

**MINUTES  
ZONING BOARD OF ADJUSTMENTS  
MEETING OF JUNE 4, 2019**

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*The Zoning Board of Adjustments of the City of Cedar Hill, Texas met on Tuesday, June 4, 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, Charles Lee Jr. (Alternate #1), Jim Klipp (Alternate #2)*

*Absent: Board Member Rod Tyler*

*The Board currently has one vacancy.*

*City Staff Members Present: Director of Planning, LaShondra Stringfellow; Building Official, Gail Lux; 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. Approve the minutes of the May 7, 2019 regular meeting.**

A motion was made by Vice-Chairperson Hibbs and seconded by Board Member Lee to approve the minutes of the May 7, 2019 regular meeting. The vote was as follows:

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

Nays: None

Chairperson Craig declared the motion carried.

**III. Public Hearing Items:**

1. **Case No. APPL-169-2019** – Conduct a public hearing and consider an application for variances to the minimum lot area and the minimum lot width requirements on property zoned "SF-E" (Single-Family Residential Estate District – minimum 1-acre lots), legally described as Tract 24 of the James Hughes Survey, Abstract No. 539, generally located on the east side of West Belt Line Road, south of Mobley Road with the approximate address being 1776 West Belt Line Road.

*Applicants / Property Owners: Tayde Carranza and Norma Garcia*

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Planner Dana Woods briefed the Board on this request. She indicated that staff recommends approval to the requirement that the site provide a circular driveway or other turnaround method on site so that vehicles do not back onto Belt Line Road.

After swearing in the applicant, Chairperson Craig asked him to present his case. Don Merchant, the applicant's representative, 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.

One person spoke in opposition: Candice Jones, 7611 Indian Ridge Trail. Ms. Jones was under the impression that some of her property was being taken. Chairperson Craig utilized the map to show her that the request did not involve any taking of her property. Ms. Jones indicated she was not 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 Martin, Lee (Alternate #1), and Klipp (Alternate #2)

Nays: None

Chairperson Craig declared the motion carried.

2. **Case No. APPL-187-2019** – Conduct a public hearing and consider an application for a special exception to allow an alternative pavement surface in lieu of the required reinforced concrete on property zoned "I" (Industrial District), legally described as Lot 1A1, Block 3 of the American Industrial Park Addition, generally located on the south side of Mt. Lebanon Road, east of American Way with the approximate address being 1100 Mt. Lebanon Road.  
*Applicant: Norman Patten*  
*Property Owner: Darren Heitman*

Ms. Woods briefed the Board on this request. She indicated that staff recommends approval subject to the following conditions:

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1. The driveway entrance shall have a minimum of 50-feet of concrete pavement prior to entering the roadway pavement to prevent the tracking of sand and gravel along with supporting the dead load of stopped vehicles.
2. A minimum of an 8-inch concrete mow strip will be added to define the area of gravel placement.
3. Pavement Alternative shall be flex based topped with angular rock (1/2-1" size in diameter) with high abrasive qualities.
4. Additional maintenance shall occur on a bi-monthly basis to maintain a smooth even surface that is free of potholes and ruts for proper drainage.

Chairperson Craig asked how deep the gravel needed to be.

Ms. Woods indicated she did not receive that information from Public Works.

After swearing in the applicant, Chairperson Craig asked him to present his case. Darren Heitman, 224 W, Belt Line addressed the Board regarding the request.

Chairperson Craig asked the applicant the types of vehicles that would be accessing the area.

The applicant indicated it would be a 6-yard dump truck and other small trucks and vehicles.

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.

Board Member Martin made a motion to approve subject to staff's recommendation and the applicant meeting the City's gravel depth requirement.

The motion was seconded by Board Member Klipp (Alternate #2).

The vote was as follows:

Ayes: 5- Chairperson Craig, Vice-Chairperson Hibbs, Board Members Martin, Lee (Alternate #1), and Klipp (Alternate #2)

Nays: None

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Chairperson Craig declared the motion carried.

**IV. Staff Reports.**

**1. Zoning Board of Adjustment Ordinance Update**

Director of Planning LaShondra Stringfellow reviewed the updates to the Zoning Board of Adjustment Ordinance.

**2. Rescheduled Date for Zoning Board of Adjustment Training - Tuesday, September 3rd at 1:00 PM**

Ms. Stringfellow informed the Board of upcoming training for the Board.

Chairperson Craig wanted to acknowledge previous Board Member Ray Stroh for his service to the Zoning Board of Adjustments.

**V. Adjourn.**

The meeting adjourned at 1:32 p.m.



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Michael Craig  
Chairperson

Katherine Cenicola

Katie Cenicola  
Planning Secretary

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