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**MINUTES**  
**PLANNING AND ZONING COMMISSION**  
**Meeting of July 19, 2011**

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*The Planning and Zoning Commission of the City of Cedar Hill, Texas met on TUESDAY, July 19, 2011 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, Bill Nanny, Lisa Thierry and Tim Hamilton.*

*Absent: None*

**I. Call the meeting to order**

Chairman Brooks called the meeting to order at 6:04 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 5, 2011 regular meeting**

A motion was made by Commissioner Saldaña to approve the minutes of the July 5, 2011, as presented. The motion was seconded by Commissioner Hamilton. The vote was as follows:

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

Nays: 0

Chairman Brooks declared the motion carried.

**III. Citizens Forum**

No one spoke

**IV. Case No. 11-05 – Review and consider the Final Plat and Civil Plans for Lot 1, Block A, Hester Addition, creating 1 non-residential lot on 0.652-acres of land out of Abstract 881, generally located on the southeast corner of Houston St and Tidwell St. Requested by Lee Allison of Allison Engineering Group.**

*Lee Allison of Allison Engineering Group, 4401 North I-35, Suite 102, Denton, TX 76207, 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.

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Mr. Allison stated that yes; he was aware of staff's comments and would address them accordingly. Additionally, he stated that the reason the easement document has not been filed is because his clients didn't want to make the information public record until they were reasonably sure that the plat would be approved.

A motion was made by Commissioner Hamilton to approve Case No. 11-05, subject to staff's comments. The motion was seconded by Vice-Chairman Strother. The vote was as follows:

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

Nays: 0

Chairman Brooks declared the motion carried.

**V. Case No. 11-18 – Review and consider the Site Plan of Lot 1, Block A, Hester Addition, generally located on the southeast corner of Houston St and Tidwell St. *Requested by Lee Allison of Allison Engineering Group.***

*Lee Allison of Allison Engineering Group, 4401 North I-35, Suite 102, Denton, TX 76207, 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. Allison stated yes; he received copies of the staff report for this item and for the final plat, and did not have an issue with addressing the comments accordingly.

A motion was made by Commissioner Saldaña to approve Case No. 11-18, subject to staff comments. The motion was seconded by Commissioner Nanry. The vote was as follows:

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

Nays: 0

Chairman Brooks declared the motion carried.

**VI. Case No. 11-06 – Review and consider the Site Plan of 401 Houston St. *Requested by Norman Patten of Norman Patten & Associates.***

*The applicant for this item was not present.*

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A motion was made by Commissioner Nanny to table Case No. 11-06, until the Commission receives a recommendation from the Main Street Board and the Board of Adjustments. The motion was seconded by Vice-Chairman Strother. The vote was as follows:

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

Nays: 0

Chairman Brooks declared the motion carried.

**VII. Case No. 11-16 – Review and consider the amended Site Plan of 109 Main St. (Old Town Market). Requested by Danielle Wedgeworth.**

*Danielle Wedgeworth, 409 Cedar St. Cedar Hill, TX 75104*, stepped forth to present this request and answer any questions from the Commission.

Chairman Brooks commented that she is pleased to see the preservation of an older building. She asked if the proposed business would operate only on weekends. Also, she asked the applicant to further explain to the Commission the parking agreements she has secured with adjacent property owners.

Ms. Wedgeworth stated that the business would essentially be a Saturday arts and crafts site, with vendors leasing space to sell their merchandise. She stated that there were 2 shared parking agreements, one with Dr. Phillips and the other with Norman Patten.

Chairman Brooks expressed some concern as to how patrons would access the site from Dr. Phillips property. She also asked the applicant if she approached First Baptist Church regarding the use of their parking lot

Ms. Wedgeworth stated she is willing to try and get in touch with the church; however, she heard that the church wasn't open to sharing their parking lot.

Commissioner Thierry asked the applicant how many vendors could be accommodated in this space and if this would be an occasional or an every Saturday operation.

Ms. Wedgeworth stated maybe about 6 vendors could be accommodated and that ultimately she would like to see this become an every Saturday operation but at this time, the weather is prohibiting that.

Chairman Brooks reminded the Commission that they need to consider this site having the potential to become an everyday, and not just a weekend, operation.

Chairman Brooks asked Staff if this item was considered by the Architectural Review Board (ARB).

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Don Gore, Planner, stated yes the ARB considered this item at their meeting last night and recommended approval as submitted.

Chairman Brooks asked the applicant if this site was ADA accessible.

Ms. Wedgeworth stated yes.

Commissioner Thierry asked the applicant if there were any parking spaces on-site, or if shared parking is the only parking available for this use.

Ms. Wedgeworth stated yes, there is parking on-site that was approved with the previous site plan, for the BBQ restaurant, and there is a designated ADA parking space.

Chairman Brooks asked Staff if the notarized parking agreement should be filed of record.

Rod Tyler, Director of Planning, stated that the agreement could be filed of record, resulting in said agreement running with the land, and not just with this particular use.

A motion was made by Commissioner Hamilton to approve Case No. 11-16, as presented. The motion was seconded by Commissioner Thierry. The vote was as follows:

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

Nays: 0

Chairman Brooks declared the motion carried.

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

Don Gore, Planner, briefly updated the Commission on the Old Town Vision Advisory Committee's July 18, 2011 meeting, noting specifically their consensus on a vision statement.

Mr. Gore also stated that he is pleased to announce to the Commission, that after much hard work and coordination with other entities, the scope of work has been completed for the City Center Plan and the consultant selection process should begin sometime in the Fall.

Rod Tyler, Director of Planning, updated the Commission on two proposed zoning text amendments, removal of the residential fencing regulations and the addition of "indoor music studio" to the use regulations.

Mr. Tyler also stated that Staff would also be presenting soon additional information on in-home elderly care facilities and exterior masonry standards.

Chairman Brooks asked Mr. Tyler to hold off on further discussion of these 2 items until the two vacant commissioner spots were filled.

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i. Recent Submittals

This item was covered during the briefing session.

**VI. Adjourn**

A motion was made, followed by a second for adjournment. The meeting adjourned at 6:50 p.m.

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Theresa Brooks  
Chairman

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Belinda L. Huff  
Development Services Coordinator