

**MINUTES
ZONING BOARD OF ADJUSTMENTS
MEETING OF JUNE 4, 2024**

The Zoning Board of Adjustments of the City of Cedar Hill, Texas met on Tuesday, June 4, 2024, 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: Planning Director, Chasidy Benson; Assistant Building Official, Andrew Lipscomb; Senior Planner, Josue De La Vega; 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 April 2, 2024, regular meeting.

A motion was made by Vice-Chairperson Hibbs and seconded by Board Member Rod Tyler to approve the minutes of the April 2, 2024, regular meeting. The vote was as follows:

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

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.

5. Public Hearing Items:

- a. Case No. APPL-641-2024** – Conduct a public hearing for an application containing the following request on property zoned Planned Development District No. 86-870, legally described as Lot 11, Block Q of the Windsor Park-Phase Two Addition, generally located on the south side of Shadywood Drive, east of Cherrytree Lane, with the approximate address being 1140 Shadywood Drive.

Applicant/Property Owner: Sheryl Williams

- a.** Consider and take action on a variance to the side yard requirement to allow for the encroachment of an accessory building.

Senior Planner De La Vega briefed the Board on the request. He indicated that an affirmative vote of four members of the ZBA was required to approve this request. He stated that if the ZBA were to approve the variance, it should be with the following conditions:

1. The structure may only be allowed to encroach up to one foot (1'), nine inches (9") into the required five-foot (5') setback along the eastern side property line.
2. The structure shall comply with all other applicable regulations including all other applicable setbacks.
3. The structure shall not encroach into easements.

Chairperson Craig asked the Board if there were any questions for staff.

Staff responded to the Board's question stating that the shed was on a concrete pad, confirmed the conditions of the variance, and that the setback from the rear yard would be 20 feet.

Chairperson Craig asked the applicant to address the Board. Sheryl Williams at 1140 Shadywood Drive, Cedar Hill, TX, came forward, made a brief statement, and stated she was available to answer questions.

The applicant responded to questions from the Board stating that her contractor built the shed and they did not get a permit, that the shed was placed in the same location as the previous Rubbermaid shed, that the shed was placed on a concrete pad, that no notice was ever given regarding the placement of the Rubbermaid shed, and confirmed that it would cost \$10,000 to move the shed though she had no quote.

Planning Manager Peña reviewed the timeline of the email correspondences to the applicant and that she did not wait for the plan reviewer to review the permit application prior to moving the shed. Staff also confirmed that even if the variance were granted, the shed would still need to pass building inspection in which it may or may not be meeting the building requirements.

Chairperson Craig opened the public hearing.

Chairperson Craig asked if there was anyone wishing to speak in support or opposition of this request. No one came forward.

Chairperson Craig closed the public hearing.

The Board deliberated.

Board Member Rhonda Tyler made a motion to approve.

The motion was seconded by Board Member Lee.

The vote was as follows:

Ayes: 2 – Board Members Lee, and Ronda Tyler

Nays: 3 - Chairperson Craig, Vice-Chairperson Hibbs, and Board Member Rod Tyler

Chairperson Craig declared the motion failed. The applicant was informed to move the shed and communicate with building inspections for permit approval.

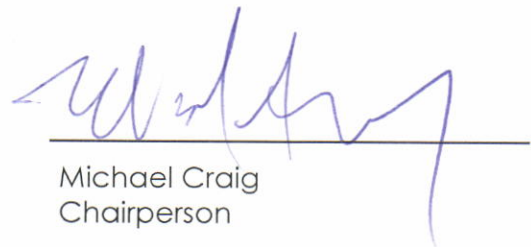
6. Staff Reports

Planning Director Benson asked the board members' availability of a meeting on July 2, 2024. Board Member Rod Tyler stated he would not be available. Planning Director Benson stated that she would update the Board of the next meeting.

7. Adjourn.

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

The meeting adjourned at 1:58 p.m.



Michael Craig
Chairperson

Debra Kalsnes
Planning Executive Assistant