

**MINUTES  
ZONING BOARD OF ADJUSTMENTS  
MEETING OF MAY 2, 2023**

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*The Zoning Board of Adjustments of the City of Cedar Hill, Texas met on Tuesday, May 2, 2023, 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: Rod Tyler, Charles Lee Jr, Ronda Tyler, Jim Klipp, Alternate #1*

*Absent: Board Member Charles Johnson, Alternate #2*

*City Staff Members Present: Director of Planning, LaShondra Stringfellow; Building Official, Gail Lux; Senior Planner, Maria Peña, Planner, Katherine Linares; Planning Executive Assistant, Debra Kalsnes*

**1. 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.

**2. Approve the minutes of the February 7, 2023 regular meeting.**

A motion was made by Vice-Chairperson Hibbs and seconded by Board Member Ronda Tyler to approve the minutes of the February 7, 2023 regular meeting. The vote was as follows:

Ayes: 5 – Chairperson Craig, Vice-Chairperson Hibbs; Board Members Rod Tyler, Ronda Tyler, Klipp

Nays: None

Abstain: None

Chairperson Craig declared the motion carried.

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

Chairperson Craig swore in all citizens wishing to speak.

**4. Citizens Forum/Public Comments.**

No one spoke. There were no written comments submitted online.

Board Member Lee entered the meeting at this time.

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## 5. Public Hearing Items:

1. **Case No. APPL-542-2023** – Conduct a public hearing and consider an application for a special exception to exceed the maximum allowed floor area for accessory buildings on property zoned "SF-7" (Single-Family Residential – minimum 7,000-square-foot lots) District within the Uptown Overlay, legally described as Lot 8, Block 2 of the E. D. Balcoms Addition, generally located on the north side of Short Street, northwest of South J. Elmer Weaver Freeway with the approximate address being 325 Short Street.

*Applicants/Property Owners: Jacob Jr. and Alejandra Mora*

Planner Linares briefed the Board on the request. She indicated that an affirmative vote of four members of the ZBA was required to approve this request. She stated that if the ZBA were to approve the special exception, it should be with the following conditions:

1. The special exception is subject to the site plan and accompanying plans submitted with the application.
2. The accessory building is limited to 240 square feet and shall be limited to personal use.

Chairperson Craig asked the Board if there were any questions for staff. There were none.

Chairperson Craig asked the applicant to address the Board. Jacob Mora at 325 Short Street, Cedar Hill, TX, came forward, made a brief statement, and stated he was available for questions.

The applicant responded to the Board's questions regarding the surface leading up to the accessory structure and confirmed it was an 8-foot carport.

Chairperson Craig opened the public hearing.

Chairperson Craig asked if there was anyone wishing to speak in support or opposition of this request. There were none.

Chairperson Craig closed the public hearing.

Building Official Lux stated that this carport could not be used for motor vehicles as it would need to be paved. Staff confirmed that there were no restrictions on the siding of the carport.

Board Member Ronda Tyler made a motion to approve subject to staff's conditions including a condition that this carport shall not be used for registered motor vehicles.

The motion was seconded by Chairperson Craig.

The vote was as follows:

Ayes: 5 – Chairperson Craig, Vice-Chairperson Hibbs; Board Members Rod Tyler, Lee, and Ronda Tyler

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Nays:                None

Chairperson Craig declared the motion carried.

**1. Staff Reports**

Director Stringfellow informed the Board that this was her last meeting and that there will be a June 6<sup>th</sup> meeting.

**2. Adjourn.**

A motion was made to adjourn by Vice-Chairperson Hibbs and it was seconded by Board Member Lee.

The meeting adjourned at 1:18 p.m.

  
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Michael Craig  
Chairperson  
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Debra Kalsnes  
Planning Executive Assistant