MINUTES
PLANNING AND ZONING COMMISSION
Meeting of February 7, 2012

The Planning and Zoning Commission of the City of Cedar Hill, Texas met on TUESDAY, February 7, 2012 at 6:00 p.m. in the T.W. "Turk" Cannady/Cedar Hill Room, 285 Uptown Boulevard Building 100, Cedar Hill, Texas.

Present: Chairman Theresa Brooks, Vice-Chairman Bill Strother and Commissioners Gehrig Saldaña, Lisa Thierry, Stephanie Freeman and Tim Hamilton.

Absent: None.

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 January 3, 2012 regular meeting

A motion was made by Commissioner Hamilton to approve the minutes of the January 3, 2012, as presented.   The motion was seconded by Commissioner Freeman. The vote was as follows:

Ayes: 6 – Chairman Brooks, Vice-Chairman Strother and Commissioners Thierry, Freeman, Saldaña, and Hamilton.

Nays: 0

Chairman Brooks declared the motion carried.

III.   Citizens Forum

   No one spoke

IV.   Case No. 11-36 – Review and Consider the Site Plan of a 15,250-sq. ft. non-residential building Lot 4R-A, High Meadows Addition, generally located on the east side of High Meadows Dr., south of Edens Way. *Requested by Charles Crook.*

Andrew Kubiak of Charles Crook Consulting Engineers, Inc., 1506 West Pioneer Parkway, Suite 207, Arlington, TX 76013 stepped forth to present this request and answer any questions from the Commission.

Chairman Brooks asked the applicant if he was aware of staff's comments.

Mr. Kubiak stated yes, he was aware of those comments and has actually made revisions to the plans, but has yet to re-submit the plans.

A motion was made Commissioner Hamilton by to approve Case No. 11-36, subject to revising the site plan and landscape plan to label the screening device as *"wrought iron with masonry*

columns" and to provide the height of the screening device. staff's recommendations. The motion was seconded by Commissioner Thierry. The vote was as follows:

Ayes: 6 – Chairman Brooks, Vice-Chairman Strother and Commissioners Saldaña, Freeman, Thierry and Hamilton.

Nays: 0

Chairman Brooks declared the motion carried.

V. **Case No. 11-41 – Review and Consider a Re-Plat of Lot 1, Plaza at Cedar Hill into Lot 1R, Plaza at Cedar Hill being 26.485-acres of land out of Abstract 711, generally located at the southeast corner of FM 1382 and US Highway 67.** *Requested by Matt Moore of Kimly-Horn and Associates, Inc.*

Matt Moore of Kimly-Horn & Associates, 801 Cherry St. Suite 950, Ft. Worth, TX 76102, stepped forth to present this request and answer any questions from the Commission.

Commissioner Hamilton asked the applicant if the Building Appeals & Advisory Board granted an exception to the 40 ft. setback, as required by the 2006 International Building Code

Mr. Moore stated yes.

A motion was made Commissioner Freeman by to approve Case No. 11-41, as presented. The motion was seconded by Vice-Chairman Strother. The vote was as follows:

Ayes: 6 – Chairman Brooks, Vice-Chairman Strother and Commissioners Saldaña, Freeman, Thierry and Hamilton.

Nays: 0
Chairman Brooks declared the motion carried.

VI. **Staff Reports & Discussion Items**

i. Summary Report of In-Home Elderly Care Facilities

Belinda L. Huff, Development Services Coordinator, reviewed a report which summarizes previous discussions and input received from the Commission. After some brief discussion the Commission requested the following changes be made to the report and for the revised report to be presented to them again at the next P&Z meeting.

- Add legend to excerpt of use chart for "P" & "C" designations;
- Draft a definition of Family Home Adult Care; and
- Add definitions from zoning code for the existing listed uses referenced in the report.

ii. Recent Submittals

This item was covered in the briefing session.

VII.   Adjourn

A motion was made, followed by a second for adjournment. The meeting adjourned at 6:55 p.m.

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Theresa Brooks
Chairman

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Belinda L. Huff
Development Services Coordinator