

NOTICE OF MEETING
PLANNING & ZONING COMMISSION
REGULAR AGENDA
TUESDAY, OCTOBER 17, 2017
T.W. "TURK" CANNADY/
CEDAR HILL ROOM
285 UPTOWN BLVD. BUILDING 100
6:00 P.M.

MISSION STATEMENT: The mission of the City of Cedar Hill is to deliver the highest quality municipal services to our citizens and customers consistent with our community values.

VISION STATEMENT: We envision Cedar Hill as a premier city that retains its distinctive character, where families and businesses flourish in a safe and clean environment.

- I. **Call Meeting to Order**
- II. **Approve the [minutes](#) of September 19, 2017 regular meeting**
- III. **Citizens Forum**
- IV. **[Case No. 17-26](#) – Consider and take action on a site plan for a professional office with an attached residential dwelling unit on property zoned Old Town Corridor Sub-District within the Uptown Overlay, located on the southwest corner of West Belt Line Road and Ramsey Street with the approximate address being 102 Ramsey Street. Applicant and Property Owner: Gary Dagley.**
- V. **Consider and take action on adopting City Council's format for [Citizens Forum](#)**
- VI. **Staff Reports & Discussion Items**
 1. [Recent Submittals](#)
 2. Upcoming Meeting Dates
- VII. **Adjourn**

MAYOR, ROB FRANKE • MAYOR PRO TEM, STEPHEN MASON • DANIEL C. HAYDIN, JR. • JAMI MCCAIN
CHRIS PARVIN • CLIFFORD R. SHAW • WALLACE SWAYZE • CITY MANAGER, GREG PORTER

I certify that the above notice of meeting was posted in accordance with the Texas Open Meetings Act on the 12th day of October, 2017.

Sharon Davis

Sharon Davis

Executive Secretary

This facility is wheelchair accessible. Handicapped parking is also available. To arrange for sign interpretative services or special accommodations, please call 972-291-5100 Ext. 1081 or (TDD) 1-800-RELAY TX (1-800-735-2989), at least 48 hours in advance of the meeting.

"PURSUANT TO SECTION 30.07, PENAL CODE (TRESPASS BY LICENSE HOLDER WITH AN OPENLY CARRIED HANDGUN), A PERSON LICENSED UNDER SUBCHAPTER H, CHAPTER 411, GOVERNMENT CODE (HANDGUN LICENSING LAW), MAY NOT ENTER THIS PROPERTY WITH A HANDGUN THAT IS CARRIED OPENLY"

"CONFORME A LA SECCIÓN 30.07, DEL CÓDIGO PENAL (ENTRADA SIN AUTORIZACIÓN POR TITULAR DE LICENCIA CON UNA PISTOLA VISIBLE), UNA PERSONA CON LICENCIA BAJO EL SUBCAPÍTULO H, CAPÍTULO 411 DEL CÓDIGO DE GOBIERNO (LEY DE LICENCIAS DE PISTOLAS), NO PUEDE ENTRAR EN ESTA PROPIEDAD CON UNA PISTOLA VISIBLE"

PREMIER STATEMENTS Cedar

Hill is Safe

Cedar Hill is Clean

Cedar Hill has Vibrant Parks and Natural Beauty

Cedar Hill has Excellent, Safe and Efficient Mobility

Cedar Hill has a Strong and Diverse Economy

Cedar Hill has Texas Schools of Choice

MAYOR, ROB FRANKE • MAYOR PRO TEM, STEPHEN MASON • DANIEL C. HAYDIN, JR. • JAMI MCCAIN
CHRIS PARVIN • CLIFFORD R. SHAW • WALLACE SWAYZE • CITY MANAGER, GREG PORTER

* = Election of Officers

A = Absent

P = Present

Planning and Zoning Commission 2016 / 2017 Attendance Record

MEMBER		Seat 1	Seat 2	Seat 3	Seat 4	Seat 5	Seat 6	Seat 7
		Lisa Thierry	Bill Strother	Theresa Brooks (Vice-Chair)	Chad McCurdy (Chair)	Michael Deeds	Timothy Hamilton	Michael Lewis
Year Appointed		2010	1994	2003	2016	2012	2007	2017
Term Exp		2019	2018	2019	2018	2019	2018	2019
Num Mtgs starting June 2017		22	22	22	22	22	22	22
Meetings Present		4	5	5	5	5	5	5
Attendance Rate		18%	23%	23%	23%	23%	23%	23%
06/20/17	Reg	P	P	P	P	P	P	P
07/04/17	Reg	no meeting	no meeting	no meeting	no meeting	no meeting	no meeting	no meeting
07/18/17	*Reg	P	P	P	P	P	P	P
08/01/17	Reg	A	P	P	P	P	P	P
08/15/17	Reg	no meeting	no meeting	no meeting	no meeting	no meeting	no meeting	no meeting
08/22/17	Reg	P	P	P	P	P	P	P
09/05/17	Reg	no meeting	no meeting	no meeting	no meeting	no meeting	no meeting	no meeting
09/19/17	Reg	P	P	P	P	P	P	P
10/03/17	Reg							
10/17/17	Reg							
11/07/17	Reg							
11/21/17	Reg							
12/05/17	Reg							
12/19/17	Reg							
01/02/18	Reg							
01/16/18	Reg							
02/06/18	Reg							
02/20/18	Reg							
03/06/18	Reg							
03/20/18	Reg							
04/03/18	Reg							
04/17/18	Reg							
05/01/18	Reg							
05/15/18	Reg							
06/05/18	Reg							

MINUTES
PLANNING AND ZONING COMMISSION
Meeting of September 19, 2017

The Planning and Zoning Commission of the City of Cedar Hill, Texas met on TUESDAY, September 19, 2017 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 Chad McCurdy, Vice-Chairman Theresa Brooks, Commissioners: Bill Strother, Michael Lewis, Michael Deeds, Lisa Thierry and Timothy Hamilton.

City Staff members present: LaShondra Stringfellow, Director of Planning; Dana Woods, Planner; Sharon Davis, Executive Secretary of Planning; and Ron MacFarlane, City Attorney.

I. Call the Meeting to Order

Chairman McCurdy 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. Approve the minutes of the August 22, 2017 regular meeting

A motion was made by Commissioner Deeds and seconded by Commissioner Strother to approve the minutes of the August 22, 2017 regular meeting. The vote was as follows:

Ayes: 6 – Chairman McCurdy, Commissioners Strother, Hamilton, Deeds, Thierry and Lewis

Nays: 0

Chairman McCurdy declared the motion carried.

III. Citizens Forum

No one spoke

IV. Consider and take action on regular meeting dates for 2018

Ms. LaShondra Stringfellow discussed potential 2018 meeting dates with the Commissioners. Ms. Stringfellow stated that the Commission's regular meeting dates are on the first and third Tuesday of each month. However, there were two dates – January 2nd and July 3rd – that were next to holidays. Ms. Stringfellow asked the Commission if they wanted to change January 2nd and July 3rd due to the proximity of holidays. Chairman McCurdy indicated that the Commission did not have to meet on those dates unless there were objections. There was also a consensus to not meet on October 2nd due to National Night Out.

A motion was made by Commissioner Deeds and seconded by Commissioner Strother to approve the regular meeting dates for 2018 with the changes noted. The vote was as follows:

Ayes: 6 – Chairman McCurdy, Commissioners Strother, Hamilton, Deeds, Lewis and Thierry

Nays: 0

Chairman McCurdy declared the motion carried.

V. Staff Reports

1. Recent Submittals

Ms. Stringfellow informed the Commission on the recent submittals to the Planning Department.

2. Future Meetings

Ms. Stringfellow informed the Commission on upcoming meeting dates.

Vice-Chairman Brooks arrived at 6:18.

VI. Convene into Closed Session

Chairman McCurdy read the item and the Commissioners, staff and city attorney convened into closed session in the Executive Briefing Room.

VII. Reconvene into Open Session and consider any action(s) to be taken as a result of the Closed Session

There was no action to be taken.

VIII. Adjourn

A motion was made by Commissioner Hamilton, followed by a second for adjournment by Commissioner Deeds. The meeting adjourned at 7:03 pm.

Chad McCurdy
Chairman

Sharon Davis
Executive Secretary

Case No. 17-26

Site Plan

102 Ramsey

Case No. 17-26 – Consider and take action on a site plan for a professional office with an attached residential dwelling unit on property zoned Old Town Corridor Sub-District within the Uptown Overlay, located on the southwest corner of West Belt Line Road and Ramsey Street with the approximate address being 102 Ramsey Street. *Applicant and Property Owner: Gary Dagley.*

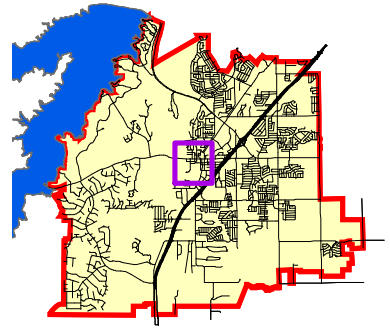
Table of Contents

1. Aerial Map
2. Staff Report
3. Applicant Form
4. Submitted Site Plan
5. Elevation Photos

City of Cedar Hill

Case 17-26

Site Plan for 102 Ramsey



*Map Printed - September 2017
Cedar Hill Planning Department
Aerial Photography - Spring 2015*



1 inch = 60 feet

0 30 60 Feet





PLANNING DEPARTMENT

285 Uptown Blvd.,
Cedar Hill, TX 75104
O. 972-291-5100 X1080
F. 972.291.7250

TO: Main Street Development and Preservation Board

FROM: Dana Woods, Planner

P&Z DATE: October 17, 2017

REQUEST: Case No. 17-26 – 102 Ramsey

REQUEST: Case No. 17-26 – Consider and take action on a site plan for a professional office with an attached residential dwelling unit on property zoned Old Town Corridor Sub-District within the Uptown Overlay, located on the southwest corner of West Belt Line Road and Ramsey Street with the approximate address being 102 Ramsey Street. *Applicant and Property Owner: Gary Dagley.*

SUMMARY: The applicant proposes to convert a residential structure into a 1,316-square-foot professional office with an attached 1,088-square-foot residential dwelling unit. The Old Town Corridor Sub-District permits mixed use structures with approval of a site plan. The office will be used by the owner's electric business only. There will be no outdoor contractor storage or parking of service vehicles on the site.

ACTION REQUIRED: An affirmative vote of four members of the Planning and Zoning Commission is required to recommend approval of this site plan to the City Council. The Commission's decision shall be based on the finding that the site plan complies with the Zoning Ordinance and applicable design standards and ordinances.

MAIN STREET DEVELOPMENT AND PRESERVATION BOARD RECOMMENDATION:

On September 25, 2017, the Main Street Development and Preservation Board recommended approval of the site plan by a vote of 6-0-0.

STAFF'S RECOMMENDATION: Staff finds that the site plan complies with all applicable ordinances and design standards. Staff recommends approval.

STANDARDS FOR REVIEW:

The property is located in the Old Town Corridor Sub-District and the Uptown Overlay District. All new construction must comply with the regulations for the Old Town Corridor Sub-District. Where no Old Town Corridor development regulations apply, the Uptown Regulations would be applicable unless they conflict. For the purposes of evaluating this site plan, there were no Uptown Overlay standards that were applicable. An assessment of the Old Town Corridor Sub-District standards and other applicable ordinances are listed below.

Requirement	Staff's Findings
<i>Platting and public improvements</i>	The existing building was constructed around 1940 according to Dallas County Appraisal District records, prior to the city requiring property to be platted. The site is currently served by public water and sewer. The structure is not being expanded. Public infrastructure does not need to be extended. The City previously acquired right-of-way for Ramsey Street. Therefore, the platting requirement is not triggered.
<i>Yard requirements – Section 3.13.7.C</i> <i>Front Yard: Min. 20 feet</i> <i>Side Yard: Min. 15 feet</i> <i>adjoining residential</i> <i>Rear Yard: 20 feet</i> <i>adjoining residential</i>	The front yard facing Ramsey Street complies with 23 feet. The front yard facing Belt Line Road does not comply with 9.3 feet. The side yard does not comply with 6.5 feet. The nearest residential structure in the side yard direction is 33 feet from the property. The rear yard from Ramsey Street does not comply with 8.5 feet. The nearest residential structure in the rear direction is 120 feet. The nonconforming front, rear and side yards prevent the footprint of the structure from expanding.
<i>Structure standards – Section 3.13.7.C</i>	This structure and surrounding structures have exterior siding. There are no proposed exterior changes to the structure. The exterior building materials for structures are required to be 100% masonry or building materials compatible with the surrounding area.
<i>Off-street parking – Section 5.1</i> <i>Dwelling Unit: 2 Spaces</i> <i>Professional Office: 1/300</i> <i>square feet</i>	The encircled, unpaved area surrounded by the existing pavement will be paved for the creation of seven parking spaces on the 0.183-acre parcel. Two spaces will be

	provided for the dwelling unit in a tandem configuration with one enclosed garage parking space and one space in front of the garage. The professional office requires 5 spaces.
<i>Landscaping requirements Section 5.2</i>	The landscape plan meets the minimum requirements for screening and the number of trees and landscaped area in the street yard. There is an existing 19" diameter Hackberry on the ROW line. While it will not be removed, this tree is not a protected species. The Landscape Plan proposes 20 linear feet of evergreen shrubs with a mature height of 36" along the south side of the parking area.
<i>Screening requirements Section 3.14.5.D.2-3</i>	There is no open storage on the site and no proposed dumpster.
<i>Vehicular and pedestrian circulation</i>	Access to the site will be from Ramsey Street. Additional sidewalks will be added adjacent to Ramsey Street.
<i>Fire protection</i>	The Fire Marshal indicates that the site meets code requirements. A Fire hydrant is located on the site adjacent to W. Belt Line Road.

ATTACHMENTS TO COVER SHEET:

Aerial Map
 Staff Report
 Application
 Site Plan and Landscape Plan
 Elevation Photos



APPLICATION FOR
SITE PLAN & BUILDING ELEVATION
APPROVAL

Planning Department

285 Uptown Blvd., Cedar Hill, TX 75104
O. 972.291.5100 X 1081
F. 972.291.7250

City of Cedar Hill - 285 Uptown Blvd. Bldg. 100 - Cedar Hill, Texas 75104 -972-291-5100 x 1081 -fax 972-291-7250

SUBJECT PROPERTY INFORMATION:

Date: 7-20-17

Property General Location: 102 Ramsey

Lot, Block and Addition Name: _____

Current Zoning: old town quarter Lot Size: _____ Building Square Footage 1980

Number of Stories: one Number of Parking Spaces: 6

PROJECT MANAGER

Managers Name NA Company _____

Address _____

Telephone _____ Fax _____ E-Mail _____

SITE DESIGN INFORMATION:

Designer's Name: NA Company: _____

Mailing Address: _____

Telephone: _____ Fax: _____ E-mail: _____

APPLICANT INFORMATION:

Applicants

Name Gary Dagley Company: Mr. Electric of Grand Prairie

Mailing Address: P.O. Box 988 Cedar Hill, TX 75106

Telephone _____ Fax: _____ E-mail: _____

Signature Gary Dagley

OWNERS INFORMATION

Owners Name Gary Dagley Company _____

Mailing 1627 S Duncan Hill Rd. Cedar Hill, TX 75104 Address _____

Telephone _____ Fax: _____ E-mail: _____

Signature Gary Dagley

Information listed below to be completed by City Staff:

Case No. # 17-26

Review Fee Paid: \$ 260

Tax Certificate Received yes

Routed to DRC: _____

Target - P&Z Date: _____

Received By SD

Cash or Check # visa

DRC Meeting Date: _____

Target -CC Date: _____

MAYOR, ROB FRANKE • MAYOR PRO TEM, STEPHEN MASON • CHRIS PARVIN • JAMI MCCAIN
DANIEL C. HAYDIN, JR • CLIFFORD R. SHAW • WALLACE SWAYZE • CITY MANAGER, GREG PORTER



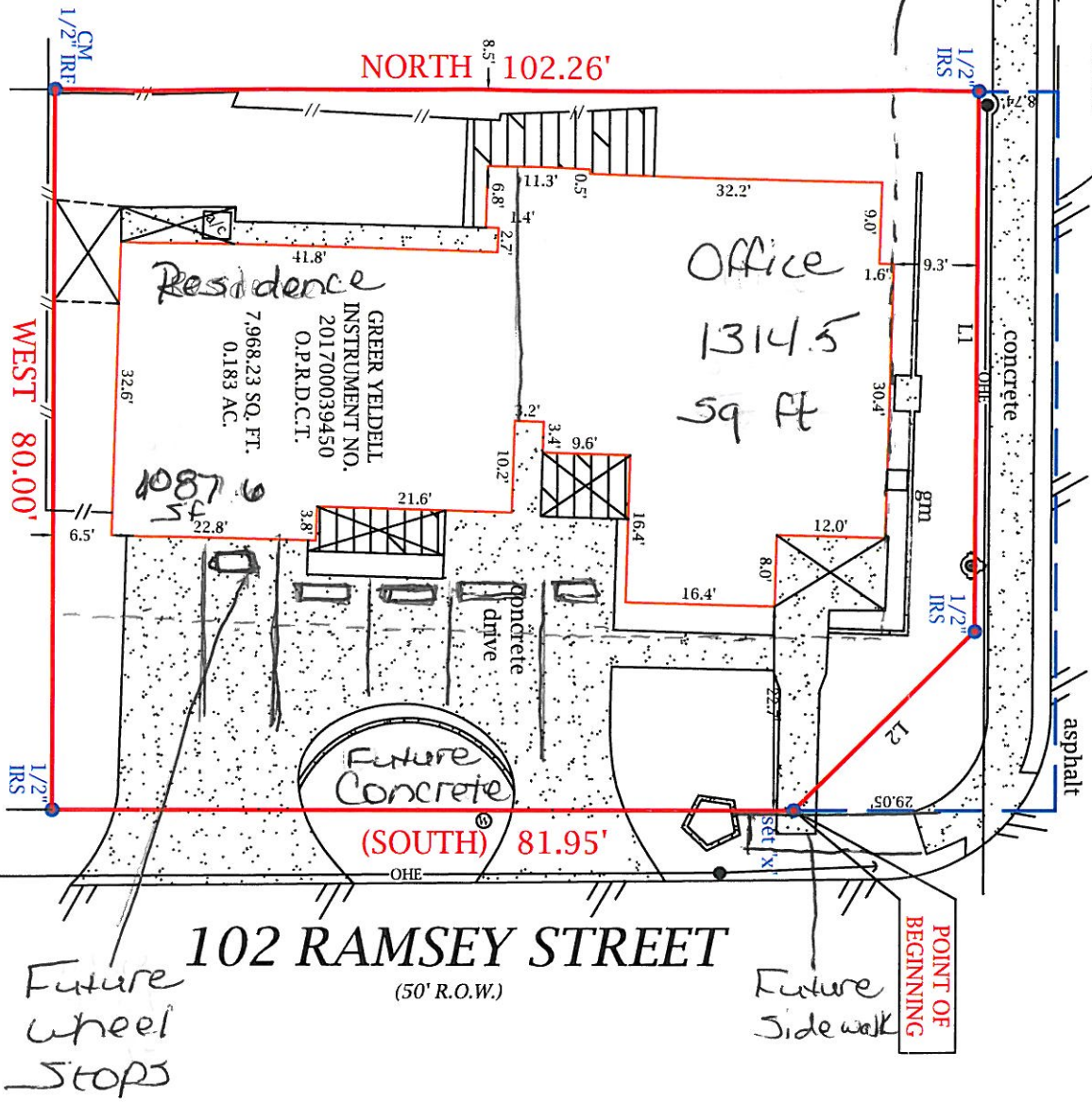
LINE	BEARING	DISTANCE
L1	S 89°46'26" E	60.00'
L2	S 44°53'38" E	28.34'

W. BELT LINE ROAD
(VARIABLE WIDTH R.O.W.)

SAVE & EXCEPT
VOL. 2000155 PG. 1251
D.R.D.C.T.

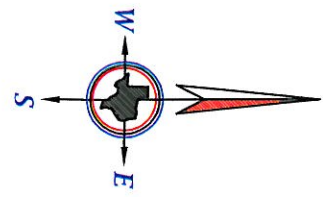
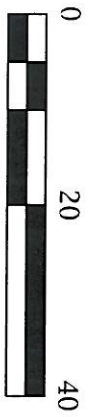
Street yard

LARRY JOE CLICK
INSTRUMENT NO. 201100038074
O.P.R.D.C.T.

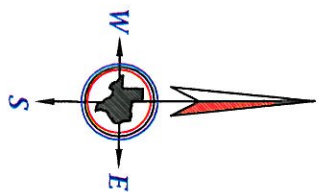


MARTHA HINES GARRETT & MARY
ELIZABETH HINES
VOL. 98199, PG. 5898
D.R.D.C.T.

102 RAMSEY STREET
(50' R.O.W.)



Site plan



19 in diameter Hackberry Tree

Landscape Plan

Existing
Tree

Future
wheel
stops



View from Ramsey Street



View from Ramsey Street



View from Ramsey Street



View from Belt Line Road

Citizens Forum Information Form

2017 DEVELOPMENT CASES



The development applications below have been submitted for review. You may view the application forms by selecting the link associated with the case #. Due to plans evolving to comply with city ordinances and design criteria, staff only posts the approved plans and ordinances, which may be viewed by selecting the link associated with the status. If you would like to view plans that have not been approved, please contact the Planning Department at 972-291-5100, ext. 1081. This list is updated weekly.

CASE #	TYPE	PROJECT NAME	CASE DESCRIPTION	GENERAL LOCATION	SUBMITTAL DATE	STATUS
JANUARY						
2017-01	CUP	Wingbucket	Restaurant with alcohol service	305 W. FM 1382, Ste. 502	1-16-17	Approved
2017-02	RP	Cedar Hill Town Center	Subdividing 1 lot into 3 lots	East side of Uptown Blvd. & Northeast of Clancy Nolan Dr.	1-23-17	Approved
2017-03	FP	Vineyards at Bear Creek	New residential subdivision for 72 lots	1807 Bear Creek Rd.	1-30-17	In Review
FEBRUARY						
2017-04	ZC	Single Family-8.5 sq. ft. to Neighborhood Services	Rezone SF-8.5 to NS	917 N. Old Straus Rd.	2-6-17	Approved
2017-05	SP	Day Care	Convert building to child-care facility	217 W. Belt Line	2-13-17	In Review
2017-06	SP	IKids Dentistry	Amend site plan	520 W. FM 1382	2-20-17	Approved
2017-07	CUP	Take 5 Oil Change	Vehicle services	538 E. Belt Line	2-27-17	Withdrawn
MARCH						
2017-08	FP	Hillcrest Addition, Sec. 1	Replat to include additional property	265 W. Pleasant Run Rd.	3-6-17	Approved
2017-09	PP	The Lilacs	Apartments	407 Cedar St.	3-13-17	Approved
2017-10	CUP	Enterprise Car Rental	Car Rental	220 S. J. Elmer Weaver Freeway	3-27-17	Approved
APRIL						
2017-11	PD-ZC	Stonehill Estates	Amend Planned Development	NWQ Cockrell Hill and Bear Creek Rds.	4-17-17	Approved
2017-12	CUP	Trios Grill	Restaurant with alcohol service	316 Cooper	4-17-17	Approved
2017-13	ZC	Old Wedgeworth House	Rezone from OT-Res. To OT-Sq.	409 Cedar St.	4-17-17	Approved
2017-14	SP	Retail plaza	Retail Center	605 E. Belt Line Rd.	5-1-17	Approved
MAY						
No Submittals						
JUNE						
2017-15	FP	The Lilacs	7 multiple-family dwelling units	407 Cedar St.	6-5-17	Approved
2017-16	SP	IKids Dentistry	Revised Site Plan to decrease floor area	520 W. FM 1382	6-5-17	Approved

Key to Application Types: PP – Preliminary Plat; FP – Final Plat; RP – Replat; AP – Amended Plat; ZC – Zoning Change; PD – Planned Development; CUP – Conditional Use Permit; SP – Site Plan

Updated: 8/11/2017

CASE #	TYPE	PROJECT NAME	CASE DESCRIPTION	GENERAL LOCATION	SUBMITTAL DATE	STATUS
2017-17	PP	Preston Trail	New subdivision to create two lots	Southeast of the intersection of Straus Road and FM 1382	6-19-17	Approved
2017-18	ZC	Reinstate PD02-93	Re-instate right to submit a site plan	1313 Anderson	6-19-17	Withdrawn
2017-19	ZC	Reinstate PD02-92	Re-instate right to submit a site plan	100 Lake Ridge Parkway	6-19-17	Withdrawn
2017-20	FP	Brookview, Lot 16R	Plat to combine unrecorded lots	305 Evergreen Trail	6-26-17	In Review
JULY						
2017-21	FP	Enterprise Car Rental	Car Rental	202 South J. Elmer Frwy.	7-3-17	Approved
2017-22	CUP	Tree of Life	In-home Child Care	1345 Boyd Street	7-10-17	Approved
2017-23	AP	Lake Ridge Addition, Lot 247R	Combine two lots	2832 Eden Drive	7-10-17	Approved
2017-24	FP	Preston Trail Center	New subdivision to create two lots	Southeast of the intersection of Straus Road and FM 1382	7-17-17	In Review
2017-25	PD-SP	Preston Trail Center	Site plan for multiple-family development	Southeast of the intersection of Straus Road and FM 1382	7-17-17	In Review
AUGUST						
2017-26	SP	Office	Convert residence into office	102 Ramsey	8-28-17	Scheduled for P&Z on 10-17-2017
2017-27	AP	Lake Ridge, Sec. 22, Ph. A, Lot 1914R	Combine two lots	2511 and 2515 Pikes Peak Ct.	8-14-17	Approved
2017-28	Misc.	Danieldale Farmhouse	Deem house historical to move from DeSoto to Cedar Hill	Move from DeSoto to 408 Texas Street, Cedar Hill	8-21-17	Approved
SEPTEMBER						
2017-29	CUP	Orabi's Grill and Bar	Restaurant with Alcohol Service	824 E. Belt Line Rd.	9-5-17	In Review
2017-30	ZC	1179 W. Belt Line Rd.	SF-22 to LR	1179 W. Belt Line Rd.	9-18-17	In Review
SP-13-17	SP	Remodel	Retail/Office/Residential	409 Cedar St.	9-25-17	In Review
OCTOBER						
FP-15-17	FP	Joe Property Addition, Lot 1, Blk. 1	Plat to create one residential lot	1001 Lakeview Dr.	10-9-17	In Review
PP-17-17	PP	Texas Star Subdivision	Plat to create seven residential lots	321 Ramsey	10-9-17	In Review
FP-18-17	FP	Daniel Coria Addition, Lots 1 and 2, Blk. 1	Plat to create two residential lots	1555 S. Mt. Lebanon	10-9-17	In Review

Key to Application Types: PP – Preliminary Plat; FP – Final Plat; RP – Replat; AP – Amended Plat; ZC – Zoning Change; PD – Planned Development; CUP – Conditional Use Permit; SP – Site Plan

Updated: 10/12/2017