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**MINUTES**  
**PLANNING AND ZONING COMMISSION**  
**Meeting of August 7, 2012**

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*The Planning and Zoning Commission of the City of Cedar Hill, Texas met on TUESDAY, August 7, 2012 at 6:03 p.m. in the 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 and Lisa Thierry.*

*Absent: Commissioner Stephanie Freeman and Tim Hamilton.*

*City Staff members present: Rod Tyler, Director of Planning, Don Gore, Planner and Belinda L. Huff, Development Services Coordinator/Planning & Zoning Commission Secretary.*

**I. Call the meeting to order**

Chairman Brooks called the meeting to order at 6:03 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 July 17, 2012 regular meeting**

A motion was made by Vice-Chairman Strother to table the July 17, 2012 minutes as presented. The motion was seconded by Commissioner Saldana. The vote was as follows:

Ayes: 4– Chairman Brooks, Vice-Chairman Strother and Commissioners Saldana and Thierry.

Nays: 0

Chairman Brooks declared the motion carried.

*Commissioner Hamilton arrived at 6:10 pm*

**III. Citizens Forum**

No one spoke

**IV. Case No. 12-18 - Review and consider the site plan of a residential conversion located at 206 S. Broad. St. Requested by Lois Cannady.**

*Lois Cannady, 202 North Broad St. Cedar Hill, TX 75104, stepped forth to present this request and answer any questions from the Commission.*

Chairman Brooks asked if, with this conversion, there would be a public restroom. Also she asked the applicant about the on-street parking shown on the site plan.

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Ms. Cannady stated that there would not be a public restroom. Also, with respect to the parking, they intended to utilize the existing driveway for the resident and a combination of on street and shared parking.

Vice-Chairman Strother asked if the applicant already had a tenant or if she was preparing for a future opportunity.

Ms. Cannady stated that there is a tenant already residing in the house. The resident will enter from the rear of the property.

Chairman Brooks stated that there seems to be a conflict with this use and the zoning code.

Ms. Cannady stated that as part of the downtown visioning process, the Main Street Board discussed establishing the type of business she was proposing mixed use, residential/retail. She also pointed out that there are very few 2 story structures existing in the Old Town area.

Members of the Planning & Zoning Commission discussed whether or not to recommend approval of this request, as presented or to recommend the applicant obtain a variance to allow mixed use within a single story structure.

Mr. Tyler stated that it is possible for the Commission to still recommend approval of this request, subject to the applicant obtaining a variance. In doing so, it may save the applicant process time, versus tabling the item.

Commissioner Thierry expressed reservations about recommending approval of the item, even with the stipulation that the applicant seek a variance. She stated that she would like to see this item again, after it has gone before the Board of Adjustments.

A motion was made by Vice-Chairman Strother to approve Case No. 12-18, subject to the applicant obtaining a variance from the Board of Adjustments to allow mixed use within a single story. The motion was seconded by Commissioner Saldana. The vote was as follows:

Ayes: 4- Chairman Brooks, Vice-Chairman Strother and Commissioners Saldana and Hamiton.

Nays: 1- Commissioner Thierry

**V. Staff Reports & Discussion Items**

**1. Recent Submittals**

This item was covered during the briefing session.

**2. Update on Impact Fees**

Consideration of this item was deferred to a future meeting.

**3. Summary of City Center Plan Concepts**

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Don Gore gave a brief presentation to inform the Commission of the City Center Plan Concepts topics discussed to date. Discussion was centered upon the interrelationship of walkable, mixed use and placemaking and how these concepts relate to Cedar Hill and its values.

He also informed the Commission regarding City Center Plan Phase II, scheduled to commence in the coming weeks.

**VI. Adjourn**

A motion was made, followed by a second for adjournment. The meeting adjourned at 7:15 p.m.

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Theresa Brooks  
Chairman

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Belinda L. Huff  
Development Services Coordinator

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