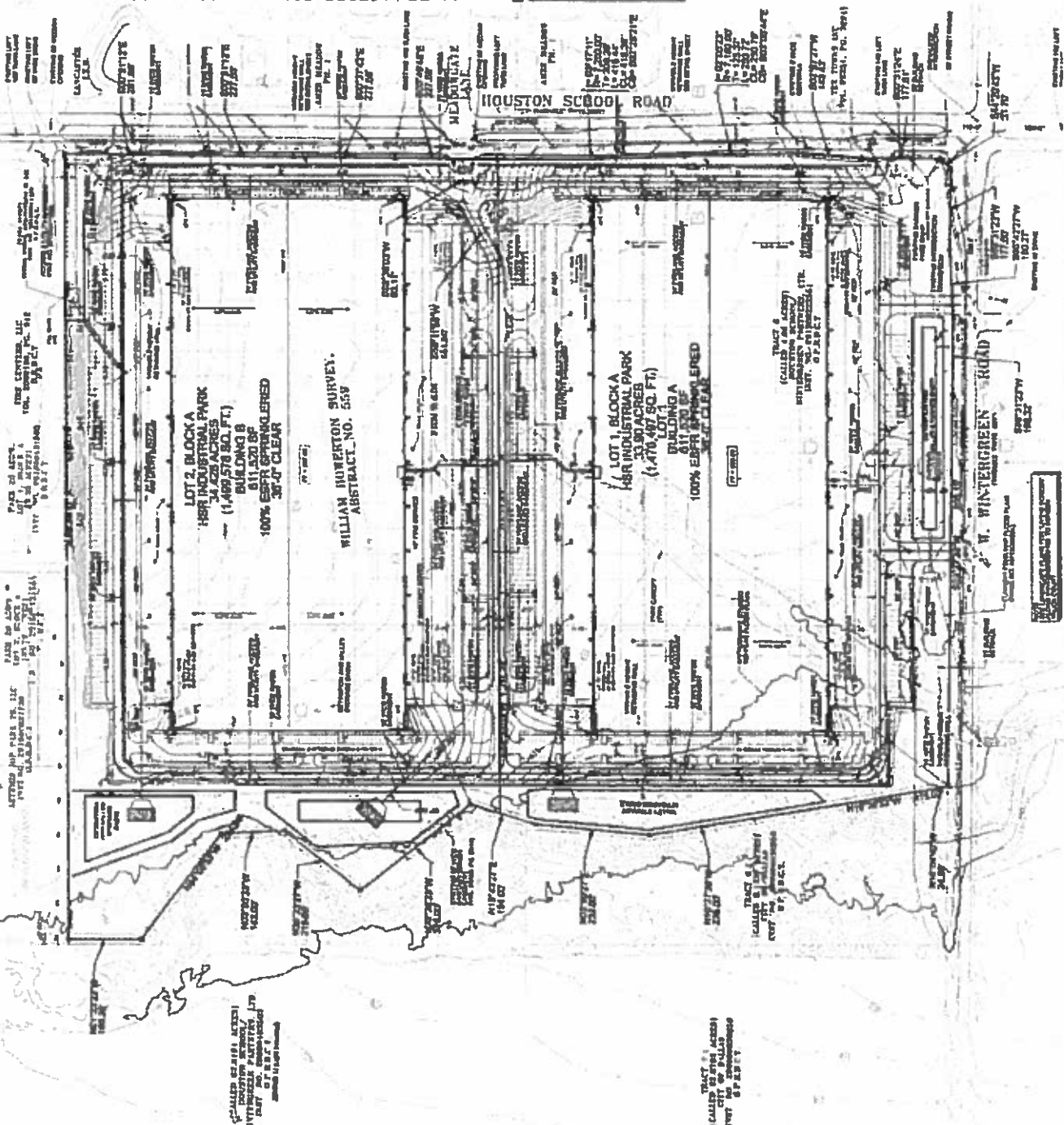
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|-----|--------------------|
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| 2   | 02/02/2013 1:00 PM |
| 3   | 02/02/2013 1:00 PM |

PROJECT  
3100 HANOVER / 1511 TEXAS DRIVE 150  
DALLAS, TEXAS 75244  
00040017

FIG. NO.  
A3.2

**6.5 ACRE TRACT**  
 100-000000-001  
 WILLIAM HENNINGTON SURVEY, ABSTRACT NO. 509  
 CITY OF DALLAS, DALLAS COUNTY, TEXAS

PREPARED BY  
**PROSS DESIGN GROUP**  
 5310 HARVEST HILL ROAD, SUITE 100  
 DALLAS, TEXAS 75220  
 CONTACT: MARK PROSS, AIA  
 TEL. 972-750-1400



[illegible]

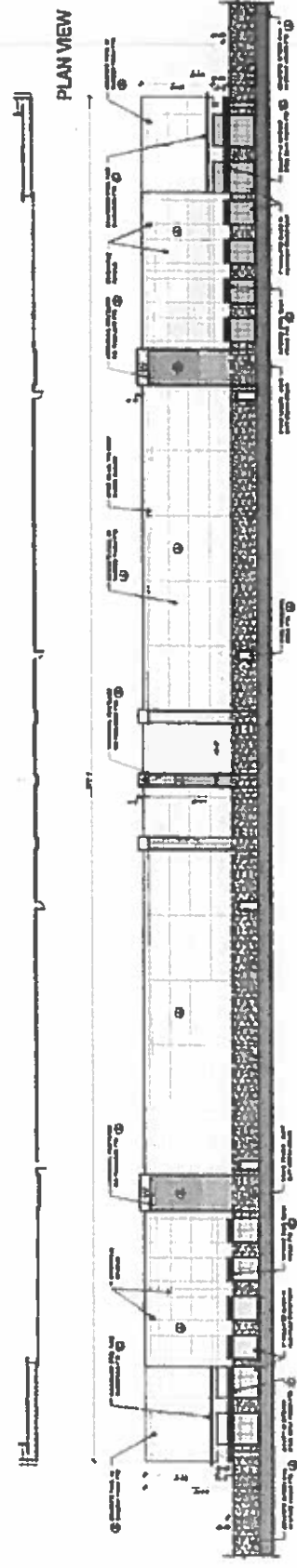
PREPARED BY: [blank]  
 CHECKED BY: [blank]  
 DATE: [blank]  
 PROJECT: [blank]  
 SHEET: [blank]



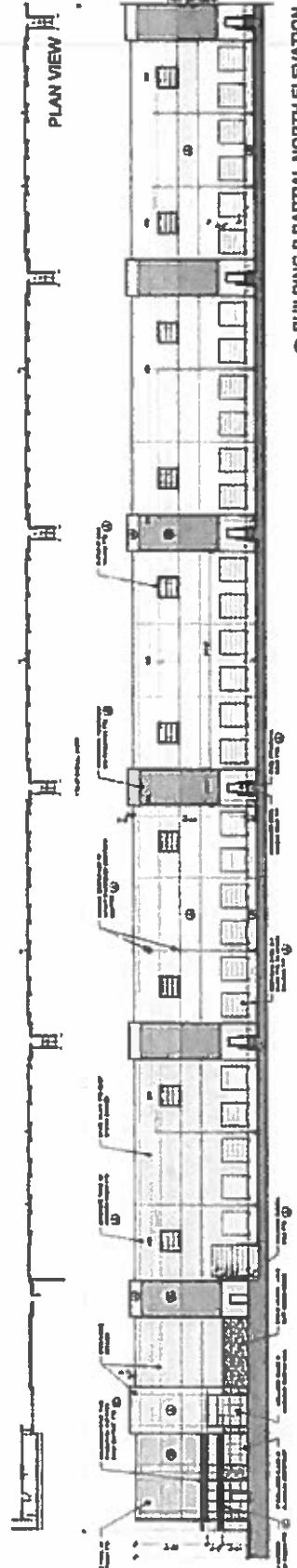
PROJECT DESIGN GROUP, INC.  
 10000 DALLAS STREET, SUITE 100  
 DALLAS, TEXAS 75243  
 TEL: 214-555-1234

**Crow Holdings Capital**  
 REAL ESTATE  
 10000 DALLAS STREET, SUITE 100  
 DALLAS, TEXAS 75243  
 TEL: 214-555-1234

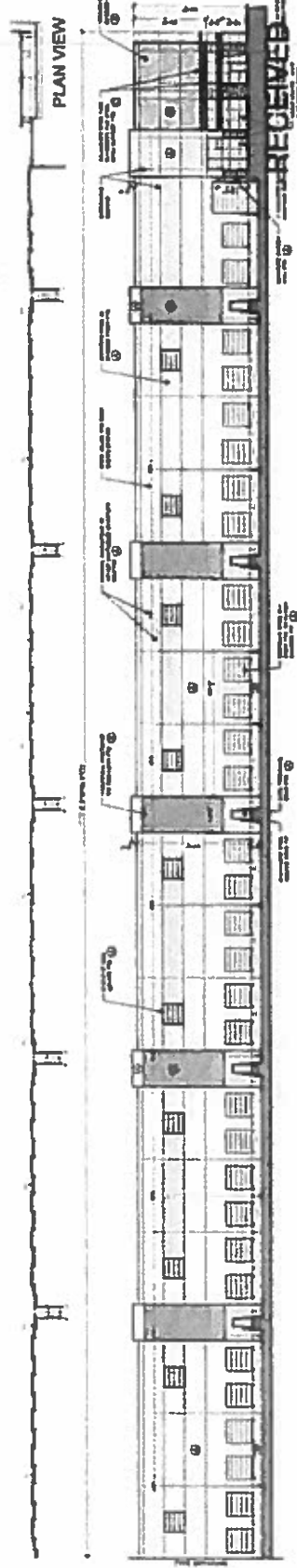
SHEET  
**A3.3**



3 BUILDING B EAST ELEVATION  
SCALE 1/8" = 1'-0"



2 BUILDING B PARTIAL NORTH ELEVATION  
SCALE 1/8" = 1'-0"



1 BUILDING B PARTIAL NORTH ELEVATION  
SCALE 1/8" = 1'-0"

| PAINT SCHEDULE                        |  | MATERIAL CALCULATIONS - BUILDING B EAST ELEVATION |          |                                       |       | MATERIAL CALCULATIONS - BUILDING B NORTH ELEVATION |          |                                       |       | LOCATION MAP                          |  | FACADE ELEVATION PLAN                 |  |
|---------------------------------------|--|---|----------|---------------------------------------|-------|--|----------|---------------------------------------|-------|---------------------------------------|--|---------------------------------------|--|
| ①                                     | BASE PAINT COLOR - 50% (50% BROWN/BLACK)   | TOTAL PAINT                                       | 2,320 SF | 1.0% OF FACADE                        | 37.7% | TOTAL PAINT  | 4,720 SF | 1.0% OF FACADE                        | 64.7% |                                       |  |                                       |  |
| ②                                     | ACCENT PAINT COLOR - 50% (50% BROWN/BLACK) | TOTAL ACCENT PAINT                                | 2,320 SF | 1.0% OF FACADE                        | 37.7% | TOTAL ACCENT PAINT                                 | 4,720 SF | 1.0% OF FACADE                        | 64.7% |                                       |  |                                       |  |
| ③                                     | BRICK STEEL CHIMNEYS & BARNDOORS           | TOTAL BRICK                                       | 1,000 SF | 1.0% OF FACADE                        | 13.7% | TOTAL BRICK  | 1,000 SF | 1.0% OF FACADE                        | 13.7% |                                       |  |                                       |  |
| ④                                     | BRICK STEEL CHIMNEYS & BARNDOORS           | TOTAL BRICK                                       | 1,000 SF | 1.0% OF FACADE                        | 13.7% | TOTAL BRICK  | 1,000 SF | 1.0% OF FACADE                        | 13.7% |                                       |  |                                       |  |
| TOTAL ACCENT PAINT - NON-MANUFACTURED |  | 6,040 SF  | 33.1%    | TOTAL ACCENT PAINT - NON-MANUFACTURED |       | 14,320 SF  | 25.3%    | TOTAL ACCENT PAINT - NON-MANUFACTURED |       | TOTAL ACCENT PAINT - NON-MANUFACTURED |  | TOTAL ACCENT PAINT - NON-MANUFACTURED |  |

PROJECT DESIGN GROUP, INC.  
 10000 DALLAS STREET, SUITE 100  
 DALLAS, TEXAS 75243  
 TEL: 214-555-1234

WILLIAM HENNINGSEN ARCHITECT, INC.  
 10000 DALLAS STREET, SUITE 100  
 DALLAS, TEXAS 75243  
 TEL: 214-555-1234

LOT 1 AND LOT 2, BLOCK A  
 10000 DALLAS STREET  
 DALLAS, TEXAS 75243

10000 DALLAS STREET  
 DALLAS, TEXAS 75243

10000 DALLAS STREET  
 DALLAS, TEXAS 75243

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 DALLAS, TEXAS 75243

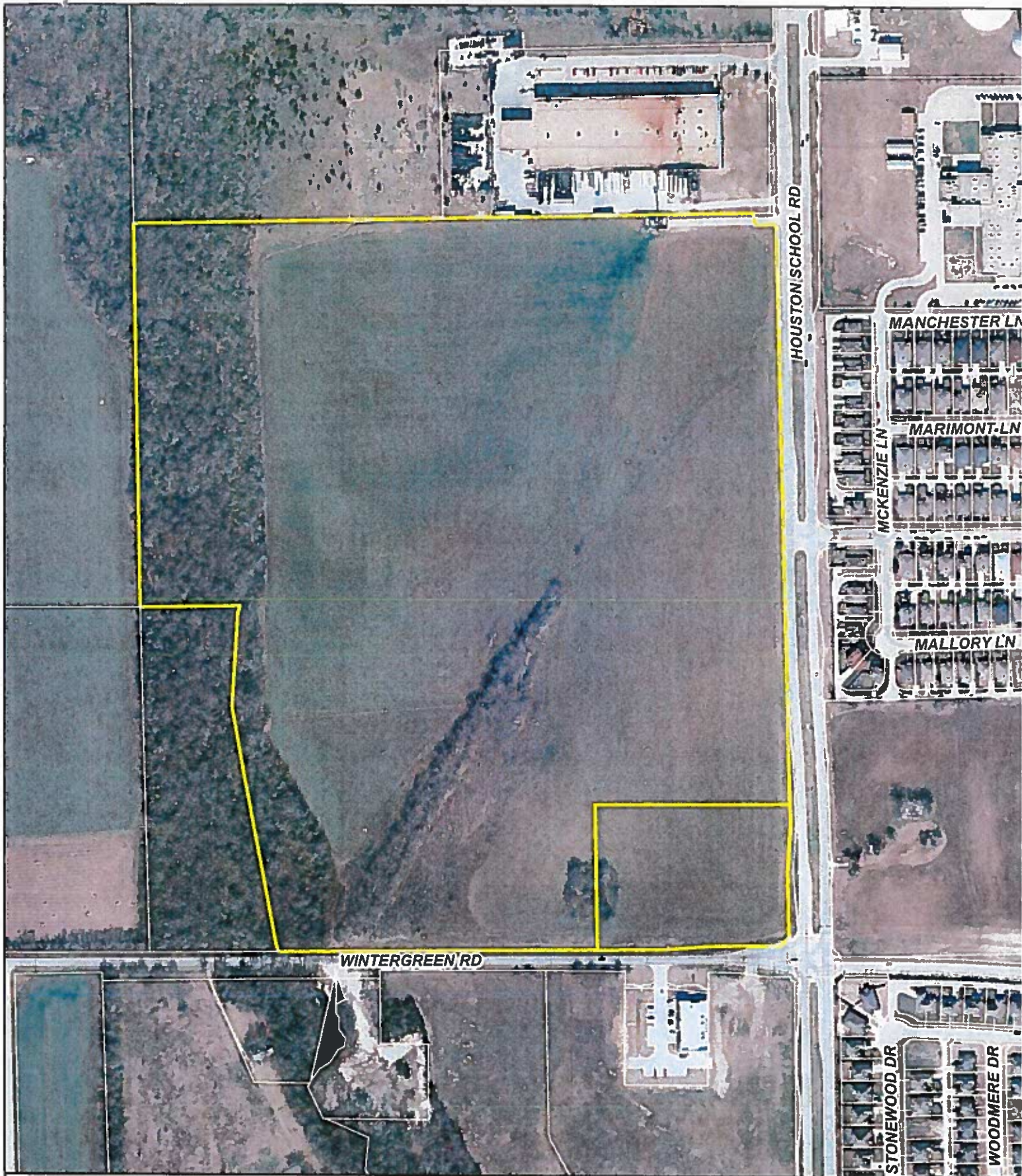
10000 DALLAS STREET  
 DALLAS, TEXAS 75243



RECEIVED

MAR 27 2017

Planning Division



#### Legend



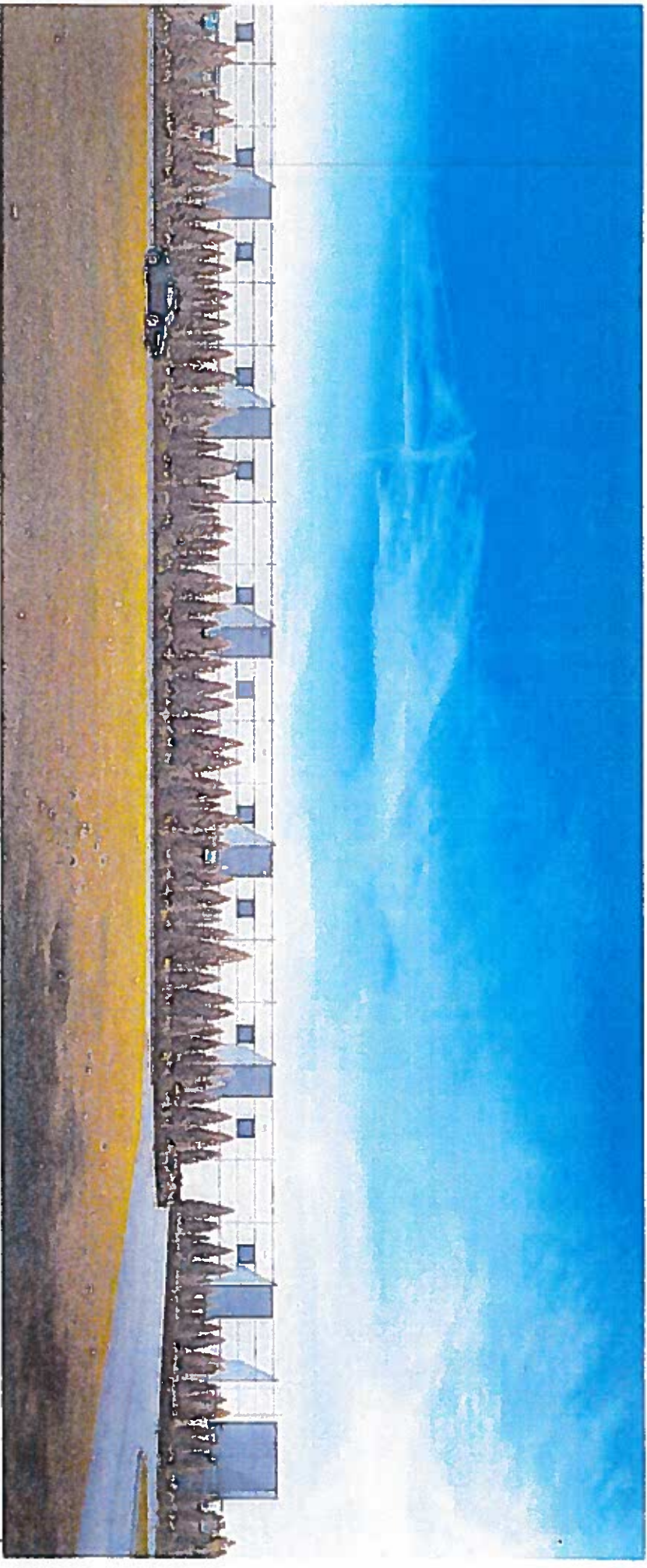
City Limits



Subject Property

0 165 330 660 Feet

City of Lancaster  
**2501 N Houston School Rd**  
Zoned LI (Light Industrial)



RECEIVED

MAR 27 2017

Planning Division



DRAFT MINUTES  
PLANNING & ZONING COMMISSION MEETING OF APRIL 4, 2017



7. M17-04 Discuss and consider a request for parking reduction and use of other accent materials in lieu of 20% stone requirement on street facing facades. The subject property is located on the northwest corner of Houston School Road and Wintergreen Road, of the Lancaster City Park, in the City of Lancaster, Dallas County, Texas.

Senior Planner Bester Munyaradzi read the staff report into the record. The parking reduction portion was removed from the request by the applicant.

**A MOTION WAS MADE BY COMMISSIONER AGUILAR AND SECONDED BY COMMISSIONER HILL TO APPROVE M17-04 DISCUSS AND CONSIDER A REQUEST USE OF OTHER ACCENT MATERIALS IN LIEU OF 20% STONE REQUIREMENT ON STREET FACING FACADES. THE SUBJECT PROPERTY IS LOCATED ON THE NORTHWEST CORNER OF HOUSTON SCHOOL ROAD AND WINTERGREEN ROAD, OF THE LANCASTER CITY PARK, IN THE CITY OF LANCASTER, DALLAS COUNTY, TEXAS.**

**AYES: EARLE, PROTHRO, HILL, JOHNSON**

**NAYS:**

**THE MOTION CARRIED 4 to 0.**

## LANCASTER CITY COUNCIL

### City Council Work Session

7.

**Meeting Date:** 07/17/2017

**Policy Statement:** This request supports the City Council 2016-2017 Policy Agenda

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

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

---

#### **Agenda Caption:**

Discuss establishing an ordinance to remove all basketball goals/hoops from the front curbs, public rights-of-way, alleys and streets to the back of said property or resident.

#### **Background:**

As prescribed in the City Council rules and procedures as amended September 2016, Section D. City Council Agenda Process, Subsection 1.b., Mayor Pro Tem Clyde Hairston requested that an item be included on the agenda for the purpose of discussing and considering an ordinance to remove all basketball goals/hoops from the front curbs, public rights-of-way, alleys and streets to the back of said property.

The City of Lancaster does not currently have any regulations regarding basketball goals/hoops. Staff research from survey cities indicates that Cedar Hill, Duncanville, Farmers Branch, The Colony and Grand Praire are the only cities with regulations regarding basketball goals/hoops. Among these cities, the city of Farmers Branch is the only one that allow single pole basketball goals in the front yard as long as they are set a minimum of 15 feet from the front property line. All the other cities do not allow basketball goals/hoops as noted on the attached comparison table.

#### **Attachments**

Basketball Goals/Hoops Research Information

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Comparison of Survey Cities Concerning Basketball Goals/Hoops Ordinance

|                | Location of Code          | Regulation   |
|----------------|---------------------------|--|
| Cedar Hill     | Code of Ordinances        | "It cannot be in street ROW."  |
| Duncanville    | Code of Ordinances        | No person shall place, construct or erect any pole or structure with a hockey, soccer or basketball goal, rim, hoop or other device affixed thereto designed or intended to be used for or readily adaptable for athletic or sporting purposes, or any other obstruction, upon, along, or across any public right-of-way or other public easement in the city.   |
| Farmers Branch | Property Maintenance Code | <p>(p) <i>Permitted items in the front yard.</i> In the R-1, R-2, R-3, R-4, R-5, R-6, D-1, D-2 and residential planned development zoning districts, no building, structure, fence, accessory object or other appurtenances, improved parking area or driveway shall be constructed, erected, placed or located in the front yard unless specifically listed in this section. Accessory objects and appurtenances not listed herein shall not be permitted in the front yards by exclusion. For purposes of this section, the term "height" shall mean that vertical dimension at any point measured from the average natural grade of the area within two feet of such point. Permitted items are as follows:</p> <p>(14) Single pole basketball goals, provided they are set back a minimum of 15 feet from the front property line.</p> |
| DeSoto         | None                      | None   |
| The Colony     | Code of Ordinances        | <p>It shall be unlawful for any person to obstruct or encumber, in whole or in part, any portion of any public street, sidewalk, or other public property in the city other than alleyways with any item, whether temporary or permanent, including but not limited to, lumber, boxes, posts, fences, <i>basketball</i> goals, soccer goals, skate ramps, and vehicles, unless authorized by city ordinance or state law. This provision does not apply to landscaping rocks or landscaping material placed adjacent to public streets or alleyways, provided the following:</p> <p>(1)<br/>Not more than 24 inches in height;</p> <p>(2)</p>  |

## Comparison of Survey Cities Concerning Basketball Goals/Hoops Ordinance

|               |                    |  |
|---------------|--------------------|--|
|               |                    | Does not interfere with any visibility site triangle, as provided in the Code of Ordinances; and<br>(3)<br>Does not protrude into a public street or alleyway, and does not interfere with the normal movement of vehicular traffic. |
| Rockwall      | None               | None   |
| Coppell       | None               | None   |
| Rowlett       | None               | None   |
| Grand Prairie | Code of Ordinances | It shall be unlawful for any person to throw, kick or knock any ball, or play ball in any other manner upon any public street, alley or sidewalk.  |
| Keller        | None               | None   |
| Haltom City   | None               | None   |

## LANCASTER CITY COUNCIL

### City Council Work Session

8.

**Meeting Date:** 07/17/2017

**Policy Statement:** This request supports the City Council 2016-2017 Policy Agenda

**Goal(s):** Financially Sound Government

**Submitted by:** Baron Sauls, Director of Finance

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#### **Agenda Caption:**

Receive a presentation and discuss the Quarterly Financial Report for the third quarter of FY 2016/2017 for the period ending June 30, 2017.

#### **Background:**

The broad purpose of the City's Financial and Investment policy statements is to enable the City to achieve and maintain a long-term stable and positive financial position, and provide guidelines for the day to day planning and operations of the City's financial affairs. The following information is representative of the third quarter of fiscal year 2016/2017; April 1, 2017 through June 30, 2017. The reports will be distributed, presented and reviewed during the work session.

## LANCASTER CITY COUNCIL

### City Council Work Session

9.

**Meeting Date:** 07/17/2017

**Policy Statement:** This request supports the City Council 2016-2017 Policy Agenda

**Goal(s):**

- Financially Sound Government
- Healthy, Safe & Vibrant Community
- Sound Infrastructure
- Quality Development
- Civic Engagement
- Professional & Committed City Workforce

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

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#### **Agenda Caption:**

Discuss the Report of City Council Five Year Goals and Strategies established during the annual City Council Strategic Planning Session in June 2016 for the third quarter of FY 2016/2017.

#### **Background:**

City Council conducted an annual Strategic Planning Session in June 2016. This report represents activity for the third quarter of FY 2016/2017 (April 1 - June 30, 2017). This is a review of the implementation and progress on strategies and initiatives outlined in the 2016/2017 strategic plan and how said strategies connect to continued progress toward the realization of the Lancaster Vision.

#### **Attachments**

Quarterly Update

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## **Operational Considerations:**

**Financially Sound Government - The City has a long-range financial plan and has prudent fiscal policies and processes in place. It has met or exceeded all fund reserve goals, has funds available to address the needs of the community, and responsibly manages its debt. The community continues to move toward a more competitive tax rate.**

1. Bond refinancing (refunding) is an important debt management tool for the city. Refunding is commonly executed to achieve interest cost savings, remove or change burdensome bond covenants, or restructure the stream of debt service payments to avoid a default, or in extreme circumstances, an unacceptable tax or rate increase. The City refunded \$6,650,000 in general obligation bonds with a savings of \$770,000.
2. Oversight and management controls covering all of the city's operations with a focus on accountability at each department or function are critical to strong credit rating. The City maintained its credit rating of Aa3 with Standard & Poor's.
3. The City received the Comptroller's office Transparency Award in two areas including traditional finances for exemplary efforts in creating financial transparency around public services and spending decisions; and debt obligations for exemplary efforts in creating financial transparency around public debt.
4. BKD LLP CPA's and Advisors completed the Comprehensive Annual Financial Report audit of the City Financial Statements for the Fiscal Year ended September 30, 2016.
5. The Finance Department submitted the FY 2016 Comprehensive Annual Financial Report (CAFR) for the Certificate of Achievement for Excellence in Financial Reporting Award to the Government Finance Officers Association.
6. The Finance Department submitted the Continuing Disclosure Report for the Fiscal Year Ending September 30, 2016.
7. Finance department submitted the HB-13 debt summary to the State Comptroller's office.
8. Updated Water Rate Study.
9. 2016 Comprehensive Annual Finance Report (CAFR) adopted.
10. Submitted application for the Traditional Finance and Debt Obligations State Comptroller's transparency award.

**Quality Development - The City encourages high quality construction in its housing, commercial buildings and public facilities. The City employs sustainable building practices and encourages conservation and the use of alternative energy sources. The City has a diverse housing stock with walkable neighborhoods and other high quality neighborhood amenities. A diversity of commercial businesses includes corporate business parks and distribution facilities, which make use of the expanded airport, rail, and highway system. Retail areas have grown because of growth in industrial, commercial and residential development.**

1. Develop a "Land Bank" strategy for City property.

Staff is researching land banking best practices used as an economic development tool as well as an opportunity to sell property directly rather than through Dallas County Sheriff's office for the purpose of revitalizing blighted areas and homes.

Staff is in the process of identifying a list of properties available for the program. Staff met with the City Attorney to create a framework for a program unique to the City's needs and to continue researching Land Banking options.

2. Develop a plan to show Developers the opportunities for building custom homes.

The City hosted a Broker and Developer Luncheon on November 9, 2016 with participation from Lancaster ISD and The Retail Coach. Staff is continuing outreach to residential and commercial real estate organizations represented in the DFW area.

3. Create and implement a retail strategy so we are clear on what types of retail development the City wants to attract.

Staff continues to work with The Retail Coach and utilize their material and contacts to reach targeted retailers. Staff has a list, independent from Retail Coach, we are reaching out to. Staff is collecting available property for distribution prior to a stronger outreach effort.

The Economic Development page on the website has been updated. The aerial map on the website was replaced with a GIS interactive map showing specific areas, traffic counts, and community amenities. Staff purchased LancasterRetail.com and forwarded the domain name to the retail recruitment section of the City website. The objective is to make finding information easy for prospects and to use the City website to disseminate information.

Attended the ICSC Retail Trade Show in Las Vegas and met with Retail Strategies, MIMCO-Redevelopers, Vision Commercial-Redevelopers, Hilton, Chipotle, Stainback, Raising Cane, Arby's, Beef Jerky Outlet, Bojangle's, Buffalo Wings and Rings, Crunch Fitness, Dairy Queen, Del Taco, Famous Footwear, Halloween Express, Hyatt Hotels, Jimmy John's, Marriott, The Outlet Resource Group, Panda Express, Wendy's, Zaxby's, Spirit, Marco's Pizza, Brevitas, Carl Jr's, Intercontinental Hotel Group, JMerchants, McAlister's Deli, Colliers International, OppSites, Moe's Southwest Grill, Catherine Robinson Commercial Group Investments, Rappaport,

Vision Commercial Real Estate, Checkers, Jersey Mike's, Choice Hotels, Weingarten Realty, Cinnabon, Party City, Denny's, Smoothie King, Firehouse Subs, LA Fitness, Tanger Outlet Mall, Bilton Commercial Group, Dunkin Donuts, Toys R Us, Kroger, New Quest Properties, Home Properties, JLL, SVN Three Rivers Commercial Advisors, Best Western, Focus Brands, Starwood Retail Partners, Save-A-Lot, Goldstar Trust Company, Planet Fitness, Schlotzsky's, Hyatt, Fallas, CATO and Yum! Brands.

Staff will follow-up on the meetings and contacts made to maintain the momentum gained from the conference. We will continue working with The Retail Coach in preparation for the fall deal-making conference, and Retail Live events.

#### 4. Downtown Tax Increment Finance District (TIF).

Staff will utilize the implementation plan and tools from the recently adopted comprehensive plan to explore appropriate steps for the creation of a TIF district within the downtown area. Staff has made a presentation to Council regarding options for implementation of a TIF.

New City Hall – City Council received a presentation from GSBS regarding site location.

Staff is in communication with Dallas County to determine strategies for TIF feasibility and creation key development areas.

#### 5. Complete the Update of the Comprehensive Plan; Including: Adopting Ordinances to Ensure Consistency of Companion Ordinances.

Council approved the Comprehensive Plan update in October 2016. Staff is in the process of evaluating the LDC for conflicts in order to bring before City Council in early spring. At the December 19, 2016 work session, City Council heard a presentation on the Tree Preservation and Landscape Ordinance. A work session was held on February 6, 2017 to discuss the Tree Preservation and Landscape Ordinance.

City Council approved an amended Tree Conservation and Landscape ordinance at the June 2017 meeting.

The planning consultant reviewed the Lancaster Development Code and other related plans for conflicts related to the recent adoption of the comprehensive plan. A work session will be scheduled to review conflicts.

#### 6. Review Economic Development Policy.

Council approved a professional services agreement with Wildan Financial for development of an Economic Development Strategic Plan.

During the current reporting period, 440,728 square feet of new or formally empty space was occupied by business operations.

7. Review Existing Incentive Policy.

The Comprehensive Plan Update was completed in October 2016. As part of implementation staff obtained access to <https://texasbusinessincentives.com/> to compare with our existing incentive policy.

An amendment to the existing incentive policy was approved by City Council to include lodging facilities.

8. Develop a strategy to pursue the development of a nationally brand hotel/convention center in Lancaster.

In the first quarter of FY 2016/2017 staff has compiled a list of national chains and reached out to each chain, sending personalized material to targeted hotels. This was followed-up by phone calls and other communication to the targeted hotels.

In the second quarter, seventy-five letters were sent to local hotels to provide information regarding the City of Lancaster.

Staff is currently working with a national chain that is planning to locate within our community. Currently, the effort is to assist in developing a larger and more encompassing facility.

9. Recruit Quality Commercial, Industrial and Retail Jobs.

In the first quarter of FY 2016/2017 The Retail Coach contacted 33 targeted retailers and we responded to one RFP from the Governor's office.

In the second quarter of FY 2016/2017 staff conducted 14 sales calls on commercial/industrial brokers, developers and potential end users promoting Lancaster as a location for solutions to their logistic needs. Staff responded to 21 inquiries for information regarding Lancaster as a potential location for potential expansion and/or relocation needs. Staff met with one national retailer. Plans for a warehouse facility was submitted to the city.

In this quarter of FY 2016/2017 staff conducted 96 sales calls on commercial/industrial brokers, developers and potential end users promoting Lancaster as a location for solutions to their logistic needs. Staff responded to 28 inquiries for information regarding Lancaster as a potential location for potential expansion and/or relocation needs. We are currently in negotiations with two non-warehouse primary employer facilities.

10. Code Compliance Commercial Quarterly Inspections:

| <b>Business</b>                      | <b>Address</b> | <b>Violation</b>   | <b>Action</b>            | <b>Resolved</b>   |
|--------------------------------------|----------------|--|--------------------------|---|
| Anson Powder & Performance Coat      | 3228 N IH 35E  | Trash on property  | Courtesy Letter April 19 | 1-May   |
| Texas Farm Bureau Casualty Insurance | 3380 N IH 35E  | high weeds and trash pile  | Courtesy Letter April 19 | 1-May   |
| Vacant / next to Hot Tub Location    | 3336 N IH35E   | trash pile and high weeds, cargo container                         | Courtesy Letter April 19 | Construction Work (improvements continue as of July 11) |
| Neil McMillian Movers                | 3060 N IH 35E  | trash pile   | Courtesy Letter April 19 | 1-May   |
| Shadz of Gray Event Center           | 3016 N IH35E   | trash pile   | Courtesy Letter April 19 | 1-May   |
| West St / I35E - Corner Building     | 3014 N IH35E   | truck trailer on prop. & Faded Sign                                | Courtesy Letter April 19 | 1-May   |
| Re-Cycles                            | 3250 N IH35E   | boards missing from fence, letters not in sign, faded sign         | Courtesy Letter April 19 | 15-May  |
| Lancaster Tire Shop                  | 3460 N IH 35E  | truck trailer on site, faded sign, tires racked outside            | Courtesy Letter April 19 | 1-Jun   |
| Kawasaki City of Dallas              | 3430 N IH35E   | high weeds, bent gate post, truck trailer, mailbox base was busted | Courtesy Letter April 19 | 15-May  |
| E Group of Companies USA             | 3444 N IH35E   | high weeds   | Courtesy Letter April 19 | 1-May   |
| Recycle Sales                        | 3254 N IH35E   | Sign frame not weather proofed and in disrepair                    | Courtesy Letter April 19 | 15-May  |
| Ned Stevens Gutter                   | 3400 N IH 35E  | scattered trash  | Courtesy Letter April 19 | 15-May  |

## 11. Hot Spot and Illegal Dumping abated by Code Compliance

| Address  | Date       | Work conducted               | Community Service |
|--|------------|------------------------------|-------------------|
| I-35 & West Spring Field   | 05/03/2017 | Tires                        | yes               |
| Dizzy Dean and Wintergreen   | 05/18/2017 | Mattresses and brush         | yes               |
| City Hall, Lanwood, Community House                                  | 05/18/2017 | Mattresses and bags of trash | yes               |
| 3350 Balomede; Oak & Henry St.; 3560 N IH-35; 640 Wheatland Rd (ROW) | 05/24/2017 | Various types of items       | yes               |
| Brookhaven, Wintergreen & Chapman, Sunny Meadows, Wintergreen & Ames | 05/31/2017 | Various items                | yes               |
| Bearcreek, Bayport, and Sunny Meadows.                               | 06/21/2017 | Various items                | yes               |

At the Chamber of Commerce Luncheon in October 2016 the City Manager and Superintendent of Schools presented a joint work plan to the City Council and School Board regarding projects and programs the two organizations are working on to further the established partnership. The plan was titled Village 2020.

### Village 2020

- One of our goals is to get more LISD District employees involved on Boards & Commissions. Boards and commissions applications and information was sent to the LISD Communications Division to provide to LISD employees.
- Ten LISD employees participated in the 2016/2017 Civic Leadership Academy.
- Both 2<sup>nd</sup> and 6<sup>th</sup> grade students became registered library card holders at the Lancaster Veterans Memorial Library. On January 9, 2017, the City Council approved the resolution to allow school district employees (non-Lancaster residents) the ability to apply for library cards and the partnership to collaborate with T-Mobile to allow students to check out “hot spots” in an effort toward extending “WIFI” throughout the city.
- There are 5 student council members now serving on the Youth Advisory Council (YAC).
- City Council has recognized various schools, students and student organizations for their achievements within the district, to include Football Team, Basketball Team, Band and National Attendance Month classes to name a few.
- LISD recognized City Council members and staff for participating in the “My Brother’s Keeper”.

**Healthy, Safe, & Vibrant Community - Lancaster is a place where we enhance public safety in our neighborhoods. The community unites at city-wide events and participates in recreational and cultural activities that keep residents involved and engaged in their respective neighborhoods. Compassionate enforcement personnel help to sustain vibrant residential and business communities. All residents have access to Parks and leisure facilities where they live.**

1. Lancaster Animal Shelter in partnership with the Texas Coalition for Animal Protection (TCAP), a non-profit organization, offers low-cost veterinarian services on the third Tuesday of each month.
2. Low-cost vet services consisting of spaying/neutering are available by appointment only.
3. Since January 2016, 37 animals have undergone surgery (spay/neuter) and 69 have received the rabies vaccine through the transport service.
4. Oncor continued their partnership with the City to plant seasonal color beds with annual flowers and to help beautify Bear Creek Nature Park. Oncor agreed to purchase some materials and organize volunteers to plant over 1,500 annuals and perennials at four different sites. Bear Creek Nature Park was set up for the families of staff and volunteers who spent the day in fellowship with a cookout, fishing and family activities.
5. Volunteers from United Natural Foods Incorporated (UNFI) planted over 500 drought tolerant Lantana, Salvia and Sweet Potato Vine at Town Square and Heritage Park. They also repaired the educational kiosks replacing frames, shingles, sign boards, and trimmed low tree limbs at Bear Creek.
6. Atmos Energy and the Texas Trees Foundation provided the city with thirty new trees, including Live Oaks and Red Oaks. These trees were planted by Texas Trees Foundation workers, and drip watering bags and mulch were also provided. The trees were installed at Community Park, City Park, and Meadowcreek Park.
7. Creeks and large drainage areas: removed all debris and large trees from golf course, Ten Mile Creek on Nokomis and Houston School Road.
8. Christmas trees were collected in January and disposed of at Living Earth. The company collecting the trees did not keep track of the tonnage.

#### Lancaster Police Department Update

On January 4, 2017, the Lancaster Police Department received the award of "Recognized Law Enforcement Agency" from the Texas Police Chiefs Association Law Enforcement Recognition Program. The program evaluates a Police Department's compliance with over 166 Best Business Practices for Texas Law Enforcement.

| 1 <sup>st</sup> Quarter vs 2 <sup>nd</sup> Quarter 2016/2017 |       |       |       |         |         |
|--|-------|-------|-------|---------|---------|
| OFFENSES   |       |       |       |         |         |
|  | 1Q    | 2Q    | 3Q    | UP/DOWN | %       |
| Assault  | 92    | 95    | 113   | 18      | 18.95%  |
| Burglary Building  | 17    | 12    | 25    | 13      | 108.33% |
| Burglary Habitation  | 59    | 40    | 36    | -4      | -10.00% |
| Burglary Vehicle   | 104   | 82    | 93    | 11      | 13.41%  |
| Criminal Mischief  | 83    | 75    | 87    | 12      | 16.00%  |
| Drug Crimes  | 56    | 33    | 44    | 11      | 33.33%  |
| DWI  | 17    | 13    | 8     | -5      | -38.46% |
| Financial Crimes   | 23    | 30    | 34    | 4       | 13.33%  |
| Information Report   | 274   | 309   | 338   | 29      | 9.39%   |
| Mental Evaluations   | 20    | 27    | 31    | 4       | 14.81%  |
| Murder   | 0     | 0     | 0     | 0       | 0.00%   |
| Robbery  | 23    | 31    | 16    | -15     | -48.39% |
| Runaways   | 26    | 20    | 26    | 6       | 30.00%  |
| Sex Assault  | 8     | 4     | 8     | 4       | 100.00% |
| Theft  | 136   | 107   | 126   | 19      | 17.76%  |
| UUMV   | 73    | 62    | 63    | 1       | 1.61%   |
| ARREST   |       |       |       |         |         |
|  | 1Q    | 2Q    | 3Q    | UP/DOWN | %       |
| Arrest   | 378   | 489   | 369   | -120    | -24.54% |
| CALLS FOR SERVICE  |       |       |       |         |         |
|  | 1Q    | 2Q    | 3Q    | UP/DOWN | %       |
| Total Calls  | 15483 | 16321 | 20385 | 4064    | 24.90%  |
| Close Patrols  | 4583  | 5561  | 9849  | 4288    | 77.11%  |
| House Check Request  | 37    | 21    | 37    | 16      | 76.19%  |
| House Check Calls  | 85    | 47    | 116   | 69      | 146.81% |
| PATROL   |       |       |       |         |         |
|  | 1Q    | 2Q    | 3Q    | UP/DOWN | %       |
| Traffic Stops  | 2417  | 2266  | 1469  | -797    | -35.17% |
| Field Contacts   | 112   | 123   | 66    | -57     | -46.34% |
| WARRANTS   |       |       |       |         |         |
|  | 1Q    | 2Q    | 3Q    | UP/DOWN | %       |
| New Felony   | 26    | 27    | 29    | 2       | 7.41%   |
| New Misdemeanor  | 39    | 34    | 36    | 2       | 5.88%   |
| New Warrants Total   | 65    | 61    | 65    | 4       | 6.56%   |
| Served   | 17    | 36    | 31    | -5      | -13.89% |
| ACCIDENTS  |       |       |       |         |         |
|  | 1Q    | 2Q    | 3Q    | UP/DOWN | %       |
| Total Accidents  | 138   | 161   | 194   | 33      | 20.50%  |

### Municipal Court Update

- The third quarter of FY 2016/2017 the Municipal Court collected revenues of \$413,591. This is a decrease of \$43,217 from the same period last year of \$456,808.
- There were a total of 1,510 cases filed, 1,595 trials/hearings, and 3,070 dispositions the third quarter of FY 2016/2017.
- In the third quarter of FY 2016/2017 the Municipal Court, City Marshal's and Police officers cleared 3,072 warrants, with a total of \$124,306 in collections. This is an increase of 1,507 cleared warrants from the same period last year of \$88,936.

### Village 2020

- Public Safety coordinated with LISD to receive floor plans for all LISD schools in the event of an active shooter situation where they might be needed. Floor plans are located in our GIS office.
- The Mayors Health and fitness Council was launched on January 9, 2017 between the City, School District, and entire city. Recreation staff and the School District met to align recreation programs with athletics. Winter basketball leagues began practice with over 80 teams practicing and competing utilizing four of LISD campus gymnasiums and Lancaster Recreation Center.
- LISD staff were invited to participate in a shooter simulation training at the Public Safety Building on April 6, 2017 from 10:00 am to 6:00 pm.
- LISD continues to participate in both National Night Out (NNO) activities hosted by the City of Lancaster.

**Professional & Committed Workforce - Lancaster city government is an employer of choice with competitive pay that attracts an engaged, responsive, customer-oriented, innovative, and effective workforce. Some employees live in the City and all have a sense of ownership of the community. City employees feel needed and appreciated by elected officials, residents and businesses and are respectful to and appreciative of their customers and the City's governing body. The City's executive staff is engaged with residents and attends community events, upholds strong customer service, and uses technology to aid them in working smarter.**

1. Lancaster University – Establish a professional level training program for all levels of employees.

HPO Seminar – Building High-Performance Organizations – Continued efforts to improve the organizational culture with emphasis on quality customer service and leadership in the hands of the employees delivering the service is the basic premise to becoming a “high-performing organization” defined as simultaneously delivering appropriate product and service quality with excellent execution quality, outstanding customer value, and sound financial performance.

On March 10, 2017, the City of Lancaster closed operations to provide a full day of leadership and professional development for all city employees. Topics included customer service, servant leadership, energized support for organizational goals and objectives, as well as technical classes on software programs commonly used by employees. The program was received well by employees, and many commented on how grateful they were to have council support for employee development.

2. Continue Compensation Policy – Commitment to Average of Survey Cities – Progression.

We have worked collaboratively and strategically with the City Council regarding employee compensation and retention. Compensation has been an objective of the Council for the past three years. It remains a City Council objective. While we still have progress to make, we have accomplished milestones with compensation, comparable benefits and creating opportunities for career progression.

In 2015/2016 City Council approved a 2% increase to the pay plan and with recent FY 16/17 budget adoption an additional 5% employee, 3% executive and 2% part time employee increase was approved.

Staff made a presentation at the June Work Session regarding progress made and provided information regarding survey city data.

3. The City received for the second year the Clean Fleet Award from the North Central Texas Council of Governments for compliance in fleet and facilities.
4. Through our Community Service program, the Municipal Court Judge has the authority to require a defendant to discharge all or part of the fine or costs by

performing community service if the judge determines the defendant has insufficient resources or income to pay the fine or costs. With the assistance of these defendants, staff has been successful in addressing illegal dumping throughout the City.

#### Village 2020

- The City and LISD Human Resource Departments are collaborating and sharing links to employment pages for job opportunities.

**Sound Infrastructure - The City has well-maintained streets and well-planned preventative maintenance programs for infrastructure which including streets, water, storm water, wastewater and other assets.**

#### 1. Infrastructure project – Pleasant Run Road Phases 1, 2 & 3-4.

Pleasant Run Road was listed on the 2007 Bond Program for street improvements. The cost for completing Pleasant Run Road street improvements (removal and replacement of existing concrete pavement) exceeded \$15M. As an alternative, an engineering design for limited pavement replacement will be completed. This will include a visual inspection of existing pavement, removal of the existing pavement, and other services (topographic survey, geotechnical investigation, etc.) needed for the installation of new concrete pavement matching existing.

Due to cost constraints of completing all of these improvements at one time, this project will be divided into 4 separate phases: 1) From IH35E to Houston School Road, 2) Houston School Road to Blue Grove Road, 3) Blue Grove Road to Rogers Avenue, and 4) Rogers Avenue to Dallas Avenue (SH342). Each phase will be advertised and constructed separately based on available funding. In addition, this agreement will also include limited water and storm drainage improvements within the project limits.

#### 2. Complete Golf Course Assessment.

In January 2016, the City employed the professional services of Marvin's Paint and Remodeling, LLC to conduct a visual assessment on the clubhouse.

Staff issued an RFP for an assessment on non-structural elements of the course. The initial phase (site visit) for the Golf Course Assessment took place in June 2016 at Lancaster Country View Golf Course. The assessment was completed by Touchstone Golf.

The opportunity assessment of the Lancaster Country View Golf Club was completed in the second quarter. The findings and recommendations were presented to City Council at the January 9, 2017 work session.

Overall findings indicated that the Golf Course is in need of over \$6MM in Capital Improvements to increase its market share. The existing contract is set to expire on

December 31, 2017. City Council was briefed at the April 10, 2017 regular meeting with options regarding the direction that City Council may choose to take.

Staff has been working with the Golf Pro David Royar who is proposing a modified (reduced) lease management payment to the City. Mr. Royar presented this himself to City Council in June 2017 and staff is working on a counter offer for consideration.

3. Complete Facility and Infrastructure needs – Assessment for future Bond Issue.

In December of 2015, the City employed the professional services of Marvin's Paint and Remodeling LLC to conduct the assessment on all city facilities. Staff is in receipt of the report and Council received a presentation at the July 2016 work session. Carpet replacement and painting of the Recreation Center was completed in the second quarter of 2017 as part of the initial program. A request was made to include the Lion's Den.

4. Complete the Fleet Maintenance Facility.

The Fleet Maintenance Facility is complete, ribbon cutting was held on July 10<sup>th</sup>.

5. Sidewalk Replacement Program.

Sidewalk Replacement Program – In the first through third quarters of FY 2016-2017 seven sidewalks have been replaced.

6. Roadway Construction.

Lancaster Hutchins, and Rogers reconstruction was completed in January 2017. Over 2.74 lane miles of roadway was repaired as well as 1.72 miles of water main and .19 miles of sewer main miles in 2016/2017.

7. Lancaster Hutchins Road and E Second Street water main replacement is complete.

8. The Sanitary Sewer Overflow Initiative was submitted to TCEQ on March 28, 2017, ahead of schedule from TCEQ deadline.

9. Water line upgrade on Second Street from Main Street to State Street is complete.

10. The water line upgrade on Main Street between Cedar Street and First Street is completed.

11. Water line upgrades on Pleasant Run Road and Jefferson Street is 95% complete.

12. On March 27, 2017, Council approved the water meter register replacement program for 3,000 additional registers. Staff placed the order on March 28, 2017 from Hydro Pro Solutions and the estimated delivery of the registers is June 2017. Replacement is scheduled to start the second week of July 2017.

13. Consumer Confidence Report was delivered to all residents in June 2017 and certification sent to TCEQ as well.
14. CDBG:
  - Curb & Gutter on Arbor Street and Carol Street are complete and asphalt repair is pending (awaiting the school construction to be completed).
  - Street reconstruction project on Rogers Street completed.
15. Mosquito Control: Treatment of standing water resumed in June 2017 and repeats every 15 to 30 days weather permitting (rain washes off treatment).

#### Village 2020

- The City partnered with the School District to review current library software and to ensure that the most utilized, educationally focused software is purchased for students. Parent tutorials prepared by LISD will be available in the library circulation by January 30, 2017. Current usage of the Library was reviewed, and staff implemented a sixth grade library card roll out on December 14<sup>th</sup> and 15<sup>th</sup>, 2016.

**Civic Engagement - The City provides a variety of opportunities for involvement through special events, boards and commissions, youth and parent volunteer opportunities in recreation, sports teams, City Elections, Civic Academies, Schools and City-wide celebrations.**

1. A new App called Recycling Coach is available to citizens via their smart phones. The app allows a resident to enter their address and always know their trash, recycling and bulk trash schedules. Staff and residents continue to volunteer for our quarterly Trash-off events.
2. On January 14, 2017, was the MLK Day Parade.
3. On January 18, 2017, was the Leadership Southwest Government & Economic Development Day in Lancaster.
4. Staff participated in My Brother's Keeper Summit at Cedar Valley College on January 20, 2017.
5. The Mayor's Love your Healthy Self Health Fair was on February 16, 2017. Nearly 20 vendors distributed healthful tips on becoming and staying healthy. Bicycle and Zumba demonstrations were provided at the health fair.
6. On March 21, 2017, Open Meetings Act training was offered to all Board and Commission members as well as City Council and staff.
7. The Mayor's Couch to 5k brought out walkers and runners of all ages on March 25, 2017 to participate in the It's Time Texas Community Challenge.

## Recreation

- The Annual Egg Hunt and Fun Run was held on April 8, 2017 at Community Park to include carnival style games, bounce houses, arts and crafts, and face painting activities. Residents enjoyed taking pictures with the Easter Bunny and had a chance to hit the bunny with dodge balls.
- On April 22, 2017, the Cleo Hearn Equestrian Trail Appreciation and Campout were held at Bear Creek Nature Park. Many of our residents had the opportunity to ride horses, get their faces painted, jump in the bounce houses, play badminton, and enjoy food & refreshments.
- On April 21, 2017, the first of two Flashback Friday Music In the Park events took place at the Helen Giddings Amphitheatre, featuring the Loveless Duo. The second was held on April 28, in which the All Funk Radio Show graced the stage.
- On April 27, 2017, the City of Lancaster recognized the contributions of the 2016 volunteers by inviting them all to a dinner and ceremony. Volunteers of the year awards were presented to (female) Ms. Sallie Moore; (male) Coach John Clemmons; (group) The Heritage Park Foundation.
- On April 30, 2017, "Dancing For the Soul" held its Annual Dance Recital at the Lancaster Recreation Gymnasium.
- On May 1, 2017, the Youth Advisory Committee kicked off the Future Cities Program with facilitator Mr. Kevin Mondy. YAC completed their SWOT analysis and developed strategies to help them build a successful city. YAC also began the SIM application on tablets.
- On May 5, 2017, the Annual Cinco De Mayo Celebration and Block Party was held at the Helen Giddings Amphitheater. Participants enjoyed carnival style games, bounce houses, face painting, and music provided by a live D.J.
- On May 13, 2017, four members of the Jr Mavs Program participated in Jr NBA Skills Regional Challenge in Dallas Texas. The participants received gear from the NBA and were able to see Former NBA players during the event. They displayed their fitness through a dribbling, shooting, and rebounding skills competition.
- May 13, 2017 was the Annual Mother Daughter Tea and Fashion Show. The Fashion Show was the highlight of the afternoon with models, of every genre, ripping the runway during the event. Models consisted of our very own Fearless and Fashion class, students and members of the Senior Life Center.
- May 18, 2017, the Perot Museum of Nature and Science visited our S.A.F.E. Program participants and provided them with several interactive science experiments. You could see the 'minds at work' as the kids learned all about the power of science through hands-on discovery.

- On June 6, 2017, Ricks Total Package Basketball Camp was held at the Lancaster Recreation Gymnasium for the week. The kids learned different drills and teamwork responsibility as they transferred it to the game.
- On June 7, 2017, the Lancaster Tiger Sharks swim team attended the TAAF Region 7 Circuit Swim Meet at the Grand Prairie Aquatics Center. Several participants brought home ribbons.
- June 14, 2017, the Summer Day Campers visited the Dallas Zoo to learn a binary lesson about: wildlife, and accepting other's differences.
- In June the Special Needs Programs DARS, held their fourth annual Prom at the Lancaster Recreation Center. In this eventful celebration, the young adults enjoyed feasting, dancing, taking photos, mingling with friends and the teachers.
- On June 17, 2017, Lancaster hosted and celebrated the Best Southwest Juneteenth event at the Helen Giddings Amphitheatre. There was a full entertainment lineup which included the Gregg Smith Band, Spirit and Truth Gospel Group, N'Tense Band, the All Funk Radio Show, the Shaun Martin Band (a four-time Grammy Winner), and National Hip Hop/Rap Icon, Chubb Rock, who rocked the attendees late into the night. There was a plethora of food/information vendors, as well as entertainment for the children including bounce houses, a motorized riding bull, a LISD racecar, the Veterans Memorial Library Book Mobile, bubble balls, special appearances from action heroes Spider Man and the Incredible Hulk, and a host of other fun activities.
- June 23, 2017, our Summer Day Camp theatrical acting camp - The Junior Players-finalized their acting camp with a three-part Festival of Plays. Parents of the participants were invited to see the exciting culmination to the two-week camp.

| 2016/2017        | Oct.  | Nov.  | Dec.  | Jan.  | Feb.  | Mar.  | Apr.  | May   | Jun.  | Total  |
|------------------|-------|-------|-------|-------|-------|-------|-------|-------|-------|--------|
| Membership Scans | 3,321 | 3,032 | 2,990 | 3,143 | 3,121 | 3,611 | 3,174 | 3,768 | 3,950 | 30,110 |
| Daily Passes     | 52    | 98    | 141   | 49    | 53    | 55    | 73    | 78    | 74    | 674    |

### Library

- The Institutional Library Card was introduced this quarter. Institutional cards allow non-resident members of local businesses to check out library items. A local business owner or director can submit a letter with company letterhead to the library requesting permission for their employee/s to receive institutional library cards.
- Mobile hotspots were introduced for checkout allowing users the ability to receive Internet connections in areas that do not have Wi-Fi access. The Hotspots can be checked out to users for 14 days. This is in conjunction with the City of Lancaster and Lancaster ISD Village 2020 strategic plan.
- The Library introduced its Mobile Book Trailer funded by the Texas State Library and Archives Committee through a 2017 Special Projects Grant. The Trailer will provide library service to those who have limited access and mobility constraints to the

library. The trailer will be utilized at special events, senior living facilities, apartment complexes and local elementary schools. The Trailer participated in the June 17<sup>th</sup>, Juneteenth Celebration at Lancaster Community Park.

- The Annual Summer Reading program started its kick-off celebration in June and runs until the end of July. Many programs and activities are scheduled to take place every Tuesday and Thursday over 9 weeks to promote reading for all ages.
- The library submitted a proposal for the 2018 Impact 1 Grant and was notified that the Texas State Library and Archives Commission will fund grants for all submitted competitive grant programs that met scoring requirements. The grant will cover the cost of instructors who will train job seekers on fundamental computer and interview skills.

### Senior Services

- During the month of April, our Creative Card Making Class was portrayed as the "Senior Showcase" at the Veterans Memorial Library. The facilitator of this class, Senior Member Edna Dohrman, provided the membership with personally unique arts and crafts projects and greeting cards.
- Senior presentations during the month of April included Dallas Area Agency on Aging "Diabetes, One-on-One Assessments", "Diabetes Self-Management Training Program", and Lancaster Nursing and Rehabilitation Center "Talk With A Nurse".
- During the week of April 3, DJ Magnificent TakeOver entertained the senior membership at their quarterly Senior Dance and Dazzle.
- On April 10, 2017, a counselor from the Community Council of Greater Dallas, Dallas Area Agency on Aging, provided the membership with benefit information on Social Security, Medicare, Medicaid, etc.
- On April 13, 2017, the senior membership was afforded with the opportunity to participate in "Buzzed Art Nite" which is an organization similar to Painting with a Twist.
- On April 27, 2017, a number of seniors attended the Annual Volunteer Appreciation Dinner in which they were recognized for their service. Senior Sally Moore was awarded the 2016 Female Volunteer of the Year.
- On April 28, 2017, BINGO was sponsored and hosted by a licensed health insurance agent, who also provided the senior membership with valuable information.
- Senior presentations during the month of May included Dallas Area Agency on Aging "Diabetes Self-Management Training Program" and the Senior Oracle Presentations.

- On May 11, 2017, senior members participated in Older Americans Day at Fair Park located at Centennial Hall. DART sponsored a Health and Information Fair and provided a free lunch for those in attendance. This year, the membership rode the DART Rail to Fair Park, which included a transfer in downtown Dallas. A complimentary shuttle service was provided between the DART Rail Station and Fair Park.
- On June 1, 2017, volunteer and senior member, Jerry Giles, provided the senior membership with a video clip and presentation on the croquet course being completed east of the Senior Life Center. The presentation included the history of the game of croquet, the rules and regulations, objectives, strategy, etc.
- On June 6, 2017, the senior educational presentation Dignity Memorial "Life Well Celebrated" allowed representatives to provide the senior membership with information, education and options for preplanning services, "Social Security Benefits and Information".
- On June 8, 2017, we held the Father's Day Program and Celebration. Program speaker was also a Christian comedian who provided comic relief as she focused on fathers and fatherhood. Door prizes were awarded, and a Humana representative was available to provide information on affordable health insurance options.
- On June 9, 2017, Crescent Medical Center Lancaster Wellness Program presented on the topics of depression, grief and anxiety in senior adults.
- On June 20, 2017, the senior membership attended an education seminar on social security hosted by United Health Care. In addition to door prizes and raffle tickets given, information was provided regarding 2017 changes in social security such as the cost of living adjustment, tax rate, maximum taxable earnings, maximum social security benefit, social security thresholds, retirement earnings, quarter of coverage, etc.
- On June 22, 2017, The Carter Eye Care Mobile Unit provided free eye examinations and recommendations.

#### Visitor's Center and State Auxiliary Museum

- This quarter in the Cultural Services division implemented 2<sup>nd</sup> Saturday Cinema and opened its doors on the second Saturday of April to greet over 1,500 cyclist to the City of Lancaster. Activities included museum tours, bounce houses and episodes of the original "Little Rascals" that starred one of Lancaster's own "Spanky".

#### Parks

- Adopt-a-Spot volunteers reported just under 25 hours and picked up over 4 cubic yards of litter and debris. The following groups have adopted listed parks and rights-of-way.

Leading by Example-Meadowcreek Park  
 Brasscraft-S. Lancaster-Hutchins Road  
 Cold Springs Church of Christ-W. Main

Rusty Lemley-S. Houston School  
Church of Christ at Cedar Valley-W. Wintergreen  
Lemley and Scott-Parkerville  
Boy Scouts Troop 1141-Kids Square  
Girl Scouts Troop 305-Community Park  
Johansen Lighting Products-City Park  
AKA Sorority, Upsilon Lambda Omega-Community Park Flower Bed

- On May 20, 2017, the Parks division collaborated with the Upsilon Lambda Omega chapter of Alpha Kappa Alpha to assist with beautification efforts and Lancaster Community Park. In commemoration of "AKA Community Impact Day", this wonderful sorority lead by Mona Myers hey purchased and planted new perennials in the color bed behind the Grand Hall at the Recreation Center.
- In May 2017, the Parks division planted new sod for the future croquet court behind the senior life center. The turf is establishing well and the court should be ready to play late summer/ early fall.
- This quarter Parks staff completed landscaping (e.g. flowerbed installation; stonework) at Bear Creek Nature Park. This new bed makes a wonderful addition to the new restrooms

#### Village 2020

- Staff attended the LISD Mixer at the Lancaster High School for recruitment of YAC members.
- To ensure that the most utilized, educationally focused software is purchased for students, staff collaborated with Dr. Mosley, Nick Smith and Kim Lane. Parent tutorials prepared by LISD will be available in Veterans Memorial Library circulation by April 30, 2017.
- Staff met with Dr. Helena Mosely to discuss the implementation of "HOT SPOTS" to be added to the circulation and checked out at the library for students/ families that do not have "WIFI" in their respective homes. Dr. Mosely presented to their cabinet and the district approved to purchase one year for 30 hot spots to deploy from the library to students. Policy was adopted by city council in January 2017. There will be a parent connect meeting on April 25<sup>th</sup> and 27<sup>th</sup> at the Veterans Memorial Library to educate parents even further as to how these devices can be accessed.
- Staff continued the partnership with Beverly Humphrey and Chris Gilbert to align recreation programs with athletics and coaches from school districts. The winter basketball league began practice with over 80 teams practicing and competing utilizing LISD campus gymnasiums and Lancaster Recreation Center.

#### Quality of Life and Cultural Services Special Projects:

- On May 7, 2017, the City of Lancaster was announced as a recipient of the Playful City USA designation. Playful City USA honors cities and towns across the country for putting the needs of families first so kids can learn, grow and develop important

life skills. Through Playful City USA, national non-profit KaBOOM! recognizes more than 200 communities for making the commitment to put kids and families first, transform their public spaces to be more playful, and use play as a solution to the challenges facing their communities.

- On May 12, 2017, the Quality of Life and Cultural Services department applied for the KaBOOM! Playground Grant in an effort to obtain funding to build a new playground for the community.
- During the last two quarters staff has worked closely with the consultant from the Texas Trees Foundation to establish and present alternative tree mitigation strategies to the Lancaster Tree Preservation Ordinance. The goal was to provide developer flexibility while continuing to address the cities overall tree canopy needs. The final presentation was presented to and approved by City Council on June 26, 2017.