

**MINUTES**  
**ZONING BOARD OF ADJUSTMENTS**  
**MEETING OF AUGUST 6, 2019**

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The Zoning Board of Adjustments of the City of Cedar Hill, Texas met on Tuesday, August 6, 2019 at 1:00 p.m. in the T. W. "Turk" Cannady/Cedar Hill Room, 285 Uptown Blvd, Bldg. 100, Cedar Hill, TX.

Zoning Board of Adjustments Members Present: Chairperson, Michael Craig; Vice-Chairperson, Douglass Hibbs; Board Members: Emelda Martin, Rod Tyler, Charles Lee Jr., Jim Klipp, Alternate #1

The Board currently has one vacancy.

City Staff Members Present: Director of Planning, LaShondra Stringfellow; Senior Planner, Maria Peña; Planner, Dana Woods; and Executive Secretary, Katie Cenicola

**I. Call the Meeting to Order.**

Chairperson Craig called the meeting to order at 1:00 p.m. declaring it an open meeting in which a quorum was present, and the meeting notice was duly posted.

**II. Administer Oath of Office to reappointed Board Members.**

Executive Secretary, Katie Cenicola administered the oaths of office to reappointed Board Members Emelda Martin, Charles Lee Jr., and Jim Klipp, Alternate #1.

**III. Approve the minutes of the June 25, 2019 regular meeting.**

A motion was made by Board Member Klipp, Alternate #2 and seconded by Vice-Chairperson Hibbs to approve the minutes of the June 25, 2019 regular meeting. The vote was as follows:

Ayes: 5– Chairperson Craig, Vice-Chairperson Hibbs, Board Members Tyler, Martin, and Lee  
(Jim Klipp, Alternate #1 consented to the approval of the minutes even though his vote was unnecessary as a result of all regular members being present.)

Nays: None

Chairperson Craig declared the motion carried.

**IV. Swearing in of all persons presenting to the Board.**

Chairperson Craig swore in all persons who would be presenting to the Board.

**V. Public Hearing Items:**

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1. **Case No. APPL-203-2019** – Conduct a public hearing and consider an application for a special exception to reduce the required number of parking spaces on property zoned "IP" (Industrial Park District), legally described as Lot 19, of the High Meadows Industrial Park Addition, generally located on the west side of Edgefield Way, south of Mount Lebanon Road, with the approximate address being 1585 Edgefield Way.

Applicant: Richard Halloway, HRO Architects, LLC

Property Owner: Beverly Bons, Delta Steel, Inc.

Senior Planner Maria Peña briefed the Board on the request. She indicated that staff recommends approval subject to the layout shown on the attached site plan.

Board Member Lee asked what the company produces.

Ms. Peña indicated they produce steel pipes, plates and sections.

Board Member Tyler asked if the City had any plans to extend Edgefield Way per the Thoroughfare Plan.

Ms. Peña indicated that there were no plans for that street to be extended.

Chairperson Craig asked the applicant to come forward and address his case. Richard Halloway addressed the Board regarding the request.

Chairperson Craig opened the public hearing. He asked if there was anyone wishing to speak in support of this request.

No one spoke in support.

Chairperson Craig asked if there was anyone wishing to speak in opposition to this request.

No one spoke in opposition.

Chairperson Craig closed the public hearing.

Vice-Chairperson Hibbs made a motion to approve.

The motion was seconded by Board Member Martin.

The vote was as follows:

Ayes: 5– Chairperson Craig, Vice-Chairperson Hibbs, Board Members Tyler, Martin, and Lee

Nays: None

Chairperson Craig declared the motion carried.

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**VI. Staff Reports.**

**1. Rescheduled ZBA Training with City Attorney – Oct 1<sup>st</sup> at 1pm**

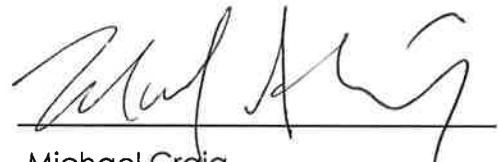
Ms. Stringfellow reminded the Board of an upcoming training.

**2. Promoted ZBA Member and New Alternate ZBA Member**

Ms. Stringfellow informed the Board that Board Member Lee had been promoted to a 2-year term member, Jim Klipp was moved to the Alternate #1 spot, and Council left the Alternate #2 spot vacant.

**VII. Adjourn.**

The meeting adjourned at 1:18 p.m.



Michael Craig  
Chairperson



Katherine Cenicola

Katie Cenicola  
Planning Secretary