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**MINUTES**  
**PLANNING AND ZONING COMMISSION**  
**Meeting of March 1, 2016**

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*The Planning and Zoning Commission of the City of Cedar Hill, Texas met on TUESDAY, March 1, 2016 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: Timothy Hamilton, Lisa Thierry, Michael Deeds, Adrienne Martin and Gehrig Saldana*

*City Staff members present: Rod Tyler, Director and Sharon Davis, Executive Secretary.*

**I. Call the meeting to order**

Chairman Brooks called the meeting to order at 6:00 p.m. declaring it an open meeting in which a quorum was present and the meeting notice was duly posted.

**II. Convene in Closed Session** pursuant to the Texas Government Code, Sec. 551.071, Consultation with Attorney:

- Conduct a private consultation with the city attorney and retained outside council on a zoning ordinance matter in which the duty of the attorneys under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the provisions of the Texas Open Meetings Act.

**III. Reconvene in Open Session** and consider any action taken as a result of the Closed Session.

No action was taken as a result of the closed session.

**IV. Approve the minutes of the February 16, 2016 regular meeting**

A motion was made by Commissioner Hamilton and seconded by Vice-Chairman Strother to approve the minutes of the February 16, 2016 regular meeting. The vote was as follows:

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

Abstain: 1 – Commissioner Martin

Nays: 0

Chairman Brooks declared the motion carried.

**V. Citizens Forum**

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No one spoke.

**VI. Case No. 15-21 – Review and consider a Site Plan for a retail center on Lot 1, Blk. A, Belt Line and Joe Wilson Addition, generally located at 605 E. Belt Line; requested by Stuart Mutt on behalf of Mahesh Vankawala.**

Mr. Rod Tyler, Director of Planning delivered the staff report by describing the location of the property stating the applicant was proposing to convert the existing car wash into a multi-tenant shopping center. He stated that the property was zoned "LR" Local Retail and it was staff's opinion that the site plan complies with the zoning district's standards and subdivision ordinances. Therefore; Staff recommended approval.

Mr. Stuart Mut with Stuart Mut Architects, 2705 Swiss Ave., Ste. 230, stated the applicant is planning on developing commercial property for retail. The existing building will expand to the rear of the property for retail with a separate takeout pizza drive through within the building. The existing structure of the car wash will be used as well as maintaining (reuse) the bricks, reroofing the building with commercial grade material and adding new dormers for the signage.

Commissioner Martin asked how many storefronts there would be.

Commissioner Brooks asked if the flow of traffic would be around and under the canopy.

Commissioner Deeds asked if there was sufficient width at the back of the drive thru area and what route the dumpster truck would take when entering the property. Also would there only be one dumpster at this site.

Mr. Mut indicated there would be two (2) or three (3) retail leases with a pizza restaurant take out only. The parking would be wrapped on the side of the building and a bay was removed for the drive thru. There is an 11-1/2 foot clearance for the bypass lane which also serves for the dumpster and grease trap clean out vehicles. During business hours the dumpster truck will enter from the eastside onto the access lane and use the bypass lane off of that entrance and connect with the dumpster and exist on the west side of the property. There is only one dumpster to serve this property.

Commissioner Deeds made a motion to recommend approval of Case 15-21 subject to the Fire Marshall's approval of the fire lane striping and graphics. The motion was seconded by the Vice-Chairman Strother. The vote was as follows:

Ayes: 7 – Chairman Brooks, Vice-Chairman Strother, Commissioners Deeds, Hamilton, Thierry, Martin and Saldana.

Nays: 0

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Chairman Brooks declared the motion carried unanimously.

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**VII. Case 16-02 – Conduct a Public Hearing and consider a proposal to amend the text of the Comprehensive Zoning Ordinance** (Ordinance No. 2001-64, as amended), amending Section 5.8 by adding, deleting and modifying certain definitions, and making certain consistent modifications to Section 4.1.2 entitled Use Charts by classifying, reclassifying or deleting classifications of new, modified or deleted uses according to district status.

Mr. Rod Tyler, Director of Planning delivered the staff report by stating that the proposed amendments were needed to cleanup some inconsistencies and unnecessary wording in the Zoning Code. The proposed amendments delete certain definitions; adds new ones and adds a new use titled "Landscape Material Sales". A recommendation from the Planning and Zoning Commission is needed which will be presented to City Council.

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.

Commissioner Deeds made a motion to recommend approval of Case 16-02 as submitted. The motion was seconded by Commissioner Hamilton. The vote was as follows:

Ayes: 7 – Chairman Brooks, Vice-Chairman Strother, Commissioners, Deeds, Hamilton, Thierry, Martin and Saldana.

Nays: 0

Chairman Brooks declared the motion carried unanimously.

**VIII. Case 16-03 – Conduct a Public Hearing and consider the establishment of an overlay district** (pursuant to Section 2.3.12 of the Zoning Code) on Lots 5 & 6, River Oaks Addition, to combine with the existing LR District and to amend the zoning map accordingly.

Mr. Rod Tyler, Director of Planning delivered the staff report by describing the properties location, that it was zoned "LR" Local Retail and that a Landscape Material Business was currently operating on both lots. This ordinance would amend the zoning map by adding to these two lots an overlay district which would make the Landscape Material Business operating there now a lawful use. Any other use that may come along they would have to comply with all the LR district standards.

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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.

Commissioner Deeds made a motion to recommend approval of Case 16-03. The motion was seconded by Commissioner Martin. The vote was as follows:

Ayes: 7 – Chairman Brooks, Vice-Chairman Strother, Commissioners, Deeds, Hamilton, Thierry, Martin and Saldana.

Nays: 0

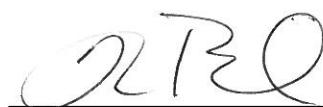
Chairman Brooks declared the motion carried.

**IX. Staff Reports and Discussion Items**

1. Recent Submittals

**X. Adjourn**

A motion was made, followed by a second for adjournment. The meeting adjourned at 6:42 pm.



Theresa Brooks  
Chairman



Sharon Davis  
Executive Secretary