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**MINUTES**  
**PLANNING AND ZONING COMMISSION**  
**Meeting of October 15, 2013**

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*The Planning and Zoning Commission of the City of Cedar Hill, Texas met on TUESDAY, October 15, 2013 at 6:00 p.m. in T.W. "Turk" Cannady/Cedar Hill Room, 285 Uptown Boulevard Building 100, Cedar Hill, Texas.*

*Planning & Zoning Commissioners present: Chairman Theresa Brooks, Vice-Chairman Bill Strother and Commissioners: Gehrig Saldana, Tim Hamilton, and Michael Deeds.*

*Planning & Zoning Commission absent: Commissioner Stephanie Freeman and Lisa Thierry.*

*City Staff members present: Don Gore, Planner and Sharon Davis, Executive Secretary.*

**I. Call the meeting to order**

Chairman Brooks called the meeting to order at 6:05 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 October 1, 2013 regular meeting**

A motion was made by Commissioner Deeds to approve the October 1, 2013 regular meeting minutes with the changes. The motion was seconded by Commissioner Hamilton. The vote was as follows:

Ayes: 5– Chairman Brooks, Vice-Chairman Strother and Commissioners Deeds, Saldana and Hamilton.

Nays: 0

Chairman Brooks declared the motion carried.

**III. Citizens Forum**

No one spoke

**IV. Case No. 13-06 – Review and consider the Preliminary Plat and Layout Plans of Lot 1R, Block B4, Cedar Crossing Plaza Addition, showing one non-residential lot on 4.14 acres out of Abstract 392, located at 480 N. J. Elmer Weaver Freeway, Cedar Hill, TX; requested by Norman Patten on behalf of Norman Patton & Associates.**

Norman Patten, 413 Cedar Street, Cedar Hill, TX presented plans to take the existing six (6) lots and convert them into one (1) lot to a retail building.

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Commissioner Deeds asked if the applicant had obtained permission to get access to adjoining properties where the parking is located.

Mr. Patten stated he is in the process of negotiating with the shopping center for cross access to the parking. Also, have plans to extend Green Pastures Street, add a drainage pipe to manage storm water run-off in the area. Mr. Patten indicated that a meeting was conducted with adjacent property owners and they are very favorable with the proposed retail development.

A motion was made by Commissioner Deeds to approve Case No. 13-06, as presented. The motion was seconded by Vice-Chairman Strother. The vote was as follows:

Ayes: 5- Chairman Brooks, Vice-Chairman Strother and Commissioners Saldana, Deeds, and Hamilton.

Nays: 0

Chairman Brooks declared the motion carried.

**V. Case No. 13-23 – Review and consider the Site Plan for First Choice Emergency Clinic**  
showing a 6,537 sq. ft. non-residential building on Lot 1, Block 2, Wildflower Addition, located on the southeast corner of Pleasant Run Road and U.S. Hwy. 67; requested by Chad Suiton on behalf of PM Realty Group.

Joshua Millsap, 5310 Harvest Hill Rd., Dallas, TX, presented request and answer any questions from the Commission.

Chairman Brooks asked about the parking taking place on the property from residents across Twilight Street. Would this be eliminated once the sidewalk has been added.

Mr. Millsap stated with the sidewalk along Twilight, there will also be curbs and gutters put in and fill patches used as drive approaches with landscape. This should eliminate the parking issue.

Commissioner Deeds asked if there will be any ingress locations.

Mr. Millsap stated the only ingress would be at the hard corner of Twilight and Pleasant Run Rd.

Chairman Brooks asked if the engineering department was good with the drive being close to Pleasant Run Rd.

Don Gore stated Robert Woodbury, City Engineer has reviewed the proposed vehicular circulation shown on the site plan and did not have any comments.

A motion was made by Commissioner Deeds to approve Case No. 13-23 with conditions that the applicant satisfy tree mitigation requirements and submit the necessary documentation for

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a sidewalk easement at the corner of Twilight Drive and Garden Gate Road. The motion was seconded by Commissioner Saldana. The vote was as follows:

Ayes: 5- Chairman Brooks, Vice-Chairman Strother and Commissioners Saldana, Deeds, and Hamilton.

Nays: 0

Chairman Brooks declared the motion carried

## **VI. Staff Reports & Discussion Items**

### **1. Recent Submittals**

Don Gore, Planner, reviewed with the Commission outstanding development cases.

### **2. Planning Zoning Commission Goals and Objectives**

The Commission discussed the Power and Duties section from the City Code under the Zoning Procedures. Before the Planning and Zoning Commission can formulate goals and objectives, the commission wanted to review the authority of the planning and zoning commission. Through the discussion, the commission cited more education opportunities for commissioners, as well as collaboration with other boards.

## **VII. Adjourn**

A motion was made, followed by a second for adjournment. The meeting adjourned at 7:39 p.m.

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Theresa Brooks  
Chairman

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Sharon Davis  
Executive Secretary

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