
MINUTES
PLANNING AND ZONING COMMISSION
Meeting of June 16, 2015

The Planning and Zoning Commission of the City of Cedar Hill, Texas met on TUESDAY, June 16, 2015 at 6:00 p.m. in the T.W. "Turk" Cannady/Cedar Hill Room, 285 Uptown Blvd, Bldg. 100, Cedar Hill, TX.

Planning & Zoning Commissioners present: Chairman Theresa Brooks, Vice-Chairman Bill Strother, Commissioners: Gehrig Saldana, Michael Deeds, Adriane Martin, and Lisa Thierry

Absent: Commissioner Timothy Hamilton

City Staff members present: Rod Tyler, Director of Planning & Zoning, Don Gore, Senior Planner, and Sharon Davis, Executive Secretary.

I. Call the meeting to order

Chairman Brooks called the meeting to order at 6:02 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 June 2, 2015 regular meeting

A motion was made by Commissioner Deeds and seconded by Commissioner Martin to approve the minutes of the June 2, 2015 regular meeting. The vote was as follows:

Ayes: 6 – Chairman Brooks, Vice-Chairman Strother, Commissioners, Martin, Saldana, Deeds and Thierry

Nays: 0

Chairman Brooks declared the motion carried.

III. Citizens Forum

IV. Case No. 15-14 – Conduct a Public Hearing and consider a proposed amendment to the 2008 Comprehensive Plan, by making various changes to the Thoroughfare Plan; modifying the land use intensity within the City Center area; and amending the Future Land Use Map.

Don Gore, Sr. Planner noted that staff recommends amendments to the 2008 Comprehensive Plan and therefore a public hearing is required per the Texas Local Government Code.

The Commission did not have any questions or comments.

Chairman Brooks opened the public hearing for anyone wishing to speak in support of this request.

No one spoke.

Chairman Brooks closed that portion of the public hearing and opened the floor for anyone wishing to speak in opposition of this request.

No one spoke.

Chairman Brooks closed the public hearing and opened the floor for discussion among the Commissioners.

After some brief discussion, Commissioner Deeds made a motion to recommended approval of Case 15-14. The motion was seconded by Commissioner Thierry. The vote was as follows:

Ayes: 6 – Chairman Brooks, Vice-Chairman Strother, Commissioners Deeds, Martin, Thierry and Saldana.

Nays: 0

Chairman Brooks declared the motion carried unanimously.

V. Discuss Notification Procedures

Don Gore, Sr. Planner noted that at the last P&Z meeting that there was some discussion on notification procedures. He noted that it's state law that the following items are done when issuing a notification:

- Post the agenda in the front porch of City Hall at least 72 hours in advance of a scheduled meeting
- Persons owning property within 200 feet of subject property be notified by mail
- Notification of Public Hearings be published in a local newspaper
- That the agenda be posted on the City website at least 72 hours in advance of a scheduled public hearing

He pointed out that the Zoning Code requires a property notice sign be posted on the property.

Mr. Gore asked the Commission if they had additional ideas of ways to get the word out to the public.

Commissioner Thierry asked if the City would incur a cost to do a wide notice publication such as a select mainstream paper.

Commissioner Martin thought the social media route would not incur a cost with the City.

Mr. Gore asked the Commission who they felt the target audience was and how to target them.

The Commission suggested the following target audience:

- Voters
- Stakeholders
- Millennials

Means to target audience:

- Notify me
- Facebook
- Twitter
- Instagram
- Post agenda within the lobby
- Highlights
- Linked In
- Nsync
- Insert in the water bill

Mr. Gore said he would do some research into each of these targets and get back with the Commission with the results.

VI. Staff Reports and Discussion Items

1. Recent Submittals

Mr. Gore reviewed the recently submitted cases with the Commission.

VII. Adjourn

A motion was made, followed by a second for adjournment. The meeting adjourned at 6:39 pm.



Theresa Brooks
Chairman



Sharon Davis
Executive Secretary