



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

Tuesday, June 2, 2020 - 7:15 PM



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

Public comments will be taken during the Public Testimony and Public Hearing items, respectively, and may be made by filling out a Public Testimony or Public Hearing form prior to 5:00 p.m., and by joining the Zoom Webinar prior to 7:00p.m.

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/81224083386?pwd=QzRDdFJDZ2trRitLQ1F4L0VodVVZdz09>

Password: 878068

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

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

CALL TO ORDER

PUBLIC TESTIMONY:

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

CONSENT AGENDA:

Items listed under the consent agenda are considered routine and are generally enacted in one motion. The exception to this rule is that a Commission Member may request one or more items to be removed from the consent agenda for separate discussion and action.

1. Consider approval of minutes from the Planning and Zoning Commission Regular meeting held on May 5, 2020.
2. PS20-10 Consider approval of a final plat dedicating a 30 feet rights-of-way along the west side of Bluegrove Road for Fuller 2 Plat Addition Lots 1 and 2 Block A being 18.3 acres of land located west of Bluegrove Road and approximately 300 feet south of Enchanted Lane. The property is addressed as 505 South Bluegrove Road and is described as being a tract of land out of the A. Eldridge Survey, Abstract No. 449, City of Lancaster, Dallas County, Texas.

PUBLIC HEARING:

3. Z20-06 Conduct a public hearing and consider a zoning change from Agricultural Open District (AO) to Town House Residential District (TH-16) for the property addressed as 1801 West Wintergreen Road and located south of Anderson Farms Subdivision and north of Wintergreen Road. The property is approximately 8.8 acres described as a tract of land situated in the W. Fleming Survey, Abstract No. 466, in the City of Lancaster, Dallas County, Texas.
4. Z20-06 Conduct a public hearing and consider a zoning change from Agricultural Open District (AO) to Single Family Residential (SF-2) for the properties addressed as 1875 and 1901 West Wintergreen Road located south of Anderson Farms Subdivision and north of Wintergreen Road. The properties are approximately 1.1 acres described as a tract of land situated in the W. Fleming Survey, Abstract no. 466, in the City of Lancaster, Dallas County, Texas.
5. M19-02 Conduct a public hearing and consider a recommendation to amend and update Chapter 7; Parks, Open Space & Recreation of the Comprehensive Master Plan to the City Council.

ADJOURNMENT

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

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

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

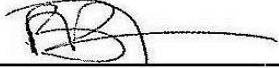
CONFORME A LA SECCION 30.06 DEL CODIGO PENAL (TRASPASAR PORTANDO ARMAS DE FUEGO CON LICENCIA) PERSONAS CON LICENCIA BAJO DEL SUB-CAPITULO 411, CODIGO DEL GOBIERNO (LEY DE PORTAR ARMAS), NO DEBEN ENTRAR A ESTA PROPIEDAD PORTANDO UN ARMA DE FUEGO OCULTADA.

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

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

Certificate

I hereby certify the above Notice of Meeting was posted at the Lancaster City Hall on May 29, 2020 @ 5:00 p.m. and copies thereof were provided to the Planning & Zoning Commission members.

A handwritten signature in black ink, appearing to be 'Bester Munyaradzi', written over a horizontal line.

**Bester Munyaradzi,
Board Liaison**

CITY OF LANCASTER'S BOARDS AND COMMISSIONS

Planning & Zoning Commission

1.

Meeting Date: 06/02/2020

Policy Statement: This request supports the City Council 2019-2020 Policy Agenda

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

Submitted by: Bester Munyaradzi, Senior Planner

Agenda Caption:

Consider approval of minutes from the Planning and Zoning Commission Regular meeting held on May 5, 2020.

Background:

Attached for your review and consideration are minutes from the:

- Planning and Zoning Commission Regular Meeting held on May 5, 2020.

Attachments

May 5, 2020 Draft Minutes

MINUTES

PLANNING & ZONING COMMISSION REGULAR MEETING OF MAY 5, 2020

The Planning and Zoning Commission of the City of Lancaster, Texas, met in a Regular Session in the Council Chambers of City Hall on May 5, 2020 at 7:00 p.m. with a quorum present to-wit:

Commissioners Present:

Isabel Aguilar, Acting Chair
Tamika Whitfield
Lawrence Prothro

Commissioners Absent:

Ernest Casey
Angela Murphy, Alternate

City Staff:

Bester Munyaradzi, Senior Planner
Emma Chetuya, Planner

Call to order:

Acting Chair Aguilar called the meeting to order at 7:02 p.m. on May 5, 2020.

Public Testimony:

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

Ed Kepner was a pre-registered citizen before the call to record his support for agenda item 5. He did not wish to speak.

K. David Belt was a pre-registered citizen before the call to record his support for agenda item 5. He did not wish to speak.

CONSENT AGENDA:

Acting Chair Aguilar read the consent agenda.

1. **Consider approval of minutes from the Planning and Zoning Commission Regular Meeting held on April 7, 2020.**
2. **PS20-10 Consider approval of a Preliminary Plat dedicating a 30 feet rights-of-way along the west side of Bluegrove Road for Fuller 2 Plat Addition Lots 1 and 2 Block A being 18.3 acres of land located west of Bluegrove Road and approximately 300 feet south of Enchanted Lane. The property is addressed as 505 South Bluegrove Road and is described as being a tract of land out of the A. Eldridge Survey, Abstract No. 449, City of Lancaster, Dallas County, Texas.**

MOTION: Commissioner Prothro made a motion, seconded by Commissioner Whitfield to approve consent items 1 and 2. The vote was cast 3 for, 0 against. [Casey and Murphy absent]

PUBLIC HEARING:

3. **Z20-05 Conduct a public hearing and consider a zoning change from Agricultural Open (AO) to Retail (R) and a Specific Use Permit (SUP) for eight (8) fuel pumps for the property located on the northeast corner of North Houston School Road and West Pleasant Run Road. The property is addressed as 2281 West Pleasant Run Road and is described as being a 2.5 acre tract of land situated in the William Fleming Survey, Abstract Number 466, City of Lancaster, Dallas County, Texas.**

Senior Planner Munyaradzi stated that the applicant is requesting to postpone this item to the June 2, 2020 Planning and Zoning Commission meeting to allow more time to address staff comments. Staff recommended approval of the applicant's request to postpone.

MOTION: Commissioner Prothro made a motion, seconded by Commissioner Whitfield to postpone item 3 to the June 2, 2020 Planning and Zoning Commission meeting. The vote was cast 3 for, 0 against. [Casey and Murphy absent]

4. **Z20-06 Conduct a public hearing and consider a zoning change from Agricultural Open District (AO) to Town House Residential District (TH-16) and Single Family Residential (SF-2) for the properties addressed as 1801, 1875, and 1901, and 1875 West Wintergreen Road and located south of Anderson Farms Subdivision and north of Wintergreen Road. The properties are approximately 10.8 acres described as tracts of land situated in the W. Fleming Survey, Abstract No. 466, in the City of Lancaster, Dallas County, Texas.**

Senior Planner Munyaradzi stated that the applicant is requesting to postpone this item to the June 2, 2020 Planning and Zoning Commission meeting to allow more time to address staff comments. Staff recommended approval of the applicant's request to postpone.

MOTION: Commissioner Prothro made a motion, seconded by Commissioner Whitfield to postpone item 4 to the June 2, 2020 Planning and Zoning Commission meeting. The vote was cast 3 for, 0 against. [Casey and Murphy absent]

ACTION:

5. **M20-01 Discuss and consider an exception to the Off-Street Parking requirements of the Lancaster Development Code (LDC) for the proposed warehouse facility on the northeast corner of Dizzy Dean Drive and Telephone Road for Lot 1 Block B of Midpoint Logistics Center 2 Addition, City of Lancaster, Dallas County, Texas.**

Planner Chetuya gave the staff report and stated that this is a request for an exception to Section 14.605 Off-Street Parking Requirements for a proposed warehouse building on the

northeast corner of Dizzy Dean Drive and Telephone Road. The building's minimum required parking spaces for the proposed facility is 392 spaces. The maximum number of parking spaces for the proposed facility is 431 parking spaces. The applicant is proposing to install 499 parking spaces which is 68 parking spaces over the maximum allowed. According to the applicant, the proposed building's tenant will have 450 employees on site at any one time and will operate at least two (2) to three (3) shifts per day with 250 to 300 employees per shift. The additional parking spaces will allow the traffic during the shift changes to operate smoothly. The applicant meets the minimum screening requirements for Dizzy Dean Drive and Telephone Road and exceeds the minimum permanent landscaping requirements. Staff recommends approval of the parking exception request based on the applicant's stated needs and enhanced landscaping.

Acting Chair Aguilar asked if there would be a negative impact to increasing the amount of parking. Planner Chetuya stated that there is a requirement in the Lancaster Development Code (LDC) that parking cannot exceed 10% of the minimum requirement in order to ensure a maximum amount of greenfield for the area. Planner Chetuya stated that the applicant exceeded the minimum landscape requirements of 20% by providing 23% and landscape screening.

Commissioner Prothro asked staff if there were water or runoff studies for the site. Planner Chetuya responded that floodplain and water concerns will be addressed during civil plan review by the Engineering Division which is done after exception request approval by the Planning and Zoning Commission.

Acting Chair Aguilar asked how the City assured that the applicant would provide 23% landscaping. Planner Chetuya responded that before a Certificate of Occupancy is issued, the City performs site inspections and ensures that the landscaping is installed according to the approved landscape plan.

MOTION: Commissioner Prothro made a motion, seconded by Commissioner Whitfield to approve item 5. The vote was cast 3 for, 0 against. [Casey and Murphy absent]

MOTION: Commissioner Prothro made a motion, seconded by Commissioner Whitfield to adjourn. The vote was cast 3 for, 0 against. [Casey and Murphy absent]

The meeting was adjourned at 7:13 p.m.

ATTEST:

APPROVED:

Bester Munyaradzi, Senior Planner

Isabel Aguilar, Acting Chair

CITY OF LANCASTER'S BOARDS AND COMMISSIONS

Planning & Zoning Commission

2.

Meeting Date: 06/02/2020

Policy Statement: This request supports the City Council 2019-2020 Policy Agenda

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

Submitted by: Bester Munyaradzi, Senior Planner

Agenda Caption:

PS20-10 Consider approval of a final plat dedicating a 30 feet rights-of-way along the west side of Bluegrove Road for Fuller 2 Plat Addition Lots 1 and 2 Block A being 18.3 acres of land located west of Bluegrove Road and approximately 300 feet south of Enchanted Lane. The property is addressed as 505 South Bluegrove Road and is described as being a tract of land out of the A. Eldridge Survey, Abstract No. 449, City of Lancaster, Dallas County, Texas.

Background:

1. **Location and Size:** The property is located west of Bluegrove Road and is approximately 300 feet south of Enchanted Lane and is addressed as 505 South Bluegrove Road. The property is approximately 18.3 acres in size.
2. **Current Zoning:** The subject property is currently zoned Agricultural Open (AO).
3. **Adjacent Properties:**
North: Agricultural Open (AO) - Single Family Home
South: Agricultural Open (AO) - Single Family Home
East: Agricultural Open (AO) - Single Family Home
West: Agricultural Open (AO) - Vacant Land
4. **Comprehensive Plan Compatibility:** The Future Land Use Plan of the Comprehensive Plan identifies this site as suitable for Rural Living uses. The proposed use is consistent with the Comprehensive Plan.
5. **Case History/Background:**

Date	Body	Action
05/05/2020	P&Z	PS20-10 Approved Preliminary Plat

Operational Considerations:

This is a request for approval of a final plat to subdivide one (1) tract of land into two (2) lots for the purpose of developing a single family home on proposed Lot 2. Access to the proposed lots will be through an existing 24 feet access easement from Bluegrove Road.

Bluegrove Road is a Major Arterial Type B road and is proposed to be 100 feet wide; it is currently 40 feet wide as shown on the attached plat. The applicant will be dedicating 30 feet of ROW along the west side of Bluegrove Road. The final plat was reviewed by the Engineering Division and the property is outside of

the 100-year flood plain. This plat is also in substantial conformance with the subdivision regulations.

Public Information Considerations:

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

Options/Alternatives:

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

Recommendation:

Staff recommends approval of the final plat as presented.

Attachments

Location Map

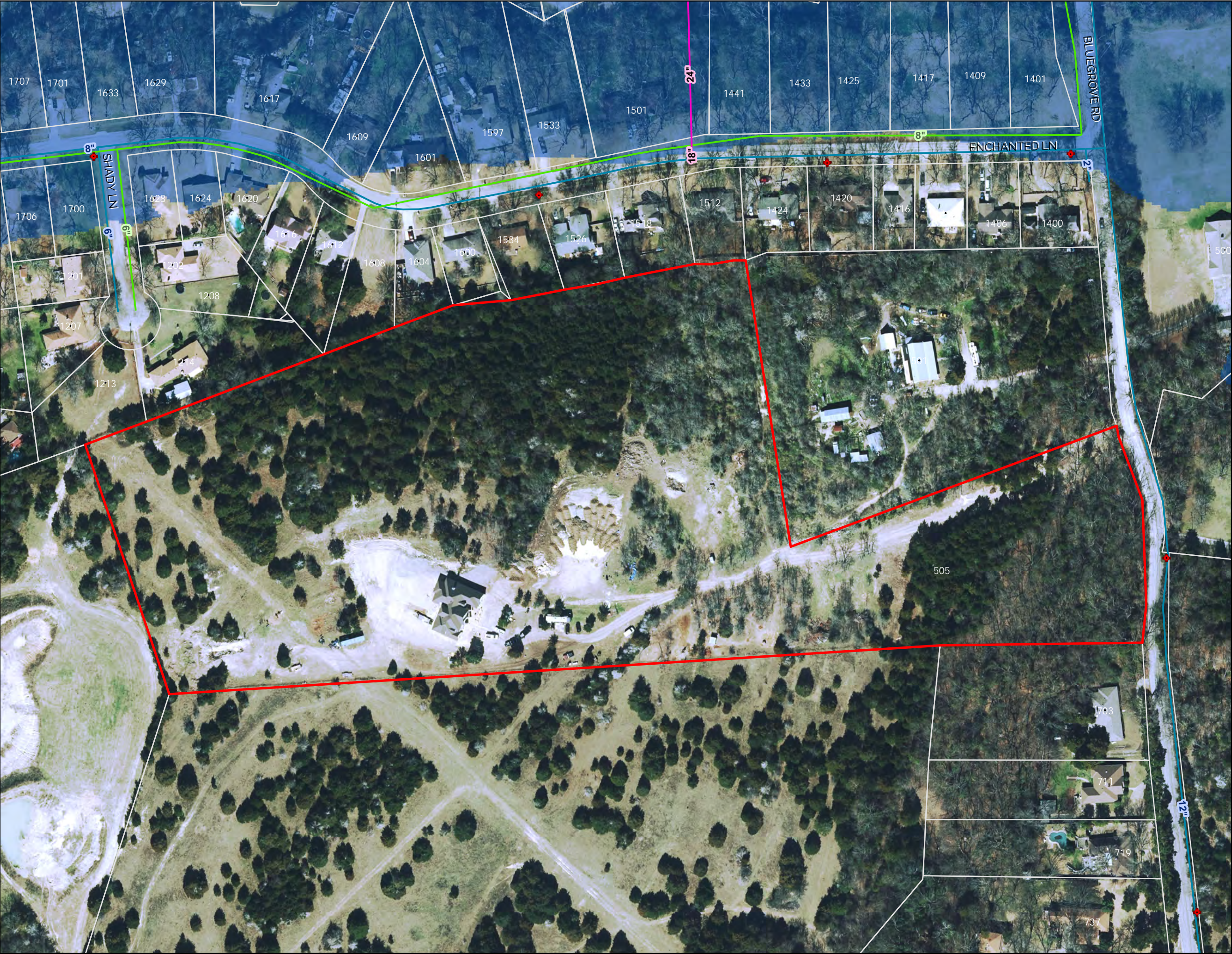
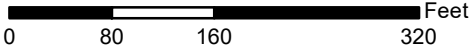
Final Plat



City of Lancaster
505 S Bluegrove Rd
Zoned: A-O (Agricultural Open)

DISCLAIMER / LIMITATION OF LIABILITY
The information on this map is provided by the City of Lancaster's GIS (Geographic Information System) Division as a public service. The GIS Division is continually updating the data and attempting to provide the most accurate information possible. Such information is intended for reference only. It is the responsibility of the user to confirm any discrepancies in the data. The City of Lancaster does not guarantee the accuracy of the information, data or maps. All information is provided "As-Is" without warranty of any kind.

- Fire Hydrants
- Storm Sewer Lines
- Sewer Lines
- Water Lines
- Parcels
- FEMA 100yr Floodplain



CITY OF LANCASTER'S BOARDS AND COMMISSIONS

Planning & Zoning Commission

3.

Meeting Date: 06/02/2020

Policy Statement: This request supports the City Council 2019-2020 Policy Agenda

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

Submitted by: Bester Munyaradzi, Senior Planner

Agenda Caption:

Z20-06 Conduct a public hearing and consider a zoning change from Agricultural Open District (AO) to Town House Residential District (TH-16) for the property addressed as 1801 West Wintergreen Road and located south of Anderson Farms Subdivision and north of Wintergreen Road. The property is approximately 8.8 acres described as a tract of land situated in the W. Fleming Survey, Abstract No. 466, in the City of Lancaster, Dallas County, Texas.

Background:

1. **Location and Size:** The property is located south of Anderson Farms Subdivision and north of Wintergreen Road and is approximately 8.8 acres in size.
2. **Current Zoning:** The subject property is currently zoned Agricultural Open.
3. **Adjacent Properties:**
North: Planned Development - Single Family Residential (PD-SF-4) - Single family homes
South: Single Family Residential (SF-5) - Single family homes
East: Single Family Residential (SF-6) - Vacant land
West: Planned Development - Single Family Residential (PD-SF-4) - Single family homes
4. **Comprehensive Plan Compatibility:** The Future Land Use Plan of the Comprehensive Plan designates this site as suitable for Suburban Neighborhood uses. The proposed TH-16 density is not consistent with the Future Land Use Plan of the Comprehensive Plan.

Operational Considerations:

This is a request to rezone the subject property from Agricultural Open (AO) to Town House Residential District (TH-16) for 80 townhomes as shown on the attached Site Plan. The current zoning only allows for single-family detached homes, farming, and ranching-related activities and accessory uses. The subject property is currently vacant and requires zoning change from AO to TH-16 in order to develop townhomes on the site. The proposed square footage of the dwelling areas will range from 1,634 square feet to 1,696 square feet, two (2) story buildings. The townhomes will be internally served by private streets.

Pursuant to Section 14.1101 of the Lancaster Development Code (LDC), when reviewing a zoning change application, there are five (5) considerations that must be made when deciding on a zoning change application. Following is an analysis of these considerations:

Consistency with the Comprehensive Plan: The City's Future Land Use Plan of the Comprehensive

Plan identifies this site as suitable for Suburban Neighborhood uses. The Future Land Use Plan states that, "Suburban neighborhoods will continue to be the dominant place type in Lancaster providing a variety of residential products ranging from townhomes to single family detached. These neighborhoods would generally be formed as subdivisions with residential densities ranging from 2-8 dwelling units per acre." Although townhomes are mentioned in the description of the Suburban Neighborhood designation; the proposed TH-16 zoning district is not compatible with this place type as the requested zoning district will allow high density of up to 16 units per acres. As stated above, Suburban Neighborhood allows for densities ranging from 2-8 units per acre; the high density development is therefor inconsistent with the Future Land Use Plan of the Comprehensive Plan. In addition, the request to rezone 8.8 acres of the property to TH-16 is not consistent with City Council Goals and Objectives which advocated for low density zoning categories and the creation of "high-end" development.

Potential Impact on Adjacent Development: This subject property is surrounded by residential neighborhoods on the north, west, and south sides. The property to the east is vacant and is zoned Single Family Residential (SF-6). Most of the adjacent properties are built out with single family homes. This subject property is proposed to be enclosed by a six (6) feet metal fence and access to the site will be through two (2) private gates to the north and one to the south of the property. However, the high density townhomes and visual appeal of the proposed dwelling units do not fit in an area that is surrounded by single family homes. Rezoning the 8.8 acres to a classification allowing 2-8 units per acre would be consistent with the Future Land Use Plan of the Comprehensive Plan while fulfilling the city Council goals noted above.

Availability of utilities and access: The subject property is served by City of Lancaster water and sewer. The applicant will be responsible for connecting to those utilities. Access to this site would be provided from Wintergreen Road on the north and south of the property.

Timing of Development as it relates to Lancaster's Capital Improvement Plan (CIP): The Master Thoroughfare Plan (MTP) identifies Wintergreen Road on the south side of the property as an 80 feet Rural Collector. There are 50 feet of existing rights-of-way (ROW) on Wintergreen Road and the applicant will be required to dedicate 30 feet of ROW. Chapman Drive is a proposed 70 feet Urban Collector that is proposed to extent to the north on the east side of the site; the applicant will therefore be responsible for dedicating 35 feet of the ROW for the proposed Chapman Drive.

Site conditions such as vegetation, topography, and flood plain: The subject property is currently undeveloped. Upon construction of this site, factors such as vegetation, topography and flood plain issues will be addressed as part of the plat and civil engineering process and more specifically during the civil review before construction.

Based upon an analysis of the five (5) considerations that must be taken into consideration when reviewing a change in zoning application, the proposed zoning change request to TH-16 is not appropriate as the proposed zoning district allows a dense residential development with small dwelling areas which is not consistent with the Future Land Use Plan (FLUP) of the Comprehensive Plan. The proposed zoning district is also not consistent with the FLUP's requirement for densities ranging from 2-8 units per acre and is contrary to the City Council's Goals and Objectives to promote next level housing that is higher than work force/starter homes.

In addition, the proposed development lacks desirable amenities as there is only one (1) open space proposed in the entire development. The proposed amenity is not proportional to the proposed density of the development. Furthermore, the attached elevation plan does not have any form of visual appeal; the design appears more like a two-story apartment complex. As such, staff recommends denial of the request to rezone to TH-16 for reasons noted.

Legal Considerations:

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

Public Information Considerations:

On April 26, 2020, a notice for this public hearing appeared in the Focus Daily Newspaper. Staff also mailed 47 notifications of this public hearing to property owners within 200 feet of the subject site and zoning signs were placed on the property. There were two (2) letters received in support and six (6) letters received in opposition of this request.

Options/Alternatives:

1. The Planning and Zoning Commission may recommend approval of the zoning change request, as presented.
2. The Planning and Zoning Commission may recommend approval of the zoning change request with changes and state those changes.
3. The Planning and Zoning Commission may recommend denial of the request.

Recommendation:

Staff recommends denial of this request as presented.

Attachments

Location Map

Concept Site Plan

Concept Landscape Plan

Concept Elevation Plan

Concept Renderings

Zoning Exhibit

Comprehensive Plan Excerpt

Letters in Support (2)

Letters in Opposition (6)

City of Lancaster

1801 W Wintergreen Rd

Zoned: AO (Agricultural Open)

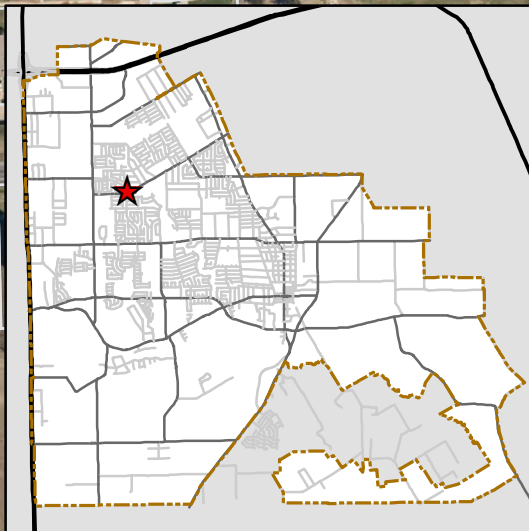


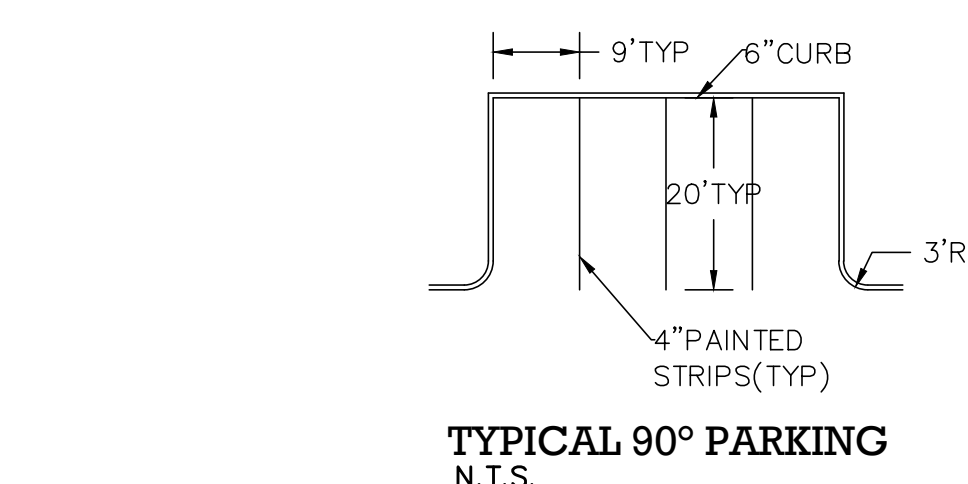
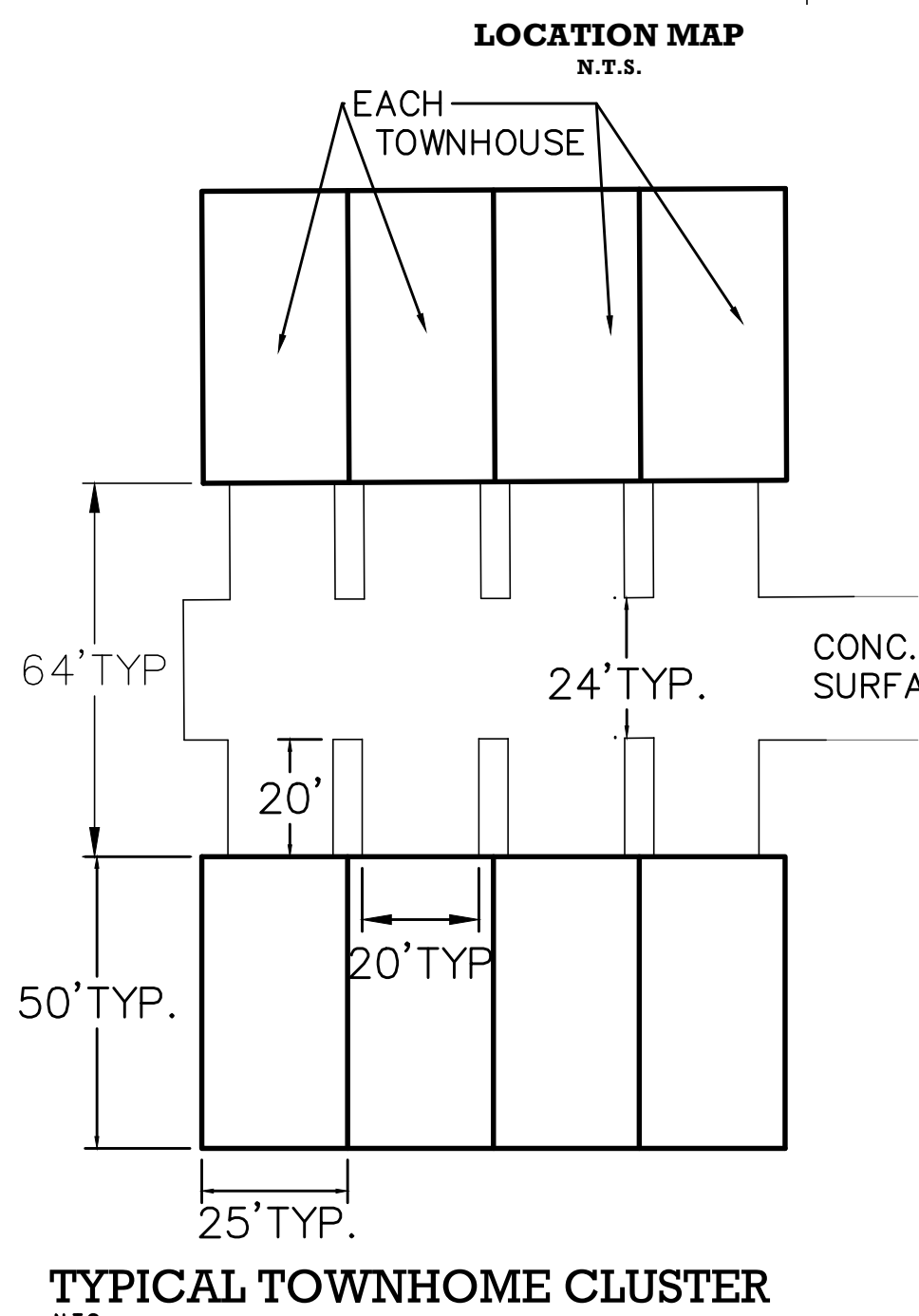
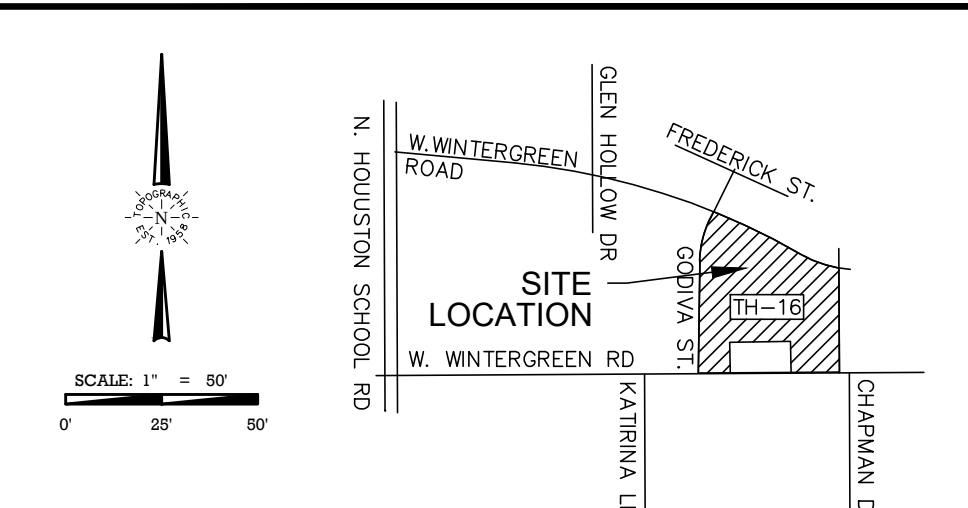
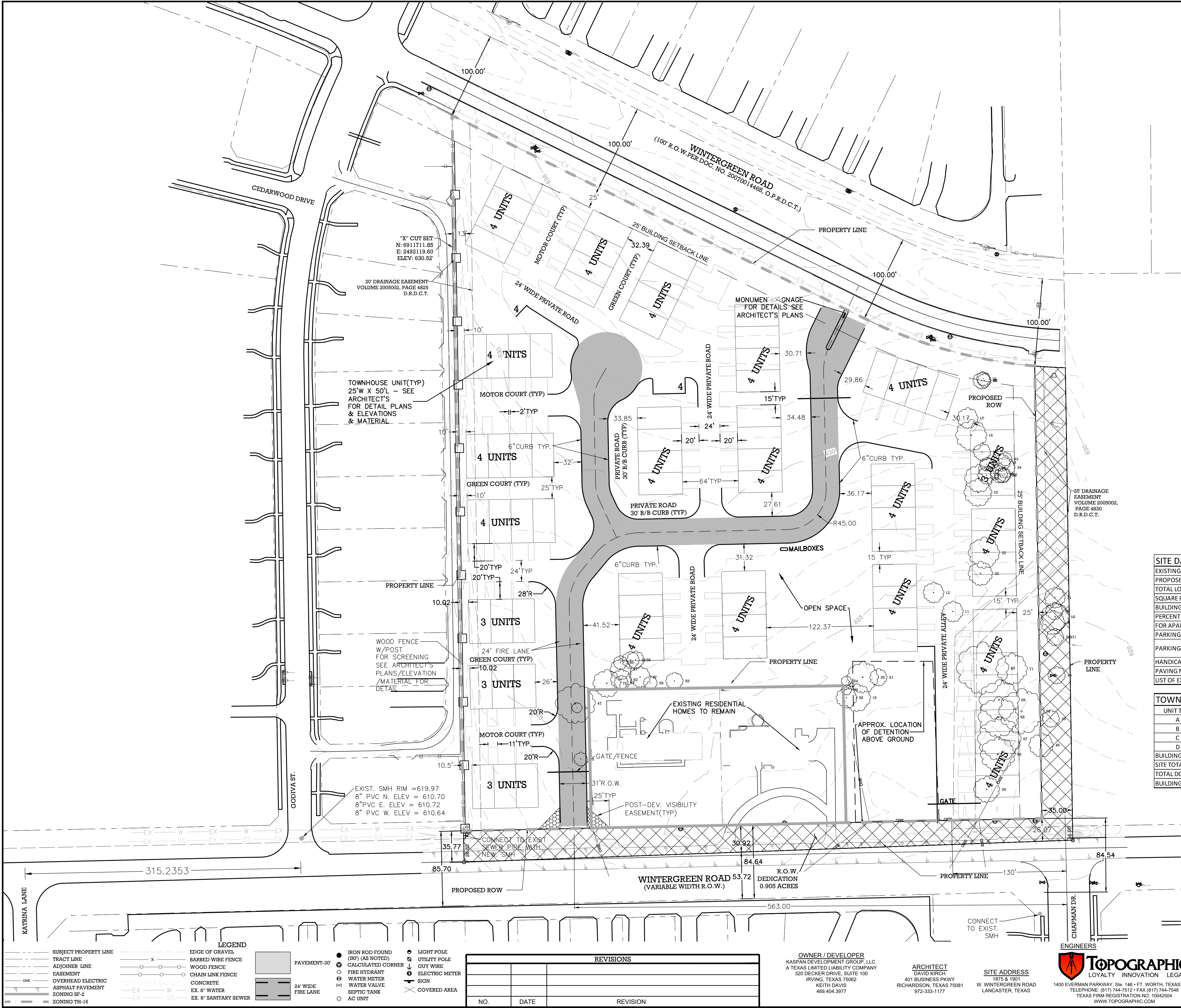
Legend

- City Limits
- Parcels

0 50 100 200 Feet

date: 05/11/2020





SITE DATA SUMMARY TABLE	
EXISTING ZONING	AO
PROPOSED USE - STRUCTURE	TOWNHOMES
TOTAL LOT AREA	8.833 ACRES (384,765 SF)
SQUARE FOOTAGE OF BUILDING	SEE ANALYSIS BELOW
BUILDING HEIGHT (STORIES & FEET)	SEE ANALYSIS BELOW
PERCENT OF LOT COVERAGE	90,860 SF / 469,968 SF = 19.33%
FOR APARTMENT DEVELOPMENT	N.A.
PARKING REQ. PER USE	2 COVERED SPACES PER UNIT
PARKING PROVIDED PER USE	2 COVERED SPACES PER UNIT AND 12 ADDITIONAL SPACES FOR VISITORS
HANDICAP PARKING PROVIDED	NONE
PAVING MATERIAL	CONCRETE
LIST OF EXCEPTIONS	

TOWNHOME UNIT ANALYSIS					
UNIT TYPE	1ST FLOOR (SF)	2ND FLOOR (SF)	TOTAL (SF)	GARAGE (SF)	FOOTPRINT (SF)
A	653	1043	1696	526	1179
B	566	1068	1634	537	1103
C	552	1115	1667	537	1089
D	672	999	1671	500	1172
BUILDING TOTAL			6668		4543
SITE TOTAL			133,360		90,860
TOTAL DOES NOT INCLUDE PORCHES AND DECKS WHICH HAVE MULTIPLE OPTIONS ON EACH UNIT.					
BUILDING HEIGHT TO RIDGE = 31'-2"			MID HEIGHT TO MID POINT = 25'-10"		

ABBREVIATIONS
O.P.R.D.C.T. = OFFICIAL PUBLIC RECORDS, DALLAS COUNTY, TEXAS
D.R.D.C.T. = DEED RECORDS, DALLAS COUNTY, TEXAS
P.R.D.C.T. = PLAT RECORDS, DALLAS COUNTY, TEXAS
R.P.R.D.C.T. = REAL PROPERTY RECORDS, DALLAS COUNTY, TEXAS
(XXXX) = DEED CALLS
P.O.B. = PLACE OF BEGINNING

CONCEPT SITE PLAN
80 - TOWNHOME UNITS
8.833 ACRES
WINTERGREEN TOWNHOMES
CITY OF LANCASTER
LOCATED IN THE
W. FLEMING SURVEY, ABSTRACT NO. 466
DALLAS COUNTY, TEXAS

FILE: CONCEPT SITE PLAN

DRAFT: AED

CHECK: CCC

SHEET: 1 OF 1

DATE: 05/15/2020

LEGEND

SUBJECT PROPERTY LINE

TRACT LINE

ADJOINER LINE

EASEMENT

OVERHEAD ELECTRIC

ASPHALT PAVEMENT

ZONING SF-2

ZONING TH-16

EDGE OF GRAVEL

BARBED WIRE FENCE

WOOD FENCE

CHAIN LINK FENCE

CONCRETE

EX. 8" WATER

EX. 8" SANITARY SEWER

PAVEMENT-30'

24' WIDE FIRE LANE

IRON ROD FOUND (IRF) (AS NOTED)

CALCULATED CORNER

FIRE HYDRANT

WATER METER

WATER VALVE

SEPTIC TANK

AC UNIT

LIGHT POLE

UTILITY POLE

GUY WIRE

ELECTRIC METER

SIGN

COVERED AREA

REVISIONS			
NO.	DATE	REVISION	

OWNER / DEVELOPER
KASPAN DEVELOPMENT GROUP, LLC
A TEXAS LIMITED LIABILITY COMPANY
320 DECKER DRIVE, SUITE 100
IRVING, TEXAS 75062
KEITH DAVIS
469.404.3977

ARCHITECT
DAVID KIRCH
401 BUSINESS PKWY
RICHARDSON, TEXAS 75081
972-333-1177

SITE ADDRESS
1875 & 1801
W. WINTERGREEN ROAD
LANCASTER, TEXAS

ENGINEERS
TOPOGRAPHIC
LOYALTY INNOVATION LEGACY
1400 EVERMAN PARKWAY, Ste. 146 • FT. WORTH, TEXAS 76140
TELEPHONE: (817) 744-7512 • FAX (817) 744-7548
TEXAS FIRM REGISTRATION NO. 10042554
WWW.TOPOGRAPHIC.COM

LANDSCAPE REQUIREMENTS

STREETSCAPE BUFFER

REQUIRED: MIN. 6'-0" WIDTH FOR ENTIRE LENGTH OF STREET FRONTAGE
PROVIDED: MIN. 6'-0" WIDTH FOR ENTIRE LENGTH OF STREET FRONTAGE

REQUIRED: ONE (1) LARGE SHADE TREE PER 50 LF OF STREET FRONTAGE

EXISTING WINTERGREEN ROAD: 705.75 LF OF FRONTAGE / 50 LF = 14.115 TREES
PROPOSED WINTERGREEN ROAD: 337.5 LF OF FRONTAGE / 50 LF = 6.75 TREES

PROVIDED: EXISTING WINTERGREEN ROAD = 15 LARGE SHADE TREES
PROPOSED WINTERGREEN ROAD = 7 LARGE SHADE TREES

MINIMUM LANDSCAPE REQUIREMENTS

REQUIRED: TWENTY (20) PERCENT OF SITE PERMANENTLY LANDSCAPED

469,968.84 SF X .2 = 93,993.77 SF

PROVIDED: MINIMUM 93,994 SF OF SITE PERMANENTLY LANDSCAPED

STREET YARD TREES

REQUIRED: GREATER THAN 10,000 SF = TEN (10) TREES PLUS ONE (1) PER 2,000 SF

EXISTING WINTERGREEN ROAD = 19,862.47 SF
10 TREES + (9,862.47 / 2000 = 4.93) = 14.93 TREES (15)

PROPOSED WINTERGREEN ROAD = 14,061.05 SF
10 TREES + (4,061.05 / 2000 = 2.03) = 12.03 TREES (13)

PROVIDED: EXISTING WINTERGREEN ROAD = 15 TREES
PROPOSED WINTERGREEN ROAD = 13 TREES

REQUIRED: ONE (1) SHRUB PER FIFTY (50) SF OF REQUIRED LANDSCAPE AREA

93,994 SF / 50 = 1,879.87

PROVIDED: 1,880 SHRUBS MINIMUM

REQUIRED: TEN (10) PERCENT OF REQUIRED LANDSCAPE AREA TO BE GROUNDCOVER

93,994 SF X .1 = 9,399.38 SF GROUNDCOVER

PROVIDED: 9,400 SF OF GROUNDCOVER

N. HOUSTON SCHOOL RD.

W. WINTERGREEN ROAD

GLEN HOLLOW DR.

FREDERICK ST.

GEORGIA ST.

W. WINTERGREEN RD.

KAITUMA LN.

CHAPMAN DR.

SITE LOCATION

SITE

LOCATION MAP

N.T.S.

KASPAN DEVELOPMENT GROUP, LLC.
A TEXAS LIMITED LIABILITY COMPANY
320 DECKER DRIVE, SUITE 100
IRVING, TEXAS 75062

TOPOGRAPHIC, INC.
1400 EVERMAN PARKWAY, SUITE 146
FORT WORTH, TEXAS 76140
PHONE: 817-744-7512

DAVID KIRCH
401 BUSINESS PARKWAY
RICHARDSON, TEXAS 75081
PHONE: 972-333-1177

MEEKS DESIGN GROUP, INC.
1755 N. COLLINS BLVD, STE 300
RICHARDSON, TX 75080
972-690-7474

1875 AND 1901 W. WINTERGREEN ROAD
LANCASTER, TEXAS

IRRIGATION SYSTEM WILL BE DESIGNED
AND INSTALLED BY A LICENSED IRRIGATOR

TREE TABLE				TREE TABLE			
NO.	TREE INFORMATION	GENERAL CONDITION	PROTECTED OR PROPOSED FOR REMOVAL	NO.	TREE INFORMATION	GENERAL CONDITION	PROTECTED OR PROPOSED FOR REMOVAL
1	6" CEDAR ELM/10' DRIP LINE	GOOD	PROPOSED FOR REMOVAL	31	12" HACKBERRY/16' DRIP LINE	GOOD	PROPOSED FOR REMOVAL
2	8" BOIS D'ARC/14" DRIP LINE	GOOD	PROPOSED FOR REMOVAL	32	10" HACKBERRY/12' DRIP LINE	GOOD	PROPOSED FOR REMOVAL
3	12" BOIS D'ARC/16" DRIP LINE	GOOD	PROPOSED FOR REMOVAL	33	8" HACKBERRY/10' DRIP LINE	GOOD	PROPOSED FOR REMOVAL
4	8" CEDAR ELM/12' DRIP LINE	GOOD	PROPOSED FOR REMOVAL	34	6" HACKBERRY/8' DRIP LINE	GOOD	PROPOSED FOR REMOVAL
5	12" CEDAR ELM/12' DRIP LINE	GOOD	PROPOSED FOR REMOVAL	35	8" HACKBERRY/8' DRIP LINE	GOOD	PROPOSED FOR REMOVAL
6	24" CEDAR ELM/16" DRIP LINE	GOOD	PROPOSED FOR REMOVAL	36	10" HACKBERRY/10' DRIP LINE	GOOD	PROPOSED FOR REMOVAL
7	7" CEDAR ELM/9' DRIP LINE	GOOD	PROPOSED FOR REMOVAL	37	6" HACKBERRY/8' DRIP LINE	GOOD	PROTECTED
8	12" CEDAR ELM/10' DRIP LINE	GOOD	PROPOSED FOR REMOVAL	38	12" HACKBERRY/10' DRIP LINE	GOOD	PROTECTED
9	18" BOIS D'ARC/18" DRIP LINE	GOOD	PROPOSED FOR REMOVAL	39	25" HACKBERRY/23" DRIP LINE	GOOD	PROPOSED FOR REMOVAL
10	16" BOIS D'ARC/12' DRIP LINE	GOOD	PROPOSED FOR REMOVAL	40	12" HACKBERRY/14" DRIP LINE	GOOD	PROPOSED FOR REMOVAL
11	6" CEDAR ELM/8' DRIP LINE	GOOD	PROTECTED	41	7" HACKBERRY/10' DRIP LINE	GOOD	PROPOSED FOR REMOVAL
12	10" HACKBERRY/16" DRIP LINE	GOOD	PROPOSED FOR REMOVAL	42	14" BOIS D'ARC/10' DRIP LINE	GOOD	PROPOSED FOR REMOVAL
13	14" HACKBERRY/18" DRIP LINE	GOOD	PROPOSED FOR REMOVAL	43	12" HACKBERRY/10' DRIP LINE	GOOD	PROPOSED FOR REMOVAL
16	15" HACKBERRY/15" DRIP LINE	GOOD	PROPOSED FOR REMOVAL	44	12" HACKBERRY/12' DRIP LINE	GOOD	PROPOSED FOR REMOVAL
17	20" MULBERRY/20' DRIP LINE	GOOD	PROPOSED FOR REMOVAL	45	6" HACKBERRY/6' DRIP LINE	GOOD	PROPOSED FOR REMOVAL
18	20" MULBERRY/25' DRIP LINE	GOOD	PROPOSED FOR REMOVAL	46	6" HACKBERRY/8' DRIP LINE	GOOD	PROPOSED FOR REMOVAL
19	18" MULBERRY/23' DRIP LINE	GOOD	PROPOSED FOR REMOVAL	47	8" LIVE OAK/10' DRIP LINE	GOOD	PROPOSED FOR REMOVAL
20	18" MULBERRY/23' DRIP LINE	GOOD	PROPOSED FOR REMOVAL	48	7" LIVE OAK/8' DRIP LINE	GOOD	PROPOSED FOR REMOVAL
21	11" MULBERRY/26' DRIP LINE	GOOD	PROPOSED FOR REMOVAL	49	12" HACKBERRY/12' DRIP LINE	GOOD	PROPOSED FOR REMOVAL
22	14" MULBERRY/18" DRIP LINE	GOOD	PROPOSED FOR REMOVAL	50	7" HACKBERRY/10' DRIP LINE	GOOD	PROPOSED FOR REMOVAL
23	30" HACKBERRY/30' DRIP LINE	GOOD	PROPOSED FOR REMOVAL	51	8" HACKBERRY/10' DRIP LINE	GOOD	PROPOSED FOR REMOVAL
24	8" HACKBERRY/10' DRIP LINE	GOOD	PROPOSED FOR REMOVAL	52	7" HACKBERRY/8' DRIP LINE	GOOD	PROPOSED FOR REMOVAL
25	10" ELM/12' DRIP LINE	GOOD	PROPOSED FOR REMOVAL	53	12" HACKBERRY/12' DRIP LINE	GOOD	PROPOSED FOR REMOVAL
26	12" HACKBERRY/14' DRIP LINE	GOOD	PROPOSED FOR REMOVAL	54	12" HACKBERRY/12' DRIP LINE	GOOD	PROPOSED FOR REMOVAL
27	18" HACKBERRY/18' DRIP LINE	GOOD	PROPOSED FOR REMOVAL	55	9" HACKBERRY/8' DRIP LINE	GOOD	PROPOSED FOR REMOVAL
28	10" HACKBERRY/11' DRIP LINE	GOOD	PROPOSED FOR REMOVAL	56	24" MULBERRY/16' DRIP LINE	GOOD	PROPOSED FOR REMOVAL
29	7" HACKBERRY/8' DRIP LINE	GOOD	PROPOSED FOR REMOVAL	57	7" HACKBERRY/8' DRIP LINE	GOOD	PROPOSED FOR REMOVAL
30	8" HACKBERRY/10' DRIP LINE	GOOD	PROPOSED FOR REMOVAL	58	7" LIVE OAK/8' DRIP LINE	GOOD	PROPOSED FOR REMOVAL



<u>OWNER / DEVELOPER</u>		
KASPAN DEVELOPMENT GROUP, LLC, A TEXAS LIMITED LIABILITY COMPANY 320 DECKER DRIVE, SUITE 100 IRVING, TEXAS 75062	<u>ARCHITECT</u> DAVID KIRCH 401 BUSINESS PKWY RICHARDSON, TEXAS 75081 972-333-1177	<u>SITE ADDRESS</u> 1875 & 1901 W. WINTERGREEN ROAD LANCASTER, TEXAS



CONCEPT LANDSCAPE PLAN	
80 - TOWNHOME UNITS	
8.833 ACRES	
WINTERGREEN TOWNHOMES	
CITY OF LANCASTER	
LOCATED IN THE	
W. FLEMING SURVEY, ABSTRACT NO. 466	
DALLAS COUNTY, TEXAS	
FILE: LP0.01	
DRAFT: LOO	CHECK: BHB
SHEET: 1 OF	DATE: 05/15/2020



FRONT ELEVATION WITH UPGRADED PORCHES

KARSEN DEVELOPMENT

DAVID KIRCH, ARCHITECT
(912) 333-1177

CONCEPT



FRONT ELEVATION WITH PORCHES

KARSEN DEVELOPMENT

DAVID KIRCH ARCHITECT
(912) 333-1111

CONCEPT



A



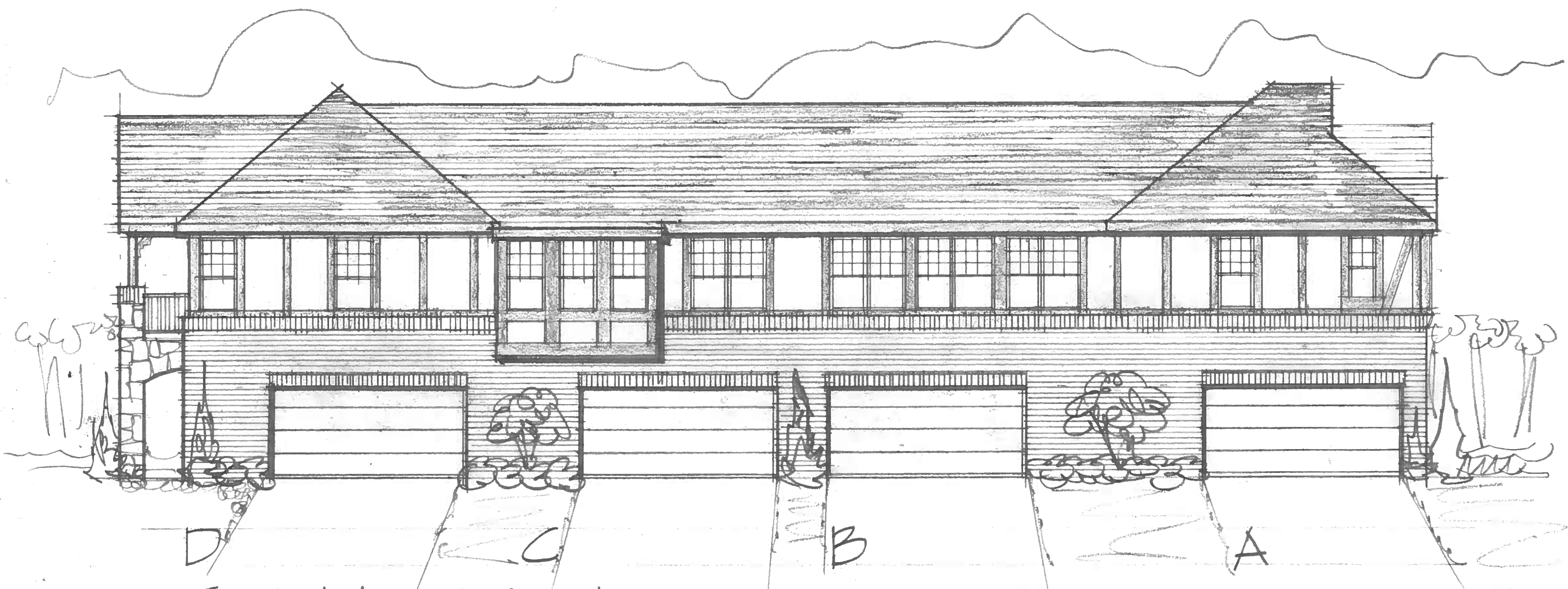
D

END ELEVATIONS WITH UPGRADED PORCH & OPT DECK @ B&G

KARSEN DEVELOPMENT

DAVID KIRCH, ARCHITECT
(912) 333-1171

CONCEPT



REAR ELEVATION (WITHOUT OPTIONAL DECKS)

KARSEN DEVELOPMENT

DAVID KIRCH, ARCHITECT
(972) 333-1171

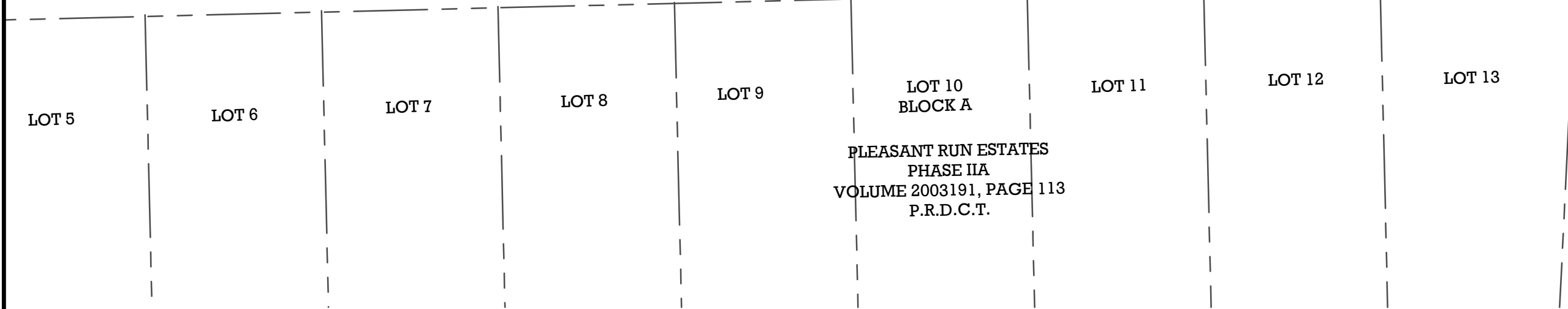
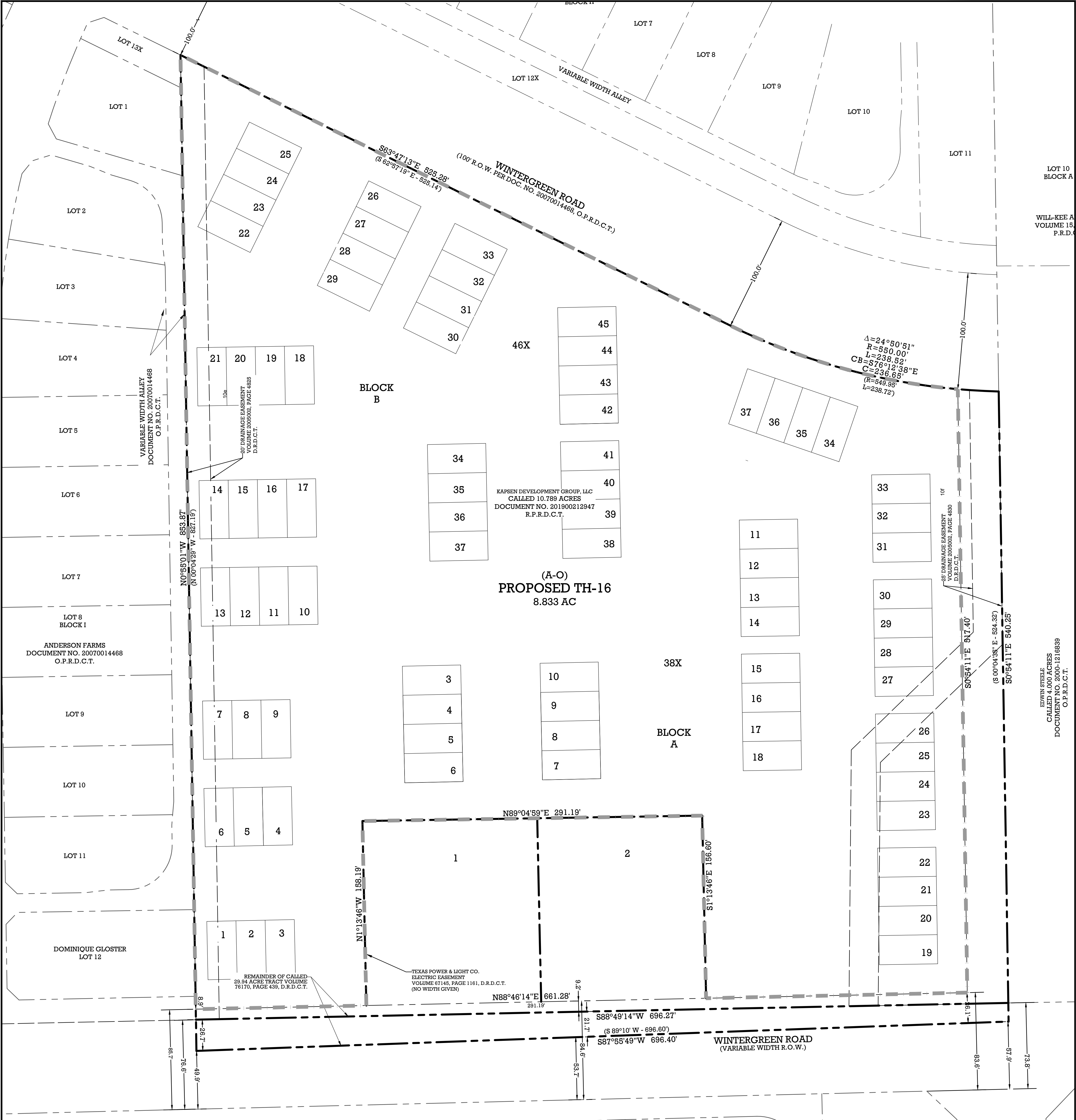
CONCEPT



Wintergreen Townhomes Concept
Kapsen Development



Wintergreen Townhomes Concept
Kapsen Development



SCHEDULE B NOTES:									
THIS SURVEY WAS PERFORMED WITH THE BENEFIT OF THE COMMITMENT FOR TITLE INSURANCE T-7, ISSUED BY STEWART TITLE GUARANTY COMPANY, COMMITMENT NO. 203910-S-TX-CP-GL, ISSUED JUNE 14, 2018. SCHEDULE B EXCEPTIONS ARE AS SHOWN AND/OR NOTED BELOW:									
10. c. EASEMENT TO TEXAS POWER & LIGHT COMPANY, RECORDED IN VOLUME 2001, PAGE 561, R.P.R.D.C.T. SURVEYOR IS UNABLE TO ACCURATELY DEFINE THE LOCATION OF THIS EASEMENT FROM THE DESCRIPTION CONTAINED IN DOCUMENT.									
10. d. EASEMENT TO TEXAS POWER & LIGHT COMPANY, RECORDED IN VOLUME 67145, PAGE 1161, R.P.R.D.C.T. LOCATION IS AS SHOWN HEREON.									
10. e. EASEMENT TO CITY OF LANCASTER, AS RECORDED IN VOLUME 2005002, PAGE 4825, R.P.R.D.C.T. LOCATION IS AS SHOWN HEREON.									
10. f. EASEMENT TO CITY OF LANCASTER, AS RECORDED IN VOLUME 2005002, PAGE 4830, R.P.R.D.C.T. LOCATION IS AS SHOWN HEREON.									
GENERAL NOTES:									
1. ORIGINAL DOCUMENT SIZE: 24" X 36"									
2. ALL BEARINGS, DISTANCES, ACRES AND COORDINATE VALUES CONTAINED HEREIN ARE GRID BASED UPON THE TEXAS STATE PLANE COORDINATE SYSTEM, NORTH CENTRAL ZONE, U.S. SURVEY FEET, NORTH AMERICAN DATUM 1983.									
3. UNDERGROUND UTILITIES SHOWN HEREON ARE BASED ON VISIBLE EVIDENCE OBSERVED DURING THE COURSE OF A FIELD SURVEY. THIS SURVEYOR MAKES NO GUARANTEE THAT THE UNDERGROUND UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THIS SURVEYOR FURTHER DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN HEREON ARE IN THE EXACT LOCATION INDICATED. THIS SURVEYOR HAS NOT PHYSICALLY LOCATED THE UNDERGROUND UTILITIES.									
4. ADJOINER INFORMATION SHOWN FOR INFORMATIONAL PURPOSES ONLY AND OBTAINED FROM THE DALLAS COUNTY APPRAISAL DISTRICT, ONLINE INFORMATION.									
5. ACCORDING TO THE FEMA FIRM MAP NUMBER 48497C05000, REVISED DECEMBER 16, 2011, THE SUBJECT PROPERTY APPEARS TO LIE IN ZONE "X".									

PROPERTY DESCRIPTION:

BEING A TRACT OF LAND IN THE W. FLEMING SURVEY, ABSTRACT NO. 466, DALLAS COUNTY, TEXAS, AND BEING PART OF A CALLED 10.789 ACRE TRACT OF LAND AS DESCRIBED IN A DEED RECORDED IN DOCUMENT NO. 201900212947, REAL PROPERTY RECORDS OF DALLAS COUNTY, TEXAS (R.P.R.D.C.T.), AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SAID 10.789 ACRE TRACT;

THENCE N 00°55'01" W, WITH THE WEST LINE OF SAID 10.789 ACRE TRACT, AT A DISTANCE OF 28.82 FEET PASSING A 5/8" IRON ROD WITH A CAP STAMPED "SURVEY ASSOC", IN ALL A DISTANCE OF 35.77 FEET TO A 1/2" IRON ROD SET WITH A CAP STAMPED "TOPOGRAPHIC" FOR THE PLACE OF BEGINNING;

THENCE N 00°55'01" W, WITH THE WEST LINE OF SAID 10.789 ACRE TRACT, AT A DISTANCE OF 11.06 FEET PASSING A 5/8" IRON ROD WITH A CAP STAMPED "BARROW 1984" AT THE SOUTHEAST CORNER OF LOT 12, BLOCK I, ANDERSON FARMS ADDITION TO THE CITY OF LANCASTER, DALLAS COUNTY, TEXAS, AS SHOWN ON THE PLAT RECORDED IN DOCUMENT NO. 20070014468, O.P.R.D.C.T., THEN WITH THE EAST LINE OF A VARIABLE WIDTH ALLEY, IN ALL A DISTANCE OF 818.10 FEET TO A 5/8" IRON ROD FOUND WITH CAP STAMPED "SURVEY ASSOC" AT THE NORTHEAST CORNER OF LOT 13X OF SAID BLOCK I, ALSO LOCATED IN THE SOUTHWESTERLY LINE OF WINTERGREEN ROAD AS SHOWN ON SAID PLAT OF ANDERSON FARMS, AND ALSO LOCATED AT THE NORTHWEST CORNER OF SAID 10.789 ACRE TRACT;

THENCE S 63°47'13" E WITH THE SOUTHWESTERLY LINE OF SAID WINTERGREEN ROAD AND THE NORTHEASTERLY LINE OF SAID 10.789 ACRE TRACT, A DISTANCE OF 525.28 FEET TO A 1/2" IRON ROD FOUND AT THE BEGINNING OF A CURVE TO THE LEFT HAVING A RADIUS OF 550.00 FEET;

THENCE CONTINUING WITH THE SOUTHWESTERLY LINE OF SAID WINTERGREEN ROAD, THE NORTHEASTERLY LINE OF SAID 10.789 ACRE TRACT AND SAID CURVE TO THE LEFT HAVING AN ARC LENGTH OF 203.42 FEET AND A CHORD BEARING AND DISTANCE OF S 74°22'57" E, 202.26 FEET TO A 1/2" IRON ROD SET WITH A CAP STAMPED "TOPOGRAPHIC" FOR A CORNER, FROM WHICH A 1/2" IRON ROD FOUND AT THE NORTHEAST CORNER OF SAID 10.789 ACRE TRACT BEARS S 87°03'04" E, A DISTANCE OF 35.08 FEET;

THENCE CROSSING SAID 10.789 ACRE TRACT AS FOLLOWS:

S 00°54'11" E, A DISTANCE OF 517.40 FEET TO A 1/2" IRON ROD SET WITH A CAP STAMPED "TOPOGRAPHIC" FOR A CORNER;

S 88°46'14" W, A DISTANCE OF 223.89 FEET TO A 1/2" IRON ROD SET WITH A CAP STAMPED "TOPOGRAPHIC" FOR A CORNER;

N 01°13'48" W, A DISTANCE OF 156.60 FEET TO A 1/2" IRON ROD SET WITH A CAP STAMPED "TOPOGRAPHIC" FOR A CORNER;

S 89°04'59" W, A DISTANCE OF 291.19 FEET TO A 1/2" IRON ROD SET WITH A CAP STAMPED "TOPOGRAPHIC" FOR A CORNER;

S 01°13'46" E, A DISTANCE OF 158.19 FEET TO A 1/2" IRON ROD SET WITH A CAP STAMPED "TOPOGRAPHIC" FOR A CORNER;

S 88°46'14" W, A DISTANCE OF 146.20 FEET TO THE PLACE OF BEGINNING AND CONTAINING 8.833 ACRES, OR 384,744 SQUARE FEET, OF LAND.

APPROVAL OF THE ZONING CASE ASSOCIATED WITH THIS EXHIBIT SHALL NOT IMPLY APPROVAL OF ANY ASSOCIATED STUDY, PLAT, OR PLAN, APPROVAL OF DEVELOPMENT STANDARDS SHOWN HEREON, OR THE INITIATION OF THE DEVELOPMENT PROCESS. PLANNING & ZONING COMMISSION AND/OR CITY COUNCIL ACTION ON STUDIES, PLATS, OR PLANS RELATING TO DEVELOPMENT OF THE PROPERTY SHALL BE CONSIDERED AS AN ACTION SEPARATE FROM ACTION TAKEN ON THIS ZONING CASE.

LEGEND			ARCHITECT		SITE ADDRESS		ZONING EXHIBIT - TH-16	
SUBJECT PROPERTY LINE			DAVID KIRCH		1675 & 1901		8.833 ACRES	
TRACT LINE			401 BUSINESS PKWY		W. WINTERGREEN ROAD		WINTERGREEN TOWNHOMES	
ADJOINER LINE			RICHARDSON, TEXAS 75081		LANCASTER, TEXAS		CITY OF LANCASTER	
EASEMENT			972-333-1177				LOCATED IN THE	
OVERHEAD ELECTRIC							W. FLEMING SURVEY, ABSTRACT NO. 466	
ASPHALT PAVEMENT							DALLAS COUNTY, TEXAS	
ABBREVIATIONS			OWNER / DEVELOPER		ENGINEERS		FILE: SITE_INFORMATION_EXHIBIT	
O.P.R.D.C.T. = OFFICIAL PUBLIC RECORDS, DALLAS COUNTY, TEXAS			KASPAN DEVELOPMENT GROUP, LLC.		TOPOGRAPHIC		ZONING CASE NO.	
D.R.D.C.T. = DEED RECORDS, DALLAS COUNTY, TEXAS			A TEXAS LIMITED LIABILITY COMPANY		LOYALTY INNOVATION LEGACY		DRAFT: AED	
P.R.D.C.T. = PLAT RECORDS, DALLAS COUNTY, TEXAS			320 DECKER DRIVE, SUITE 100		1400 EVERMAN PARKWAY, Ste. 146 • FT. WORTH, TEXAS 76140		CHECK: CCC	
R.P.R.D.C.T. = REAL PROPERTY RECORDS, DALLAS COUNTY, TEXAS			IRVING, TEXAS 75062		TELEPHONE: (817) 744-7512 • FAX (817) 744-7548		DATE: 05/15/2020	
(XXXX) = DEED CALLS			KEITH DAVIS		TEXAS FIRM REGISTRATION NO. 10042504		SHEET: 1 OF 1	
P.O.B. = PLACE OF BEGINNING			468-404-3977		WWW.TOPOGRAPHIC.COM		Z20-06	
REVISIONS			NO.		DATE		REVISION	

Rural Living

Character & Intent

Rural living is focused on areas of the community that has the ability to preserve a rural character. This includes estate residential type areas. The high-end character of this housing is primarily focused on serving the needs of executives with densities less than 2 dwelling units per acre.

Land Use Considerations

Primary Land Uses

Single-family detached homes

Secondary Land Uses

Civic & institutional uses, parks, open space

Precedent Photos



Suburban Neighborhood

Character & Intent

Suburban neighborhoods will continue to be the dominant place type in Lancaster providing a variety of residential products ranging from townhomes to single family detached. These neighborhoods would generally be formed as subdivisions with residential densities ranging from 2 to 8 dwelling units per acre..

Land Use Considerations

Primary Land Uses

Single-family detached homes, duplexes

Secondary Land Uses

Civic & institutional uses, parks

Precedent Photos





CITY OF LANCASTER

SHINING STAR OF TEXAS

Planning Department

Date: 4/21/2020

NOTICE OF PUBLIC HEARING

TO: Property Owner

RE: **Case No. Z20-06:** Conduct a public hearing and consider a zoning change from Agricultural Open District (AO) to Town House Residential District (TH-16) and Single Family Residential (SF-2) for the properties addressed as 1801, 1901, and 1875 West Wintergreen Road and located south of Anderson Farms Subdivision and north of Wintergreen Road. The properties are approximately 10.789 acres described as tracts of land situated in the W. Fleming Survey, Abstract No. 466, in the City of Lancaster, Dallas County, Texas.

LOCATION: The properties are located south of Anderson Farms Subdivision and north of Wintergreen Road and are addressed as 1801, 1901, and West Wintergreen Road.

EXPLANATION OF REQUEST: The applicant is requesting to change the zoning on the property from AO to TH-16 on 8.883 acres for the development of 80 townhomes and SF-2 on 1.052 acres for property with two existing homes.

☒ I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS: ☐ I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

SIGNATURE: _____

ADDRESS: _____

1912 Chapman Dr., Lancaster, Tx 75134

The Planning and Zoning Commission will hold a public hearing and take action on the above case at their meeting on **Tuesday, May 5, 2020 at 7:00 pm**. The City Council will hold a public hearing and take action on the above case at their meeting on **Monday, June 22, 2020 at 7:00 pm**.

The meeting will be broadcast live via video at the following address: [<http://www.lancaster-tx.com>; agenda and minutes; watch meetings; specialty]. Public comments will be taken during the Public Testimony and Public Hearing items, respectively, and may be made by filling out a citizen comment form prior to 5:00 p.m., and calling the following telephone number: [(877) 309-2073 access code 949-725-613].

Your written comments are being solicited in the above case. Please legibly respond in ink. If the signature and/or address are missing, your comments will not be recorded. Your response must be received in the Planning Division by 5 p.m. on **Thursday, April 30, 2020** for your comments to be recorded for the Planning and Zoning Commission's meeting. Responses received after that time will be forwarded to the Commission at the public hearing. Additional information is available in the Department of Planning at 211 N. Henry Street. The public is also invited to express opinions in writing to the Planning and Zoning Commission and City Council, P.O. Box 940, Lancaster, Texas 75146.

If you have any questions concerning this request, please contact the Planning Division
Phone 972-218-1312
FAX 972-218-3616

RETURN BY FAX OR MAIL
City of Lancaster
Planning Division
211 N Henry St
Lancaster, TX 75146-0940

47 Notices were mailed on 4/21/2020

P.O. Box 940 | Lancaster | Texas | 75146 | 972.218.1300 | www.lancaster-tx.com





CITY OF LANCASTER

SHINING STAR OF TEXAS

Planning Department

Date: 4/21/2020

NOTICE OF PUBLIC HEARING

TO: Property Owner

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OF REQUEST:

The applicant is requesting to change the zoning on the property from AO to TH-16 on 8.883 acres for the development of 80 townhomes and SF-2 on 1.052 acres for property with two existing homes.

☒ I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS: ☐ I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

SIGNATURE:

Wayne Stutte

ADDRESS:

1400 N. Broadway AVE. TYLER, TX 75702

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RETURN BY FAX OR MAIL

City of Lancaster
Planning Division
211 N Henry St
Lancaster, TX 75146-0940

47 Notices were mailed on 4/21/2020

P.O. Box 940 | Lancaster | Texas | 75146 | 972.218.1300 | www.lancaster-tx.com





CITY OF LANCASTER

SHINING STAR OF TEXAS

Planning Department

Date: 4/21/2020

NOTICE OF PUBLIC HEARING

TO: Property Owner

RE: **Case No. Z20-06:** Conduct a public hearing and consider a zoning change from Agricultural Open District (AO) to Town House Residential District (TH-16) and Single Family Residential (SF-2) for the properties addressed as 1801, 1901, and 1875 West Wintergreen Road and located south of Anderson Farms Subdivision and north of Wintergreen Road. The properties are approximately 10.789 acres described as tracts of land situated in the W. Fleming Survey, Abstract No. 466, in the City of Lancaster, Dallas County, Texas.

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☐ I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS: ☒ I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

*I rather have ~~nothing~~ behind me
nothing.*

SIGNATURE: *Deanne C. Manig*

ADDRESS:

1908 Frederick St Lancaster TX

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FAX 972-218-3616

RETURN BY FAX OR MAIL

City of Lancaster

Planning Division

211 N Henry St

Lancaster, TX 75146-0940

47 Notices were mailed on 4/21/2020

P.O. Box 940 | Lancaster | Texas | 75146 | 972.218.1300 | www.lancaster-tx.com



Fax

To: City of Lancaster

From: Tera Daniels

Fax: 972-218-3616

Date: 04/27/2020

Phone:

Pages: 3

Re: Case No Z20-06

CC:

☐ Urgent ☒ For Review ☐ Please Comment ☐ Please Reply ☐ Please Recycle

This message is intended only for the use of the individual or entity to whom it is addressed, and may contain information that is PROPRIETARY and CONFIDENTIAL. If you are not the intended recipient or the employee or agent responsible for delivering the message to the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this communication is strictly prohibited. If you have received this communication in error, please notify the above named sender at the above telephone number.



CITY OF LANCASTER

SHINING STAR OF TEXAS

Planning Department
Date: 4/21/2020

NOTICE OF PUBLIC HEARING

TO: Property Owner

RE: **Case No. Z20-06:** Conduct a public hearing and consider a zoning change from Agricultural Open District (AO) to Town House Residential District (TH-16) and Single Family Residential (SF-2) for the properties addressed as 1801, 1901, and 1875 West Wintergreen Road and located south of Anderson Farms Subdivision and north of Wintergreen Road. The properties are approximately 10.789 acres described as tracts of land situated in the W. Fleming Survey, Abstract No. 466, in the City of Lancaster, Dallas County, Texas.

LOCATION: The properties are located south of Anderson Farms Subdivision and north of Wintergreen Road and are addressed as 1801, 1901, and West Wintergreen Road.

EXPLANATION OF REQUEST: The applicant is requesting to change the zoning on the property from AO to TH-16 on 8.883 acres for the development of 80 townhomes and SF-2 on 1.052 acres for property with two existing homes.

☐ I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS: ☒ I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:
SEE ATTACHED

SIGNATURE: Ronald D. Sanchez

ADDRESS: 2040 Cordova St Lancaster TX 75134

The Planning and Zoning Commission will hold a public hearing and take action on the above case at their meeting on **Tuesday, May 5, 2020 at 7:00 pm**. The City Council will hold a public hearing and take action on the above case at their meeting on **Monday, June 22, 2020 at 7:00 pm**. The meeting will be broadcast live via video at the following address: (<http://www.lancaster-tx.com>; agenda and minutes; watch meetings; specialty). Public comments will be taken during the Public Testimony and Public Hearing items, respectively, and may be made by filling out a citizen comment form prior to 5:00 p.m., and calling the following telephone number: [(877) 308-2073 access code 949-725-613].

Your written comments are being solicited in the above case. Please legibly respond in ink. If the signature and/or address are missing, your comments will not be recorded. Your response must be received in the Planning Division by 5 p.m. on **Thursday, April 30, 2020** for your comments to be recorded for the Planning and Zoning Commission's meeting. Responses received after that time will be forwarded to the Commission at the public hearing. Additional information is available in the Department of Planning at 211 N. Henry Street. The public is also invited to express opinions in writing to the Planning and Zoning Commission and City Council, P.O. Box 940, Lancaster, Texas 75146.

If you have any questions concerning this request, please contact the Planning Division
Phone 972-218-1312
FAX 972-218-3616

RETURN BY FAX OR MAIL
City of Lancaster
Planning Division
211 N Henry St
Lancaster, TX 75146-0940

47 Notices were mailed on 4/21/2020

P.O. Box 940 | Lancaster | Texas | 75146 | 972.218.1300 | www.lancaster-tx.com



April 25, 2020

City of Lancaster Planning Division

211 N Henry St

Lancaster TX, 75148

RE: Notice of Public Hearing-Case No. Z20-06

To Whom it May Concern,

I am in receipt of your letter dated 04/21/2020 concerning the above referenced hearing and case. You requested that we provide a response to the proposal. I AM OPPOSED TO THE REQUEST FOR FOLLOWING REASONS:

First, it's quite disturbing that the City of Lancaster would attempt such a deceptive proposal during a time when families are dealing with COVID-19.

Second, we don't want low income, income based, townhomes, apartments, condos, or whatever term you choose, in our neighborhood. This will increase crime and congestion.

Third, this will cause our property value to go down. WHY NOT BUILD HOUSES????

Within the ten years we have lived in Lancaster, we have not seen growth one would expect to see in a thriving city. Instead of shopping centers, new restaurants and parks, we get warehouses and Dollar Generals.

I have driven around Lancaster and did not find any neighborhoods with apartments, condos, townhomes within the neighborhood, they're all located on a main street. It appears that the City of Lancaster is concerned about filling its pockets with money and not concerned about the people. Building townhomes in our neighborhood would change our community.

Sincerely,

Reginald & Tera Daniels

2040 Godiva St

Lancaster, TX 75134

Ph: 214-532-0195



CITY OF LANCASTER

SHINING STAR OF TEXAS

Planning Department

Date: 4/21/2020

NOTICE OF PUBLIC HEARING

TO: Property Owner

RE: **Case No. Z20-06:** Conduct a public hearing and consider a zoning change from Agricultural Open District (AO) to Town House Residential District (TH-16) and Single Family Residential (SF-2) for the properties addressed as 1801, 1901, and 1875 West Wintergreen Road and located south of Anderson Farms Subdivision and north of Wintergreen Road. The properties are approximately 10.789 acres described as tracts of land situated in the W. Fleming Survey, Abstract No. 466, in the City of Lancaster, Dallas County, Texas.

LOCATION: The properties are located south of Anderson Farms Subdivision and north of Wintergreen Road and are addressed as 1801, 1901, and West Wintergreen Road.

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☐ I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS: ☒ I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

He'll be moved out here for peace & quiet. Now you don't bring the project

SIGNATURE: *Opheha L. Garner* *To us, put some dam lights out here*

ADDRESS: *1916 Chapman Dr. in stead of this mess*

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CITY OF LANCASTER

SHINING STAR OF TEXAS

Planning Department

Date: 4/21/2020

NOTICE OF PUBLIC HEARING

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☐ I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS: ☒ I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

SIGNATURE: Nichelle Smith

ADDRESS: 2104 Frederick St, Lancaster TX 75134

The Planning and Zoning Commission will hold a public hearing and take action on the above case at their meeting on **Tuesday, May 5, 2020 at 7:00 pm**. The City Council will hold a public hearing and take action on the above case at their meeting on **Monday, June 22, 2020 at 7:00 pm**.

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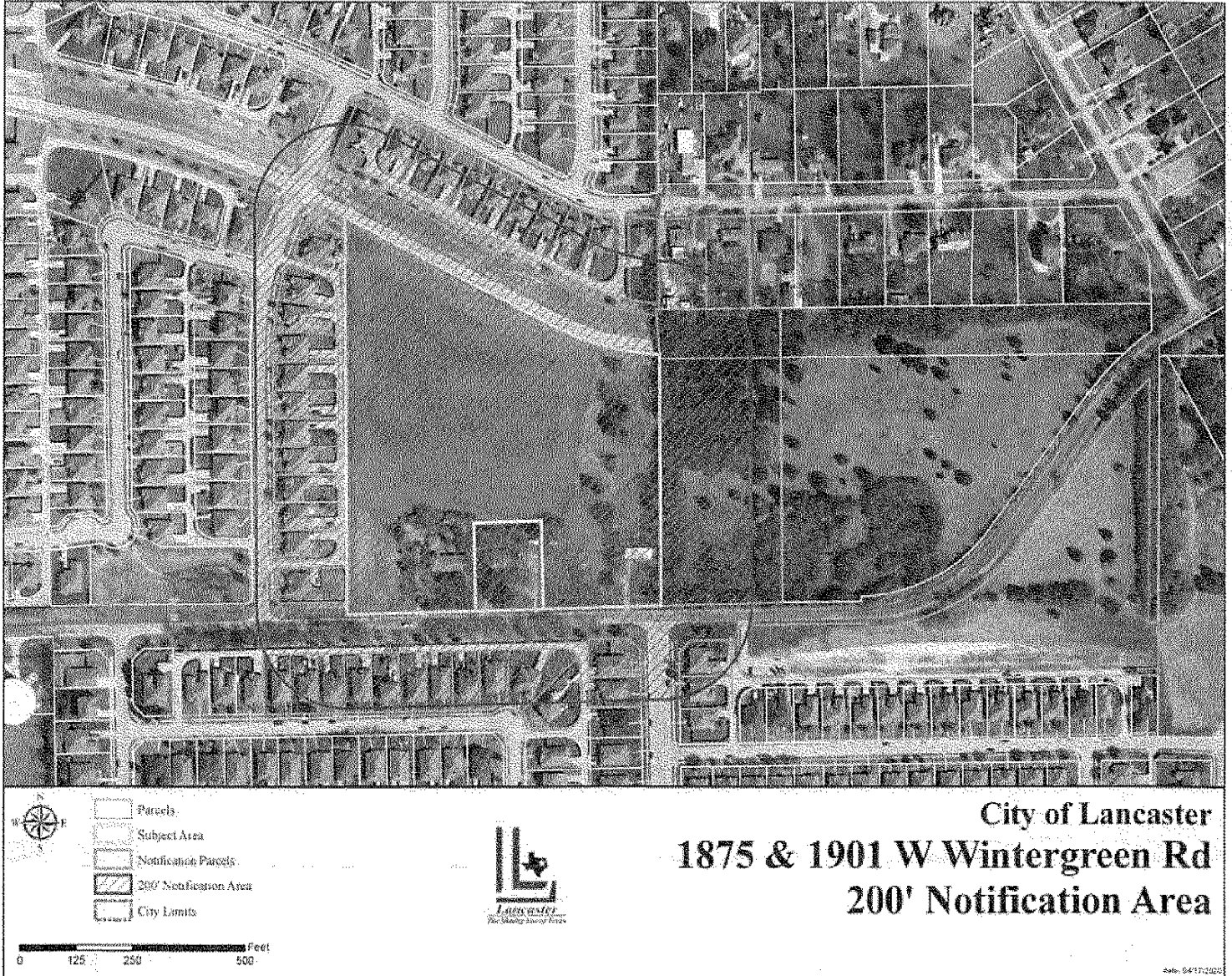
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CITY OF LANCASTER

SHINING STAR OF TEXAS

Planning Department

Date: 5/13/2020

NOTICE OF PUBLIC HEARING

TO: Property Owner

RE: **Case No. Z20-06:** Conduct a public hearing and consider a zoning change from Agricultural Open District (AO) to Town House Residential District (TH-16) and Single Family Residential (SF-2) for the properties addressed as 1801, 1901, and 1875 West Wintergreen Road and located south of Anderson Farms Subdivision and north of Wintergreen Road. The properties are approximately 10.789 acres described as tracts of land situated in the W. Fleming Survey, Abstract No. 466, in the City of Lancaster, Dallas County, Texas.

LOCATION: The properties are located south of Anderson Farms Subdivision and north of Wintergreen Road and are addressed as 1801, 1875, 1901, and West Wintergreen Road.

EXPLANATION OF REQUEST: The applicant is requesting to change the zoning on the property from AO to TH-16 on 8.883 acres for the development of 80 townhomes and SF-2 on 1.052 acres for property with two existing homes.

☐ I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS: ☒ I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

I feel this will INCREASE CRIME by adding the above housing plans

SIGNATURE:

Patricia Jones

ADDRESS:

2028 Dodiva St Lancaster, TX 75134

The City of Lancaster Planning and Zoning Commission will hold a Public Hearing at their meeting on **Tuesday, June 2, 2020** at 7:00 pm in the City Council Chambers, City of Lancaster Municipal Center, 211 North Henry, Lancaster, Texas 75146. The City Council will hold a public hearing and take action on the above case at their meeting on **Monday, June 22, 2020 at 7:00 pm**. The meeting may be conducted online or will be open to the public; meeting details will be provided on the agenda which will be posted online at <https://www.lancaster-tx.com/133/Planning-Zoning-Commission> at least 72 hours prior to the meeting's date.

Your written comments are being solicited in the above case. Please legibly respond in ink. If the signature and/or address are missing, your comments will not be recorded. Your response must be received in the Planning Division by 5 p.m. on **Tuesday, May 26, 2020** for your comments to be recorded for the Planning and Zoning Commission's meeting. Responses received after that time will be forwarded to the Commission at the public hearing. Additional information is available in the Department of Planning at 211 N. Henry Street. The public is also invited to express opinions in writing to the Planning and Zoning Commission and City Council, P.O. Box 940, Lancaster, Texas 75146.

If you have any questions concerning this request, please contact the Planning Division
Phone 972-218-1315
FAX 972-218-3616

RETURN BY FAX OR MAIL

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Planning Division
211 N Henry St
Lancaster, TX 75146-0940

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CITY OF LANCASTER

SHINING STAR OF TEXAS

Planning Department

Date: 5/13/2020

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EXPLANATION OF REQUEST: The applicant is requesting to change the zoning on the property from AO to TH-16 on 8.883 acres for the development of 80 townhomes and SF-2 on 1.052 acres for property with two existing homes.

☐ I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS: ☒ I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

Townhomes and apartments will raise our taxes even more and bring crime to the area!

SIGNATURE: *Zelicia Roberson*

ADDRESS: *2008 Godiva Street Lancaster TX 75134*

The City of Lancaster Planning and Zoning Commission will hold a Public Hearing at their meeting on **Tuesday, June 2, 2020** at 7:00 pm in the City Council Chambers, City of Lancaster Municipal Center, 211 North Henry, Lancaster, Texas 75146. The City Council will hold a public hearing and take action on the above case at their meeting on **Monday, June 22, 2020 at 7:00 pm**. The meeting may be conducted online or will be open to the public; meeting details will be provided on the agenda which will be posted online at <https://www.lancaster-tx.com/133/Planning-Zoning-Commission> at least 72 hours prior to the meeting's date.

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CITY OF LANCASTER'S BOARDS AND COMMISSIONS

Planning & Zoning Commission

4.

Meeting Date: 06/02/2020

Policy Statement: This request supports the City Council 2019-2020 Policy Agenda

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

Submitted by: Bester Munyaradzi, Senior Planner

Agenda Caption:

Z20-06 Conduct a public hearing and consider a zoning change from Agricultural Open District (AO) to Single Family Residential (SF-2) for the properties addressed as 1875 and 1901 West Wintergreen Road located south of Anderson Farms Subdivision and north of Wintergreen Road. The properties are approximately 1.1 acres described as a tract of land situated in the W. Fleming Survey, Abstract no. 466, in the City of Lancaster, Dallas County, Texas.

Background:

1. **Location and Size:** The properties are located south of Anderson Farms Subdivision and north of Wintergreen Road and are approximately 1.1 acres in size.
2. **Current Zoning:** The subject properties are currently zoned Agricultural Open.
3. **Adjacent Properties:**
North: Agricultural Open (AO) - Vacant land
South: Single Family Residential (SF-5) - Single family homes
East: Agricultural Open (AO) - Vacant land
West: Agricultural Open (AO) - Vacant Land
4. **Comprehensive Plan Compatibility:** The Future Land Use Plan of the Comprehensive Plan designates these sites as suitable for Suburban Neighborhood uses. The proposed uses are consistent with the Future Land Use Plan of the Comprehensive Plan.

Operational Considerations:

This is a request to rezone the subject properties from Agricultural Open (AO) to Single Family Residential (SF-2) for two properties shown on the attached Concept Site Plan. The current zoning only allows for single-family detached homes, farming, and ranching-related activities and accessory uses. There are two (2) existing homes on the properties which are a total of approximately 1.1 acres in size. The lot on the west is approximately .54 acres and the lot on the east is approximately .51 acres.

Pursuant to Section 14.1101 of the Lancaster Development Code (LDC), when reviewing a zoning change application, there are five (5) considerations that must be made when deciding on a zoning change application. Following is an analysis of these considerations:

Consistency with the Comprehensive Plan: The City's Future Land Use Plan of the Comprehensive Plan identifies these sites as suitable for Suburban Neighborhood uses. The Future Land Use Plan states that, "Suburban neighborhoods will continue to be the dominant place type in Lancaster providing

a variety of residential products ranging from townhomes to single family detached. These neighborhoods would generally be formed as subdivisions with residential densities ranging from 2-8 dwelling units per acre." The request to rezone 1.1 acres of the property from AO to SF-2 is consistent with the Future Land Use Plan as the SF-2 zoning district will have a density of two dwelling units per acre. It is also consistent with City Council Goals and Objectives which advocated for the creation of low density zoning categories for the creation of "high-end" development codes and market to high-end developers.

Potential Impact on Adjacent Development: The properties are surrounded by a residential neighborhood to the south and a vacant property on the north, east, and west of the subject sites. Rezoning these properties to SF-2 is appropriate for the subject sites as it would fit in with the single family neighborhood to the south while fulfilling the City Council goals as noted above.

Availability of utilities and access: The subject properties are served by City of Lancaster water and sewer. The applicant will be responsible for connecting to those utilities. Access to the properties would be provided from Wintergreen Road.

Timing of Development as it relates to Lancaster's Capital Improvement Plan (CIP): The Master Thoroughfare Plan (MTP) identifies Wintergreen Road on the south side of the property as an 80 feet Rural Collector. Wintergreen Road is approximately 53 feet and the applicant will be dedicating approximately 30 feet of rights-of-way (ROW).

Site conditions such as vegetation, topography, and flood plain: The subject properties are currently developed with two single family homes.

Based upon an analysis of the five (5) considerations that must be taken into consideration when reviewing a change in zoning application, the proposed zoning change request to SF-2 is appropriate as it is consistent with the Future Land Use Plan of the Comprehensive Plan and the City Council Goals and Objectives for lower density zoning district and staff recommends approval of the request.

Legal Considerations:

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

Public Information Considerations:

On April 26, 2020, a notice for this public hearing appeared in the Focus Daily Newspaper. Staff also mailed 47 notifications of this public hearing to property owners within 200 feet of the subject site and zoning signs were placed on the property. There were two (2) letters received in support and six (6) letters received in opposition of this request.

Options/Alternatives:

1. The Planning and Zoning Commission may recommend approval of the zoning change request, as presented.
2. The Planning and Zoning Commission may recommend denial of the zoning change request with changes and state those changes.
3. The Planning and Zoning Commission may recommend denial of the request.

Recommendation:

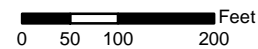
Staff recommends approval of the zoning change request as presented.

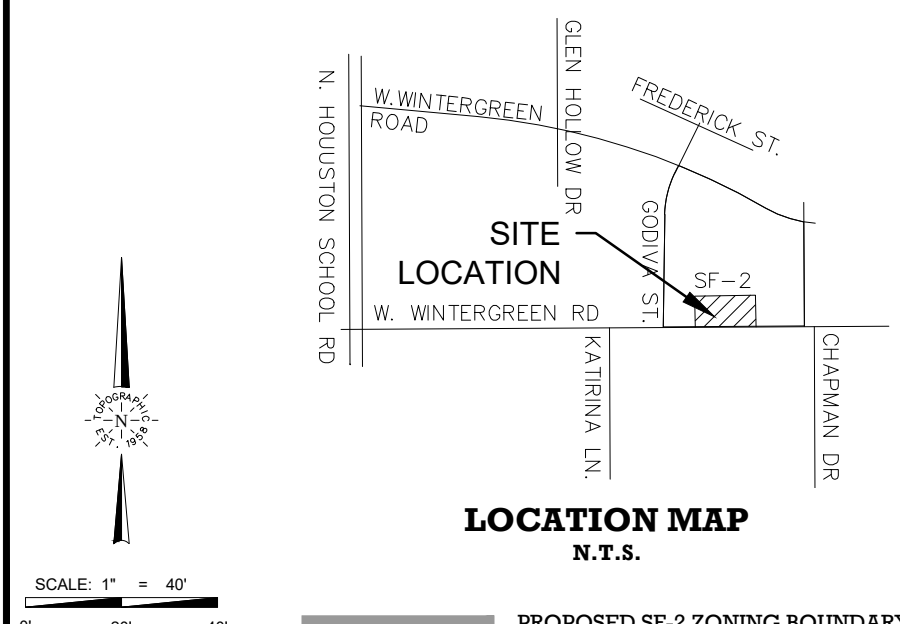
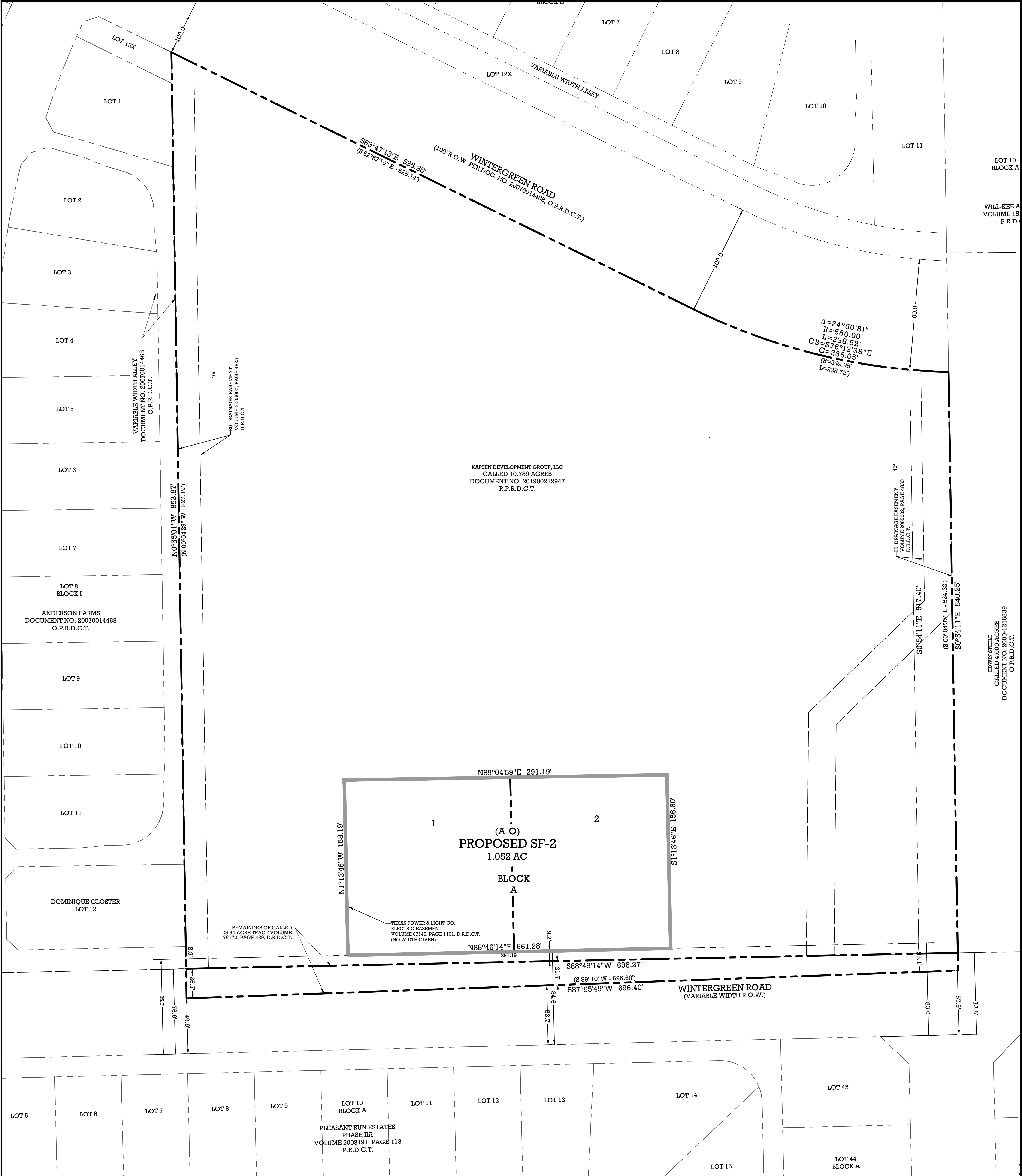
Attachments

Location Map

Zoning Exhibit
Comprehensive Plan Excerpt
Letters in Support (2)
Letters in Opposition (6)

1875 & 1901 W Wintergreen Rd
Zoned: AO (Agricultural Open)





SCHEDULE B NOTES:

THIS SURVEY WAS PERFORMED WITH THE BENEFIT OF THE COMMITMENT FOR TITLE INSURANCE T-7, ISSUED BY STEWART TITLE GUARANTY COMPANY, COMMITMENT NO. 503810-S-TX-CP-GA, ISSUED JUNE 14, 2019. SCHEDULE B EXCEPTIONS ARE AS SHOWN AND/OR NOTED BELOW:

10. c. EASEMENT TO TEXAS POWER & LIGHT COMPANY, RECORDED IN VOLUME 2001, PAGE 561, R.P.R.D.C.T. SURVEYOR IS UNABLE TO ACCURATELY DEFINE THE LOCATION OF THIS EASEMENT FROM THE DESCRIPTION CONTAINED IN DOCUMENT.

10. d. EASEMENT TO TEXAS POWER & LIGHT COMPANY, RECORDED IN VOLUME 67145, PAGE 1161, R.P.R.D.C.T. LOCATION IS AS SHOWN HEREON.

10. e. EASEMENT TO CITY OF LANCASTER AS RECORDED IN VOLUME 2005002, PAGE 4828, R.P.R.D.C.T. LOCATION IS AS SHOWN HEREON.

10. f. EASEMENT TO CITY OF LANCASTER AS RECORDED IN VOLUME 2005002, PAGE 4830, R.P.R.D.C.T. LOCATION IS AS SHOWN HEREON.

GENERAL NOTES:

1. ORIGINAL DOCUMENT SIZE: 24" X 36"

2. ALL BEARINGS, DISTANCES, ACREAGES AND COORDINATE VALUES CONTAINED HEREIN ARE GRID BASED UPON THE TEXAS STATE PLANE COORDINATE SYSTEM, NORTH CENTRAL ZONE, U.S. SURVEY FEET, NORTH AMERICAN DATUM 1983.

3. UNDERGROUND UTILITIES SHOWN HEREON ARE BASED ON VISIBLE EVIDENCE OBSERVED DURING THE COURSE OF A FIELD SURVEY. THIS SURVEYOR MAKES NO GUARANTEE THAT THE UNDERGROUND UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THIS SURVEYOR FURTHER DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN HEREON ARE IN THE EXACT LOCATION INDICATED. THIS SURVEYOR HAS NOT PHYSICALLY LOCATED THE UNDERGROUND UTILITIES.

4. ADJOINER INFORMATION SHOWN FOR INFORMATIONAL PURPOSES ONLY AND OBTAINED FROM THE DALLAS COUNTY APPRAISAL DISTRICT, ONLINE INFORMATION.

5. ACCORDING TO THE FEMA FIRM MAP NUMBER 48497C0600D, REVISED DECEMBER 16, 2011, THE SUBJECT PROPERTY APPEARS TO LIE IN ZONE "X".

PROPERTY DESCRIPTION:

BEING A TRACT OF LAND IN THE W. FLEMING SURVEY, ABSTRACT NO. 466, DALLAS COUNTY, TEXAS, AND BEING PART OF A CALLED 10.789 ACRE TRACT OF LAND AS DESCRIBED IN A DEED RECORDED IN DOCUMENT NO. 201900212947, REAL PROPERTY RECORDS OF DALLAS COUNTY, TEXAS (R.P.R.D.C.T.), AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SAID 10.789 ACRE TRACT;

THENCE N 00°55'01" W WITH THE WEST LINE OF SAID 10.789 ACRE TRACT, A DISTANCE OF 35.77 FEET TO A ½" IRON ROD SET WITH A CAP STAMPED "TOPOGRAPHIC";

THENCE CROSSING SAID 10.789 ACRE TRACT, N 88°46'14" E, A DISTANCE OF 146.20 FEET TO A ½" IRON ROD SET WITH A CAP STAMPED "TOPOGRAPHIC" FOR THE PLACE OF BEGINNING;

THENCE CROSSING SAID 10.789 ACRE TRACT AS FOLLOWS:

N 01°13'46" W, A DISTANCE OF 188.19 FEET TO A ½" IRON ROD SET WITH A CAP STAMPED "TOPOGRAPHIC" FOR A CORNER;

N 89°04'59" E, A DISTANCE OF 291.19 FEET TO A ½" IRON ROD SET WITH A CAP STAMPED "TOPOGRAPHIC" FOR A CORNER;

S 01°13'46" E, A DISTANCE OF 186.60 FEET TO A ½" IRON ROD SET WITH A CAP STAMPED "TOPOGRAPHIC" FOR A CORNER;

S 88°46'14" W, A DISTANCE OF 291.19 FEET TO THE PLACE OF BEGINNING AND CONTAINING 1.052 ACRES, OR 45,831 SQUARE FEET, OF LAND.

APPROVAL OF THE ZONING CASE ASSOCIATED WITH THIS EXHIBIT SHALL NOT IMPLY APPROVAL OF ANY ASSOCIATED STUDY, PLAN, OR PLAN, APPROVAL OF DEVELOPMENT STANDARDS SHOWN HEREON, OR THE INITIATION OF THE DEVELOPMENT PROCESS. PLANNING & ZONING COMMISSION AND/OR CITY COUNCIL ACTION ON STUDIES, PLATS, OR PLANS RELATING TO DEVELOPMENT OF THE PROPERTY SHALL BE CONSIDERED AS AN ACTION SEPARATE FROM ACTION TAKEN ON THIS ZONING CASE.

<div>LEGEND</div> <div><div><div>SUBJECT PROPERTY LINE</div><div>TRACT LINE</div><div>ADJOINER LINE</div><div>EASEMENT</div><div>OVERHEAD ELECTRIC</div><div>ASPHALT PAVEMENT</div></div><div><div>EDGE OF GRAVEL</div><div>BARBED WIRE FENCE</div><div>WOOD FENCE</div><div>CHAIN LINK FENCE</div><div>CONCRETE</div></div><div><div>IRON ROD FOUND (IRF) (AS NOTED)</div><div>CALCULATED CORNER</div><div>FIRE HYDRANT</div><div>WATER METER</div><div>WATER VALVE</div><div>SEPTIC TANK</div><div>AC UNIT</div></div><div><div>LIGHT POLE</div><div>UTILITY POLE</div><div>GUY WIRE</div><div>ELECTRIC METER</div><div>SIGN</div><div>COVERED AREA</div></div></div>				<div>ARCHITECT</div> <div>DAVID KIRCH</div> <div>401 BUSINESS PKWY</div> <div>RICHARDSON, TEXAS 75081</div> <div>972-333-1177</div>		<div>SITE ADDRESS</div> <div>1875 & 1901</div> <div>W. WINTERGREEN ROAD</div> <div>LANCASTER, TEXAS</div>		<div>ZONING EXHIBIT - SF-2</div> <div>1.052 ACRES</div> <div>WINTERGREEN TOWNHOMES</div> <div>CITY OF LANCASTER</div> <div>LOCATED IN THE</div> <div>W. FLEMING SURVEY, ABSTRACT NO. 466</div> <div>DALLAS COUNTY, TEXAS</div>			
<div>ABBREVIATIONS</div> <div>O.P.R.D.C.T. = OFFICIAL PUBLIC RECORDS, DALLAS COUNTY, TEXAS</div> <div>D.R.D.C.T. = DEED RECORDS, DALLAS COUNTY, TEXAS</div> <div>P.R.D.C.T. = PLAT RECORDS, DALLAS COUNTY, TEXAS</div> <div>R.P.R.D.C.T. = REAL PROPERTY RECORDS, DALLAS COUNTY, TEXAS</div> <div>(XXXX) = DEED CALLS</div> <div>P.O.B. = PLACE OF BEGINNING</div>				<div>REVISIONS</div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> 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Rural Living

Character & Intent

Rural living is focused on areas of the community that has the ability to preserve a rural character. This includes estate residential type areas. The high-end character of this housing is primarily focused on serving the needs of executives with densities less than 2 dwelling units per acre.

Land Use Considerations

Primary Land Uses

Single-family detached homes

Secondary Land Uses

Civic & institutional uses, parks, open space

Precedent Photos



Suburban Neighborhood

Character & Intent

Suburban neighborhoods will continue to be the dominant place type in Lancaster providing a variety of residential products ranging from townhomes to single family detached. These neighborhoods would generally be formed as subdivisions with residential densities ranging from 2 to 8 dwelling units per acre..

Land Use Considerations

Primary Land Uses

Single-family detached homes, duplexes

Secondary Land Uses

Civic & institutional uses, parks

Precedent Photos





CITY OF LANCASTER

SHINING STAR OF TEXAS

Planning Department

Date: 4/21/2020

NOTICE OF PUBLIC HEARING

TO: Property Owner

RE: **Case No. Z20-06:** Conduct a public hearing and consider a zoning change from Agricultural Open District (AO) to Town House Residential District (TH-16) and Single Family Residential (SF-2) for the properties addressed as 1801, 1901, and 1875 West Wintergreen Road and located south of Anderson Farms Subdivision and north of Wintergreen Road. The properties are approximately 10.789 acres described as tracts of land situated in the W. Fleming Survey, Abstract No. 466, in the City of Lancaster, Dallas County, Texas.

LOCATION: The properties are located south of Anderson Farms Subdivision and north of Wintergreen Road and are addressed as 1801, 1901, and West Wintergreen Road.

EXPLANATION OF REQUEST: The applicant is requesting to change the zoning on the property from AO to TH-16 on 8.883 acres for the development of 80 townhomes and SF-2 on 1.052 acres for property with two existing homes.

☒ I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS: ☐ I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

SIGNATURE: _____

ADDRESS: _____

1912 Chapman Dr., Lancaster, Tx 75134

The Planning and Zoning Commission will hold a public hearing and take action on the above case at their meeting on **Tuesday, May 5, 2020 at 7:00 pm**. The City Council will hold a public hearing and take action on the above case at their meeting on **Monday, June 22, 2020 at 7:00 pm**.

The meeting will be broadcast live via video at the following address: [<http://www.lancaster-tx.com>; agenda and minutes; watch meetings; specialty]. Public comments will be taken during the Public Testimony and Public Hearing items, respectively, and may be made by filling out a citizen comment form prior to 5:00 p.m., and calling the following telephone number: [(877) 309-2073 access code 949-725-613].

Your written comments are being solicited in the above case. Please legibly respond in ink. If the signature and/or address are missing, your comments will not be recorded. Your response must be received in the Planning Division by 5 p.m. on **Thursday, April 30, 2020** for your comments to be recorded for the Planning and Zoning Commission's meeting. Responses received after that time will be forwarded to the Commission at the public hearing. Additional information is available in the Department of Planning at 211 N. Henry Street. The public is also invited to express opinions in writing to the Planning and Zoning Commission and City Council, P.O. Box 940, Lancaster, Texas 75146.

If you have any questions concerning this request, please contact the Planning Division
Phone 972-218-1312
FAX 972-218-3616

RETURN BY FAX OR MAIL

City of Lancaster
Planning Division
211 N Henry St
Lancaster, TX 75146-0940

47 Notices were mailed on 4/21/2020

P.O. Box 940 | Lancaster | Texas | 75146 | 972.218.1300 | www.lancaster-tx.com





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☒ I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS: ☐ I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

SIGNATURE:

Wayne Stutte

ADDRESS:

1400 N. Broadway AVE. TYLER, TX 75702

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☐ I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS: ☒ I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

*I rather have ~~nothing~~ behind me
nothing.*

SIGNATURE: *Deanne C. Manig*

ADDRESS:

1908 Frederick St Lancaster TX

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The meeting will be broadcast live via video at the following address: [<http://www.lancaster-tx.com>; agenda and minutes; watch meetings; specialty]. Public comments will be taken during the Public Testimony and Public Hearing items, respectively, and may be made by filling out a citizen comment form prior to 5:00 p.m., and calling the following telephone number: [(877) 309-2073 access code 949-725-613].

Your written comments are being solicited in the above case. Please legibly respond in ink. If the signature and/or address are missing, your comments will not be recorded. Your response must be received in the Planning Division by 5 p.m. on **Thursday, April 30, 2020** for your comments to be recorded for the Planning and Zoning Commission's meeting. Responses received after that time will be forwarded to the Commission at the public hearing. Additional information is available in the Department of Planning at 211 N. Henry Street. The public is also invited to express opinions in writing to the Planning and Zoning Commission and City Council, P.O. Box 940, Lancaster, Texas 75146.

If you have any questions concerning this request, please contact the Planning Division

Phone 972-218-1312
FAX 972-218-3616

RETURN BY FAX OR MAIL

City of Lancaster
Planning Division
211 N Henry St
Lancaster, TX 75146-0940

47 Notices were mailed on 4/21/2020

P.O. Box 940 | Lancaster | Texas | 75146 | 972.218.1300 | www.lancaster-tx.com



Fax

To: City of Lancaster

From: Tera Daniels

Fax: 972-218-3616

Date: 04/27/2020

Phone:

Pages: 3

Re: Case No Z20-06

CC:

☐ Urgent ☒ For Review ☐ Please Comment ☐ Please Reply ☐ Please Recycle

This message is intended only for the use of the individual or entity to whom it is addressed, and may contain information that is PROPRIETARY and CONFIDENTIAL. If you are not the intended recipient or the employee or agent responsible for delivering the message to the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this communication is strictly prohibited. If you have received this communication in error, please notify the above named sender at the above telephone number.



CITY OF LANCASTER

SHINING STAR OF TEXAS

Planning Department
Date: 4/21/2020

NOTICE OF PUBLIC HEARING

TO: Property Owner

RE: **Case No. Z20-06:** Conduct a public hearing and consider a zoning change from Agricultural Open District (AO) to Town House Residential District (TH-16) and Single Family Residential (SF-2) for the properties addressed as 1801, 1901, and 1875 West Wintergreen Road and located south of Anderson Farms Subdivision and north of Wintergreen Road. The properties are approximately 10.789 acres described as tracts of land situated in the W. Fleming Survey, Abstract No. 466, in the City of Lancaster, Dallas County, Texas.

LOCATION: The properties are located south of Anderson Farms Subdivision and north of Wintergreen Road and are addressed as 1801, 1901, and West Wintergreen Road.

EXPLANATION OF REQUEST: The applicant is requesting to change the zoning on the property from AO to TH-16 on 8.883 acres for the development of 80 townhomes and SF-2 on 1.052 acres for property with two existing homes.

☐ I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS: ☒ I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

SEE ATTACHED

SIGNATURE: Ronald D. Garcia

ADDRESS: 2040 Cordova St Lancaster TX 75134

The Planning and Zoning Commission will hold a public hearing and take action on the above case at their meeting on **Tuesday, May 5, 2020 at 7:00 pm**. The City Council will hold a public hearing and take action on the above case at their meeting on **Monday, June 22, 2020 at 7:00 pm**. The meeting will be broadcast live via video at the following address: (<http://www.lancaster-tx.com>; agenda and minutes; watch meetings; specialty). Public comments will be taken during the Public Testimony and Public Hearing items, respectively, and may be made by filling out a citizen comment form prior to 5:00 p.m., and calling the following telephone number: [(877) 308-2073 access code 949-725-613].

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P.O. Box 940 | Lancaster | Texas | 75146 | 972.218.1300 | www.lancaster-tx.com



April 25, 2020

City of Lancaster Planning Division

211 N Henry St

Lancaster TX, 75148

RE: Notice of Public Hearing-Case No. Z20-06

To Whom it May Concern,

I am in receipt of your letter dated 04/21/2020 concerning the above referenced hearing and case. You requested that we provide a response to the proposal. I AM OPPOSED TO THE REQUEST FOR FOLLOWING REASONS:

First, it's quite disturbing that the City of Lancaster would attempt such a deceptive proposal during a time when families are dealing with COVID-19.

Second, we don't want low income, income based, townhomes, apartments, condos, or whatever term you choose, in our neighborhood. This will increase crime and congestion.

Third, this will cause our property value to go down. WHY NOT BUILD HOUSES????

Within the ten years we have lived in Lancaster, we have not seen growth one would expect to see in a thriving city. Instead of shopping centers, new restaurants and parks, we get warehouses and Dollar Generals.

I have driven around Lancaster and did not find any neighborhoods with apartments, condos, townhomes within the neighborhood, they're all located on a main street. It appears that the City of Lancaster is concerned about filling its pockets with money and not concerned about the people. Building townhomes in our neighborhood would change our community.

Sincerely,

Reginald & Tera Daniels

2040 Godiva St

Lancaster, TX 75134

Ph: 214-532-0195



CITY OF LANCASTER

SHINING STAR OF TEXAS

Planning Department

Date: 4/21/2020

NOTICE OF PUBLIC HEARING

TO: Property Owner

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EXPLANATION OF REQUEST: The applicant is requesting to change the zoning on the property from AO to TH-16 on 8.883 acres for the development of 80 townhomes and SF-2 on 1.052 acres for property with two existing homes.

☐ I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS: ☒ I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

He'll be moved out here for peace & quiet. Now you don't bring the project

SIGNATURE: *Opheha L. Garner* *To us, put some dam lights out here*

ADDRESS: *1916 Chapman Dr. in stead of this mess*

The Planning and Zoning Commission will hold a public hearing and take action on the above case at their meeting on **Tuesday, May 5, 2020 at 7:00 pm**. The City Council will hold a public hearing and take action on the above case at their meeting on **Monday, June 22, 2020 at 7:00 pm**.

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☐ I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS: ☒ I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

SIGNATURE: Nichelle Smith

ADDRESS: 2104 Frederick St, Lancaster TX 75134

The Planning and Zoning Commission will hold a public hearing and take action on the above case at their meeting on **Tuesday, May 5, 2020 at 7:00 pm**. The City Council will hold a public hearing and take action on the above case at their meeting on **Monday, June 22, 2020 at 7:00 pm**.

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CITY OF LANCASTER

SHINING STAR OF TEXAS

Planning Department

Date: 5/13/2020

NOTICE OF PUBLIC HEARING

TO: Property Owner

RE: **Case No. Z20-06:** Conduct a public hearing and consider a zoning change from Agricultural Open District (AO) to Town House Residential District (TH-16) and Single Family Residential (SF-2) for the properties addressed as 1801, 1901, and 1875 West Wintergreen Road and located south of Anderson Farms Subdivision and north of Wintergreen Road. The properties are approximately 10.789 acres described as tracts of land situated in the W. Fleming Survey, Abstract No. 466, in the City of Lancaster, Dallas County, Texas.

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☐ I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS: ☒ I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

I feel this will INCREASE CRIME by adding the above housing plans

SIGNATURE:

Patricia Jones

ADDRESS:

2028 Dodiva St Lancaster, TX 75134

The City of Lancaster Planning and Zoning Commission will hold a Public Hearing at their meeting on **Tuesday, June 2, 2020** at 7:00 pm in the City Council Chambers, City of Lancaster Municipal Center, 211 North Henry, Lancaster, Texas 75146. The City Council will hold a public hearing and take action on the above case at their meeting on **Monday, June 22, 2020 at 7:00 pm**. The meeting may be conducted online or will be open to the public; meeting details will be provided on the agenda which will be posted online at <https://www.lancaster-tx.com/133/Planning-Zoning-Commission> at least 72 hours prior to the meeting's date.

Your written comments are being solicited in the above case. Please legibly respond in ink. If the signature and/or address are missing, your comments will not be recorded. Your response must be received in the Planning Division by 5 p.m. on **Tuesday, May 26, 2020** for your comments to be recorded for the Planning and Zoning Commission's meeting. Responses received after that time will be forwarded to the Commission at the public hearing. Additional information is available in the Department of Planning at 211 N. Henry Street. The public is also invited to express opinions in writing to the Planning and Zoning Commission and City Council, P.O. Box 940, Lancaster, Texas 75146.

If you have any questions concerning this request, please contact the Planning Division
Phone 972-218-1315
FAX 972-218-3616

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Lancaster, TX 75146-0940

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CITY OF LANCASTER

SHINING STAR OF TEXAS

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EXPLANATION OF REQUEST: The applicant is requesting to change the zoning on the property from AO to TH-16 on 8.883 acres for the development of 80 townhomes and SF-2 on 1.052 acres for property with two existing homes.

☐ I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS: ☒ I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

Townhomes and apartments will raise our taxes even more and bring crime to the area!

SIGNATURE: *Zelicia Roberson*

ADDRESS: *2008 Godiva Street Lancaster TX 75134*

The City of Lancaster Planning and Zoning Commission will hold a Public Hearing at their meeting on **Tuesday, June 2, 2020** at 7:00 pm in the City Council Chambers, City of Lancaster Municipal Center, 211 North Henry, Lancaster, Texas 75146. The City Council will hold a public hearing and take action on the above case at their meeting on **Monday, June 22, 2020 at 7:00 pm**. The meeting may be conducted online or will be open to the public; meeting details will be provided on the agenda which will be posted online at <https://www.lancaster-tx.com/133/Planning-Zoning-Commission> at least 72 hours prior to the meeting's date.

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CITY OF LANCASTER'S BOARDS AND COMMISSIONS

Planning & Zoning Commission

5.

Meeting Date: 06/02/2020

Policy Statement: This request supports the City Council 2019-2020 Policy Agenda

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

Submitted by: Bester Munyaradzi, Senior Planner

Agenda Caption:

M19-02 Conduct a public hearing and consider a recommendation to amend and update Chapter 7; Parks, Open Space & Recreation of the Comprehensive Master Plan to the City Council.

Background:

In the 2018-2019 City Council Strategic Planning Session, City Council identified the objective to update the Parks, Open Space & Recreation Master Plan. The current Master Plan was adopted by City Council in 2006 and Industry standards suggests that Master Plans be updated at a minimum every ten years. It was prioritized that our existing plan should be updated following the 2016 Comprehensive Plan Update, to ensure alignment.

A Request For Proposals (RFPs) was issued on August 28, 2018, and Dunaway Associates was selected from seven (7) proposals to work with Staff and the City Council on updating the current Parks, Open Space & Recreation of the Comprehensive Plan.

At the December 17, 2018 Work Session, Council received a presentation from Dunaway Associates regarding scope of services for the development of the Parks, Recreation and Open Space Master Plan providing examples of similar projects completed in other survey cities.

On January 14, 2019, Council approved a resolution of the terms and conditions of a professional service agreement with Dunaway Associates to update the Parks, Recreation and Open Space Master Plan.

On September 3, 2019, the Parks Masterplan Survey created by National Service Research was posted online, mailed to 6,000 Lancaster residents, and was administered by staff at special events in the effort to gain citizen input on the upcoming masterplan update. The survey closed on November 7, 2019.

On December 9, 2020, the City Council received an update on the Parks, Open Space & Recreation Masterplan and the citizen survey results from Dunaway Associates.

Operational Considerations:

Article 14:100 General Provision, Section 14.209 Planning and Zoning Commission; subsection (b) Powers and Duties (2) of the Lancaster Development Code (LDC) requires the Planning and Zoning Commission "To advise the Council and make recommendations concerning adoption of, or amendments to the City's Comprehensive Plan, Thoroughfare Plan, and Open Space Plan and implementation thereof".

Dunaway Associates will make a presentation to the Commission regarding the Parks, Open Space & Recreation Masterplan update process.

Public Information Considerations:

On May 17, 2020, a notice for this public hearing appeared in the Focus Daily Newspaper.

Options/Alternatives:

1. The Planning and Zoning Commission may recommend approval of the request, as presented.
2. The Planning and Zoning Commission may recommend approval the request with changes; state the changes
3. The Planning and Zoning Commission may recommend denial of the request, as presented.

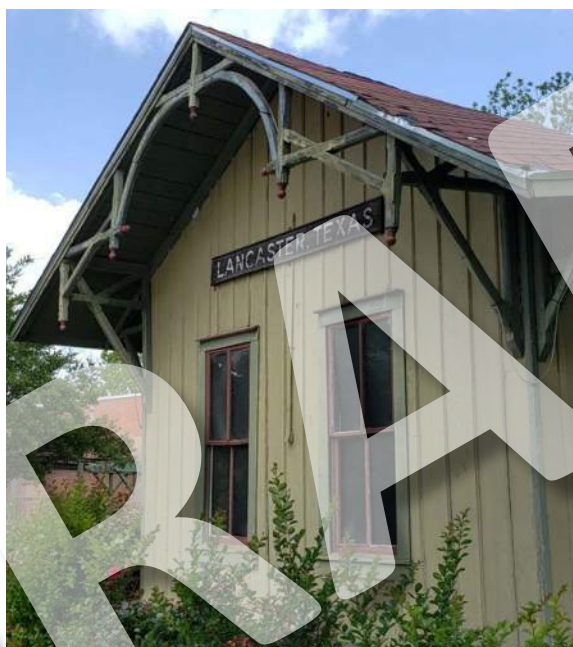
Recommendation:

Staff recommends approval of amendments and update of Chapter 7; Parks, Open Space & Recreation of the 2016 Comprehensive Master Plan.

Attachments

POSRMP Update Final Version

 2020



PARKS, RECREATION & OPEN SPACE Master Plan

April 27, 2020



The City of Lancaster provided ongoing support to the Dunaway Team throughout the Master Planning process. A special thanks to the following individuals who participated:

CITY COUNCIL

CLYDE C. HAIRSTON

Mayor

RACHEAL HILL

Mayor Pro Tem

District 5

DERRICK D. ROBINSON

Deputy Mayor Pro Tem

District 4

CAROL STRAIN-BURK

District 1

STANLEY JAGLOWSKI

District 2

MARCO MEJIA

District 3

NINA MORRIS

District 6

CITY STAFF

OPAL MAULDIN-JONES

City Manager

FABRICE KABONA

Assistant City Manager

SEAN JOHNSON, CPRP

Managing Director

Quality of Life & Cultural Services

MICHAEL RASCO

Assistant Director

Quality of Life & Cultural Services

BESTER MUNYARADZI

Senior Planner

EMMA CHETUYA

Planner

DUNAWAY TEAM

PHILIP NEELEY, ASLA

Project Director

ELIZABETH McILRATH, ASLA

Project Manager

KOURTNEY GOMEZ

Graphic Designer

ANDREA THOMAS

National Service Research

ACKNOWLEDGMENTS

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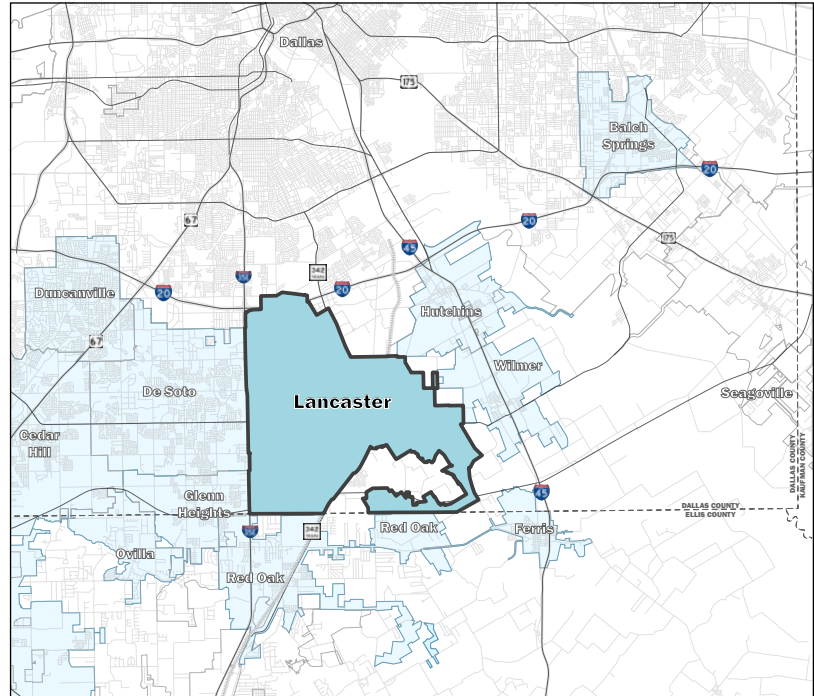
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7	SECTION 2 METHODOLOGY
10	SECTION 3 INVENTORY
33	SECTION 4 POPULATION & DEMOGRAPHICS
39	SECTION 5 STANDARDS
48	SECTION 6 RECREATION PROGRAMMING
51	SECTION 7 NEEDS ASSESSMENT
57	SECTION 8 PRIORITY RANKINGS
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SECTION 1 INTRODUCTION

INTRODUCTION

Lancaster is a unique city in the DFW region with a strong sense of community – highlighted by its “All-America City” designation in 2019. This distinction is a point of civic pride, where citizens enjoy the friendly neighborhoods and social interactions. It is important to ensure that future growth and development of community resources encourage and promote the vitality of Lancaster for decades to come. This is well expressed by the Mayor in his statement, “our vision is to build a united community by exemplifying exceptionalism in the region.”



Over the past twenty years, Lancaster has been experiencing steady growth. From a population of 25,000 in 2000, to a population of almost 39,000 in 2020, citizens enjoy the award-winning school district and the high-quality parks and recreational facilities throughout town. During this twenty year window, the City has grown over 60%. This creates more demand within the parks system, both for updating resources in established areas as well as adding new recreational opportunities in areas of growth.

To stay proactive in planning for the future, Dunaway was commissioned to work with City leaders and City staff on a new update to the master plan for Lancaster’s park system. The Dunaway team was joined by National Service Research for the needs assessment and public involvement phase of the project. The team was also joined by the nationally recognized firm of PROS Consulting, a strategic consultant brought in to prepare a recreation program assessment.

This Master Plan update outlines the methods, results, and recommendations to serve the current and future needs of Lancaster. The updated plan also follows the guidelines as outlined by the Texas Parks & Wildlife Department for jurisdiction-wide master plans (TPWD Local Park Grant Program, Appendix D, Master Plan guidelines). The Master Plan is intended to help City leaders and City staff carefully and thoughtfully plan park, recreation, and open space development over the next 5 to 10 years. Each year, the City can review the progress of the Master Plan to ensure that the implementation is on course and address specific changes or trends within the community.



New Master Plan

After the strong momentum gained from the 2033 update to the Comprehensive Plan, the City of Lancaster has undertaken several detailed master plan updates at the same time. This was a key recommendation in the 2033 Comprehensive Plan update. As stated in Section 7, “...the development of a new Parks, Recreation and Open Space Master Plan...will give a more tailored guideline for developing Lancaster’s open space and recreational infrastructure in accordance with the community’s goals and vision” (page 62, October 2016).

As defined focus areas for a new Master Plan, four (4) policies were also outlined in the 2033 Comprehensive Plan update:

- **Policy 1:** *Continue the strong system of parks and recreational facilities for residents of all ages.*
- **Policy 2:** *Expand the trail system so all residents can use it for travel, exercise, and enjoyment.*
- **Policy 3:** *Consider additional recreational investments that appeal to seniors and young professionals.*
- **Policy 4:** *Incorporate natural assets in the open space system.*

This new Parks, Recreation, and Open Space Master Plan fulfills these stated policies, as well as other strategies for improving and expanding the overall parks system in Lancaster.





SECTION 2 METHODOLOGY

METHODOLOGY

Throughout the master planning process, the Dunaway team worked closely with City Staff, Council and City leaders who had input at several key meetings to help guide the process and gain consensus for the initial findings.

The Master Plan was prepared using a two-phase planning process. Phase I focused on the Inventory and Needs. Phase II involved recommendations, implementations & preparation of the Master Plan document. A detailed outline of the process is as follows:

PHASE I - INVENTORY & NEEDS



TASK 1 - Data Collection & Base Mapping

The team prepared a base map from the GIS data provided by the City. The base map illustrated information such as existing park sites, schools, City facilities, drainage corridors, streets, etc.



TASK 2 - Inventory & Supply Analysis

The team was provided a current inventory of the entire park system. Team members and City staff performed a tour of the existing parks and recreational facilities available throughout the City. Each site was documented for its existing conditions and amenities.



TASK 3 - Population & Demographic Trends

The team obtained the latest updates of demographic and population data from City Staff and the Bureau of Labor Statistics and Insight Market Analytics HDL ECONsolutions. This included factors of population, race, housing, employment, income, and future growth.



TASK 4 - Standards Analysis

The team utilized some of the published recommendations by the National Recreation and Park Association (NRPA), as well as local DFW guidelines, for evaluating standards for both park acreages and facilities.



TASK 5 - Public Input & Needs Assessment

With National Service Research leading this effort, a series of steps were utilized to determine the park and recreation needs of the community. This included two (2) visioning sessions with Lancaster citizens, and then an online survey through the City's website. From the feedback, the team was able to quantify the specific needs or desires of the citizens.



PHASE II - MASTER PLAN



TASK 6 - Priority Rankings

The team developed a priority criteria system for ranking high, moderate, and low priority needs. From these criteria, a weighted priority ranking was established based upon input from the Citizen Survey, City Council, City staff, and Dunaway team.



TASK 7 - Action Plan

The team prepared specific recommendations in an Action Plan that outlines renovations and new development of parks and recreational facilities to meet current and future needs within the community.



TASK 8 - Implementation Plan

An Implementation Plan was developed for projected costs within the Action Plan. This included funding recommendations that could be utilized over the next 10 years.



TASK 9 - Preliminary Master Plan

The team prepared the Preliminary Park Master Plan document outlining the entire process, findings, and recommendations. This included preparing exhibits/maps for the items recommended with the Action Plan.



TASK 10 - Final Master Plan

The team prepared the Final Master Plan document. This task included final presentations to the City Council.





SECTION 3 INVENTORY

INVENTORY

Utilizing information provided by City staff, a complete inventory of existing parks, recreation facilities and open spaces was compiled. From this inventory, the Dunaway team toured and photographed each park site in Lancaster. Acreage and amenity inventories for each of the City-owned parks were provided to Dunaway. The following pages provide a summary inventory of the existing parks and recreational facilities within the City including park location, size, and list of amenities per park. *(See page 32 for full park map)*



Community Park



LOCATION:

1700 Veterans Memorial Pkwy

ACRES:

286.63

CLASSIFICATION:

Community

AMENITIES:

- Athletic Field Lights - 10
- Baseball Fields - 2
- Benches - 36
- Bike Racks - 2
- Bleachers - 10
- Bridge - 2
- Buildings On-site - 8
- Concession Stand - 3
- Croquet - 1
- Dog Waste Station - 4
- Drinking Fountain - 4
- Football Field - 2
- Grills - 2
- Monuments - 4
- Picnic Tables - 8
- Playgrounds - 3
- Pavilions - 1
- Restroom Facilities - 3
- Soccer Field - 9
- Trash Cans - 44
- Trail - 4.35 miles



Heritage Park



LOCATION:

250 N Dallas Ave

ACRES:

0.65

CLASSIFICATION:

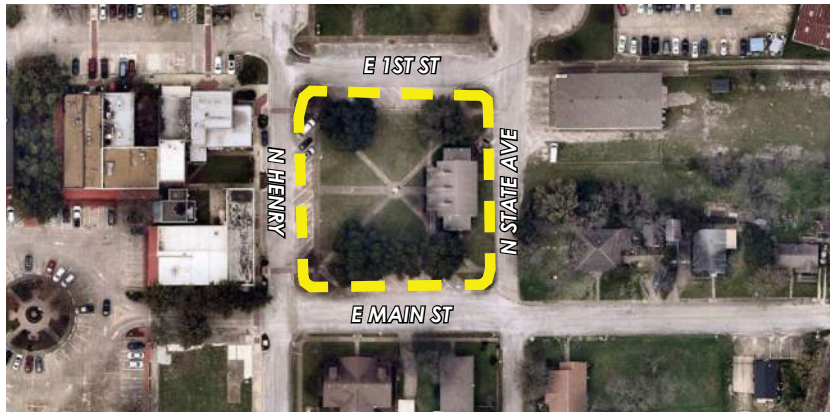
Pocket Park

AMENITIES:

- Benches - 5
- Dog Waste Station - 1
- Flagpoles - 3
- Monuments - 1
- Park Name Signs - 1
- Pavilions - 1
- Trail - 0.12 miles
- Trash Cans - 4



Community House



LOCATION:
100 N Henry St

ACRES:
0.57

CLASSIFICATION:
Special Use

AMENITIES:

- Benches - 2
- Building On-Site - 1
- Flagpoles - 1
- Monuments - 1



Rocky Crest Park



LOCATION:
625 E Main St

ACRES:
3.56

CLASSIFICATION:
Neighborhood

AMENITIES:

- Baseball Fields - 1
- Basketball Courts - 2
- Benches - 1
- Grills - 5
- Pavilions - 1
- Picnic Tables - 4
- Playgrounds - 1
- Trash Cans - 9



Train Depot Rose Garden



LOCATION:
225 Pecan St

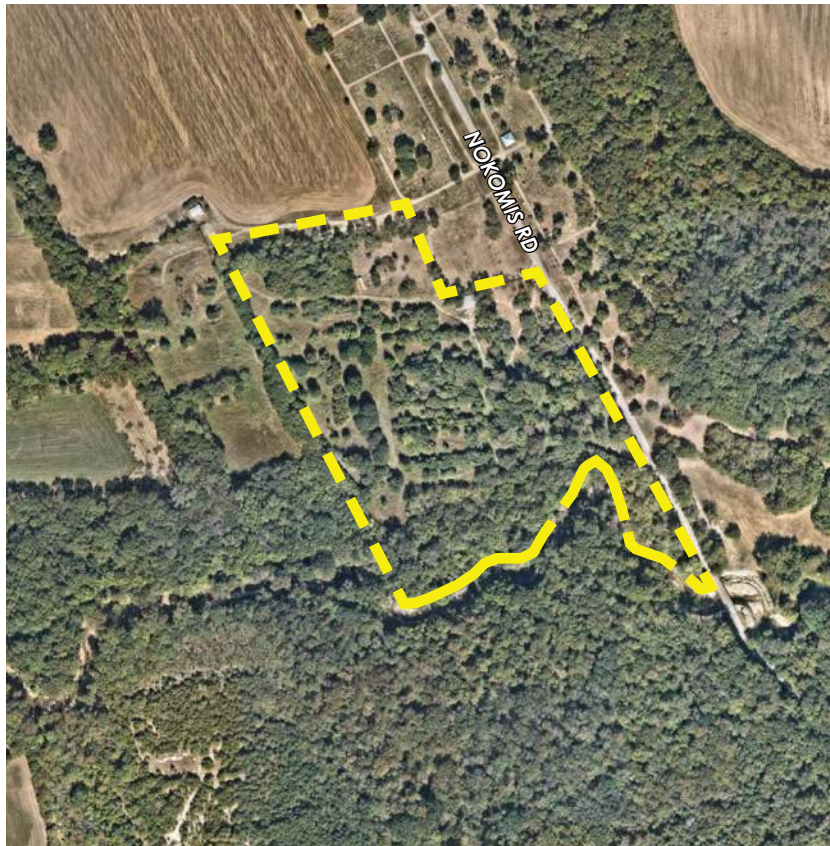
ACRES:
0.15

CLASSIFICATION:
Special Use

AMENITIES:
• Ornamental Courtyard - 1



Ten Mile Creek Preserve: Moreland Family



LOCATION:

709 Nokomis Rd

ACRES:

39.4

CLASSIFICATION:

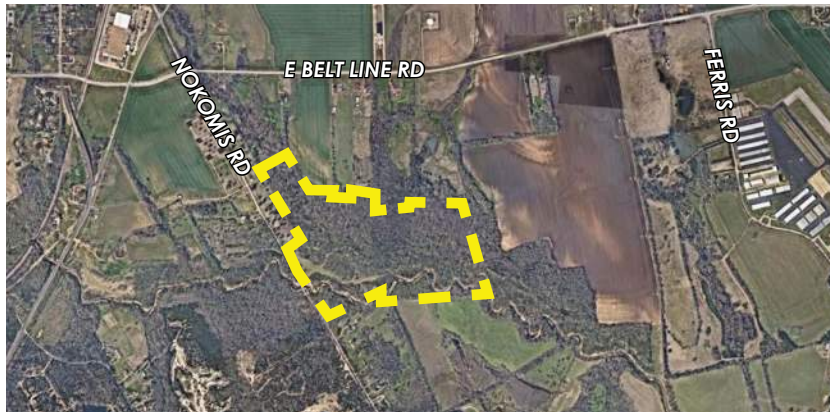
Community

AMENITIES:

- Park Name Signs - 1



Ten Mile Creek Preserve: Gossett Family



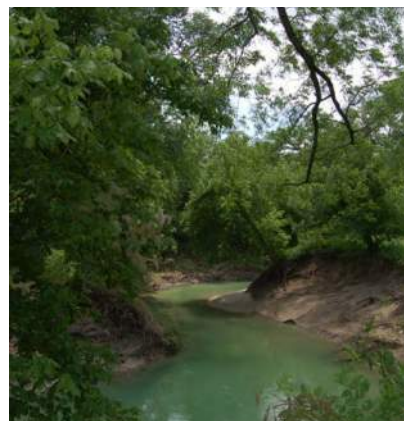
LOCATION:
900 Nokomis Rd

ACRES:
86.03

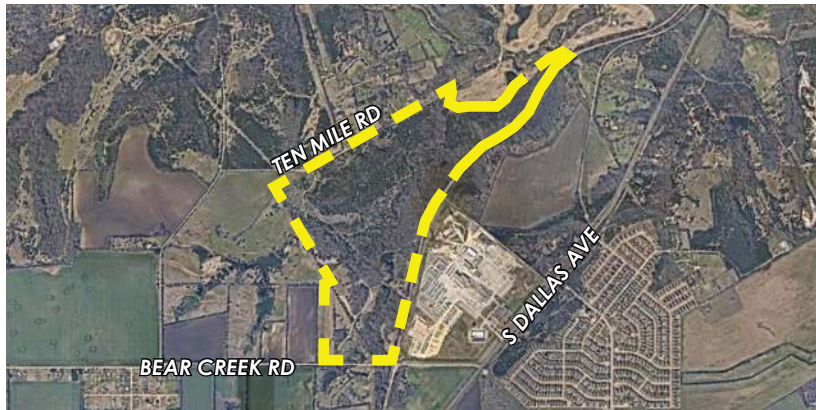
CLASSIFICATION:
Metropolitan

AMENITIES:

- Benches - 4
- Monuments - 1
- Park Name Signs - 1
- Picnic Tables - 2
- Trail - 0.8 miles



Bear Creek Nature Preserve



LOCATION:
1000 Bear Creek Rd

ACRES:
209.75

CLASSIFICATION:
Metropolitan

AMENITIES:

- Bridges - 1
- Benches - 6
- Campsites - 15
- Drinking Fountain - 2
- Park Name Signs - 1
- Pavilions - 1
- Picnic Tables - 12
- Playgrounds - 1
- Restroom Facilities - 1
- Trail - 4.75 miles



Lion's Club City Park



LOCATION:

211 W Beltline Rd

ACRES:

34.52

CLASSIFICATION:

Community

AMENITIES:

- Baseball Fields - 4
- Basketball Courts - 1
- Benches - 26
- Bike Racks - 1
- Bleachers - 12
- Bridges - 1
- Concession Stands - 2
- Dog Park - 1
- Dog Waste Station - 4
- Drinking Fountain - 3
- Flagpoles - 3
- Grills - 8
- Park Name Signs - 4
- Pavilions - 2
- Picnic Tables - 37
- Playgrounds - 2
- Restroom Facilities - 3
- Trail - 0.65 miles
- Trash Cans - 37



Meadowcreek Park



LOCATION:

901 Meadowcreek Dr

ACRES:

8.09

CLASSIFICATION:

Neighborhood

AMENITIES:

- Basketball Courts - 1
- Benches - 3
- Drinking Fountain - 1
- Grills - 2
- Park Name Sign - 1
- Pavilions - 1
- Picnic Tables - 4
- Playgrounds - 1
- Trash Cans - 6



Jaycee Park



LOCATION:

620 W Pleasant Run Rd

ACRES:

7.34

CLASSIFICATION:

Special Use

AMENITIES:

- Undeveloped Park



Pleasant Run Hike & Bike Trails



LOCATION:
Oncor Easement

ACRES:
34.54

CLASSIFICATION:
Linear

AMENITIES:
• Benches - 11
• Trail - 2.32 miles
• Trash Cans - 8



Kids Square



LOCATION:

1990 W Beltline Rd

ACRES:

2.39

CLASSIFICATION:

Neighborhood

AMENITIES:

- Benches - 2
- Flagpoles - 1
- Grills - 3
- Park Name Signs - 1
- Pavilions - 1
- Performance Stage - 1
- Picnic Tables - 11
- Playgrounds - 1
- Restroom Facilities - 1
- Trash Cans - 10



J.A. Dewberry Park



LOCATION:
2975 Green Dr

ACRES:
5.27

CLASSIFICATION:
Neighborhood

AMENITIES:

- Basketball Courts - 1
- Benches - 2
- Bridge - 1
- Grills - 5
- Park Name Signs - 1
- Pavilions - 2
- Picnic Tables - 8
- Playgrounds - 1
- Trail - 0.25 miles
- Trash Cans - 9



Cedardale Park



LOCATION:
1930 Cedardale Rd

ACRES:
11.93

CLASSIFICATION:
Community

AMENITIES:

- Baseball Field - 3
- Basketball - 1
- Benches - 12
- Bleachers - 12
- Buildings On-Site - 3
- Concessions Stand - 1
- Drinking Fountain - 2
- Park Name Signs - 1
- Playgrounds - 1
- Restroom Facilities - 1
- Trash Cans - 2



Verona Park



LOCATION:
2390 Verona Dr

ACRES:
1.61

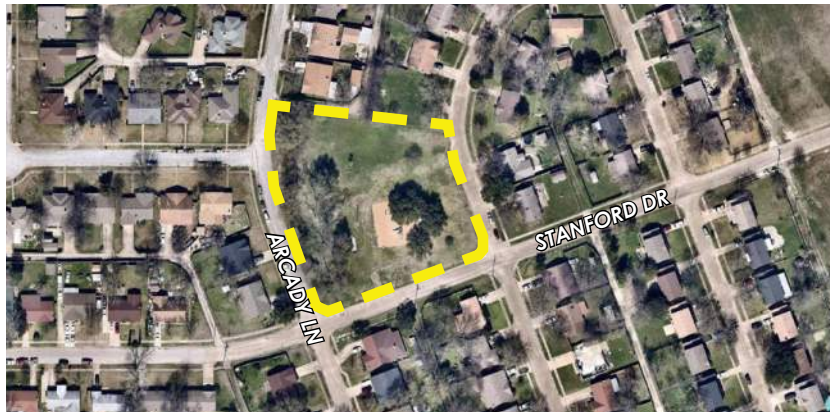
CLASSIFICATION:
Neighborhood

AMENITIES:

- Grills - 2
- Pavilions - 1
- Picnic Tables - 2
- Playgrounds - 1
- Trash Cans - 2
- Volleyball Courts - 1



Stanford Park



LOCATION:
791 Stanford Rd

ACRES:
1.48

CLASSIFICATION:
Neighborhood

AMENITIES:

- Grills - 2
- Playgrounds - 1
- Trash Cans- 2



Roy Crawford Agricultural Complex



LOCATION:
2415 Sunny Meadow Rd

ACRES:
43

CLASSIFICATION:
Special Use

AMENITIES:
• *CITY TO PROVIDE*



Smokler Moo Meadows



LOCATION:
1601 Ferris Rd

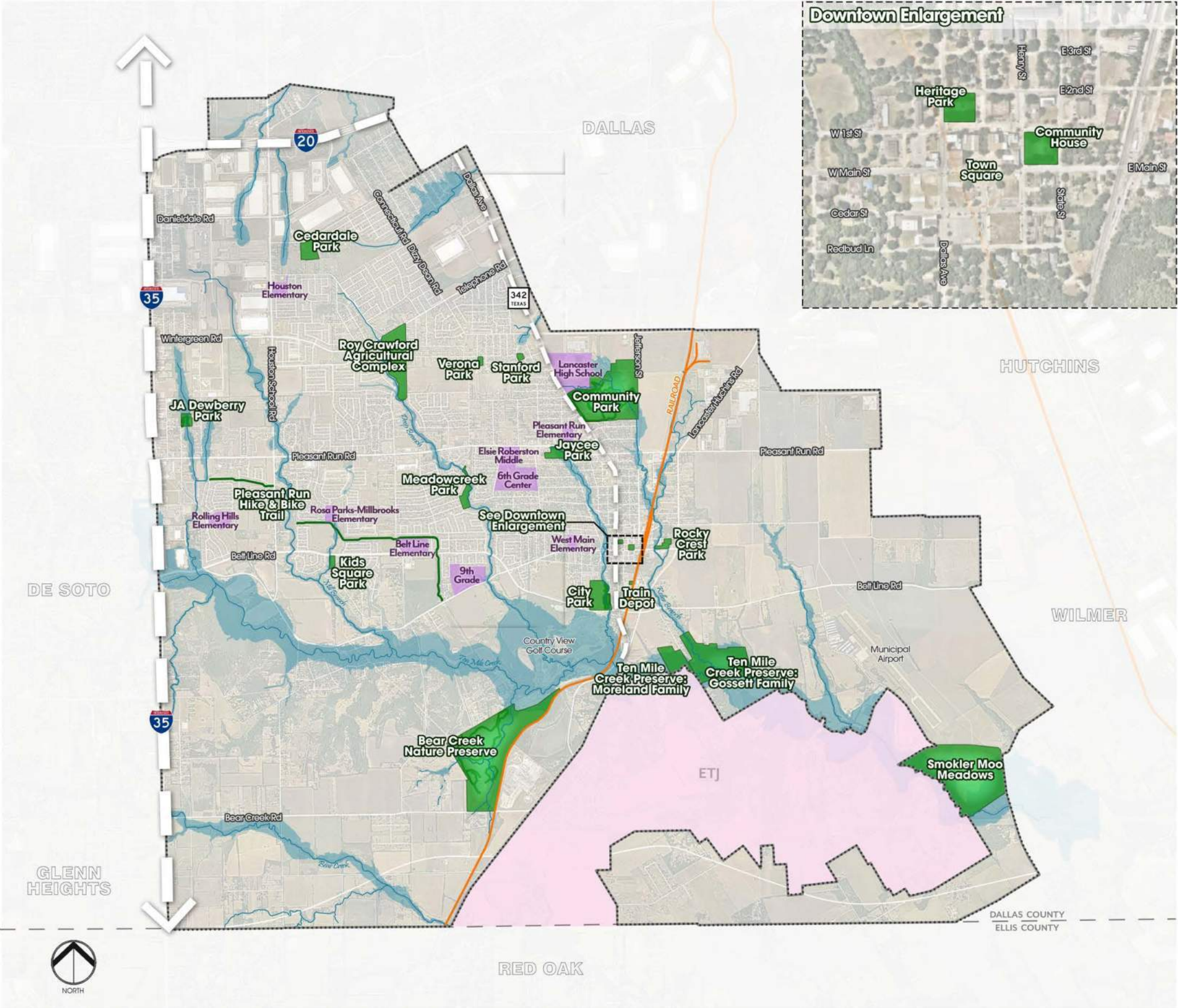
ACRES:
207

CLASSIFICATION:
Metropolitan

AMENITIES:
• N/A



Park Name	Park Address	Classification	Acres	Hardscape Miles Maintained	Trail Miles	Number of Playgrounds	Trees	Pavilions	Restroom Facilities	Benches	Picnic Tables	Trash Cans	Grills	Park Name Signs	Bleachers	Irrigation System	Concessions Stand	Baseball	Football	Soccer	Basketball	Croquet	Dog Park	Dog Waste Station	Campsites	Fiberglass Onsite	Rubber Mulch Onsite	Pea Gravel Onsite	Decomposed Granite Onsite	Bridge	Drinking Fountain	Buildings Onsite	Trees	Pavilion Plugs	Annual Beds	Perennial Beds	Bike Racks	Fences	Playground Rules Sign	Park Rules Sign	Pavilion Rental Sign	Parking Lots	Security / Street Lights	Athletic Field Lights	Athletic Field Lights	Scoreboards	Athletic Field Rules Sign	Shade Structure	Stormwater Onsite	Oncom Lights/Poles	Street / Security Lights	Flagpoles	Pavilion Lights	Fire Hydrants	Monuments	
Community Park	1700 Veterans Memorial Pkwy	Community	286.63	13.87	4.35	3	Y	1	3	36	8	44	2	3	10	Y	3	2	2	9	-	1	-	4	-	Y	N	N	Y	2	4	7	-	-	3	13	2	Y	Y	Y	Y	Y	Y	Y	Y	10	Y	Y	N	Y	10	-	-	4	-	4
Heritage Park	250 N Dallas	Pocket Park	0.65	0.16	0.12	-	Y	1	-	5	-	4	-	2	-	Y	-	-	-	-	-	-	-	1	-	N	N	N	N	-	-	-	24	-	1	6	-	N	N	N	N	Y	Y	N	-	N	N	N	N	1	6	3	16	1	1	
Community House	100 N Henry	Special Use	0.57	0.38	-	-	Y	-	-	2	-	-	-	-	-	N	-	-	-	-	-	-	-	-	N	N	N	N	-	-	1	18	-	-	-	-	N	N	N	N	Y	Y	N	-	N	N	N	N	-	6	1	-	-	1		
Rocky Crest Park	625 E Main St	Neighborhood	3.56	0.41	-	1	Y	1	-	7	4	9	5	-	-	N	-	1	-	-	2	-	-	-	-	Y	N	N	N	-	-	-	17	2	-	-	-	Y	N	Y	Y	N	Y	Y	2	N	N	N	N	2	2	-	4	-	-	
Train Depot Rose Garden	225 E Pecan St	Special Use	0.15	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-				
Ten Mile Creek: Moreland	709 Nokomis Rd	Community	39.4	-	-	-	Y	-	-	-	-	-	-	1	-	N	-	-	-	-	-	-	-	-	N	N	N	N	-	-	2	-	-	-	-	-	N	N	N	N	N	N	-	N	N	N	Y	5	-	-	-	-	-			
Ten Mile Creek: Gossett	900 Nokomis Rd	Metropolitan	86.03	0.11	0.8	-	Y	-	-	4	2	-	-	1	-	N	-	-	-	-	-	-	-	-	N	N	N	N	-	-	-	-	-	-	-	-	N	N	Y	N	Y	N	N	-	N	N	N	Y	-	-	-	-	-	1		
Bear Creek Nature Preserve	1000 Bear Creek Rd	Metropolitan	209.75	0.83	4.75	1	Y	1	1	6	12	-	-	1	-	N	-	-	-	-	-	-	-	15	Y	N	N	Y	1	2	1	-	-	-	3	-	N	-	Y	Y	Y	Y	N	-	N	N	N	Y	-	2	-	-	-	-	-	
City Park	211 W Beltline Rd	Community	34.52	3.75	0.65	2	Y	2	3	26	37	37	8	4	12	Y	2	4	-	-	1	-	1	4	Y	N	N	N	1	3	5	163	-	-	1	1	Y	N	Y	Y	Y	Y	Y	Y	Y	26	Y	Y	Y	Y	4	15	3	13	-	-
Meadowcreek Park	901 Meadowcreek Dr	Neighborhood	8.09	0.23	-	1	Y	1	-	3	4	6	2	1	-	N	-	-	-	-	1	-	-	-	N	Y	N	N	-	1	-	26	-	1	1	-	N	N	Y	Y	N	Y	Y	4	N	N	Y	N	1	5	-	1	-	-		
Jaycee Park	620 W Pleasant Run Rd	Special Use	7.34	-	-	-	Y	-	-	-	-	-	-	-	-	N	-	-	-	-	-	-	-	-	N	N	N	N	-	-	-	-	-	-	-	-	Y	N	N	N	N	N	N	-	N	N	N	N	4	-	-	-	-	-		
Pleasant Run Trails	ONCOR Easement	Linear	34.54	-	2.32	-	-	-	-	11	-	8	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
Kids Square	1990 W Beltline Rd	Neighborhood	2.39	0.22	-	1	Y	1	1	2	11	10	3	1	-	N	-	-	-	-	-	-	-	-	Y	N	N	Y	-	-	1	104	-	1	1	-	Y	Y	Y	Y	Y	Y	Y	N	-	N	N	N	Y	9	9	1	2	-	-	
J.A. Dewberry	2975 Green Dr	Neighborhood	5.27	0.61	0.25	1	Y	2	-	2	8	9	5	1	-	N	-	-	-	-	1	-	-	-	Y	N	N	N	1	-	-	278	-	-	-	-	N	N	Y	Y	Y	Y	Y	N	-	N	N	N	Y	4	4	-	-	-	-	
Cedardale Park	1930 Cedardale Rd	Community	11.93	0.53	-	1	Y	-	1	12	-	2	-	1	12	N	1	3	-	-	1	-	-	-	Y	N	N	N	-	2	3	-	-	-	-	-	Y	N	Y	Y	Y	Y	Y	Y	20	Y	Y	Y	N	1	14	-	-	-	-	
Verona Park	2390 Verona Dr	Neighborhood	1.61	0.24	-	1	Y	1	-	-	2	2	2	-	-	N	-	-	-	-	-	-	-	-	N	N	Y	N	-	-	-	-	-	-	-	N	-	Y	Y	N	N	N	-	N	N	N	N	-	-	-	-	-	-			
Stanford Park	791 Stanford Dr	Neighborhood	1.48	0.23	-	1	Y	-	-	-	-	2	2	-	-	N	-	-	-	-	-	-	-	-	N	N	Y	N	-	-	-	-	-	-	-	-	N	-	Y	Y	N	Y	N	-	N	N	N	Y	5	5	-	-	-	-		
Roy Crawford Ag. Complex	2415 Sunny Meadow Rd	Special Use	43	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-				
Smokler Moo Meadows	1601 Ferris Rd	Metropolitan	207	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-				
Total:			983.76	27.5	13.24	13	-	11	9	127	88	136	29	18	34	-	6	10	2	9	6	1	1	9	15	-	-	-	-	5	12	28	720	2	11	60	3	-	-	-	-	-	-	-	-	62	-	-	-	-	67	109	9	40	6	10



Existing Parks Map

- Existing Parks
- Schools
- Floodplain
- Streams / Drainageways
- Major Roadways
- Minor Roadways
- Existing Trails
- Railroad
- City Limits



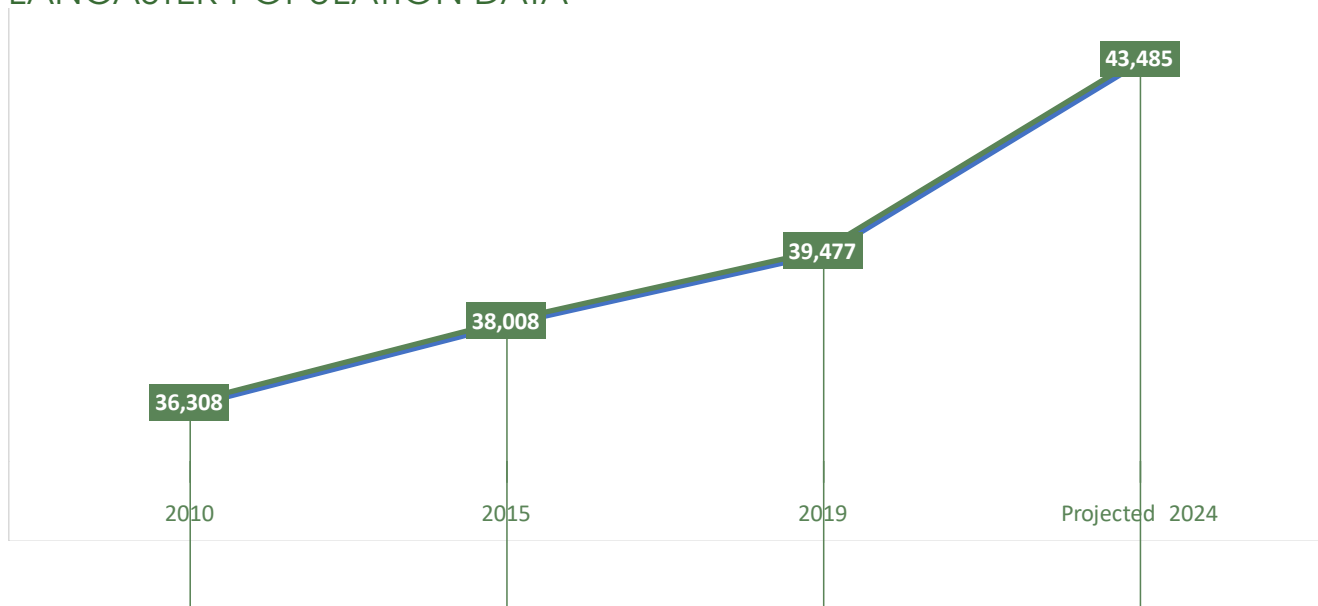
SECTION 4

POPULATION & DEMOGRAPHICS

POPULATION & DEMOGRAPHICS

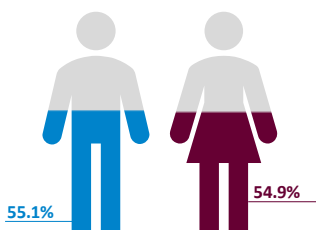
The population of a community can be evaluated in a variety of ways for purposes of park planning, both physically and financially. The offering of public facilities is based in part on the consumption characteristics of the residents. The location, size, and amenities of parks should be based on the density and distribution of the population as recipients of these services. In order to assist in forecasting the future park and recreation needs throughout Lancaster, this section provides information on some particular characteristics over the past five to ten years. Data was obtained through the Bureau of Labor Statistics and Insight Market Analytics HDL ECONsolutions that was prepared for Lancaster's Economic Development Corporation.

LANCASTER POPULATION DATA

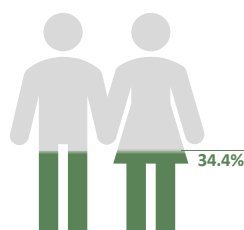


2019 POPULATION BY FAMILY STRUCTURE

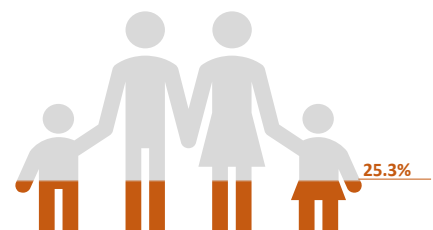
POPULATION BY GENDER



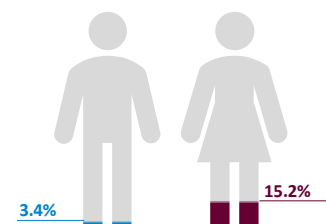
MARRIED W/O CHILDREN



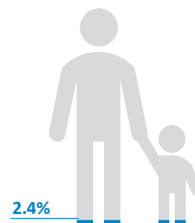
MARRIED W/ CHILDREN



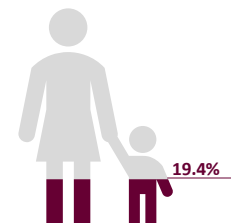
SINGLE



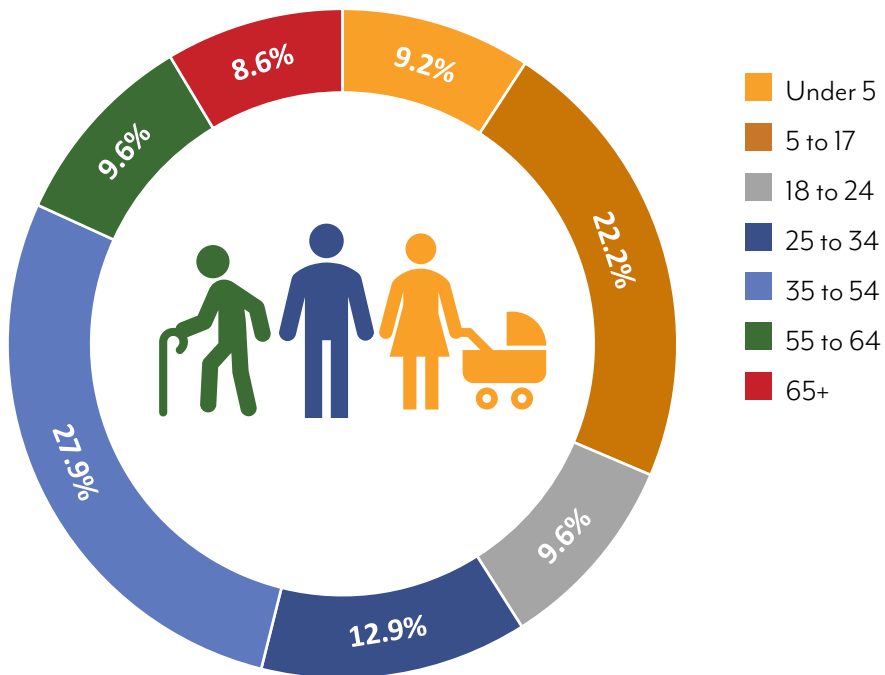
SINGLE PARENT - MALE



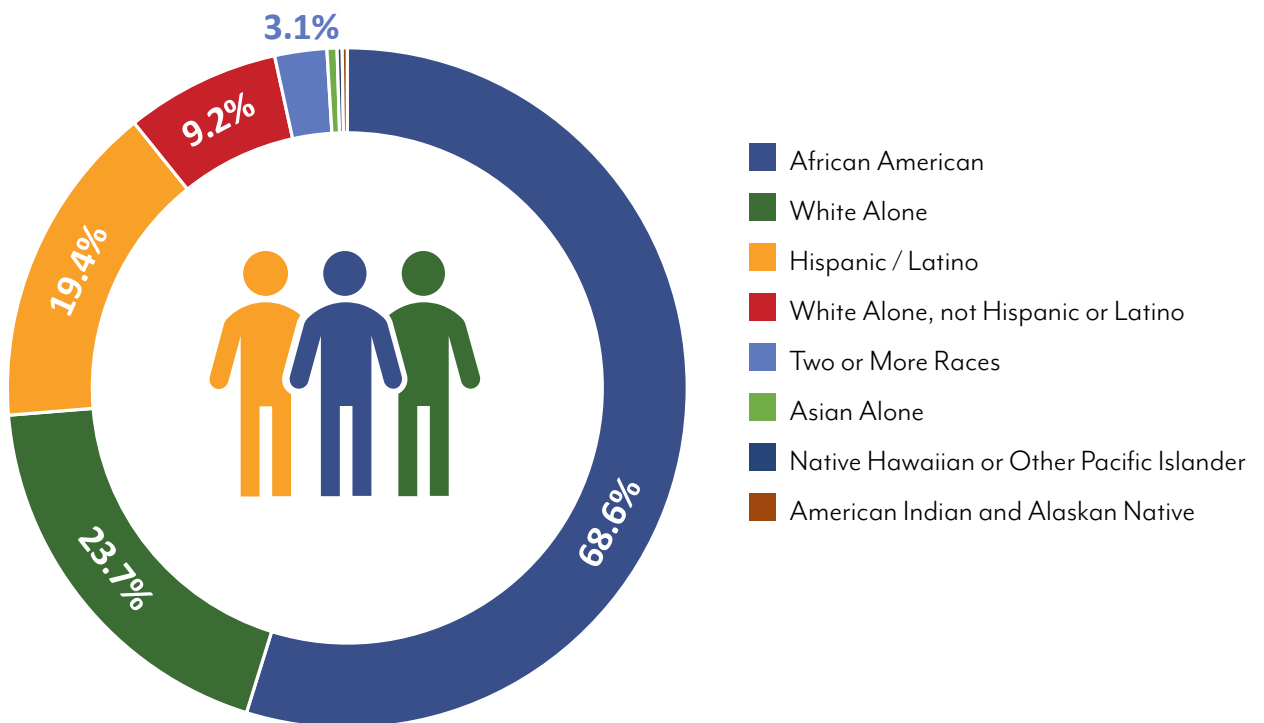
SINGLE PARENT - FEMALE



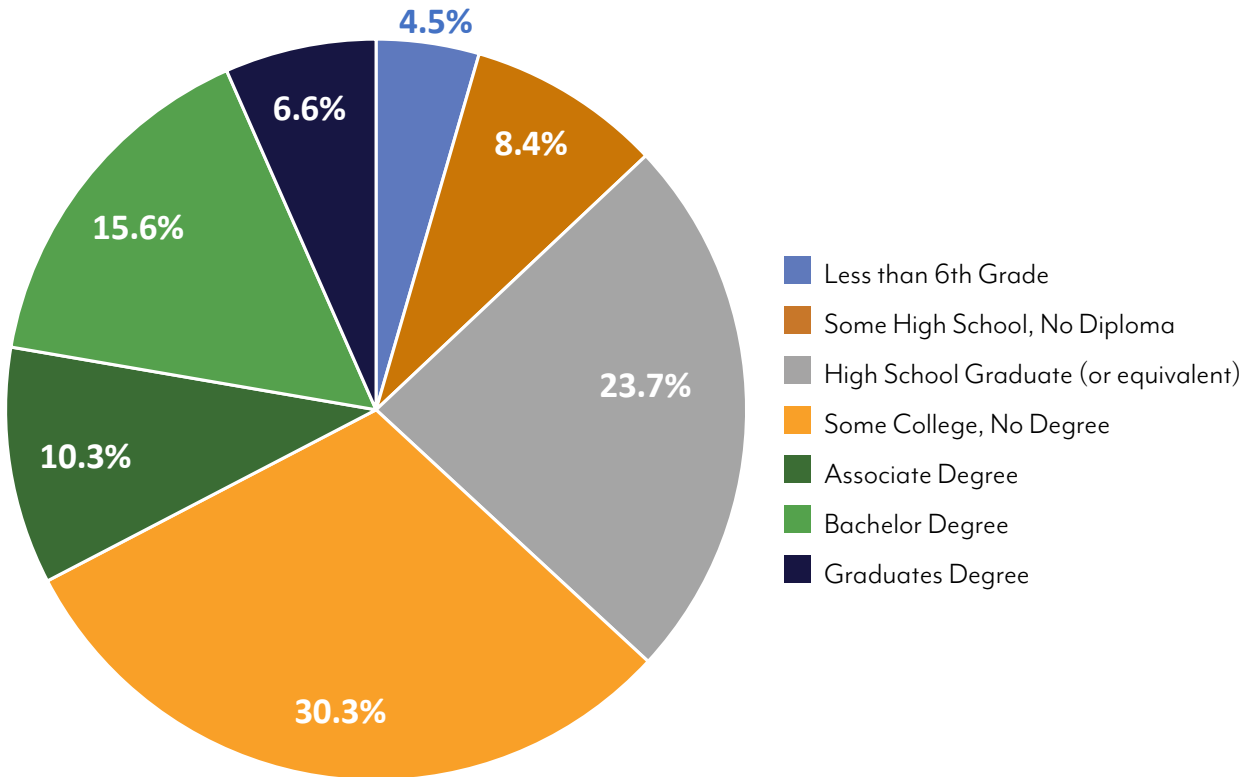
POPULATION BY AGE



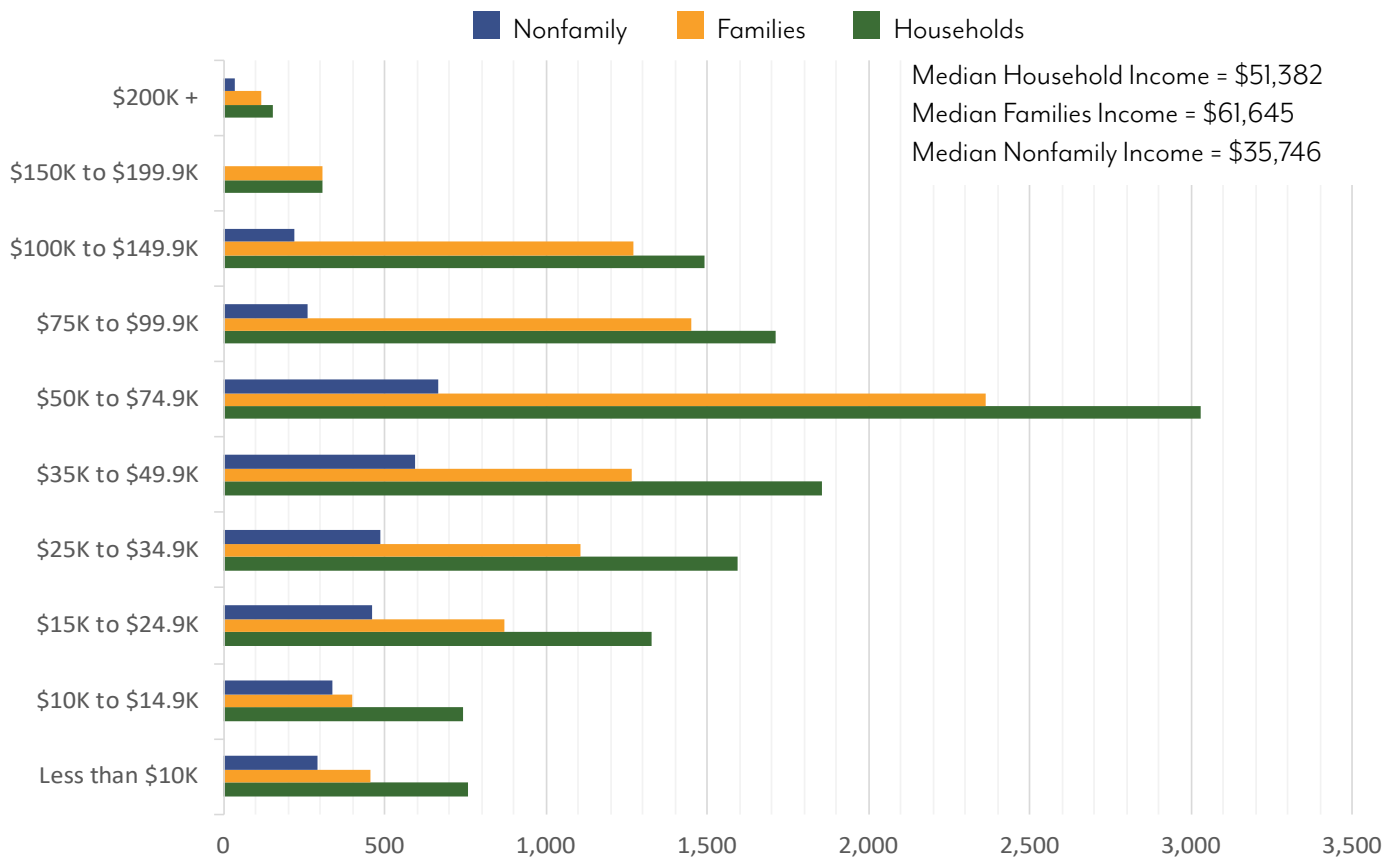
POPULATION BY RACE



POPULATION BY EDUCATION



HOUSEHOLD INCOME



EMPLOYMENT STATUS

	#	%
Civilian Labor Force, Employed	22,810	65.9%
Civilian Labor Force, Unemployed	1,334	3.9%
Armed Forces	2	0.00%
Not in Labor Force	10,445	30.2%

2019 HOUSING UNITS BY TENURE



62.7% Owner Occupied



37.3% Renter Occupied



EMPLOYED BY OCCUPATION		
	#	%
Architecture & Engineering	81	0.6%
Community & Social Sciences	547	4.1%
Computer / Mathematical Sciences	143	1.1%
Education, Training, & Library	922	7.0%
Entertainment & Media	214	1.6%
Healthcare Practitioners	892	6.7%
Healthcare Support	624	4.7%
Legal	37	0.3%
Life, Physical, & Social Science	67	0.5%
Management	677	5.1%
Office & Administrative Support	2,202	16.6%
Building & Grounds Cleaning Maintenance	427	3.2%
Construction	598	4.5%
Farming, Fishing, & Forestry	10	0.1%
Food Service	948	7.2%
Installation & Maintenance	604	4.6%
Personal Care & Service	450	3.4%
Production	600	4.5%
Protective Service	196	1.5%
Sales & Related	1,741	13.2%
Transportation & Material Moving	835	6.3%
Military Services	33	0.2%





SECTION 5 STANDARDS

STANDARDS

When the Dunaway team evaluated the current park system in Lancaster, it was important to understand the range of parks, recreation facilities, and other open space areas utilized for recreational activities. A key part of this evaluation was comparing the needs of the present population as well as considering future growth expected. This Master Plan includes a selection of traditional standards established by the National Recreation and Park Association (NRPA), especially applicable to growing communities like Lancaster. The NRPA standards have been the most widely accepted and used standards for decades. This section includes a comparison of Lancaster's current park system to NRPA standards based upon park acreage per population, as well as recreational facilities per population.

Criteria for Standards

The most common standards for park planning, as recognized by park and recreational professionals, are the published standards by the NRPA. As acknowledged in their publications, the NRPA recognizes the importance of establishing and using park and recreation standards as:

- ☒ A national expression of minimum acceptable facilities for the citizens of urban and rural communities
- ☒ A guideline to determine land requirements for various kinds of park and recreation areas and facilities
- ☒ A basis for relating recreation needs to spatial analysis within a community wide system of parks and open spaces
- ☒ One of the major structuring elements that can be used to guide and assist regional development
- ☒ A means to justify the need for parks and open space within the overall land use pattern of a region or community

The purpose of the NRPA standards is to present park and recreation space guidelines that are applicable for planning, acquisition, and development of parks systems. These standards should be viewed as a guide by those municipalities that use them. The standards are to be coupled with the expertise of park planners when evaluating a community to which they are applied. Variations in the standards can also be established to reflect the unique social and geographical conditions of the community.



Park Classification System

As the team evaluated Lancaster's park system, they slightly revised the classification of each park by type, size, service area, and acres per 1,000 population. The following seven (7) NRPA classifications for parks were used for this Master Plan:

Pocket Park (Mini Park)

Pocket park is used to address limited, isolated or unique recreational needs of concentrated populations. Typically less than 1/4 mile apart in a residential setting, the size of a Pocket Park ranges between 2,500 square feet and 1 acre in size. These parks may be either active or passive, but speak to a specific recreational need rather than a particular density. NRPA standards for these parks are .25 to .50 acres per 1,000 population.

Neighborhood Park

Neighborhood parks serve a variety of age groups within a limited area or "neighborhood". They range in size from 1-15 acres and generally serve residents within a 1/4 to 1/2 mile radius. The neighborhood park is an area for active recreation such as field games, court games, playgrounds, picnicking, etc. Facilities are generally unlighted and there is limited parking, if any, on site. NRPA standards for these parks are 1 to 2 acres per 1,000 population.

Community Park

Community parks are larger than neighborhood parks and serve several neighborhoods. They range in size from 16-99 acres and serve the entire City. The community park may be a natural area or developed area for a variety of outdoor recreation such as ballfields, playgrounds, boating, fishing, swimming, camping, picnicking, and trail systems. NRPA standards for these parks are 5 to 8 acres per 1,000 population.

Metropolitan Park

Metropolitan parks are large park facilities that serve several communities. They range in size from 100-499 acres and serve the entire City. The metropolitan park is a natural area or developed area for a variety of outdoor recreation such as ballfields, playgrounds, boating, fishing, swimming, camping, picnicking, and trail systems. NRPA standards for these parks are 5 to 10 acres per 1,000 population.

Regional Park

Regional parks are very large multi-use parks that serve several communities within a particular region. They range in size from 500 acres and above and serve those areas within a one hour driving distance. The regional park provides both active and passive recreation, with a wide selection of facilities for all age groups. They may also include areas of nature preservation for activities such as sight-seeing, nature study area, wildlife habitat, and conservation areas. NRPA standards for regional parks vary due to the specific site and natural resources.



Special Use Areas

Special use areas and parks are for specialized or single purpose recreation activities. NRPA defines these areas such as historical areas, nature centers, marinas, zoos, conservatories, arboretums, arenas, amphitheaters, plazas or community squares. There are no specific standards for size or acreage since each community will vary.

Linear Park

Linear parks are built connections or natural corridors that link parks together. Typically, the linear park is developed for one or more modes of recreational travel such as walking, jogging, biking, in-line skating, hiking, horseback riding, and canoing. NRPA does not have any specific standards for linear parks other than they should be sufficient to protect the resources and provide maximum usage.



NRPA Park Acreage Guidelines

Type	Size/Acres	Service Area*	Acres per 1,000 Population
Pocket Park	2500 S.F. - 1 Acre	Less Than 1/4 Mile Distance in Residential Setting	.25 - .5 ac/1,000
Neighborhood Park	1-15 Acres	One Neighborhood ¼ to ½ Mile Radius	1.0-2.0 ac/1,000
Community Park	16-99 Acres	Several Neighborhoods	5.0-8.0 ac/1,000
Metropolitan Park	100-499 Acres	Several Communities Within 1 Hour Driving	5.0-10.0 ac/1,000
Regional Park	500+	Several Communities Within 1 Hour Driving	Variable
Special Use Areas	Varies Depending on Desired Size	No Applicable Standard	Variable
Linear Park	Sufficient Width to Protect the Resource and Provide Maximum Usage	No Applicable Standard	Variable
Total			11.25-20.5 Ac/1,000 Population

* The graphic on page 46 illustrates the service areas of each park facility in Lancaster's existing system.



NRPA Park Acreage Guidelines Compared to Current Population

Classification	Existing Acreage	NRPA Guidelines for 2019 Population of 39,500	Difference Between NRPA Guidelines and Existing Lancaster Parks
		Range	Range
Pocket Park	0.65	9.875 - 19.75	(9.225) - (19.1)
Neighborhood Park	22.4	39.5 - 79	(17) - (56.6)
Community Park	372.48	197.5 - 316	174.98 - 56.48
Metropolitan Park	502.78	197.5 - 395	305.28 - 107.78
Regional Park	0	n/a	n/a
Special Use Park	50.91	n/a	n/a
Linear Parks	34.54	n/a	n/a
Total:	983.76		

For the current population of approximately 39,500, Lancaster exceeds acreage standards for community & metropolitan parks. There is a deficit in pocket & neighborhood park acreage.

NRPA Park Acreage Guidelines Compared to Future Population (2024)

Classification	Existing Acreage	NRPA Guidelines for 2024 Population of 43,500	Difference Between NRPA Guidelines and Existing Lancaster Parks
		Range	Range
Pocket Park	0.65	10.875 - 21.75	(10.225) - (21.1)
Neighborhood Park	22.4	43.5 - 87	(21.1) - (64.6)
Community Parks	372.48	217.5 - 348	154.98 - 24.48
Metropolitan Park	502.78	217.5 - 435	285.28 - 67.78
Regional Park	0	n/a	n/a
Special Use Park	50.91	n/a	n/a
Linear Parks	34.54	n/a	n/a
Total:	983.76		

For the projected 2024 population of 43,500, Lancaster is expected to continue exceeding acreage standards for community & metropolitan park. Pocket & neighborhood park acreages are also projected to continue in deficit.



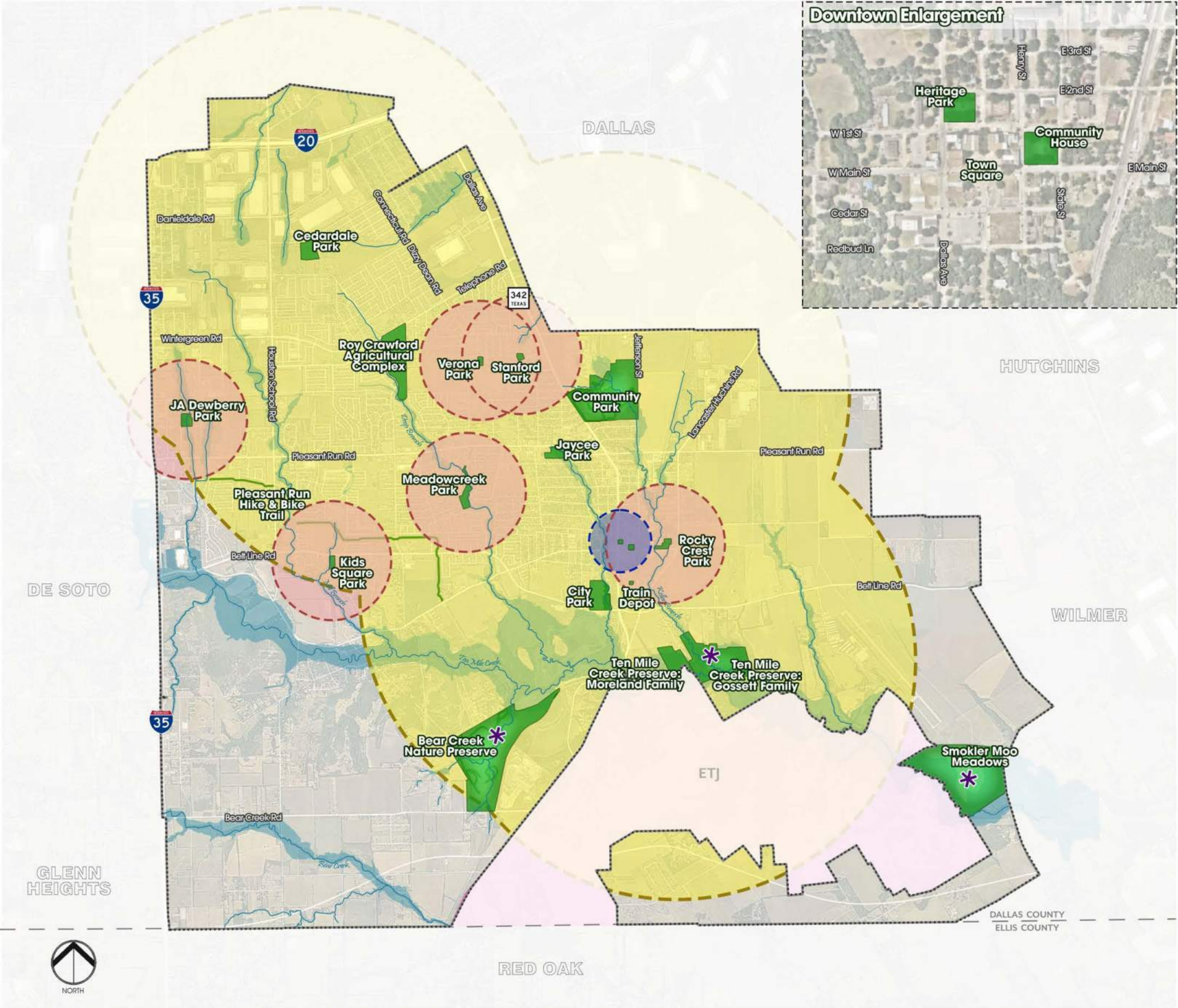
Facility Development Standards Applied to Lancaster

Activity/Facility	Recommended Guidelines: Facilities Per Population	Existing Facilities in Lancaster	Recommended Guidelines: Facilities for 2019 Population of 39,500	Recommended Guidelines: Facilities for Projected 2024 Population of 43,500
Baseball Fields	1 per 4,000 ¹	12	10	11
Basketball Courts (outdoor)	1 per 5,000 ²	6	8	9
Football Fields	1 per 20,000 ²	4	2	2
Pavilion/Picnic Shelter	1 per 3,000 ¹	16	13	15
Picnic Tables	1 table per 300 ²	90	131	145
Playgrounds	1 area per 1,000 ²	16	40	44
Recreation Center	1 SF per person ¹	64,000	39,500	43,500
Soccer Fields (league)	1 per 4,000 ¹	18	10	11
Softball Fields	1 per 4,000 ¹	0	10	11
Swimming Pool (outdoor)	1 per 20,000 ²	0	2	2
Tennis Courts	1 court per 2,000 ²	1	20	22
Trails	1 mile per 4,000 ²	13.24	10	11
Volleyball Courts (outdoor)	1 per 5,000 ²	0	8	9

¹ Dunaway recommendation for high use by Youth Sports.

² Facility guidelines from NRPA guidelines as well as DFW area standards.





Park Service Areas

CLASSIFICATION BY PARK

Community Park

Classification: **Community**
Acres: 131.76

Heritage Park

Classification: **Pocket Park**
Acres: 0.65

Community House

Classification: **Special Use**
Acres: 0.57

Rocky Crest Park

Classification: **Neighborhood**
Acres: 3.56

Train Depot Rose Garden

Classification: **Special Use**
Acres: 0.15

Ten Mile Creek Preserve: Moreland Family

Classification: **Community**
Acres: 39.4

Ten Mile Creek Preserve: Gossett Family

Classification: **Metropolitan**
Acres: 86.03

Bear Creek Nature Preserve

Classification: **Metropolitan**
Acres: 209.75

City Park

Classification: **Community**
Acres: 34.52

Meadowcreek Park

Classification: **Neighborhood**
Acres: 8.09

Jaycee Park

Classification: **Special Use**
Acres: 7.34

Pleasant Run Hike & Bike Trails

Classification: **Linear**
Acres: N/A

Kids Square

Classification: **Neighborhood**
Acres: 2.39

JA Dewberry Park

Classification: **Neighborhood**
Acres: 5.27

Cedardale Park

Classification: **Community**
Acres: 11.93

Verona Park

Classification: **Neighborhood**
Acres: 1.61

Stanford Park

Classification: **Neighborhood**
Acres: 1.48

Roy Crawford Agricultural Complex

Classification: **Special Use**
Acres: 43

Smokler Moo Meadows

Classification: **Metropolitan**
Acres: 207

LEGEND

Pocket Parks



Neighborhood Parks



Community Parks



Metropolitan Parks

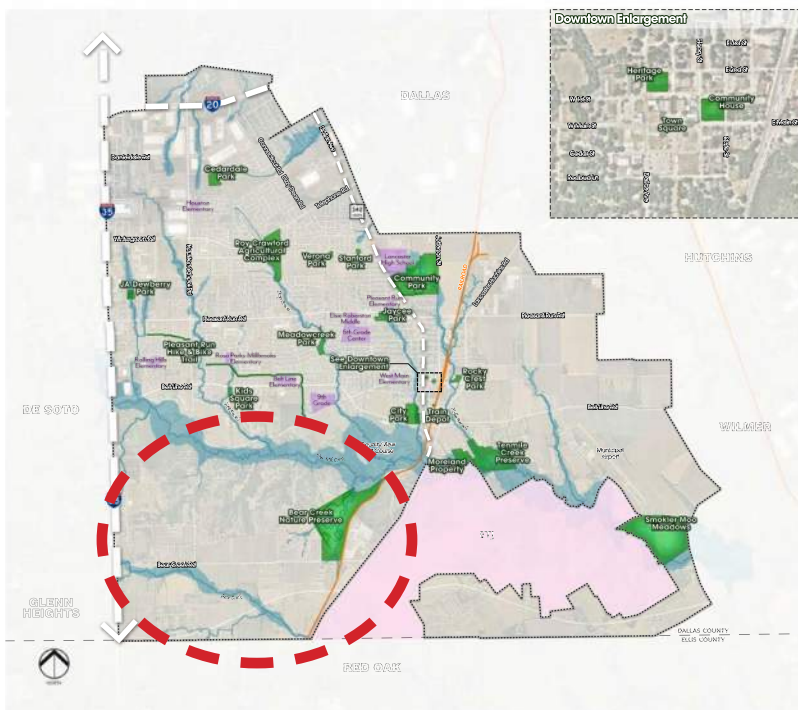


Park Land Acquisition Recommendations

For many years, the City of Lancaster has done a great job in increasing its park acreage to keep up with steady growth and recreational needs within the community. With almost 1,000 acres of parkland, citizens have many choices in parks and facilities.

Notably, the City has 415 acres of parkland for Community Parks, along with 502 acres of parkland for Metropolitan Parks. These great resources provide for active recreation including organized sports, competitive play, and civic events. These also offer a wide range of passive recreation as showcased along the Ten Mile Creek corridor. This exceptional greenbelt provides citizens a wonderful opportunity to enjoy open space areas with majestic trees, natural water bodies, and wildlife habitats. The recreational opportunities include trails, wildlife viewing, picnicking, and outdoor learning.

When evaluating Lancaster's park service areas, the only area of need for additional parkland is in the category of Neighborhood Parks. This is particularly true in the southwest portion of the City where future growth is anticipated. City leaders will need to pursue strategic acquisition of new parkland in this growth zone as part of the platting and development process. New neighborhood park sites will expand localized recreation to citizens who live close by and can access them by walking.



SW section of city under-served by Neighborhood Parks.

To creatively meet the need for neighborhood parks, there are various methods for obtaining additional parkland. This includes land that is donated by developers within the requirements of the current park dedication ordinance. Additionally, pursuing opportunities for joint-use sites and facilities with churches and schools can help provide for year-round use. Through creative joint-use agreements with various organizations, the City can expand recreational variety and opportunities throughout the entire community while maximizing the citizen's tax dollars.





SECTION 6 RECREATION PROGRAM

RECREATION PROGRAM ASSESSMENT

Summary

Thriving park systems throughout the nation include a balance of dynamic recreation programming which complement the physical park facilities of a community. These often take the form of organized athletics, camps, classes, facility rentals, special events, etc. The City of Lancaster's Quality of Life and Cultural Services Department has actively pursued a high level of service in providing its users with well-maintained, safe and affordable recreational opportunities like these for decades.

As part of this system-wide master plan, the Dunaway team partnered with PROS Consulting to conduct a Recreation Program Assessment evaluating the programs and services currently offered. The assessment reviews Lancaster's current program and service offerings and is intended to help identify strengths, weaknesses, and opportunities regarding programming. Following is a brief overview of the full assessment report, which can be found in the Appendix of this document on page 83.



Focused work sessions were held with City staff to obtain information and review initial findings. From these work sessions, the following Core Program Areas were identified for Lancaster:

Core Program Areas

- ✓ *Out of School Time*
- ✓ *Aquatics*
- ✓ *Athletics*
- ✓ *Fitness*
- ✓ *Senior Programs*
- ✓ *Special Events*



While these are current offerings, it is recommended that the City regularly evaluate its Core Program Areas to determine efficient focus of resources. This can be done through a city-wide survey (see Needs Assessment section of this document) or through individual surveys distributed to specialized user groups (seniors, summer campers, etc.).

For strategic evaluation of current offerings, the PROS team provided an analysis of core programs based on targeted age segment, program life cycle, and program classification (essential, important, value-added). The team also provided recommendations regarding pricing of programs, strategic program evaluation and decision-making, business planning, marketing / communication best practices (website, social media, etc.), classes taught by contract instructors, facility utilization, and standards / performance management.





SECTION 7 NEEDS ASSESSMENT

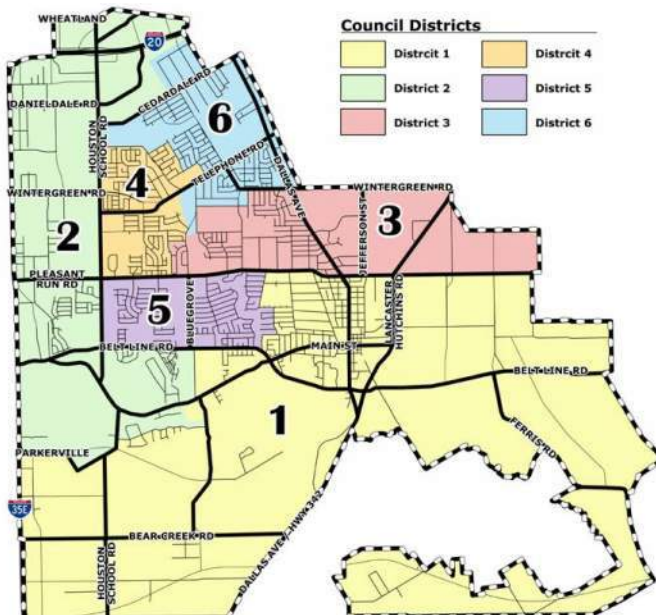
NEEDS ASSESSMENT

When the Dunaway team evaluated the current park system in Lancaster, it was important to understand the range of parks, recreation facilities, and other open space areas utilized for recreational activities. The Needs Assessment is one of the most significant instruments in the development of a Parks, Recreation and Open Space Master Plan. The findings of the Needs Assessment provides a foundation for the direction of the Master Plan and provides guidance for developing priorities for park facilities and future parks and open space development. National Service Research (NSR), a full-service research firm, employed a multi-step approach in garnering opinions of the citizens of the City of Lancaster. The Needs Assessment process was undertaken to meet the following objectives:

- *Identify priorities of Lancaster Citizens for parks, facilities and program needs*
- *Measure the interest in various activities, events and programs*
- *Identify support for funding options for future development*
- *Evaluate profiles of survey respondents by key demographic variables*

Methodology

In order to complete this study effort, two visioning sessions were conducted on June 27 and July 11 of 2019. The results of these discussions assisted in the design of the citizen survey instrument (see appendix for visioning session notes). The final survey instrument was available online through the City's website and various social media sites. Additionally, 6,000 Lancaster households were mailed surveys on September 6, 2019 and all surveys closed November 7, 2019. A total of 381 survey responses were received (116 mailed and 265 online). The margin of error of this sample size at a 95% confidence level is plus or minus 5.0%.

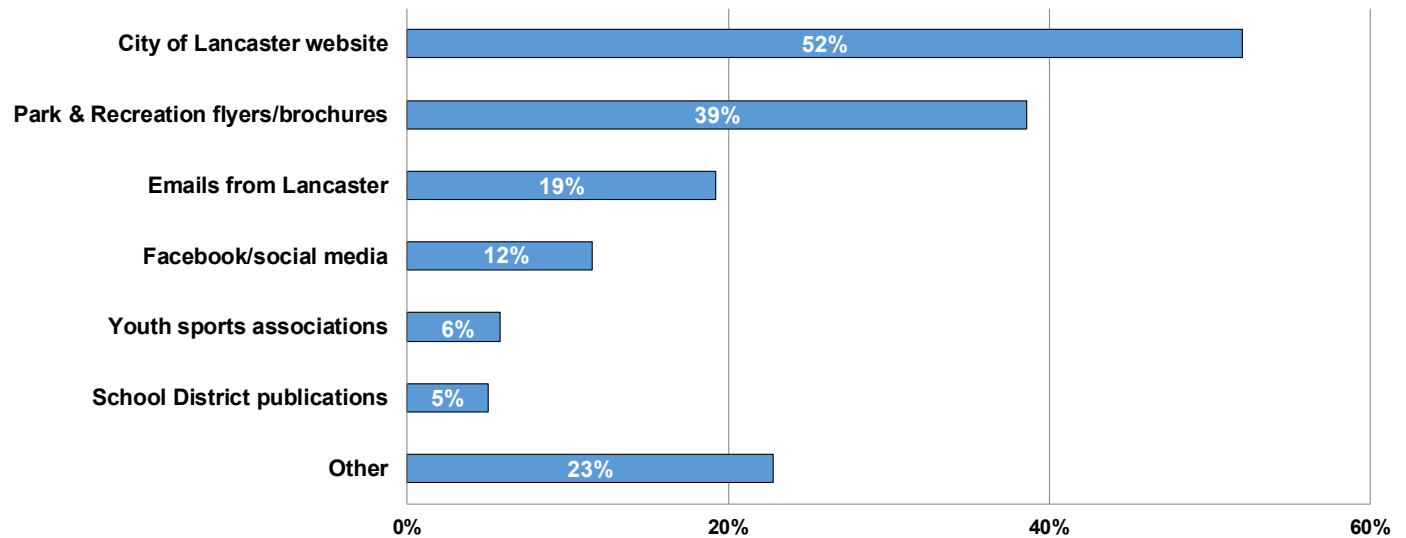


District	% Response	# Responses
1	28%	107
2	11%	42
3	8%	30
4	16%	61
5	18%	68
6	12%	46
Unknown	7%	27



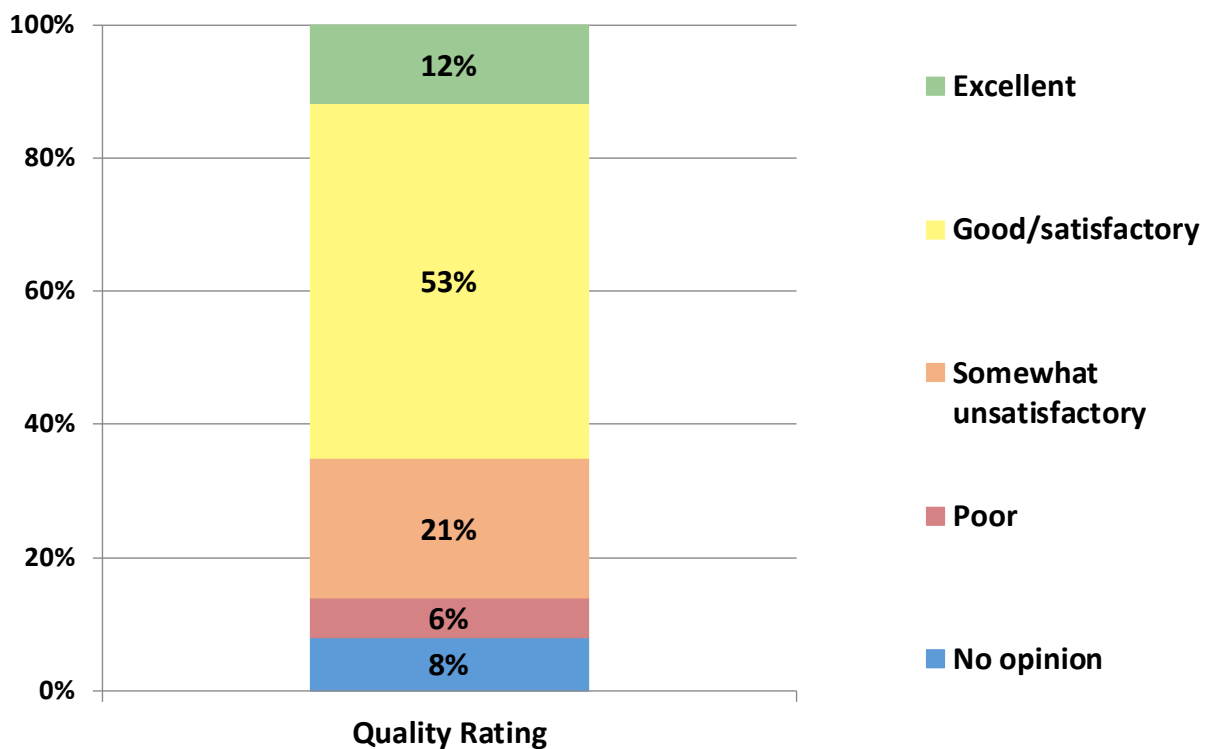
Awareness of Parks, Recreation Facilities & Programs

How do you find out about parks, recreation facilities and recreation programs?

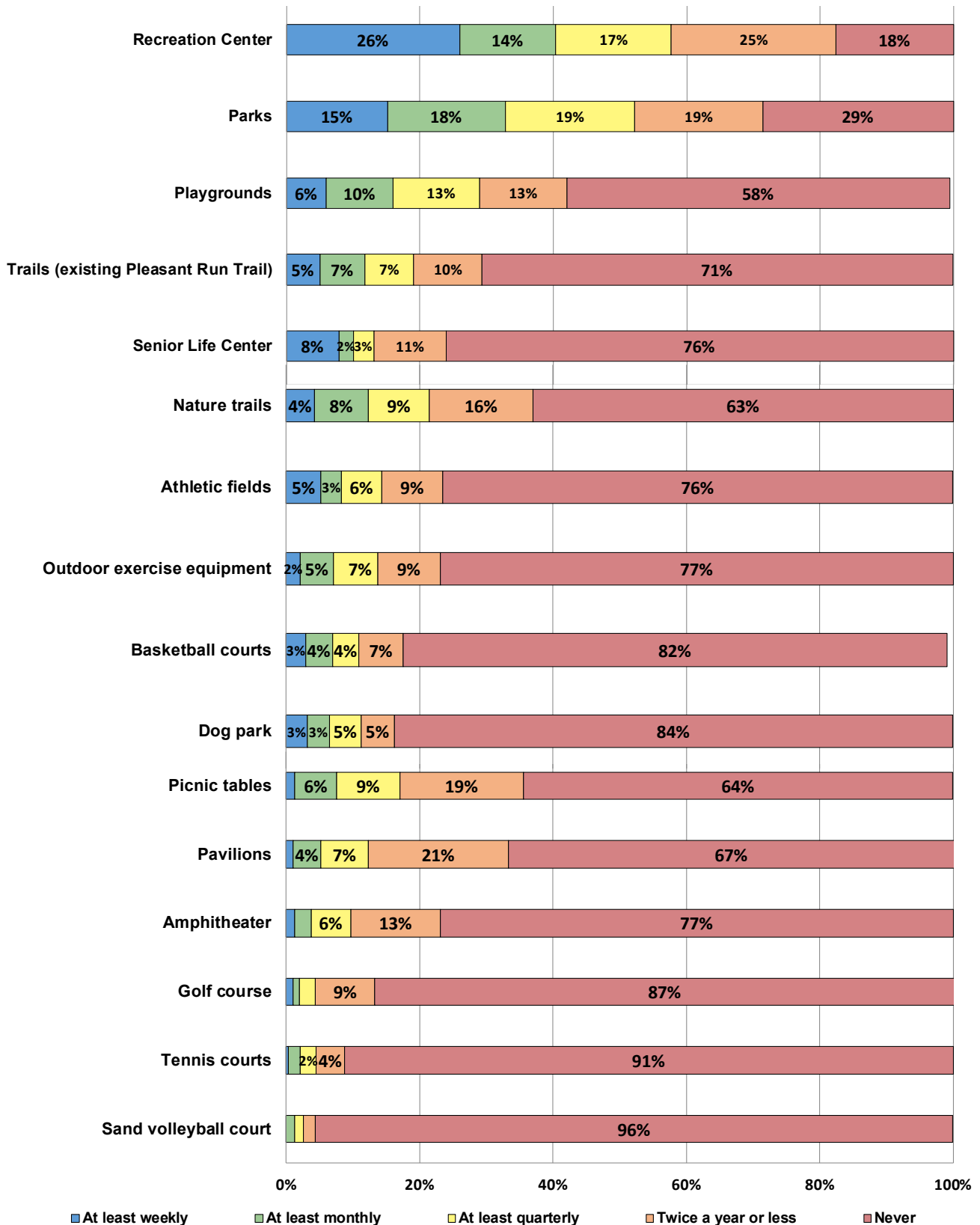


Existing Parks Rating - Quality

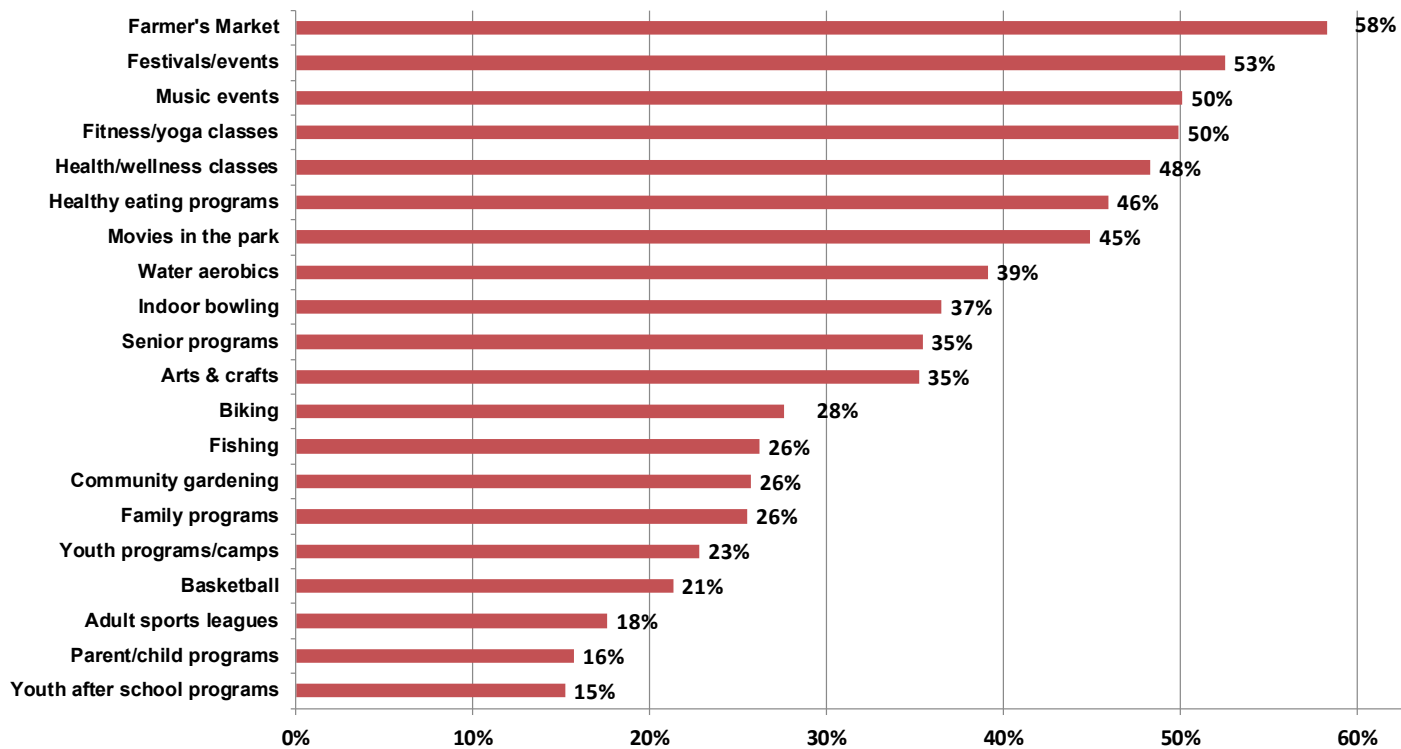
65% of respondents rated the quality of parks and recreation opportunities as excellent or good.



Frequency of Park Use

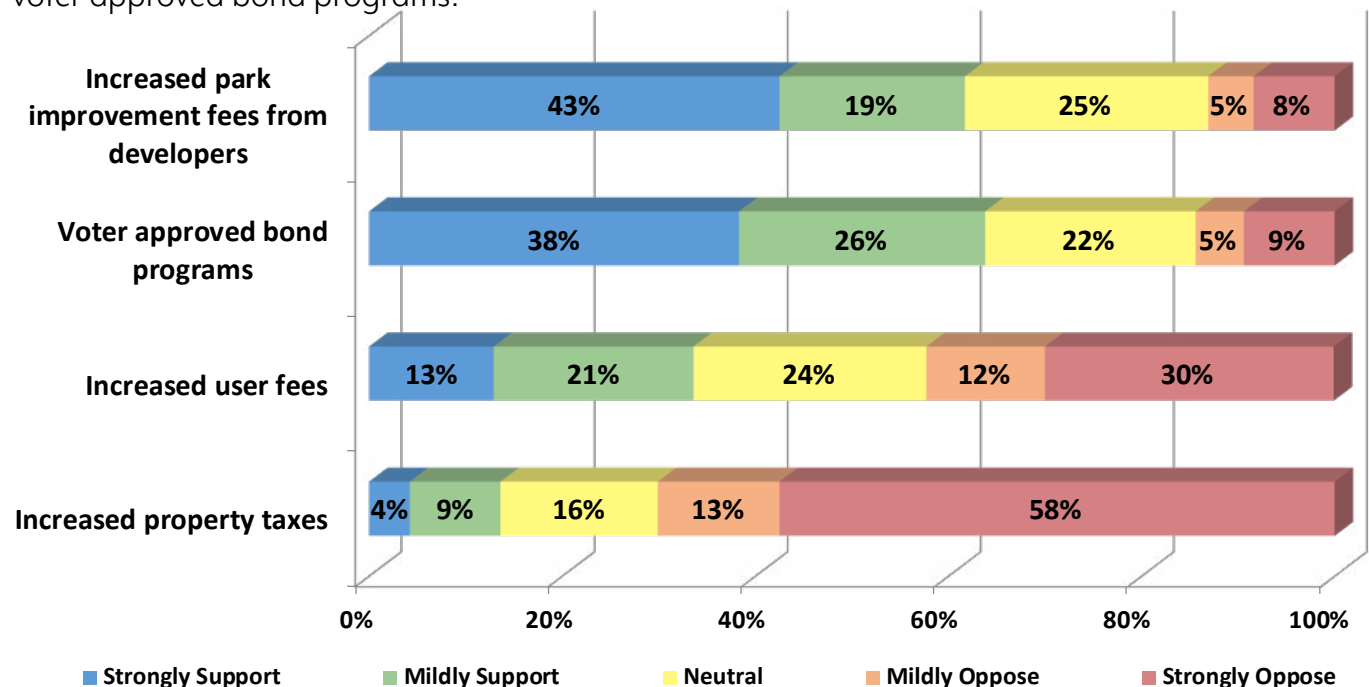


Recreation Programs of Interest



Funding Option Support

Respondents reported strong support for increased park improvement fees from developers and voter approved bond programs.



Most Needed Facilities

Facility	Definitely Needed 4	3	2	Not Needed 1	No Opinion	Mean Score	PRIORITY RANK
Outdoor aquatic center	39%	17%	8%	12%	24%	3.55	1
Additional lighting in parks	53	16	7	5	19	3.76	2
Trails that are connected throughout the city and to downtown	34	22	12	10	22	3.47	3
Shaded playgrounds for children	52	19	6	4	19	3.76	4
Sprayground/splash pads	42	19	11	7	21	3.60	5
Special events in parks	41	19	12	6	22	3.60	6
Recreation Center – west side of Lancaster	30	15	13	12	30	3.52	7
Community garden	28	16	20	10	26	3.39	8
Additional nature trails in greenbelts	23	19	18	12	28	3.36	9
Pond with fishing pier	28	19	15	11	27	3.44	10
Additional large pavilions	33%	17%	14%	10%	10%	3.52	11
Mountain bike/adventure trails	19	20	20	12	12	3.34	12
Additional dog park	13	8	18	23	23	3.25	13
Picnicking areas	26	24	17	9	9	3.39	14
Skate park with ramps, bowls, etc.	19	11	16	18	18	3.39	15
Exercise stations/fitness equipment along trails	22	21	17	15	15	3.24	16
Multipurpose sports fields	21	15	17	15	15	3.37	17
Multi-use hard courts	25	19	15	9	9	3.54	18
Disc golf	6	7	18	21	21	3.44	19
Camping and RV access at nature preserve areas	10	10	17	23	23	3.27	20
Additional practice fields	16	14	19	17	17	3.31	21

*Mean Score: all respondents rank every facility as 4-definitely needed, 3, 2, 1-not needed. The mean score column represents a calculation of the 4, 3, 2, 1 scores.

**Rank: all respondents are also asked to rank their top three facilities only. The rank column represents these totals in order of importance according to respondents.





SECTION 8 PRIORITY RANKINGS

PRIORITY RANKINGS

Establishing clear priorities for the park system is essential for guiding a successful Master Plan. This allows City leaders to understand the importance of annual budgeting and strategies that will meet the needs throughout the Lancaster community. The priorities in this section are a result of incorporating the inventory of the current resources and citizen survey into a ranking of priority needs.

Process for Rankings

At the completion of the citizen survey during the needs assessment phase, a method of ranking priorities was implemented. This method included using specific input from the citizen survey results, City Council, City Staff, and the Dunaway team. The following weighted values were assigned to each:

Citizen Input / Survey Results (60%)

The specific needs and requests by the Lancaster community as tabulated from the citizen survey

City Council (25%)

The specific parks and recreation needs in Lancaster as identified by the appointed City Council members

City Staff (5%)

The specific needs as identified by City staff based upon recreation programs and demands upon resources

Dunaway Team (10%)

The specific recommendations by the Dunaway planning team based upon assessing the unique needs of the Lancaster community, current park resources, demographic profile, and future demands for recreational resources

The results of the priority ranking were tabulated into three categories: High Priority, Moderate Priority, and Low Priority. The table on the following page provides a summary of these priorities for Lancaster. In addition, page 64 provides a detailed description of each priority item.



Priority Rankings

Rank	Action Plan	High	Moderate	Low
1	Shaded Playgrounds for Children	◆		
2	Additional Large Pavilion	◆		
3	Outdoor Aquatic Center	◆		
4	Picnicking Areas	◆		
5	Trails that are Connected Throughout the City & to Downtown	◆		
6	Additional Nature Trails in Greenbelts	◆		
7	Additional Lighting in Parks	◆		
8	Special Events in Parks	◆		
9	Sprayground/ Water Splash Pads		◆	
10	Multi-Use Hard Courts (Basketball, Tennis, Pickleball, etc.)		◆	
11	Exercise Stations / Fitness Equipment Along Trails		◆	
12	Community Garden		◆	
13	Additional Dog Park		◆	
14	Skate Park with Ramps, Bowls, etc.		◆	
15	Mountain Bike / Adventure Trails			◆
16	Pond with Fishing Pier			◆
17	Multipurpose Sports Field			◆
18	Additional Practice Fields (Football, Soccer, Baseball, Softball)			◆
19	Recreation Center on West Side of Lancaster			◆
20	Disc Golf			◆
21	Camping & RV Access at Nature Preserve Areas			◆



Priority Rankings Description

The priorities identified in this step of the master plan process outlines a general direction for city leaders and park staff in evaluating distribution of CIP funding each year. These priorities do not have to be implemented in the priority ranking order listed, they are subject to availability of funds at the discretion of city staff & council.

- 1) Shaded Playgrounds for Children-** As popular destinations, add new shaded playgrounds to replace older playgrounds in existing parks. Plan for new shaded playgrounds as part of developing future parks.
- 2) Additional Large Pavilion-** For year-round enjoyment, add large pavilions in existing parks or future park developments. Pavilions can become a gathering place for large groups and create a sense of identity for each park.
- 3) Outdoor Aquatic Center-** As a major facility in Lancaster, add an outdoor aquatic center at Community Park as future funding allows. The new facility should provide a variety of water attractions for various age groups.
- 4) Picnicking Areas-** Expand picnicking opportunities in existing parks, and add new picnic facilities in the development of future parks.
- 5) Trails that are Connected Throughout the City & to Downtown-** Provide upgrades and/or extensions to existing trails within existing parks. Provide new trails for broader connectivity throughout the City, as outlined in the Trails Master Plan.
- 6) Additional Nature Trails in Greenbelts-** Continue to expand nature trails within preserves, greenbelts, and drainage corridors.
- 7) Additional Lighting in Parks-** For both evening recreation and safety, add additional lighting in existing parks. This can include additional sports lights at athletic fields, as well as pedestrian lighting in various portions of parks.
- 8) Special Events in Parks-** To support annual events, improve areas within existing parks to accommodate festivals and civic gatherings.
- 9) Sprayground / Water Splash Pads-** As part of the growing trend, add new spraygrounds in existing parks to expand aquatic recreation activities and seasonal play.
- 10) Multi-Use Hard Courts (Basketball, Tennis, etc.)-** For year-round use, add multi-use courts in existing parks and add new multi-use courts in the development of future parks.



11) Exercise Stations / Fitness Equipment Along Trails- As support amenities, add new exercise stations along existing trail systems. These can provide various elements for fitness and training.

12) Community Garden- A unique place for adults and children to enjoy, develop a community garden in Lancaster. Activities can include beautification, gardening, and social interaction.

13) Additional Dog Park- Consider a new dog park in the future development of the Roy Crawford Agricultural Complex.

14) Skate Park with Ramps, Bowls, etc.- As part of the growing trend, add a new skate park within the mix of activities at Community Park.

15) Mountain Bike / Adventure Trails- To broaden the types of trails in Lancaster, consider adding new mountain bike trails along Ten Mile Creek and/or within large, natural areas.

16) Pond with Fishing Pier- To expand recreational activities, add a fishing pier at Smoker Moo Meadows Park.

17) Multipurpose Sports Field- To expand service to sports groups, add multi-purpose fields selectively to existing parks.

18) Additional Practice Fields- Always in high demand, add practice fields where feasible in existing parks as well as through joint-use agreements with the school district.

19) Recreation Center on West Side of Lancaster- Consider a future recreation center on the west side of Lancaster, pending other funding sources or partnerships that might help bring this forward.

20) Disc Golf- Consider adding new disc golf uses in larger parks or where natural areas would accommodate this type of recreation.

21) Camping & RV Access at Nature Preserve Areas- Some select areas for camping and RV access could be evaluated for current preserves or greenbelt areas.





SECTION 9 IMPLEMENTATION



IMPLEMENTATION

The City of Lancaster is committed to building and maintaining a park system that coincides with its quality of life. In order to achieve this, City leaders realize the importance of outlining an organized strategy for funding capital improvements across the entire park system.

To fund the various capital improvements on a yearly basis, Lancaster has the opportunity to pursue a wide range of other funding sources that would add to the City's financial resources. Some of the sources could be part of the overall implementation plan.

Funding Sources

Advertising

This funding source comes from the sale of advertising on park and recreation related items such as the city's program guide, on scoreboards, and other visible products or services.

Corporate Sponsorships

This funding source comes from corporations that invest in the development or enhancement of new or existing facilities. Sponsorships are also successfully used for special programs and events.

Fees / Charges

This funding source comes from fees for use of a facility or participation in a city sponsored recreational program.

Foundations / Gifts

This funding source comes from tax-exempt organizations who give donations for specific facilities, activities, or programs. These may include capital campaigns, fundraisers, endowments, sales of items, etc.

Friends Associations

This funding source comes from friends group that raise money typically for a single focus priority. This may include a park facility or program that will better the community they live in.

General Fund

This funding source is the primary means in providing for annual capital programs, improvements, and infrastructure upgrades.

General Obligation Bonds

This funding source comes from bond programs approved by the citizens for capital improvements within the parks system.



Grants - Texas Parks & Wildlife Department (TPWD) Outdoor Program

This funding source comes from grants for the acquisition and development of outdoor recreational facilities.

Grants - Texas Parks & Wildlife Department (TPWD) Recreational Trails Program

This funding source comes from grants for the development of new trails or trail extensions.

**Grants - Transportation Enhancement
North Central Texas Council of Governments (NCTOG) /
Texas Department of Transportation (TXDOT)**

This funding source comes from grants for the development of new trails or trail extensions.

Interlocal Agreements

This funding source comes from contractual agreements with other local units of government for the joint-use of indoor or outdoor recreational facilities.

Irrevocable Trust

This funding source comes from individuals who leave a portion of their wealth for a trust fund. The fund grows over a period of time and is available for the city to use a portion of interest to support specific park facilities as designated by the trustee.

Naming Rights

This funding source comes from leasing or selling naming rights for new indoor facilities or signature parks.

Park Dedication Fee

This funding source comes from private developers who give land for public parks. This may include land along drainage corridors that can be developed for greenbelts and trails. In Lancaster, these fees may include those collected through commercial and hotel development if the current park land dedication ordinance is amended per recommendations provided in the 2033 Comprehensive Plan update.

Park Improvement Fees

This funding source comes from fees assessed for the development of residential properties with the proceeds to be used for parks and recreation purposes.

Partnerships

This funding source comes from public/public, public/private, and public/not-for-profit partnerships.



Permits (Special Use Permits)

This funding source comes from allowing other parties to use specific park property that involves financial gain. The city either receives a set amount of money or a percentage of the gross from the service that is being provided.

Private Donations

This funding source comes from private party contributions including funds, equipment, art, and in-kind services.

Reservations

This funding source comes from revenue generated from reservations of parks and facilities. The reservation rates are fixed and apply to group shelters, meeting rooms, and sports fields.

Revenue Bonds

This funding source comes from bonds used for capital projects that will generate revenue for debt services where fees can be set aside to support repayment of the bond.

Sales / 4B Tax (1/2 Cent)

This funding source comes from a voter approved sales tax that goes toward parks and recreational improvements.

Special Fundraisers

This funding source comes from annual fundraising efforts to help toward specific programs and capital projects.

Volunteerism / In-Kind Donations

This funding source provides indirect revenue support when groups or individuals donate time to help construct specific park improvements (signs, playgrounds, nature trails, etc.)

Proposed Action Plan

The Proposed Action Plan outlines a path forward regarding high priority items for park facility needs, as well as, identifies some potential funding sources for future improvements. Strategic implementation of this action plan by City leaders will result in further enhancement of the quality of programming, amenities and resources offered throughout Lancaster.

Over the course of the next five to ten years, if additional funding becomes available, the schedule of priorities may be advanced to earlier in the proposed action plan at the City's discretion.

The following charts and map summarize the proposed action plan.



HIGH PRIORITY ITEMS

			LANCASTER PARKS																FUNDING SOURCES																									
			Community Park	Heritage Park	Community House	Rocky Crest Park	Train Depot Rose Garden	Ten Mile Creek: Moreland Family	Ten Mile Creek: Gossett Family	Bear Creek Nature Preserve	City Park	Meadowcreek Park	Jaycee Park	Pleasant Run Hike & Bike Trails	Kids Square	J.A. Dewberry Park	Cedardale Park	Verona Park	Stanford Park	Roy Crawford Agricultural Complex	Smokler Moo Meadows	Advertising	Corporate Sponsorships	Fee / Charges	Foundations / Gifts	Friends Associations	General Fund	General Obligation Bonds	Grants - TPWD Outdoor Program	Grants - TPWD Recreational Trails Program	Grants - Transportation Enhancement	Interlocal Agreements	Irrevocable Trust	Naming Rights	Park Dedication Fee	Park Improvement Fees	Partnerships	Permits (Special Use Permits)	Private Donations	Reservations	Revenue Bonds	Sales / 4B Tax (1/2 Cent)	Special Fundraisers	Volunteerism / In-Kind Donations
Rank	Action Plan Item	Budget																																										
1	Shaded Playgrounds for Children	\$250,000 - \$500,000 range	•			•			•	•	•			•	•	•	•	•	•				•		•	•	•	•						•					•	•	•			
2	Additional Large Pavilions	\$200,000 - \$250,000 range	•			•			•	•	•	•			•	•	•	•	•	•			•	•	•	•	•	•	•				•	•	•	•		•	•	•	•			
3	Outdoor Aquatic Center	Varies	•																					•		•						•			•	•	•	•						
4	Picnicking Areas	\$5,000 - \$7,500 each	•	•	•	•		•	•	•	•	•			•	•	•	•	•	•	•				•		•	•	•					•	•	•		•				•		
5	Trails that are Connected throughout the City and to Downtown	\$750,000 - \$1,500,000 per mile (concrete)	•	•	•	•		•	•	•	•	•	•	•	•	•	•	•	•	•					•		•	•	•				•		•	•	•		•			•	•	
6	Additional Nature Trails in Greenbelts	\$350,000 - \$500,000 per mile (soft surface)						•	•	•					•					•				•		•	•	•	•		•			•	•	•		•			•	•	•	•
7	Additional Lighting in Parks	\$5,000 - \$7,500 per pole pedestrian \$60,000 - \$75,000 per sports lighting pole	•			•				•	•	•			•	•	•	•	•	•						•	•	•	•						•	•	•		•			•	•	
8	Special Events in Parks	Varies	•	•	•		•													•					•	•	•					•			•	•	•		•				•	•
9	Sprayground / Water Splash Pads	\$500,000 - \$850,000 range	•			•				•	•															•	•	•	•						•	•	•		•			•	•	

✓ = Top recommended funding source options for this priority item.

MODERATE PRIORITY ITEMS

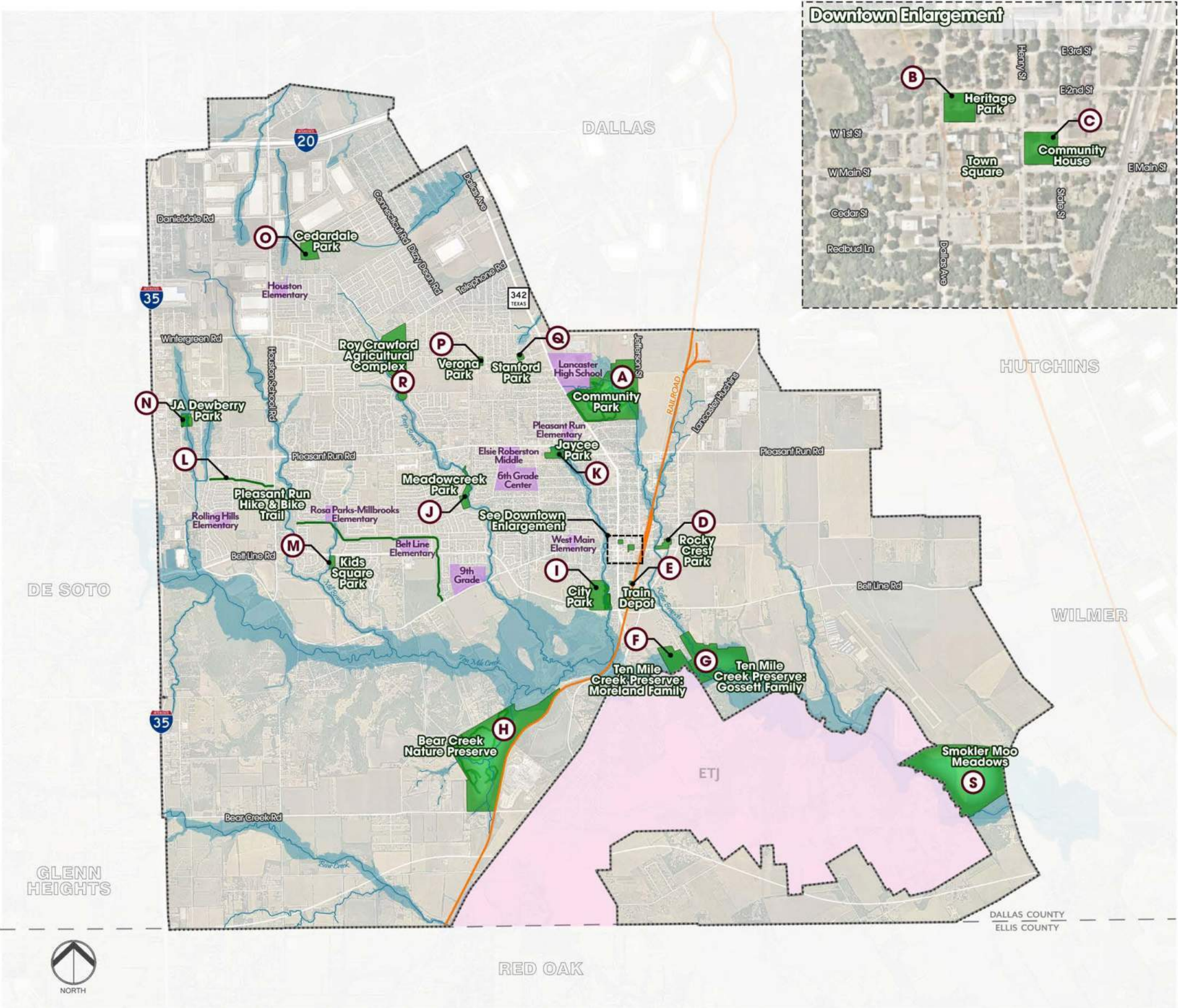
			LANCASTER PARKS																FUNDING SOURCES																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																		
			Community Park	Heritage Park	Community House	Rocky Crest Park	Train Depot Rose Garden	Ten Mile Creek: Moreland Family	Ten Mile Creek: Gossett Family	Bear Creek Nature Preserve	City Park	Meadowcreek Park	Jaycee Park	Pleasant Run Hike & Bike Trails	Kids Square	J.A. Dewberry Park	Cedardale Park	Verona Park	Stanford Park	Roy Crawford Agricultural Complex	Smokler Moo Meadows	Advertising	Corporate Sponsorships	Fee / Charges	Foundations / Gifts	Friends Associations	General Fund	General Obligation Bonds	Grants - TPWD Outdoor Program	Grants - TPWD Recreational Trails Program	Grants - Transportation Enhancement	Interlocal Agreements	Irrevocable Trust	Naming Rights	Park Dedication Fee	Park Improvement Fees	Partnerships	Permits (Special Use Permits)	Private Donations	Reservations	Revenue Bonds	Sales / 4B Tax (1/2 Cent)	Special Fundraisers	Volunteerism / In-Kind Donations																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
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✓ = Top recommended funding source options for this priority item.

LOW PRIORITY ITEMS

			LANCASTER PARKS																FUNDING SOURCES																												
			Community Park	Heritage Park	Community House	Rocky Crest Park	Train Depot Rose Garden	Ten Mile Creek: Moreland Family	Ten Mile Creek: Gossett Family	Bear Creek Nature Preserve	City Park	Meadowcreek Park	Jaycee Park	Pleasant Run Hike & Bike Trails	Kids Square	J.A. Dewberry Park	Cedardale Park	Verona Park	Stanford Park	Roy Crawford Agricultural Complex	Smokler Moo Meadows	Advertising	Corporate Sponsorships	Fee / Charges	Foundations / Gifts	Friends Associations	General Fund	General Obligation Bonds	Grants - TPWD Outdoor Program	Grants - TPWD Recreational Trails Program	Grants - Transportation Enhancement	Interlocal Agreements	Irrevocable Trust	Naming Rights	Park Dedication Fee	Park Improvement Fees	Partnerships	Permits (Special Use Permits)	Private Donations	Reservations	Revenue Bonds	Sales / 4B Tax (1/2 Cent)	Special Fundraisers	Volunteerism / In-Kind Donations			
Rank	Action Plan Item	Budget																																													
15	Mountain Bike / Adventure Trails	\$400,000 - \$500,000 per mile					•	•	•													•		•	•	•	•	•	•	•		•								•				•			
16	Pond with Fishing Pier	Pond - \$300,000 per acre Pier - \$400,000 range																		•				•	•	•	•	•					•	•			•				•						
17	Multipurpose Sports Fields	\$400,000 - \$500,000 (natural turf) \$750,000 - \$1,000,000 (artificial turf)	•							•						•						•	•	•		•	•	•			•		•	•	•		•			•	•						
18	Additional Practice Fields (Football, Soccer, Baseball, Softball)	\$250,000 range per field									•	•			•		•							•	•	•	•	•			•				•	•					•	•			•		
19	Recreation Center on West Side of Lancaster	\$10,000,000 - \$20,000,000 range																				•	•			•	•									•	•			•	•						
20	Disc Golf	\$20,000 - \$30,000					•	•	•													•		•	•	•	•	•			•		•	•	•		•			•	•	•	•			•	
21	Camping & RV Access at Nature Preserve Areas	Varies					•	•	•														•	•	•	•	•	•				•		•	•	•	•	•			•	•	•	•			•

✓ = Top recommended funding source options for this priority item.



ACTION PLAN

- A Community Park**
(Shaded Playgrounds for Children, Additional Large Pavilions, Outdoor Aquatic Center, Picnicking Areas, Trails that are Connected Throughout the City and to Downtown, Additional Lighting in Parks, Special Events in Parks, Sprayground/Water Splash Pads)
- B Heritage Park**
(Picnicking Areas, Trails that are Connected Throughout the City and to Downtown, Special Events in Parks)
- C Community House**
(Picnicking Areas, Trails that are Connected Throughout the City and to Downtown, Special Events in Parks)
- D Rocky Crest Park**
(Shaded Playgrounds for Children, Additional Large Pavilions, Picnicking Areas, Trails that are Connected Throughout the City and to Downtown, Additional Lighting in Parks, Sprayground/Water Splash Pads)
- E Train Depot Rose Garden**
(Special Events in Parks)
- F Ten Mile Creek Preserve: Moreland Family**
(Picnicking Areas, Trails that are Connected Throughout the City and to Downtown, Additional Nature Trails in Greenbelts)
- G Ten Mile Creek Preserve: Gossett Family**
(Additional Large Pavilions, Picnicking Areas, Trails that are Connected Throughout the City and to Downtown, Additional Nature Trails in Greenbelts)
- H Bear Creek Nature Preserve**
(Shaded Playgrounds for Children, Additional Large Pavilions, Picnicking Areas, Trails that are Connected Throughout the City and to Downtown, Additional Trails in Greenbelts)
- I City Park**
(Shaded Playgrounds for Children, Additional Large Pavilions, Picnicking Areas, Trails that are Connected Throughout the City and to Downtown, Additional Lighting in Parks, Sprayground/Water Splash Pads)
- J Meadowcreek Park**
(Shaded Playgrounds for Children, Additional Large Pavilions, Picnicking Areas, Trails that are Connected Throughout the City and to Downtown, Additional Lighting in Parks, Sprayground/Water Splash Pads)
- K Jaycee Park**
(Trails that are Connected Throughout the City and to Downtown, Additional Lighting in Parks)
- L Pleasant Run Hike & Bike Trails**
(Trails that are Connected Throughout the City and to Downtown,)
- M Kids Square**
(Shaded Playgrounds for Children, Additional Large Pavilions, Picnicking Areas, Trails that are Connected Throughout the City and to Downtown, Additional Nature Trails in Greenbelt, Additional Lighting in Parks)
- N JA Dewberry Park**
(Shaded Playgrounds for Children, Additional Large Pavilions, Picnicking Areas, Trails that are Connected Throughout the City and to Downtown, Additional Lighting in Parks)
- O Cedardale Park**
(Shaded Playgrounds for Children, Additional Large Pavilions, Picnicking Areas, Trails that are Connected Throughout the City and to Downtown, Additional Lighting in Parks)
- P Verona Park**
(Shaded Playgrounds for Children, Additional Large Pavilions, Picnicking Areas, Trails that are Connected Throughout the City and to Downtown, Additional Lighting in Parks)
- Q Stanford Park**
(Shaded Playgrounds for Children, Additional Large Pavilions, Picnicking Areas, Trails that are Connected Throughout the City and to Downtown, Additional Lighting in Parks)
- R Roy Crawford Agricultural Complex**
(Shaded Playgrounds for Children, Additional Large Pavilions, Picnicking Areas, Trails that are Connected Throughout the City and to Downtown, Additional Nature Trails in Greenbelt, Additional Lighting in Parks, Special Events in Parks)
- S Smokler Moo Meadows**



SECTION 10 APPENDIX



APPENDIX

Establishing clear priorities for the park system is essential for guiding a successful Master Plan. This allows City leaders to understand the importance of annual budgeting and strategies that will meet the needs throughout the Lancaster community. The priorities in this section are a result of incorporating the inventory of the current resources, benchmarking outcomes, and citizen survey into a ranking of priority needs.

Visioning Session Notes

The following notes were recorded by the Dunaway team during round table discussions with Lancaster citizens at each visioning session. In addition to providing round table discussion comments, citizens were asked to complete a short questionnaire at each visioning session. Questionnaire comments are also included below.

Lancaster Visioning Session Notes – June 24, 2019

Questionnaire Comments -

What is the best thing about living in Lancaster?

- Connect present to historical foundations
- Historic square
- Quiet, family friendly, scenic trees
- Country living within 20 minutes of downtown Dallas
- Inviting community
- Historic area, rural feel, open space
- Recreation center
- Peaceful and involved community
- Diversity, civic and citizen programs
- Access to so many park areas

What are the best things about the park system as it exists today that you want to make sure are preserved/maintained?

- Golf courses, parks
- Lancaster recreation center, walk out center pool
- After school pick up and child care, summer programs
- Indoor pool – expand usage
- Open space, walkability, connectivity
- Gym, swimming pool, exercise room
- Facilities are clean and welcoming



- Number of parks, open space planning and staff/council attempts to involve the community
- The entire community center and all the grounds/facilities, especially the pool

Are there things/issues that need to be addressed through the Master Plan or parks department?

- Splash pads, outdoor pool, bike trails
- Bee and butterfly sanctuaries in parks, pollinator sanctuaries, mowing practices, native plants
- Pest control – mosquitoes and lack of shade in some parks
- We need one or two outdoor community pools See the pool in Desoto and Carrollton, dog park
- Life guards for swim classes
- Maintenance and upkeep budgeted
- Upgrade and open Cedardale Park
- Grow sports, need shade at soccer fields, parking, volleyball spaces
- Plans for execution of creating parks in small communities, repair slide
- City partnering with ranch owners, convention locations, developed parks and community programs to involve citizens
- Park hours needs to be consistent where advertised

What do you want more of, less of, the same of?

- More community events such as markets, same-sports
- More red yucca plants
- Security to deter car thefts, water park and splash pads, lights
- More aquatic opportunities, building or relocating Lancaster City Hall
- Belter quality turf for fields
- Recreation center should be free to all seniors, not just silver sneakers
- Flag football, baseball and football fields, and archery
- Outdoor tennis courts, indoor bowling, indoor climbing wall, petting zoo, swim meets
- More sports for adults and youth to bring community together

What are your dreams, visions, desires, needs for the park system moving forward?

- Classes to learn sports – tennis, golf, disc golf
- Guided hikes at preserves
- Splash parks, outdoor pool with aquatic lanes
- Splash pads, meeting rooms for citizen groups, silver sneakers classes
- Splash pad



- 1 to 2 outdoor pools, Sunday Recreation hours, dog park, hammock park
- Add playground o Gazebo area or town square
- More sitting areas along trails, larger work out area at recreation center
- Better soccer fields, larger pool, improve nature center, splash pad on the square, have a yearly community event.
- Water park for children
- Youth programs, aquatic programs, playgrounds, bike/walk trails, swimming education programs, pool tables, tournament programs. Improve Town Square-interactive historical museum
- An outdoor pool for the children so they can have more lap swim hours. More areas to bicycle.

Round Table Discussion Notes

Indoor Recreation

- More after school pick up/child care
- Private mother/child swim lessons
- Indoor and outdoor volleyball
- Self-defense classes
- Remodel locker room, including flooring
- Pool tables, ping pong
- Computer gaming programs
- Teen work out space
- Work out equipment – Stairmaster or something with steps
- Location on the west side of town
- Incentives for kids to use the recreation center
- Marketing to the home school associations to use the facilities
- More public use space like classrooms, conference or meeting space
- More staff led classes so we don't have to wait in line before classes
- More places to rent for events, newer spaces, more modern with new tables and chairs

Civic Events/Special Use

- Reserve for Garden Club
- Elevate to Farmer's Market
- ADA facilities in parks
- Larger dog park with water



- Expand N.N.O.
- Music/Movies on the square
- Splash park
- Fishing opportunities
- Bird watching

Trails/Nature Areas

- Trails in nature areas
- Upgrade soft trails at Nature Preserve and connectivity
- Bike riding
- Skating

Aquatics

- Outdoor aquatic center with diving boards
- Splash pad
- Consistent park hours
- Sandy beach with surf area with cabana atmosphere
- Swim team (need Olympic sized pool – partner with school system)
- Indoor water park – like Grand Prairie Epic Water Park
- More toddler swim classes – currently overcrowded

Outdoor Park Facilities

- Walking and bike trails
- Outdoor exercise equipment
- Movies in the park
- Concerts
- Shaded playgrounds
- Shaded bleachers
- Disc golf
- Dog park – west side of town
- Hammock park
- Cleaner restrooms



- Pavilions – medium sized for parties
- Lagoon with sandy beach
- Farmer’s Market
- ADA compliant
- Cameras/security
- Fitness obstacle course

Athletics/Sports

- Lighted tennis courts
- Multi-use fields (football, baseball, soccer)
- Practice area for soccer
- Shade (structures, trees, etc.)
- Golf
- Disc golf
- Archery
- Pickle ball
- Ropes course, rappelling
- Exercise stations/outdoor fitness equipment
- Incentive programs



Citizen Survey Instrument



Dear Lancaster Residents:

The City of Lancaster is currently updating your Park, Recreation, and Open Space Master Plan and a Streetscape Master Plan. We need your help by filling out this survey! Your input will help guide our **park and recreation planning efforts for the next 5 to 10 years**. Please take a few minutes to complete this important survey and return it within the next two weeks. Your answers will remain anonymous. You may complete the survey online at www.lancaster-tx.com and clicking on the **Parks Master Plan Park Survey** link. Please complete only one survey per household.

Thank you for taking time to participate in this important survey effort.

Sincerely,

Sean Johnson, Managing Director, Quality of Life and Cultural Services

parksandrec@lancaster-tx.com

City of Lancaster Parks and Recreation Citizen Survey

1. How do you find our parks, recreation facilities and recreation programs? (Check all that apply)

- ☐ 1 City of Lancaster website ☐ 4 Facebook/social media ☐ 7 Other _____
☐ 2 Youth Sports Associations ☐ 5 Emails from Lancaster
☐ 3 Park & Recreation Dept. flyers/brochures ☐ 6 School district publications

2. Overall, how would you rate the parks and recreational opportunities in the City of Lancaster?

- ☐ 1 Excellent ☐ 2 Good/satisfactory ☐ 3 Somewhat unsatisfactory ☐ 4 Poor ☐ 5 No opinion

3. Within the past year, how often have you or someone from your household visited or used the facilities listed below in Lancaster? (Check one answer for each park/facility)

Park/Facility	At least weekly	At least monthly	At least quarterly	Twice a year or less	Never
Recreation Center	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Senior Life Center	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Amphitheater	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Golf course	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Nature trails	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Trails (existing Pleasant Run Trail)	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Parks	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Dog park	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Athletic fields (practice and playing fields)	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Tennis courts	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Outdoor exercise equipment	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Sand volleyball court	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Basketball courts	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Playgrounds	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Pavilions	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Picnic tables	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5



4. In which of these programs would you and your household members (of any age) be MOST INTERESTED in participating? (Check all that apply)

ACTIVITIES, EVENTS AND PROGRAMS OF MOST INTEREST			
01 <input type="checkbox"/> Baseball	11 <input type="checkbox"/> Biking	21 <input type="checkbox"/> Ping pong	31 <input type="checkbox"/> Youth after school programs
02 <input type="checkbox"/> Basketball	12 <input type="checkbox"/> Tennis	22 <input type="checkbox"/> Healthy eating programs	32 <input type="checkbox"/> Festivals/civic events
03 <input type="checkbox"/> Softball	13 <input type="checkbox"/> Sand volleyball	23 <input type="checkbox"/> Health/wellness classes	33 <input type="checkbox"/> Arts & crafts
04 <input type="checkbox"/> Soccer	14 <input type="checkbox"/> Water aerobics	24 <input type="checkbox"/> Fitness/yoga classes	34 <input type="checkbox"/> Music events
05 <input type="checkbox"/> Indoor soccer	15 <input type="checkbox"/> Pickle ball	25 <input type="checkbox"/> Preschool/toddler programs	35 <input type="checkbox"/> Movies on the park
06 <input type="checkbox"/> Flag football	16 <input type="checkbox"/> Adult sports leagues	26 <input type="checkbox"/> Youth programs/camps	36 <input type="checkbox"/> Community gardening
07 <input type="checkbox"/> Disc golf	17 <input type="checkbox"/> Archery range	27 <input type="checkbox"/> Teen programs/camps	37 <input type="checkbox"/> Farmer's Market
08 <input type="checkbox"/> Golf lessons	18 <input type="checkbox"/> Fishing	28 <input type="checkbox"/> Parent/child programs	38 <input type="checkbox"/> Other _____
09 <input type="checkbox"/> Swim meets	19 <input type="checkbox"/> Beach volleyball	29 <input type="checkbox"/> Family programs	39 <input type="checkbox"/> None/not interested
10 <input type="checkbox"/> Birdwatching	20 <input type="checkbox"/> Indoor bowling	30 <input type="checkbox"/> Senior programs	

5a. Which facilities or amenities need to be ADDED to existing or future parks and recreation facilities in Lancaster? (Rate EACH facility on a scale from 1 to 4 with 4 being definitely needed and 1 being not at all needed)

	Definitely Needed	Not at all Needed	No opinion/ Not familiar
A – Outdoor aquatic center (leisure area, lazy river, slides, lap lanes).....	4.....3.....2.....1.....		<input type="checkbox"/>
B – Additional large pavilions (special events/reunions, parties, etc.).....	4.....3.....2.....1.....		<input type="checkbox"/>
C – Additional dog park.....	4.....3.....2.....1.....		<input type="checkbox"/>
D – Additional nature trails in greenbelts	4.....3.....2.....1.....		<input type="checkbox"/>
E – Trails that are connected throughout the city and to downtown	4.....3.....2.....1.....		<input type="checkbox"/>
F – Exercise stations/fitness equipment along trails.....	4.....3.....2.....1.....		<input type="checkbox"/>
G – Mountain bike/adventure trails.....	4.....3.....2.....1.....		<input type="checkbox"/>
H – Picnicking areas	4.....3.....2.....1.....		<input type="checkbox"/>
I – Additional lighting in parks.....	4.....3.....2.....1.....		<input type="checkbox"/>
J – Skate park with ramps, bowls, etc.....	4.....3.....2.....1.....		<input type="checkbox"/>
K – Spray ground/water splash pads (outdoor spray park for all ages)	4.....3.....2.....1.....		<input type="checkbox"/>
L – Disc golf.....	4.....3.....2.....1.....		<input type="checkbox"/>
M – Camping and RV access at nature preserve areas	4.....3.....2.....1.....		<input type="checkbox"/>
N – Community garden	4.....3.....2.....1.....		<input type="checkbox"/>
O – Shaded playgrounds for children.....	4.....3.....2.....1.....		<input type="checkbox"/>
P – Pond with fishing pier.....	4.....3.....2.....1.....		<input type="checkbox"/>
Q – Multi-use hard courts (basketball, tennis, pickleball, etc.)	4.....3.....2.....1.....		<input type="checkbox"/>
R – Additional practice fields (football, soccer, baseball, softball)	4.....3.....2.....1.....		<input type="checkbox"/>
S – Multipurpose sports fields (football, soccer, baseball, softball)	4.....3.....2.....1.....		<input type="checkbox"/>
T – Special events in parks	4.....3.....2.....1.....		<input type="checkbox"/>
U – Recreation Center on the west side of Lancaster	4.....3.....2.....1.....		<input type="checkbox"/>
V – Other needs - (_____)	4.....3.....2.....1.....		<input type="checkbox"/>

5b. Which THREE facilities/amenities above are the MOST important to you for the Parks and Recreation Department to focus on within the next five years?

(Write in the letter to the left of the facility in the blanks) 1st _____ 2nd _____ 3rd _____



Lancaster currently funds parks, facilities, recreation programs and capital expenses by utilizing recreation user fees, taxes, grants, bonds, corporate sponsorships, etc. however additional funding is needed to maintain and build new parks & facilities.

6. Please rate EACH option to fund NEW PARKS AND FACILITIES AND/OR ADDITIONS TO EXISTING PARKS AND FACILITIES ?

Funding Support – New or Expanded Parks/Facilities (Check one answer for each option)	Strongly Support	Mildly Support	Neutral	Mildly Oppose	Strongly Oppose
Increased user fees (pool fees, program fees, etc.)	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Voter approved bond programs	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Increased park improvement fees from developers	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Increased property taxes	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5

The City is developing a Streetscape Master Plan that will make recommendations for beautifying streets and city entry features. The next few questions relate to your preferences regarding streetscape elements.

7. Please tell us how strongly you agree or disagree with each of the following statements.

	Strongly Agree	Agree	Disagree	Strongly Disagree	No Opinion
Improved landscaping of city streets will improve our city image	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Improved sidewalks and landscaping in the downtown area would improve our city image	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
I support the city developing improved gateway entry features at interstate intersections so that people know they are entering the City	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
I support the city developing improved gateway entry features into key destinations in the city such as downtown	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
I would like to see light poles and signage that expresses a more positive image for our city	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
I would like to see more public art in Lancaster	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5

8. Please rate how important is it to add the following streetscape elements to major roadways in the City (For example: Belt Line Rd., Pleasant Run Rd., Houston School Rd., Dallas Ave., Wintergreen Rd., Daniieldale Rd.)?

	Very Important	Important	Not Important	Very Unimportant	No Opinion
Wide sidewalks	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Street trees	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Landscaped medians	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Decorative paving at intersections	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Enhanced streetlights	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Benches	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Trash receptacles	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5

9. Please rate how important it is to add the following streetscape elements in Downtown?

	Very Important	Important	Not Important	Very Unimportant	No Opinion
Wide sidewalks	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Bike lanes	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Street trees	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Landscaped medians	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Decorative paving at intersections	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Decorative street lights	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Benches	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Trash receptacles	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5



10. The City of Lancaster has a significant amount of signage and utility poles along Interstate 35E. Please rate how important it is to reduce this “visual clutter” along Interstate 35E in Lancaster?

- 1 ☐ Very important 2 ☐ Important 3 ☐ Not Important 4 ☐ Very Unimportant 5 ☐ No Opinion

11. The following strategies can help reduce visual clutter along a roadway. Rate each strategy along Interstate 35E in Lancaster.

	Strongly Agree	Agree	Disagree	Strongly Disagree	No Opinion
Remove and bury telephone poles and lines	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Remove and reduce the number of large billboards and signs	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Provide unified wayfinding signage	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Provide small-sized gateway signage to the entrance of the city (5'-10' tall)	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Provide medium-sized gateway signage to the entrance of the city (11'-20' tall)	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Provide large-sized gateway signage to the entrance of the city (21'-35' tall)	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5

12. As growth and development continues in the DFW area, Lancaster could create a unique “brand” to distinguish itself from other area communities. Which of the following characteristics are important to you when considering a “brand” for the City of Lancaster? (Check all that apply)

- 1 ☐ Maintain Lancaster’s rural character 3 ☐ Celebrate downtown’s historic character 5 ☐ Other _____
 2 ☐ Maintain Lancaster’s small-town feel 4 ☐ Celebrate different neighborhoods or districts in Lancaster

13. How long have you been a resident of Lancaster? (Check one answer)

- 1 ☐ Less than 2 years 2 ☐ 2 to 5 years 3 ☐ 6 to 10 years 4 ☐ 11 to 20 years 5 ☐ Over 20 years

14. Which age groups are represented in your household? (Check all that apply)

- 1 ☐ 0 to 5 years of age 3 ☐ 11 to 13 years of age 5 ☐ No children under 19 in household
 2 ☐ 6 to 10 years of age 4 ☐ 14 to 18 years of age

15. How many persons, including yourself, reside within your household?

- 1 ☐ One 2 ☐ Two 3 ☐ Three 4 ☐ Four 5 ☐ Five 6 ☐ Six or more

16. Your age? 1 ☐ Under 18 3 ☐ 25 to 34 5 ☐ 45 to 54 7 ☐ 65 to 74
 2 ☐ 18 to 24 4 ☐ 35 to 44 6 ☐ 55 to 64 8 ☐ 75+

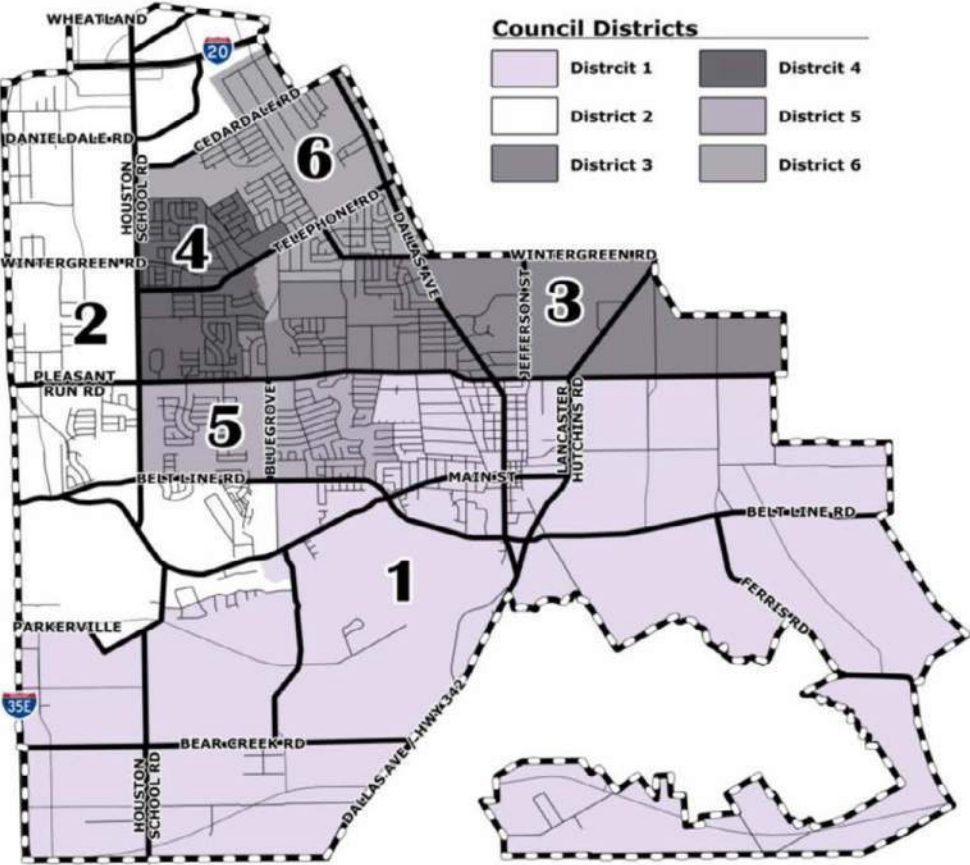
17. Do you own or rent your home? 1 ☐ Own 2 ☐ Rent

18. Additional information or comments you would like to bring to the Park and Recreation Department’s attention. (Write in response)



19. Indicate in which District you live? (Refer to map)

- 1 ☐ District 1 2 ☐ District 2 3 ☐ District 3 4 ☐ District 4 5 ☐ District 5 6 ☐ District 6



Recreation Programming Assessment

Recreation Program Assessment

CHAPTER ONE - SETTING THE STAGE

1.1 Context

The Consultant Team facilitated an introductory staff meeting in January 2020. This meeting allowed the Consultant Team to understand the immediate challenges facing the Lancaster Parks and Recreation Department (LPRD) recreation programming while also learning about the key outcomes desired via the assessment process. The information gleaned from these meetings provides the foundation for the Recreation Program Assessment. The following sections detail the initial findings.

1.1.1 Current Program Information Tracked

- Face-to-face feedback
- Recreation trends in the field/industry
- Quarterly evaluation form
- Capacity (enrollment)

1.1.2 Key Performance Indicators (KPIs) Used

- Participant retention
- New participants
- End of program surveys
- Program proposal form

1.1.3 Desired Assessment Outcomes

- Marketing recommendations
- CAPRA-related documentation
- Validate and enhance relevant KPIs





CHAPTER TWO - RECREATION PROGRAM ASSESSMENT

2.1 Evaluating the Current System

As part of the *Park, Recreation, and Open Space Master Plan* development process, the Consultant Team conducted a Recreation Program Assessment of the programs and services offered by LPRD. The assessment offers an in-depth perspective of program and service offerings and helps identify strengths, weaknesses, and opportunities regarding programming. The assessment also assists in identifying core programs, program gaps within the community, key system-wide issues, areas of improvement, and future programs and services for residents.

The Consultant Team based these program findings and comments from a review of information provided by the LPRD staff including program descriptions, program registrations, web survey feedback, demographic information, and discussions with staff. This narrative addresses the program offerings from a systems perspective for the entire portfolio of programs, as well as individual program information.

2.1.1 Framework

The Quality of Life and Cultural Services Department strives to provide the citizens of Lancaster with well-maintained, safe, and affordable recreational opportunities. The City of Lancaster, Texas sees recreation activities as a very important aspect of life. Staying active is a benefit for all ages and fitness levels. Eating a well balance meal and regular exercise will help in maintaining a healthy weight. For the elderly, regular moderate exercise is important, which improves flexibility, strength, balance and cardiovascular health. Staying connected mentally and involved in the city-wide events while building long lasting and leisure relationships is very essential.

The City of Lancaster provides a variety of low cost, recreational athletics, classes, and camps for the citizens to participate in such as:

- Aquatics
- Athletics
- Camps
- Classes
- Facility rentals
- Recreation center programming

2.2 Core Program Areas

To help analyze LPRD programming, it is important to identify *core program areas* to create a sense of focus. Typically, core program areas are foundational program categories that are of greatest importance to the community. Public recreation is challenged by the premise of being all things to all people. The philosophy of the core program area assists staff, policy makers, and the public focus on what is most important. Program areas are considered *core* if they meet a majority of the following categories:

- The program area has been provided for a long period of time (over 4-5 years) and/or is expected by the community.
- The program area consumes a relatively large portion (5% or more) of the organization's overall budget.
- The program area is offered 3-4 seasons per year.



Recreation Program Assessment

- The program area has wide demographic appeal.
- There is a tiered level of skill development available within the programs area's offerings.
- There is full-time staff responsible for the program area.
- There are facilities designed specifically to support the program area.
- The organization controls a significant percentage (20% or more) of the local market.

2.2.1 Existing Core Program Areas

In consultation with LPRD staff, the Consultant Team identified the following core program areas currently being offered:

After-School Summer Camp

The after-school summer camp includes the Supervised After School Fulfilling Enrichment program (S.A.F.E.). This program is offered to students in kindergarten through eighth grade. This core program area aims to provide a safe and positive environment for students through well-planned, coordinated, and evaluated programming designed to enrich, empower, and build upon the children's strength and interest, all while applauding their achievements. Specific after school camps examples include (among others):

- Cooking
- Dancing for the Soul
- Winter Break Camp

Aquatics

The aquatics core program area is housed at the Lancaster Aquatic Center, located inside the Recreation Center. The 165,000-gallon pool includes a zero-depth entry, lazy river, two-story water slide, and lap lanes. Locker rooms with showers and a seasonal concession stand make this a great place for all. This core program area aims to promote developmentally appropriate learning of fundamental water safety and aquatic skills for participants of all ages. Example aquatics programs include (among others):

- Dive in Movies
- Fitness Swim
- Swim Lessons
- Water Aerobics

Athletics

The athletics core program area offers many athletic opportunities for youth and adults in Lancaster and surrounding communities. All ages and skills levels are encouraged to participate. This core program area aims to teach and encourage good sportsmanship and fair play through non-competitive athletic opportunities and to assist in the development of character and sportsmanship by teaching participants elements of fairness, teamwork, self-control, courtesy, and respect for the rules of the game as well as the other participants and officials in the sport. Example programs include (among others):

- Baseball
- Basketball
- Football
- Soccer





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Fitness

The fitness core program area is housed within the Lancaster Recreation Center. The center offers fitness memberships to the citizens of Lancaster at an affordable rate. Available equipment includes elliptical machines, treadmills, free weights, exercise bikes, and weight machines. Additionally, LPRD offers Wellbeats Virtual Fitness that delivers on-demand fitness classes, challenges, and fitness assessments. This core program area aims to provide access to quality programs and facilities that are designed to educate and assist citizens to obtain optimal physical, mental, and emotional wellness that contributes to their overall quality of life. Example fitness activities include (among others):

- Camp Gladiator/Bootcamp
- Mixed Fit/Crossfit
- Wellness Wednesdays
- Zumba

Senior Programs

The senior program area activities are housed at the Lancaster Senior Life Center. The Center is a full-service activity Center available to adults ages 50 years and better. The facility is also a weekend rental facility for corporate meetings, weddings, and banquets. Transportation is provided to and from the Senior Life Center for Lancaster residents. This core program area aims to:

- Provide and maintain a meal program for seniors that enables them to receive at least one nutritious meal daily;
- Provide and maintain transportation to enable seniors to participate regularly in programming and special events;
- Develop a user agreement with neighboring cities to increase recreation programming opportunities and revenues;
- Partnership with the Recreation Center and Library Services to develop a comprehensive Wellness strategy;
- Develop adaptive recreation opportunities for seniors (i.e., Croquet Course, Trail Walking, Cooking Classes, etc.);
- Continue to increase the number and type of recreational programs offered to seniors;
- Develop partnership with local business establishments and organizations;
- Develop partnership agreements with employment agencies to meet staffing needs for program delivery;
- Identify unmet educational needs of aging services by developing a training plan; and
- Increase the ability for seniors to remain active and healthy to live independently.

Example programs include (among others):

- Computer Education and Training
- Knitting & Crochet
- Ping Pong
- Walking Club



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Special Events

The special events program area is committed to providing enriching experiences for community members year-round. This core program area aims to promote, inform, and entertain citizens by building awareness of LPRD. This core program is also used to build a constituency base and facilitate good community relations while celebrating the culture and traditions of the City of Lancaster. Example special events include (among others):

- 4th of July Celebration
- Fall Festival Boo-Tie
- Mother/Daughter Tea & Fashion Show
- Turkey Bowl/Open House

2.3 Core Program Area Recommendations

2.3.1 Evaluate Core Program Area Relevance Regularly

These existing core program areas provide a generally well-rounded and diverse array of programs that serve the community at present. When considering the community survey results (**Figure 1**), it appears LPRD is providing the program areas of most interest. It does appear, however, there is an opportunity to increase the Department's visibility in Farmer's Markets and healthy eating programs.

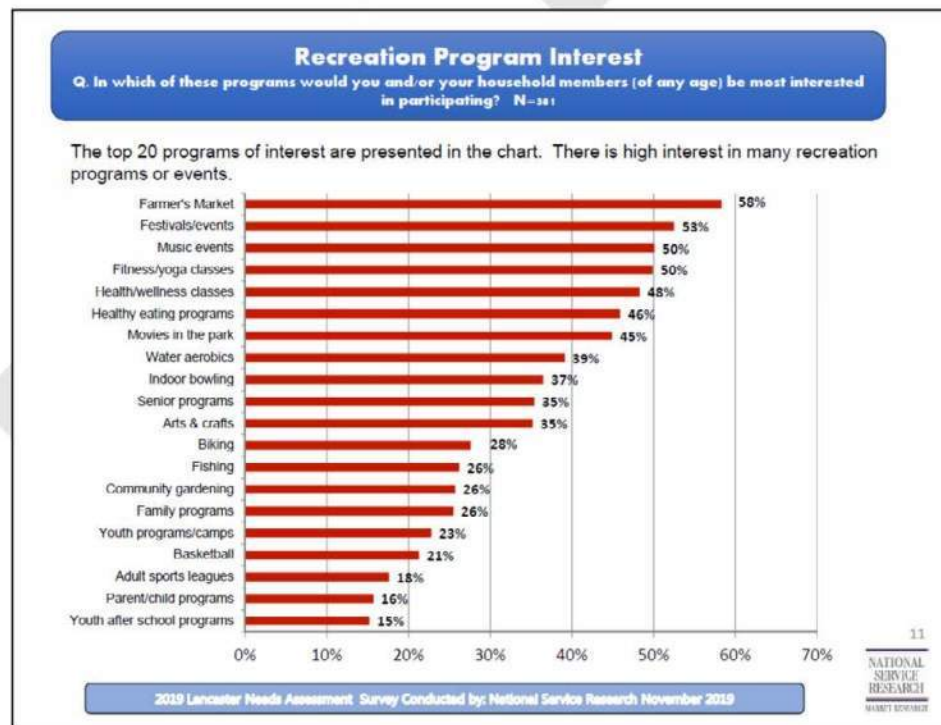


Figure 1-Lancaster Residents Programs of Interest





2.4 Program Strategy Analysis

2.4.1 Age Segment Analysis

Figure 2 below depicts each core program area and the most prominent age segments they serve. Primary (noted with a 'P') and Secondary (noted with an 'S') markets are identified for each core program area. Looking at blank boxes will help LPRD examine potentially "underserved" age segments.

Core Program Area	Age Segment					
	Primary (P) Secondary (S)					
	Preschool (5 and Under)	Elementary (6-12)	Teens (13-17)	Adult (18+)	Senior (55+)	All Ages Programs
Afterschool/Camps		P	S	S		
Aquatics		P	S	P	P	S
Athletics		P	P	S	S	S
Fitness		S	S	P	P	S
Senior Programs					P	S
Special Events		P	P	P	P	P
Primary Focus	0	4	2	3	4	1
Secondary Focus	0	1	3	2	1	4

Figure 2-Core Program Area Age Segment Analysis

Based on Lancaster's demographics, approximately 31% of the population is younger than 18 years old, 22% are between 18 and 34, 30% are between 35 and 54, and 17% are older than 55 years old. Given the mix of ages within their community, it will be critical to focus on strengthening family programs. That is, programs that are suitable for all ages and multi-generations. Additionally, Lancaster is projected to experience increased diversification, especially with an increasing Hispanic or Latino population. Recognizing the diverse population, youth programming in particular will need to be flexible to adapt to local community trends and programmatic needs.

Program staff should include this information when creating or updating program plans for individual programs. An age segment analysis can also be incorporated into mini-business plans for comprehensive program planning.

2.4.2 Program Lifecycle

A program lifecycle analysis involves reviewing each program offered by LPRD to determine the stage of growth or decline for each. This provides a way of informing strategic decisions about the overall mix of programs managed by the Department to ensure that an appropriate number of programs are "fresh" and that relatively few programs, if any, need to be discontinued. This analysis does not need to be based on strict quantitative data but, rather, can be based on staff members' knowledge of their program areas.

Figure 3 shows the percentage distribution of the various lifecycle categories of LPRD programs. These percentages were obtained by comparing the number of programs in each individual stage with the total number of programs listed by staff. The figures are broken into core program areas for ease of analysis.

Lifecycle Stage		Description	Actual Program Distribution		Recommended Distribution
1st Stage	Introduction	New program; modest participation	12%	56%	50-60%
	Take-Off	Rapid participation growth	12%		
	Growth	Moderate, but consistent participation growth	33%		
2nd Stage	Mature	Slow participation growth	28%	28%	40%
3rd Stage	Saturation	Minimal to no participation growth; extreme competition	12%	16%	0-10%
	Decline	Declining participation	4%		

Figure 3-Program Lifecycle Distribution



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The program portfolio aligns closely to the best practice distribution for 1st stage programming. However, there are fewer programs than desired in the 2nd stage and a larger number of programs classified in the 3rd stage. It is good to have a healthy number of growing programs; however, staff must be cognizant of ensuring programming reaches maturity in an effort to lessen the burden of constantly creating new programming. Programs can be classified in the third stage as a result of several factors such as:

1. There is a lack of programmable indoor recreation space and so there is a need for expanded space;
2. Programs have reached the end of their lifecycle and are now needed to either be re-programmed or be subject for sunset; and/or
3. New topics and activities need to be introduced in specific core program areas to ensure a healthy supply of “growing” programs are available.

It is important to move programs across the lifespan (especially moving programs into the maturation stage). It is useful to have a strong percentage in the early stages to make sure there is innovation in programming and that LPRD is responding to changes in community need. If a program is in Saturation stage, it may not necessarily need to be retired – it could be that it is a legacy program that is beloved by the community. However, it is useful to look at attendance trends – do you have fewer participants over the last few offerings? If so, the community may be looking for a different type of program. While there are exceptions (such as facility space), most programs in the Saturation and Decline stages are ready to retire.

LPRD staff should complete a Program Lifecycle Analysis on an annual basis and ensure that the percentage distribution closely aligns with desired performance. Furthermore, LPRD could include annual performance measures for each core program area to track participation growth, customer retention, and percentage of new programs as an incentive for innovation and alignment with community trends. **Figure 4** can assist staff with completing a Program Lifecycle Analysis.

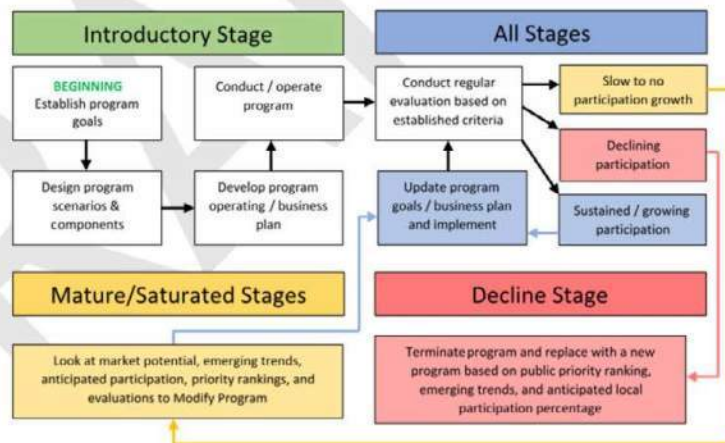


Figure 4-Program Lifecycle Decision Matrix

2.4.3 Program Classification

Conducting a classification of services for all programs informs how each program attributes to fulfilling LPRD's mission. It is important to recognize the goals and objectives of each core program area, who the program areas serve, and how the program areas should be funded with regard to tax dollars and/or user fees and charges. How a program is classified can help to determine the most appropriate management, funding, and marketing strategies.

Program classifications are based on the degree to which the program provides a public benefit versus a private benefit. Public benefit can be described as everyone receiving the same level of benefit with equal





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access, whereas private benefit can be described as the user receiving exclusive benefit above what a general taxpayer receives.

The Consultant Team uses a classification method based on three indicators: Essential, Important, and Value-Added. Where a program or service is classified depends upon alignment with the organizational mission, how the public perceives a program, legal mandates, financial sustainability, personal benefit, competition in the marketplace, and access by participants. **Figure 5** describes each of the three program classifications.

	ESSENTIAL Programs	IMPORTANT Programs	VALUE-ADDED Programs
Public interest; Legal Mandate; Mission Alignment	<ul style="list-style-type: none"> • <i>High public expectation</i> 	<ul style="list-style-type: none"> • <i>High public expectation</i> 	<ul style="list-style-type: none"> • <i>High individual and interest group expectation</i>
Financial Sustainability	<ul style="list-style-type: none"> • <i>Free, or nominal fee tailored to public needs</i> • <i>Requires public funding</i> 	<ul style="list-style-type: none"> • <i>Fees cover some direct costs</i> • <i>Requires a balance of public funding and a cost recovery target</i> 	<ul style="list-style-type: none"> • <i>Fees cover most direct and indirect costs</i> • <i>Some public funding as appropriate</i>
Benefits (i.e., health, safety, protection of assets).	<ul style="list-style-type: none"> • <i>Substantial public benefit (negative consequence if not provided)</i> 	<ul style="list-style-type: none"> • <i>Public and individual benefit</i> 	<ul style="list-style-type: none"> • <i>Primarily individual benefit</i>
Competition in the Market	<ul style="list-style-type: none"> • <i>Limited or no alternative providers</i> 	<ul style="list-style-type: none"> • <i>Alternative providers unable to meet demand or need</i> 	<ul style="list-style-type: none"> • <i>Alternative providers readily available</i>
Access	<ul style="list-style-type: none"> • <i>Open access by all</i> 	<ul style="list-style-type: none"> • <i>Open access</i> • <i>Limited access to specific users</i> 	<ul style="list-style-type: none"> • <i>Limited access to specific users</i>

Figure 5-Classification of Services Criteria Definitions

Another way to describe these three classifications is to analyze the degree to which the program provides a community versus an individual benefit (**Figure 6**). These categories can then be correlated to the Essential, Important, and Value-added classifications.

	Classification	Typical CR	Notes
I	PURE COMMUNITY	0-25%	Basic services intended to be accessible and of benefit to all; supported wholly or significantly by tax subsidies.
III	MIX	25-75%	Benefit accrued to both individual and general public interests, but to a significant individual advantage.
V	PURE INDIVIDUAL	75-100%+	Exclusive benefit received by individual(s) and not the general public; individual pays at least the full cost of service provision.

Figure 6-Program Cost Recovery by Classification Definitions



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Figure 7 shows how the two classification systems correlate, and includes example programs that fall into each category. To increase granularity, the classification system is expanded into five categories for LPRD to consider in the future.

I	II	III	IV	V
Essential		Important	Value-Added	
PURE COMMUNITY	MOSTLY COMMUNITY	MIX	MOSTLY INDIVIDUAL	PURE INDIVIDUAL
Basic services intended to be accessible and of benefit to all; supported wholly or significantly by tax subsidies.	Benefit accrued to both the general public and individual interests, but to a significant community advantage.	Benefit accrued to both individual and general public interests, but to a significant individual advantage.	Nearly all benefit received by individual(s), with benefit provided to the community only in a narrow sense.	Exclusive benefit received by individual(s) and not the general public; individual pays at least the full cost of service provision.
Creative Art Space	Beginning Swim Lessons	Computer Classes	Garden Club	Overnight Trips
Cost Recovery				
0%	25%	50%	75%	100% 100%+

Figure 7-Program Cost Recovery by Classifications

With assistance from staff, a classification of programs and services was conducted for all of the recreation programs offered by LPRD (**Figures 8 and 9**). The programs were classified using a three-tiered system. There is a consistent percentage distribution across the three categories. Approximately 47% of all programs were categorized as Essential. The Important category had the second most with 33% followed by Value-Added with 21%. This range indicates that current LPRD programming leans toward more “public/community benefit” programming rather than individual benefit. This should also indicate that LPRD is expending tax dollars on programming that is deemed more public benefit in nature. Alternatively, approximately 20% of the program portfolio should generate a high cost recovery percentage. This concept is important to understand because these classifications should help LPRD align programs with community values while paying attention to cost recovery levels.





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Core Program Area	Activity	Classification		
		Essential	Important	Value-Added
Afterschool/ Camps	Cooking			X
	Dancing for the Soul		X	
	Diva Dance		X	
	Entrepreneurship		X	
	Etiquette			X
	Future Cities		X	
	Gymnastics			X
	Karate			
	Music For All Occassions		X	
	National Junior Tennis League			X
	S.T.A.R. After School Program	X		
	S.T.A.R. Summer Day Camp	X		
	Spring Break Camp		X	
	Teen Circuit Training			X
	Turkey Camp		X	
	Tutu's & Taps		X	
	Winter Break Camp		X	
	Youth 180			X
Aquatics	Youth Advisory Committee		X	
	Dive In Movies			
	Fitness Swim	X		X
	Life Guard Certification	X		
	Parent & Tot Swim Lessons	X		
	Semi-Private Swim Lessons	X		
	Swim Lessons	X		
	Swim Team			X
	Water Aerobics	X		
	Water Sports		X	
Athletics	Adult Flag Football		X	
	Adult Open Play Basketball	X		
	Adult Open Play Volleyball		X	
	Adult Pickleball			X
	Adult Softball			X
	Youth Baseball		X	
	Youth Football	X		
	Youth Handles & Hoops		X	
	Spring Break Camp			
	Youth Jr.Mavs Fundamental Basketball Program		X	
	Youth Karate		X	
	Youth Spring Soccer League		X	
	Youth Swim Team			X
	Youth Volleyball			X
	Youth Winter Basketball League	X		

Figure 8-Program Classification Distribution Part 1



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Core Program Area	Activity	Classification		
		Essential	Important	Value-Added
Fitness	Camp Gladiator/Bootcamp	X		
	Community Water Fitness	X		
	Cycling		X	
	Fitness Atrium		X	
	Health and Wellness Workshop			
	Mixed Fit/ Crossfit		X	
	Power Hour Walking Fitness		X	
	Self Defense			X
	Swing Out Dancing			X
	UJAM		X	
	Volleyball			X
	Wellbeats Fitness On Demand		X	
	Wellness Wednesday			X
	X-CO Fitness			X
	Yoga			X
	Zumba	X		
	Zumba and Water Aerobics Combination	X		
Senior Programs	Computer Education & Training	X		
	Congregate Meal Program	X		
	Conversations, Coffee and Coloring for Senior Adults	X		
	Creative Card Making	X		
	Groom & Glamour Lounge	X		
	Knitting & Crochet	X		
	Lifetime of Legacies	X		
	Line Dance	X		
	Men's Power Hour	X		
	Ping Pong	X		
	PuzzleRama	X		
	Reading is FUN	X		
	Sewing and Quilting	X		
	Walking Club	X		
Special Events	4th of July Celebration	X		
	Annual Volunteer Recognition	X		
	Paint Party		X	
	Christmas Parade and Festival	X		
	Cinco De Mayo Block Party		X	
	Earth Day Celebration		X	
	Easter Egg Hunt and Fun Run		X	
	Educator Appreciation Breakfast			X
	Fall Festival Boo-Vie	X		
	Family Camp out		X	
	Flashback Friday/Music in the Park			X
	Juneteenth Celebration	X		
	Mother /Daughter Tea & Fashion Show		X	
	Parent/Child Valentine Dance	X		
	Senior Fall Extravaganza	X		
	SLC Black History Program	X		
	SLC Christmas Legacy Ball	X		
	SLC Father's Day Program	X		
	SLC Thanksgiving Luncheon	X		
	SLC Valentine's Day Social	X		
	SLC Veterans Day Program	X		
	Turkey Bowl/Open House	X		
Total		43	30	19
Percentage		47%	33%	21%

Figure 9-Program Classification Distribution Part 2





2.4.4 Cost of Service & Cost Recovery

The Recreation Program Assessment is designed to help begin the conversation and process for identifying programmatic costs. Any future philosophical shifts should be made based on data-driven decisions and with an understanding of full costs of delivering programs and services.

Therefore, cost recovery targets should be identified and tracked for each core program area (at minimum) and for specific programs or events where possible. The previously identified core program areas would serve as an effective breakdown for tracking cost recovery metrics, which would theoretically group programs with similar cost recovery and subsidy goals. Determining cost recovery performance and using it to inform pricing decisions involves a three-step process:

1. Classify all programs and services based on the public or private benefit they provide (as completed in the previous section)
2. Conduct a cost of service analysis to calculate the full cost of each program
3. Establish a cost recovery percentage, through LPRD policy, for each program or program type based on the outcomes of the previous two steps, and adjust program prices accordingly

The following provides more detail on steps 2 & 3 above.

Understanding the Full Cost of Service

To develop specific cost recovery targets, full cost of accounting needs to be created on each class or program that accurately calculates direct and indirect costs. Cost recovery goals are established once these numbers are in place, and program staff should be trained on this process.

A cost of service analysis should be conducted on each program, or program type, that accurately calculates direct (i.e., program-specific) and indirect (i.e., comprehensive, including administrative overhead) costs. Completing a cost of service analysis not only helps determine the true and full cost of offering a program, but provides information that can be used to price programs based upon accurate delivery costs. **Figure 10** illustrates the common types of costs that must be accounted for in a cost of service analysis.



Figure 10-Program Cost Recovery Model



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The methodology for determining the total cost of service involves calculating the total cost for the activity, program, or service, then calculating the total revenue earned for that activity. Costs (and revenue) can also be derived on a per unit basis. Program or activity units may include:

- Number of participants;
- Number of tasks performed;
- Number of consumable units;
- Number of service calls;
- Number of events;
- Required time for offering program/service.

Agencies use cost of service analyses to determine what financial resources are required to provide specific programs at specific levels of service. Results are used to determine and track cost recovery as well as to benchmark different programs provided by LPRD between one another. Cost recovery goals are established once cost of service totals have been calculated.

Current Cost Recovery

With regard to LPRD's programs, services, and events, there is not an established methodology used to document cost recovery by the core program area level. Given LPRD's core program areas, the following recommended cost recovery ranges are provided for future consideration (**Figure 11**).

Core Program Area	Recommended Cost Recovery Range
Afterschool/Camps	25-75%
Aquatics	50-100%
Athletics	50-100%
Fitness	75-100%
Senior Programs	25-75%
Special Events	0-50%

Figure 11-Program Cost Recovery Goals

2.4.5 Pricing

The pricing of programs should be established based on the cost of service analysis, overlaid onto programs areas or specific events, and strategically adjusted according to market factors and/or policy goals. Overall, the degree to which pricing strategies are used currently is not expansive. The only pricing tactic used with commonality across the core program areas is market rate (**Figure 12**).

LPRD should consider adding dynamic pricing to its pricing strategies. Dynamic pricing considers weekday/weekend rates and prime/non-prime time rates. Implementing dynamic pricing allows the department to shift usership and spread out facility usage. Pricing services based on cost recovery goals is also recommended because it will help with public transparency as to why a particular program is priced the way it is. Lastly, scholarships should be available and pricing strategies to account for a customer's ability to pay should be considered. These pricing tactics would be useful to help stabilize usage patterns and help with cost recovery for higher quality amenities and services.





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These pricing tactics should be added in combination with any financial philosophical shifts. Staff should continue to monitor the effectiveness of the various pricing strategies they employ and make adjustments as necessary within the policy frameworks that guide the overall pricing philosophies. It is also important to continue monitoring for yearly competitor and other service providers benchmarking.

Core Program Area	Pricing Strategies									
	Age Segment	Family / Household Status	Residency	Weekday / Weekend	Prime / Non-Prime Time	Group Discounts	By Location	By Competition (Market Rate)	By Cost Recovery Goals	By Customer's Ability to Pay
Afterschool/Camps		X						X		
Aquatics						X		X		
Athletics										
Fitness	X		X					X		
Senior Programs								X		
Special Events								X		

Figure 12-Program Pricing Tactics Used

2.5 Program Strategy Recommendations

In general, LPRD's program staff should begin a cycle of evaluating programs on both individual merit as well as the program mix as a whole. This can be completed at one time on an annual basis, or in batches at key seasonal points of the year, as long as each program is checked once per year. The following tools and strategies can help facilitate this evaluation process:

2.5.1 Program Evaluation Cycle

Using the age segment and lifecycle analyses, and other established criteria, program staff should evaluate programs on an annual basis to determine program mix and incorporate into Mini Business Plans.

2.5.2 Program Decision-making Matrix

When developing program plans and strategies, it is useful to consider all of the core program areas and individual program analyses. Lifecycle, age segmentation, classification, and cost recovery goals should all be tracked, and this information along with the latest demographic trends and community input should be factors that lead to program decision-making. A simple, easy-to-use tool similar to the table below will help compare programs and prioritize resources using multiple data points, rather than relying solely on cost recovery. In addition, this analysis will help staff make an informed, objective case to the public when a program in decline, but beloved by a few, is retired.

Program	Core Program Area	Age Segment	Lifecycle	Classification	Cost Recovery	Other Factors

Figure 13-Program Decision-Making Matrix

2.5.3 Mini Business Plans

The planning team recommends that Mini Business Plans (2-3 pages) for each core program area be updated on a yearly basis. These plans should evaluate the core program area based on meeting the outcomes desired for participants, cost recovery, percentage of the market and business controls, cost of service, pricing strategy for the next year, and marketing strategies that are to be implemented. If



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developed regularly and consistently, they can be effective tools for budget construction and justification processes in addition to marketing and communication tools.

If the program/service is determined to have strong priority, appropriate cost recovery, good age segment appeal, good partnership potential, and strong market conditions the next step is to determine the marketing methods using **Figure 14**.

Marketing & Promotion Methods

Program Idea (Name or Concept): _____

Marketing Methods	Content Developed	Contact Information	Start Date
Activity Guide			
Website			
Newspaper Article			
Radio			
Social Media			
Flyers - Public Places			
Newspaper Ad			
Email Notification			
Event Website			
School Flyer/Newsletter			
Television			
Digital Sign			
Friends & Neighbors Groups			
Staff Promotion @ Events			

Program Idea (Name or Concept): _____

Internal Factors

Priority Ranking:

High	Medium	Low
------	--------	-----

Program Area:

Core	Non-core
------	----------

Classification

Essential	Important	Discretionary
-----------	-----------	---------------

Cost Recovery Range

0-40%	60-80%	80+%
-------	--------	------

Age Segment

Primary	Secondary
---------	-----------

Sponsorship/Partnership

Potential Partnerships

Monetary	Volunteers	Partner Skill	Location/Space
----------	------------	---------------	----------------

Potential Sponsors

Monetary	Volunteers	Sponsor Skill	Location/Space
----------	------------	---------------	----------------

Market Competition

Number of Competitors

Competitiveness

High	Medium	Low
------	--------	-----

Growth Potential

High	Low
------	-----

Figure 14-Mini Business Plan and Promotion Methods





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2.5.4 Marketing and Communication Best Practice

Effective communication strategies require striking an appropriate balance between the content with the volume of messaging while utilizing the “right” methods of delivery.

A strategic marketing plan should address the following:

- Target audiences/markets identification
- Key messages for each target market
- Communication channels/media for each target market
- Graphic identity and use protocols
- Style handbook for all marketing material
- Social media strategies and tactics
- Communication schedule (content calendar)
- Marketing roles and responsibilities
- Staffing requirements

An effective marketing plan must build upon and integrate with supporting plans, and directly coordinate with organization priorities. The plan should also provide specific guidance as to how the LPRD identity and brand is to be consistently portrayed across the multiple methods and deliverables used for communication.

Website

The current website is through the City of Lancaster. The website follows the same color scheme as the parent website. The homepage provides background information for the Department, contact information for the director, and an overview of departmental responsibilities and services provided to residents. A major challenge is the lack of ability to register for programs and make facility reservations online. **This is a barrier to participation that should be reduced by creating a stand-alone website for parks and recreation services. This will allow the department to have more control and autonomy over website content, features, and overall marketing and communications.**

Social Media

The key to successful implementation of a social network is to move the participants from awareness to action and creating greater user engagement. This could be done by:

- Allowing controlled ‘user generated content’ by encouraging users to send in their pictures from Lancaster special events or programs
- Introducing Facebook-only promotions to drive greater visitation to Facebook
- Leveraging the website to obtain customer feedback for programs, parks and facilities and customer service
- Expanding opportunities for Crowdsourcing information on an ongoing basis. Crowdsourcing is use for a call out of all types of resources such as man power, volunteers, and equipment to help accomplish your set goal.
 - Some existing resources include mindmixer.com and peakdemocracy.com which can be evaluated if Lancaster has the resources and can utilize it on an on-going basis.
 - Crowdsourcing options could include printing program guides or developing marketing material.

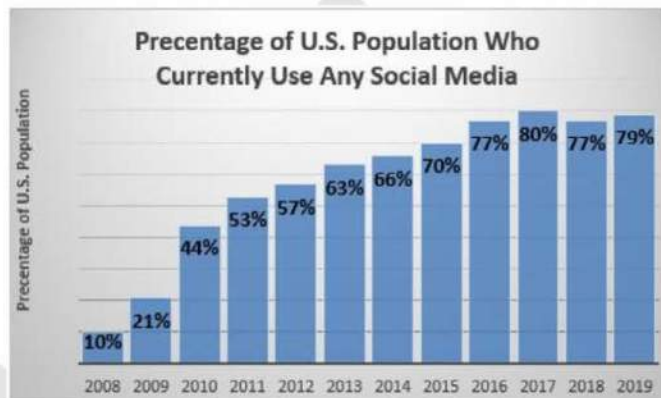


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- Providing opportunities for Donations or Crowdfunding through the website. Crowdfunding is a monetary call out to complete a project or meet a goal.
 - [kickstarter.org](https://www.kickstarter.org) / [indiegogo.com](https://www.indiegogo.com) / [razoo.com](https://www.razoo.com) these sites help bring small amounts of money together to create needed capital.
- Maximizing the website's revenue generating capabilities
- Conducting an annual website strategy workshop with the staff to identify ways and means that the website can support Lancaster Social Media Trends.

Social Media Users

Over the last decade, social media has become one of the Country's fastest growing trends. With only ten percent of the country using social media in 2008; today, an estimated seventy-nine percent of the U.S. population is currently using some form of social media. With such a large percentage of the population using these online media platforms in their daily lives, it becomes essential for Lancaster to take advantage of these marketing opportunities. Social media can be a useful and affordable tool to reach current and potentially new system users. Such platforms as Facebook, YouTube, Instagram, Pinterest, Twitter or LinkedIn are extremely popular with not only today's youth but also young and middle-aged adults.

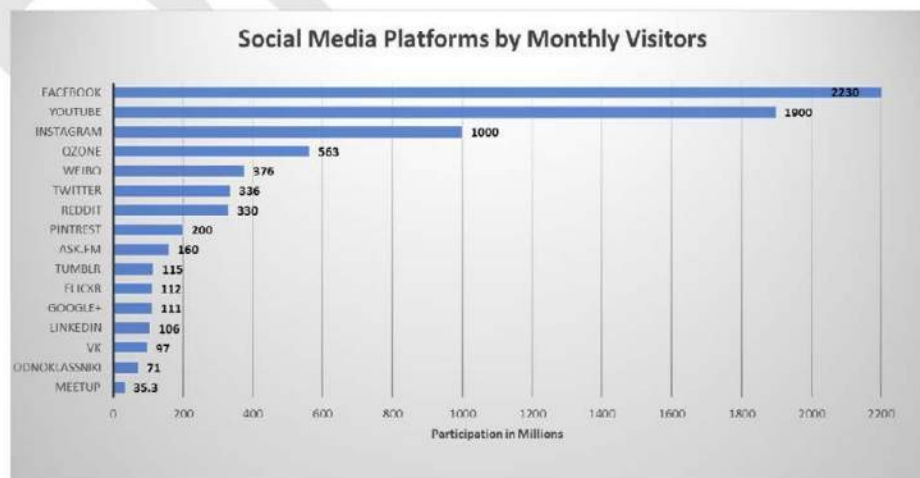


Source: <https://www.statista.com/statistics/273476/percentage-of-us->

Social Media Platforms

Below is a chart that depicts the most frequently used social media sites throughout the world. As of August 2019, Facebook stands out as the most heavily trafficked social media platform, with an estimated 2.2 billion visitors per month. With YouTube coming in second with 1.9 billion visitors per month.

Mediums Used to Access the Internet



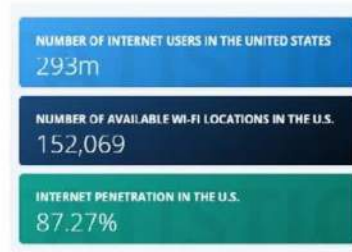
Source: <https://www.dreamgrow.com/top-15-most-popular-social-networking-sites/>





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The following image is taken directly from Statista.com depicts the number of internet users in the United States, number of available Wi-Fi locations and internet penetration in the US. Only 10% of surveyed adults state they do not use the internet in 2019. As of 2018 Statista, the United States has the largest online market in the world with 312 million users.



Source: <https://www.statista.com/topics/2237/internet-usage-in-the-united->

2.5.5 Marketing and Communications Recommendations

- Create a stratified marketing plan for Lancaster residents based on the community survey crosstab analysis; that is, create specific marketing messages and mediums used for specific demographic segments within the community.
- Establish priority segments to target in terms of new program/service development and communication tactics.
- Establish and review regularly performance measures for marketing; performance measures can be tracked through increased use of customer surveys as well as some web-based metrics.
- Leverage relationships with partners to enhance marketing efforts through cross-promotion that include defined measurable outcomes.
- Consider developing a separate webpage for the Department that is managed by the Department. Ensure that the website has online program registration and facility rental reservation capabilities.

2.5.6 Best Practice for Contracted Classes

Programs and services provided by outside contract instructors are a cost-effective way to provide additional recreation opportunities for the community. Contract class pricing and related revenue split should be contractually negotiated. That is, the City should collect revenue and a percentage of revenue is paid to the contract instructor. Most agencies negotiate a revenue split between the contract instructor and the City within a range of 40% to 70%. In certain situations, factors like changing market conditions or unique cost structures may result in a split outside the general range. Additionally, the revenue split should be influenced by the classification model established in this Recreation Program Assessment. For example, a program offering an "Essential" program may have a higher revenue split for the contractor in an effort to keep program fees lower for the target audience(s).

2.5.7 Best Practice for Facility Utilization

Facility utilization provides an understanding of capacity, desired program time(s), and programming limitations. All programmable facilities should be assessed regularly for its utilization. That is, how many hours are available compared to how many hours are used. The national benchmark (or ideal) is at least 60% utilization for programmable spaces.



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2.5.8 Program Standards and Performance Measurement

LPRD recreation staff were asked to answer questions related to seven program standard categories:

- 1) Performance measures
- 2) HR practices
- 3) Marketing and promotion
- 4) Public input
- 5) Volunteerism
- 6) Partnerships
- 7) Competitors and similar providers

As indicated by **Figure 15**, there are areas that would benefit LPRD if adopted as a best practice including:

- Adding performance measures such as cancellation rates, customer satisfaction levels, and retention rates;
- Training on calculating and tracking true cost of service;
- Institutionalizing a more robust public engagement process that includes lost customer/user surveys, focus groups, and crowdsourcing tools; and
- Adopting formalized partnership policies.

	Does the Department currently track any of the following program and/or facility performance measurements for recreation programs?	YES
1	Total participants	X
2	Participant to staff ratio	X
3	Program cancellation rate (% describing number of programs cancelled due to insufficient numbers)	
4	Customer satisfaction level	
5	Customer retention rate	
	Does the Department currently use any of the following HR practices or standards for recreation programs?	
6	Regularly and consistently update policies & procedures	X
7	Instructor quality check	X
8	Lesson plans	
9	Program evaluation system	X
10	Customer service training	X
11	Basic life safety training (ex. CPR, First Aid)	X
12	Enhanced life safety training	
13	Specialty skill training	
14	Marketing training	
15	Training on calculating/tracking total cost of facility operations	
16	Training on calculating/tracking cost of service	X
17	Continuing education	X
18	Diversity training	X
19	Performance reviews: full-time	X
20	Performance reviews: part-time	X
21	Performance reviews: seasonal	X
	Does the Department currently use any of the following methods of marketing and promotion for recreation programs?	
22	Program guides (print)	X
23	Program guides (online)	X
24	Website	X
25	Smart/mobile phone enabled site	
26	Apps	
27	Flyers and/or brochures	
28	Direct mail	
29	Email blasts and/or listserve	X
30	Public Service Announcements (PSAs)	X
31	Read sign marquee	X
32	Paid advertisements	
33	Radio (paid or free)	X
34	TV (paid or free)	
35	On-hold pre-programmed phone messages	X
36	SMS/MMS/Text Message marketing	X
37	Newsletters (print)	X
38	Newsletters (online)	X
39	In-facility signage	X
40	Facebook	
41	Instagram	
42	Twitter	
43	Flickr	
44	YouTube channel	
45	Blogs / vlogs	
46	Webinars	
47	QR Codes	
48	Other	
	Does the Department currently use any of the following methods for gathering public input or feedback regarding recreation programs?	
49	Pre-program surveys	
50	Post-program surveys	X
51	Regular/recurring user surveys	X
52	Lost customer/user surveys	
53	Non-customer/non-user surveys	
54	Focus groups	
55	Statistically valid surveys	X
56	In-facility, in-park, or on-site surveys	X
57	Crowdsourcing tools (e.g., Peak Democracy, Chaordix, Mind Mixer, etc.)	
58	Other	
	Regarding volunteers for recreation programs, does the Department currently...	
59	Track the number of individual volunteers used annually?	X
60	Track the number of volunteer hours donated annually?	X
61	Have a formal/adopted volunteer policy?	X
	Regarding recreation-related sponsorships/partnerships, does the Department currently...	
62	Maintain a list or database of all partner organizations?	X
63	Have a formal/adopted partnership policy?	
64	Require a written agreement for all partnerships?	X
65	Identify measurable outcomes for each partnership?	
	Regarding market competitors and similar providers of recreation programs, does the Department currently...	
66	Maintain a list or database of major competitors/similar providers?	X
67	Regularly (e.g., annually) conduct an environmental scan of competitors' offerings, pricing, and marketing?	X

Figure 15-Program Standards Analysis



