



Planning & Zoning Commission  
Regular Meeting  
February 13, 2014, 7:00 PM  
City Hall – 665 Country Club Road  
Minutes

Call to Order

Vice-Chairman David Keer called the meeting to order at 7:00 p.m.

Present:

Commissioner Peggy Rusterholtz (absent)	Commissioner David Keer
Commissioner Brian Blythe	Commissioner Andre Guillemaud
Commissioner Joe Williams	Alt Commissioner Scott Sperling
Admin Asst Jennifer Faircloth	City Attorney Joe Gorfida
Development Services Director Joe Hilbourn	

With the absence of Chairman Peggy Rusterholtz, Alternate Member Scott Sperling will be a voting member for this meeting

It was determination that a Quorum was present.

Everyone was reminded to turn off or silence cell phones.

Commissioner Brian Blythe led everyone in saying the Pledge of Allegiance.

Regular Agenda

- 1) Discuss and Consider the approval of the minutes from the January 9, 2014 Planning & Zoning Commission meeting.

**MOTION:** Commissioner Brian Blythe made a Motion to approve the minutes from the November 14, 2013 Planning & Zoning Commission meeting with the suggested change. Commissioner Andre Guillemaud seconded the Motion. Motion carried. Vote: 5-0.

- 2) Discuss and Consider the approval of the final plat submitted by Hillwood Development for the Brockdale Park subdivision, located 5,000 feet east of the intersection of E. Lucas Road and Brockdale Park Road.

Commissioner Brian Blythe recused himself from the discussion as he lives within 200' of the subject property. An Affidavit of Conflict of Interest form was completed by Commissioner Blythe and becomes part of the record.

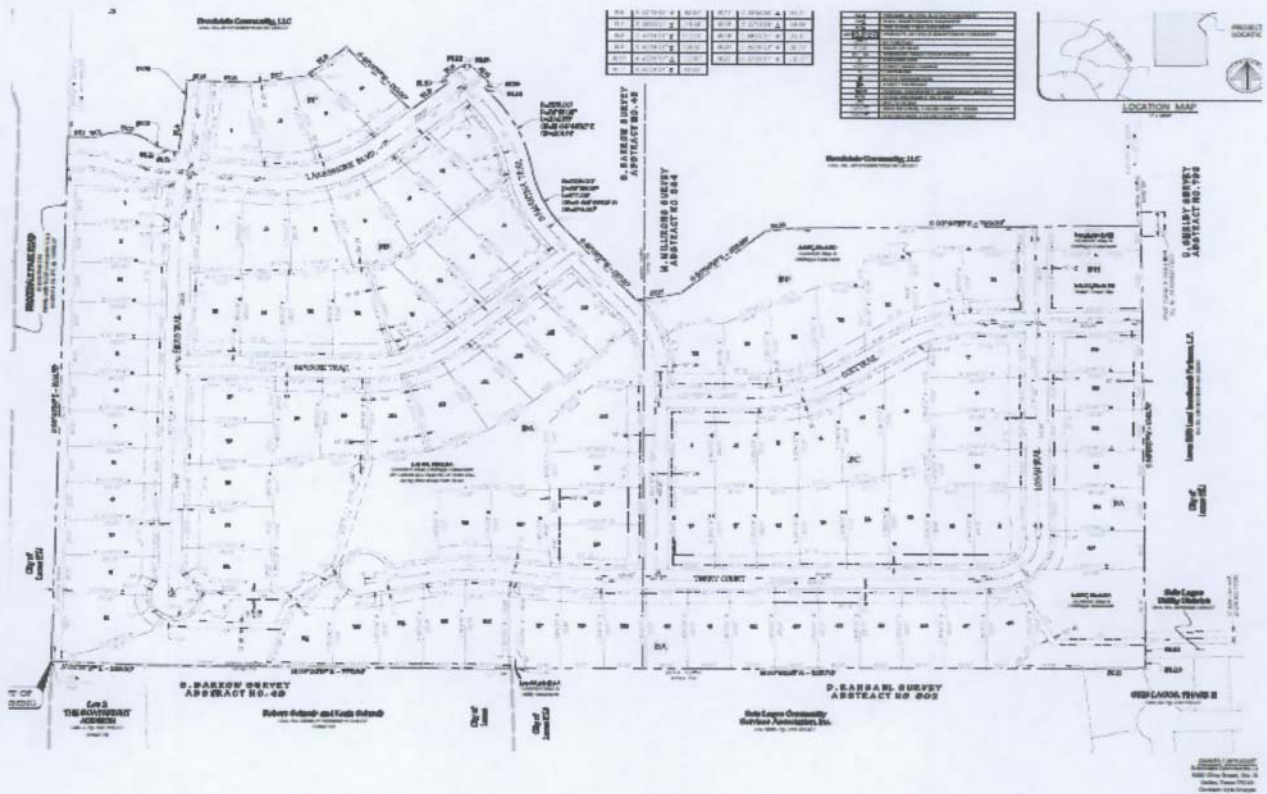
Development Services Director Joe Hilbourn came forward to address the board.

Kyle Kruppa with Hillwood Communities, on behalf of Brockdale Community, LLC has submitted an application for a final plat for the first phase of Brockdale Park subdivision. The preliminary plat was approved by the Planning and Zoning Commission on January 12, 2012, and amended preliminary plat was approved in



April of 2013. The final plat has the same number of lots 206 located on 136 acres. The minimum lot size permitted is 18,000 square feet, net average lot size is 28,749.6 square feet. There are 100 lots plus or minus the first phase, and the homes are fully fire protected. A minimum of 4 trees were added per lot to accommodate the removal of trees during development. The final plat will also require City Council approval because public improvements are not complete.

Brockdale has given the City a performance bond for infrastructure completion.



Staff recommends approval of the final plat as presented.

**MOTION:** Commissioner Andre Guillemaud made a Motion to approve the final plat submitted by Hillwood Development for the Brockdale Park subdivision, located 5,000 feet east of the intersection of E. Lucas Road and Brockdale Park Road. Alternate Commissioner Scott Sperling seconded the Motion. Motion carried. Vote: 4-0.

Commissioner Brian Blythe rejoined the meeting.

- 3) Discuss and Consider the approval of an applications submitted by M. Christopher Homes for an amended architectural plan for the office building located in the Village Center, 2730 Country Club, Lucas, TX.

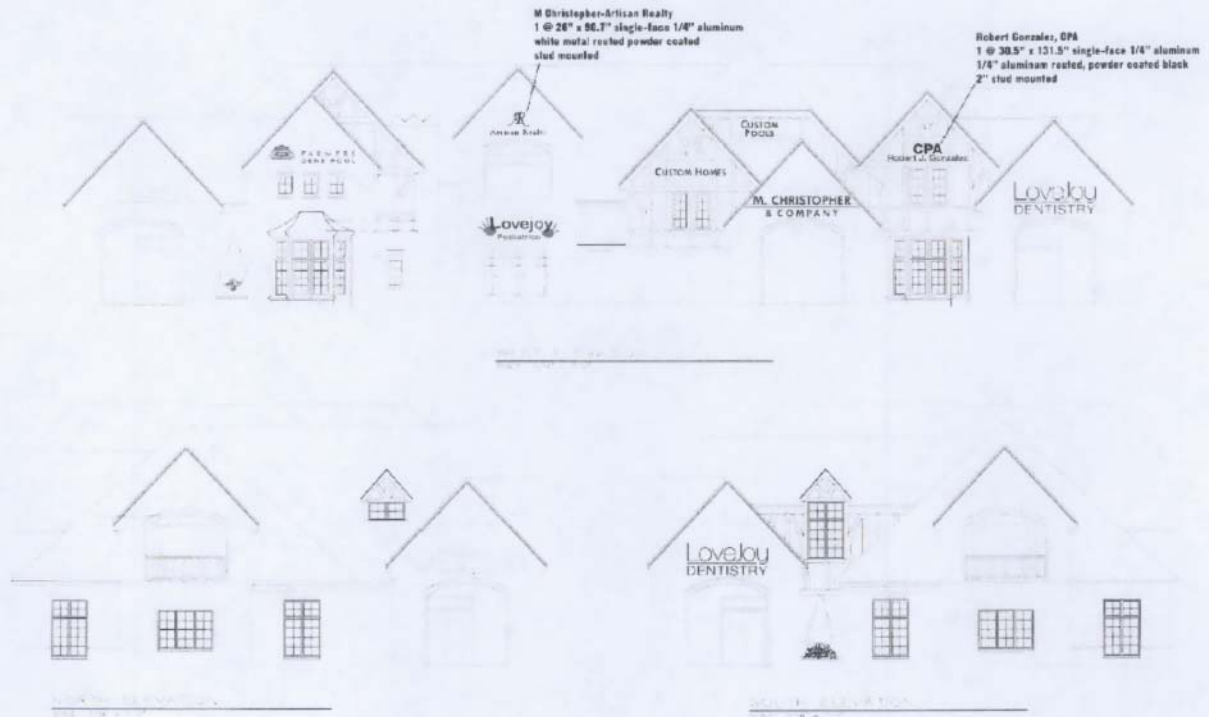
Brian Reed, on behalf of M. Christopher Homes has submitted an application for an amended architectural plan for a commercial building located in the Village Center zoning district. The proposed sign does not conform to the approved architectural plan. Approved plan shows the sign as a cursive script with back lighting. The proposed sign is block lettering with a gooseneck directional lighting. The City of



**Approved Architectural drawing**



## Existing and Proposed signs



Staff would like direction and clarification from the board.

**MOTION:** Commissioner Joe Williams made a Motion to approve the applications submitted by M. Christopher Homes for an amended architectural plan for the office building located in the Village Center, 2730 Country Club, Lucas, TX. Commissioner Brian Blythe Seconded the Motion. Motion carried. Vote: 5-0.

- 4) Discuss and Consider the approval of Ordinance # 2014-03-00XXX of the City Council of the City of Lucas, Collin County, Texas, amending the Lucas Code of Ordinances by amending Chapter 10 titled "Subdivisions" by amending Article 10.03 titled "Subdivision and Development Ordinance" by amending Division 4 titled "Standards and Requirements" by amending Section 10.03.123 titled "Streets and Drainage" by amending Sub-Section 10.03.123(e) titled "Storm Sewers-Residential Developments" by adding requirements for drainage ditches and drainage easements; providing a repealing clause; providing a severability clause; providing a savings clause; providing a penalty of fine not to exceed the sum of two thousand dollars (\$2,000) for each offense; and providing for an effective date.

Development Services Joe Hilbourn came forward to address the board.

Staff has brought forward a code change to help improve long term drainage. This item has been tabled for the last couple of months. The City is a rural community with bar type ditches instead of curb and gutters. The City has a large number of parcels that are relatively flat, with a few sub-divisions with drainage problems due to flat type ditches. Drainage problems are expensive and a nuisance. Staff is



asking that all future bar type ditches with less than 2% slope be concrete lined to prevent drainage problems. This new requirement only applies to new development; it will be located in chapter ten of our code of ordinance. This item was tabled pending clarification.

Staff recommends that the following be added:

(e) Storm sewers-Residential developments.

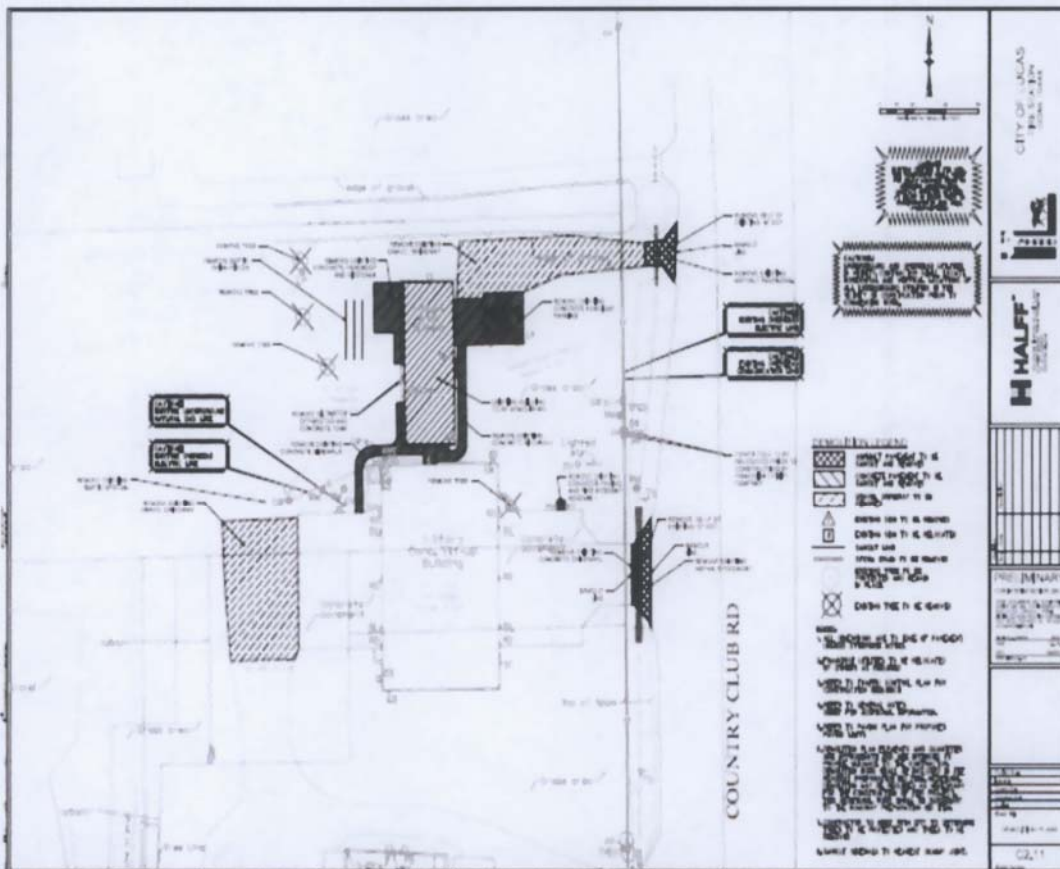
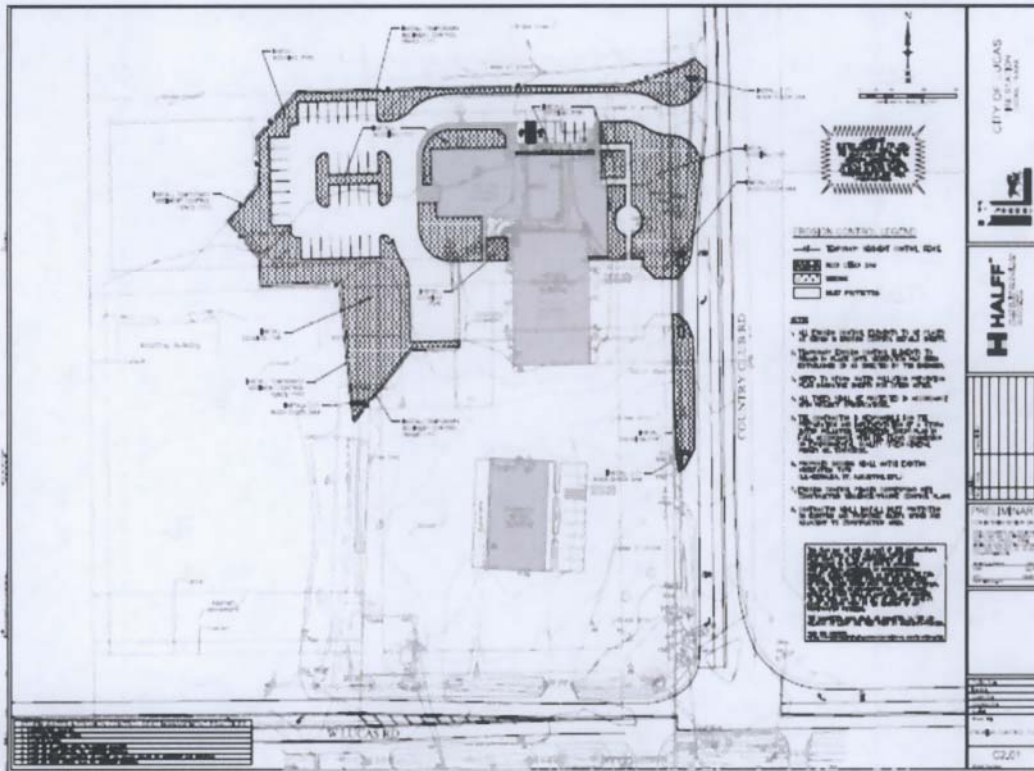
(8) Drainage ditches located within the public right of way or drainage easements shall have a minimum of 2% slope, if a drainage ditch has less than 2% slope the drainage ditch shall be concrete lined. The concrete lining shall be a minimum of 2' wide but not less than the width of the base of the ditch, the concrete lining shall be 5 inches thick, have a minimum of 2500 psi compressive strength and have grid pattern of 12" with 3/8" rebar with a minimum of two bars in any direction.

**MOTION:** Commissioner Brian Blythe made a Motion to approve Ordinance # 2014-03-00XXX of the City Council of the City of Lucas, Collin County, Texas, amending the Lucas Code of Ordinances by amending Chapter 10 titled "Subdivisions" by amending Article 10.03 titled "Subdivision and Development Ordinance" by amending Division 4 titled "Standards and Requirements" by amending Section 10.03.123 titled "Streets and Drainage" by amending Sub-Section 10.03.123(e) titled "Storm Sewers-Residential Developments" by adding requirements for drainage ditches and drainage easements; providing a repealing clause; providing a severability clause; providing a savings clause; providing a penalty of fine not to exceed the sum of two thousand dollars (\$2,000) for each offense; and providing for an effective date. Commissioner Joe Williams seconded the Motion. Motion carried. Vote: 5-0.

- 5) Discuss and Consider the site plan submitted by the City of Lucas for the Lucas Fire Station Expansion Project, located at 185 Country Club.

Development Services Director Joe Hilbourn, on behalf of the City of Lucas has made application for a site plan approval for a proposed addition to the city's existing Fire Rescue Station. The site has an existing 8,000 square foot fire station proposed is a 9,300 square foot addition. The site is currently three lots, will be final platted at completion of the project with less than 65% impervious cover. The required parking is one space for every three hundred square feet. Forty parking spaces are shown on the site plan.

# Site Plan





Staff recommends the following changes:

- ▶ Extend a sewer tap to the existing old city hall site.
- ▶ Parking tabulation including number of spots, number of handicapped spots, and number of required spaces.
- ▶ Group and number parking spaces.
- ▶ List percent of impervious cover. Must be less than 65% impervious cover.
- ▶ General note with FEMA panel number indicating no flood plain.
- ▶ Show existing 20 inch north Texas water main adjacent to west side of Country Club Road.
- ▶ Show existing City of Lucas 6" main adjacent to west side of Country Club Road.
- ▶ Show existing City of Lucas 12" water main adjacent o east side of Country Club Road.
- ▶ Show existing gas main adjacent to Country Club Road.
- ▶ Show existing power lines.
- ▶ Show expanded view of area out to 500 feet, driveway within 200' shown, existing roads within 200' are shown, median cuts and turn lanes within 200' are shown.
- ▶ Show all property lines within 500', show adjacent properties owner name and zoning with sub-division name if applicable, lot, block and recording information.
- ▶ Show fire lanes, with a typical detail showing thickness of concrete, sub base, and reinforcement.
- ▶ Approve with above changes

Vice-Chairman David Keer would like to see the items of concern complete before the site plan comes back before the board.

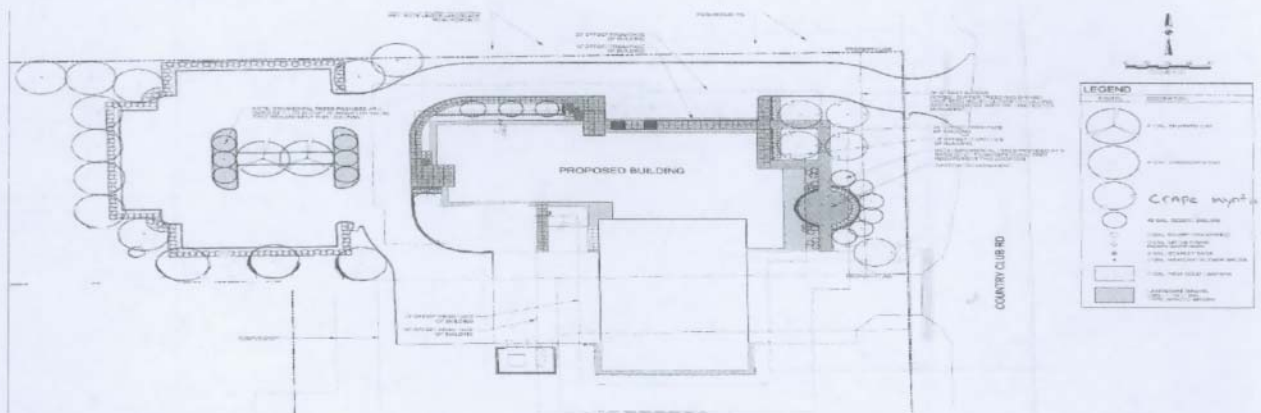
**MOTION:** Vice-Chairman David Keer made a Motion to move the site plan for the Fire Station Expansion Project located at 185 Country Club Road to the March 13, 2014 Planning and Zoning agenda. Commissioner Brian Blythe seconded the Motion. Motion carried. Vote: 5-0

- 6) Discuss and Consider the landscape plan submitted by the City of Lucas for the Lucas Fire Station Expansion Project, located at 185 Country Club.

Development Services Director Joe Hilbourn, on behalf of the City of Lucas has submitted an application for a landscape plan approval for an addition to the

existing Lucas Fire Hall located at 185 Country Club Road. The existing fire hall is 8,000 square feet, the proposed addition is 9,300 square feet. Rear parking requires a living screening using eight bushes and one shade tree per linear foot of parking facing away from the site. The fifteen trees shown in the rear and with the excess bushes for effect only we will meet the eight bushes required per 20 linear feet. Each parking space is required to have a shade tree within seventy-five feet; the furthest distance is seventy feet. The code also requires 8% green space 10% is provided. Frontage requires one shade tree and four bushes for every twenty feet of frontage lot. The new addition contains 162 feet of frontage which requires eight shade tree and thirty-two bushes. Eleven trees are shown, all are small in lieu of shade trees to comply with fire wise requirements, and fifty bushes are also shown on landscape plan. Planning staff recommends allowing the existing living screen to remain in place instead of a masonry wall.

### Landscaping Plan



Staff Recommends approval of the Landscape plan.

**MOTION:** Commissioner Brian Blythe made a Motion to approve the landscape plan submitted by the City of Lucas for the Lucas Fire Station Expansion Project, located at 185 Country Club Rd. Commissioner Andre Guillemaud seconded the Motion. Motion carried. Vote: 5-0

## Supplemental Agenda

- 1) Discuss and Consider a revision to the City's Zoning Use Chart to allow for special event permitting for "dinner in the field".

George Brown has asked for the Planning and Zoning Commission and City Council to consider allowing for either a change to the city's code of ordinances or zoning use chart in the Cities R-2 district to allow for special events.

Mr. Brown is a chef and would like to have guests/customers come to his property located at 2220 Estates Parkway, a ten acre parcel of land, and serve them dinner in the yard space four to six times per year. There would be no on-site preparation of food, all food would be catered and brought in from another location. The preparation of food for sale in a residential kitchen is prohibited with some exceptions.



The city could change the adopted zoning use chart and allow this use either by right or by SUP in any district including or excluding R-2. The city could adopt an ordinance allowing staff to permit special events with given parameters that may or may not include this use. Examples would be a circus, carnival, craft show, or dinner in the field, all or none. Parameters could include number of times of year, what districts etc.

Concerns:

- ▶ Parking
- ▶ If allowed in R-2, it would be allowed in all R-2
- ▶ Sanitation, not just here but anywhere someone may apply. (portable restrooms?)
- ▶ Traffic, not just here but anywhere else this or something similar could be allowed
- ▶ Number of people allowed
- ▶ Can existing septic handle the increased traffic even short term.

Staff would need direction on what to bring back if anything. A change in the code of ordinances allowing special events within what parameters. A change in the zoning use chart, for which districts and by right or by SUP.

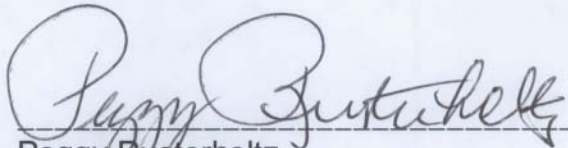
**MOTION:** Commissioner Brian Blythe made a Motion to deny the request to a revision of the City's zoning use chart to allow for special event permitting for the concept discussed tonight dinner in the field. Commissioner Andre Guillemaud seconded the Motion. Motion carried. Vote: 5-0.

## Regular Agenda

### 7) Adjournment.

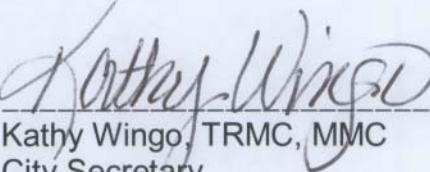
**MOTION:** Commissioner Andre Guillemaud made a Motion to adjourn the meeting at 8:06 p.m. Commissioner Joe Williams seconded the Motion. Motion carried. Vote: 5-0.

These minutes were approved by a majority vote of the Planning & Zoning Commission on March 18, 2014.

  
Peggy Rusterholtz  
Chairman



ATTEST:

  
Kathy Wingo, TRMC, MMC  
City Secretary



MEETING DATE: 02/13/2014

ITEM # 2

**AFFIDAVIT OF CONFLICT OF INTEREST**

STATE OF TEXAS §

§

COUNTY OF COLLIN §

I Brian Blythe as a member of the City Council of the City of Lucas, Texas, make this affidavit and hereby state on oath that I, or a person related to me, has a substantial interest in a business entity or tract of real property that would be peculiarly affected by a vote or decision of the City Council as those terms are defined in Chapter 171, TEX. LOC. GOV'T CODE.

The business entity or property is Brockdale Estates

I have a substantial interest in this business entity or property for the following reasons: (check all which are applicable)

- ☐ Ownership of 10% or more of the voting stock or shares of the business entity.
- ☐ Ownership of 10% or more or \$15,000 or more.
- ☐ Funds received from the business entity exceed 10% of my income for the previous year.
- ☐ Real property is involved and I have an equitable or legal ownership interest in the real property, with a fair market value of at least \$2,500.
- ☐ A person related to me in the first degree by consanguinity or affinity as determined by Chapter 573, TEX. GOV'T CODE has a substantial interest in the business entity or property.
- ☐ Other my property within 200'

Upon the filing of this affidavit, I affirm that I will abstain from voting on any decision involving this business entity and from any further participation in this subject matter whatsoever.

Sign this 13 day of Feb, 2014.

Brian T. Blythe  
Signature of Official

This instrument was acknowledged before me on the 13 day of February, 2014, by Brian Blythe, the public official indicated above.

My Commission expires: 6-13-16

