

MINUTES PLANNING AND ZONING COMMISSION MEETING

September 14, 2023 | 6:30 PM

Council Chambers

City Hall | 665 Country Club Road, Lucas, Texas

Commissioners Present:

Chairman Tommy Tolson
Vice-Chairman Joe Williams
Commissioner Peggy Rusterholtz
Commissioner Chris Bierman
Commissioner James Foster
Alternate Commissioner Frank Hise
Alternate Commissioner Sean Alwardt

Staff Present:

City Manager Joni Clarke
Assistant City Manager Kent Souriyasak
Development Services Director Joe Hilbourn
CIP Manager Patrick Hubbard
City Attorney Courtney Morris (*remote*)

City Council Liaison Present:

Mayor Jim Olk

Call to Order

The meeting was called to order at 6:30 pm and the Pledge of Allegiance was recited.

Consent Agenda

1. Consent Agenda:

A. Approval of the minutes of the August 10, 2023 Planning and Zoning Commission meeting.

MOTION: A motion was made by Chairman Tolson, seconded by Commissioner Rusterholtz to approve the consent agenda as presented. The motion passed unanimously by a 5 to 0 vote.

Regular Agenda

2. Conduct a Public Hearing and consider a Specific Use Permit (SUP) application filed by Aaron Aldape to permit an accessory dwelling unit with more than 600 square feet of habitable space at 121 Estelle Lane, Lucas, Texas, and being more particularly described as Lot 8, Block C of the Huntwick Addition.

- A. Presentation by Development Services Director Joe Hilbourn
- B. Conduct public hearing
- C. Take action on Specific Use Permit request

Development Services Director Joe Hilbourn presented this item.

Chairman Tolson opened the public hearing at 6:35 pm.

Robert Aldape, 121 Estelle Lane, requested clarification on building an accessory dwelling unit and requested to put in a sidewalk and cover between the house and garage.

Mr. Hilbourn indicated the building must stay under 1,500 square feet or it would exceed the maximum size of the accessory dwelling unit.

Chairman Tolson closed the public hearing at 6:37 pm.

Chairman Tolson does not support a zoning change that would violate neighborhood integrity and suggested a solution for the property owner to request a change in deed restrictions to the Architectural Control Committee.

Mr. Hilbourn indicated there is not an active Homeowners Association, but there is an active Architectural Control Committee. Mr. Hilbourn explained the City does not enforce deed restrictions.

Commissioner Rusterholtz recommended to table the item due to the owner submitting incomplete documentation on their request. Commissioner Rusterholtz would also like to request an approval from the Architectural Control Committee.

Commissioner Bierman posed concerns on how often the Architectural Control Committee meets. Mr. Hilbourn indicated the Architectural Control Committee is active and exchanges building plans on a regular basis with the City.

MOTION: A motion was made by Commissioner Rusterholtz, seconded by Commissioner Foster to table the request for a specific use permit application submitted by Aaron Aldape to permit an accessory dwelling unit with more than 600 square feet of habitable space at 121 Estelle Lane, Lucas, Texas, and being more particularly described as Lot 8, Block C of the Huntwick Addition to provide the applicant time to address questions. The motion passed unanimously by a 5 to 0 vote.

- 3. Consider approving the request by Michelle Tilotta with LJA Engineering on behalf of Collin County Water Control Improvement District Number 3 for a replat on a parcel of land being 6.685 acres out of the Orpha Shelby Survey, Abstract Number 799 in the City of Lucas Extraterritorial Jurisdiction (ETJ), Collin County, Texas, more commonly known as Inspiration Phase 7A Lot 1XR and 2XR, Block 2.**

Development Services Director Joe Hilbourn presented this item.

MOTION: A motion was made by Commissioner Bierman, seconded by Vice-Chairman Williams to approve the request by Michelle Tilotta with LJA Engineering on behalf of Collin County Water Control Improvement District Number 3 for a replat on a parcel of land being 6.685 acres out of the Orpha Shelby Survey, Abstract Number 799 in the City of Lucas Extraterritorial Jurisdiction (ETJ), Collin County, Texas, more commonly known as Inspiration Phase 7A Lot 1XR and 2XR, Block 2. The motion passed unanimously by a 5 to 0 vote.

- 4. Receive a presentation regarding the City of Lucas Geographic Information Systems (GIS) Web Map Portal.**

CIP Manager Patrick Hubbard presented this item. There was no action taken on this item.

- 5. Consider approving the 2023 Comprehensive Capital Improvement Plan.**

CIP Manager Patrick Hubbard presented this item.

Commissioner Rusterholtz asked if this item should be reviewed by the Capital Improvements Advisory Committee. City Manager Joni Clarke indicated no and this is a Comprehensive Capital Improvement Plan which includes capital projects that were not part of the impact fee study.

There was no action taken on this item.

6. Discuss updating the City of Lucas Code of Ordinances, Chapter 14 titled "Zoning".

The Commission discussed further changes to Chapter 14 and discussed sending all edits to Assistant City Manager Kent Souriyasak to incorporate proposed edits into a compiled document for a final review at the next meeting.

The Commission specifically addressed the following concerns from Councilmember Debbie Fisher:

- Limit the number of outdoor living areas and outdoor kitchens.
- Limit additional fences for accessory dwelling units.
- Limit the number of swimming pools on a single lot.
- Limit each single-family lot to a single entrance.
- Require a second utility meter for accessory dwelling units.

The Commission took no action regarding the concerns.

The Commission agreed to have the City Attorney review the following divisions in Chapter 14.04 to ensure compliance with state law:

- Division 10 – Licensed Amateur Communications Antennas
- Division 11 – Wind Energy Conversion Systems
- Division 12 – Residential Broadband Antenna Support Structures

There was no action taken on this item.


7. Discuss Planning and Zoning Commission meeting logistics and attendance.

Chairman Tolson requested feedback from the Commission to determine if there was a consensus for a more convenient meeting day and time. The Commission discussed the possibility of moving the regular meeting to Tuesdays. Assistant City Manager Kent Souriyasak explained that City Attorney Courtney Morris is not available on Tuesdays due to other meeting commitments. Chairman Tolson indicated the regular meeting day will remain the same.

There was no action taken on this item.

8. Adjournment.

Chairman Tolson adjourned the meeting at 8:55 pm.


Tommy Tolson, Chairman




Kent Souriyasak, Assistant City Manager