
**MINUTES
PLANNING AND ZONING COMMISSION
MEETING OF NOVEMBER 6, 2018**

The Planning and Zoning Commission of the City of Cedar Hill, Texas met on Tuesday, November 6, 2018 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: Vice-Chairperson Theresa Brooks, and Commissioners: Maranda Auzenne, Bill Strother, Michael Deeds, Timothy Hamilton, and Michael Lewis

Absent: Chairperson Lisa Thierry

City Staff members present: Director of Planning, LaShondra Stringfellow; Director of Experience, Russell Read; Senior Planner, Maria Peña; Planner, Dana Woods; Executive Secretary, Katie Cenicola

I. Call the Meeting to Order.

Vice-Chairperson 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. Approve the minutes of the October 16, 2018 regular meeting.

A motion was made by Commissioner Auzenne and seconded by Commissioner Lewis to approve the minutes of the October 16, 2018 regular meeting. The vote was as follows:

Ayes: 5– Vice-Chairperson Brooks, Commissioners Auzenne, Strother, Hamilton, and Lewis

Nays: None

Abstain: 1 – Commissioner Deeds

Vice-Chairperson Brooks declared the motion carried.

III. Citizens Forum.

No one spoke.

IV. Public Hearing Items:

1. **Case No. CUP-95-2018** – Conduct a public hearing and consider an application for a Conditional Use Permit (CUP) for "mini-warehouse/self-storage" on property zoned "LR" (Local Retail District), legally described as Track 2.1 of the David Merrill Survey, Abstract No. 877, located on the south side of East Belt Line Road and
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east of South Joe Wilson Road with the approximate address being 802 East Belt Line Road.

Representative: Paul Cragun, Cumulus Design

Applicant: Rick Jones, Advantage Storage

Property Owner: John C. Wells, Texas Capital Dev Co Inc.

Senior Planner, Maria Peña, briefed the Commission on the Conditional Use Permit request. She indicated that staff recommends approval subject to the property being platted prior to issuance of a building permit.

Vice-Chairperson Brooks asked the Commission if they had any questions for staff.

Commissioner Deeds asked if the building would cover the entire lot or would there be a buffer.

Ms. Peña indicated that the building meets the Local Retail district setback requirements.

Vice-Chairperson Brooks asked the applicant to address the Commission. The applicant Rick Jones addressed the commission regarding the request.

Vice-Chairperson Brooks asked the Commission if they had any questions for the applicant.

Commissioner Deeds asked the applicant if they provide any services other than storage.

The applicant indicated the only other services being minor retail sales of moving materials.

Commissioner Deeds asked about an on-site caretaker and proposed security measures.

The applicant indicated that they would not have a caretaker live on-site. They will have controlled entrance security gates, limited hours, cameras, and a security system.

Commissioner Deeds asked about the hours of operation.

The applicant indicated that they would be open Monday – Saturday from 9AM – 6PM and Sundays from 1PM – 5PM. Current tenants would be able to access the facility every day from 6AM – 9PM.

Vice-Chairperson Brooks opened the public hearing. She asked if there was anyone wishing to speak in support of this request.

No one spoke in support.

Vice-Chairperson Brooks asked if there was anyone wishing to speak in opposition to this request.

One person spoke in opposition: Wes Pool, 611 E. Beltline Rd.

Vice-Chairperson Brooks closed the public hearing.

Commissioner Hamilton asked if staff had encountered any homeowners who opposed this project.

Planning Director, LaShondra Stringfellow, indicated that there were no residential property owners within 200 feet. However, the Windsor Park neighborhood was informed of the request when the applicant was submitted and again when the public hearing was scheduled. Staff did not receive any comments.

Commissioner Auzenne asked the applicant if they conducted a market study.

The applicant indicated they did, and it showed there is market demand in the area for storage facilities.

The Commission deliberated.

Commissioner Deeds made a motion to recommend approval subject to staff's conditions.

The motion was seconded by Commissioner Hamilton.

The vote was as follows:

Ayes: 6 – Vice-Chairperson Brooks, Commissioners Auzenne, Strother, Deeds, Hamilton, and Lewis

Nays: None

Vice-Chairperson Brooks declared the motion carried.

V. Regular Items:

1. **Case No. SP-73-2018** – Consider an application for a revised site plan on property zoned "I" (Industrial District), legally described as Lot 3BR2, Block 3 of the American Industrial Park Addition, located on the east side of Freedom Way, south of Mount Lebanon Road with the approximate address being 1490 Freedom Way.
Applicant/Property Owner: Pamela D Verner, Diamond P Land Company, LLC.

Ms. Peña briefed the Commission on the site plan request. She indicated that staff recommends approval.

Vice-Chairperson Brooks asked the Commission if they had any questions for staff.

Commissioner Hamilton asked when the property was originally platted.

Ms. Peña indicated that it was platted in the 1980's.

Vice-Chairperson Brooks asked the applicant to address the Commission. The applicant's representative, Kevin Parm, addressed the commission regarding the request.

Vice-Chairperson Brooks asked the Commission if they had any questions for the applicant.

There were none.

The Commission deliberated.

Commissioner Hamilton made a motion to recommend approval.

The motion was seconded by Commissioner Deeds.

The vote was as follows:

Ayes: 6 – Vice-Chairperson Brooks, Commissioners Auzenne, Strother, Deeds, Hamilton, and Lewis

Nays: None

Vice-Chairperson Brooks declared the motion carried.

- 2. Case No. FP-102-2018** – Consider an application for a final plat for the Pratt Addition, Lot 1, Block 1 and a variance to Section 20-22(b), Chapter 20 – Subdivision Regulations on property zoned "SF-10" (Single-family Residential 10,000-square-foot lots) located on the east side of North Joe Wilson Road and south of East Wintergreen Road with the approximate address being 802 E. Wintergreen Road.
Applicant: Luke Keeton, Keeton Surveying Company
Property Owners: Rosana and Zachary Pratt

Ms. Peña briefed the Commission on the final plat request. She indicated that staff recommends approval subject to the following conditions prior to recordation of the plat:

- 1) The property owner/developer shall pay park fees in the amount of \$500.
- 2) The property owner shall receive approval from the Building Appeals and Advisory Board for the use of an on-site septic system on a property less than 1 acre.

Vice-Chairperson Brooks asked the Commission if they had any questions for staff.

Commissioner Deeds asked if the surrounding neighbors were on a septic system.

Ms. Peña indicated that was correct.

Vice-Chairperson Brooks asked the applicant to address the Commission. The applicant, Rosana Pratt, addressed the commission regarding the request.

Vice-Chairperson Brooks asked the Commission if they had any questions for the applicant.

There were none.

The Commission deliberated.

Commissioner Lewis made a motion to recommend approval subject to staff's conditions.

The motion was seconded by Commissioner Strother.

The vote was as follows:

Ayes: 6 – Vice-Chairperson Brooks, Commissioners Auzenne, Strother, Deeds, Hamilton, and Lewis

Nays: None

Vice-Chairperson Brooks declared the motion carried.

VI. Other Business.

1. **PD-113-2018** – Briefing and discussion on a zoning request initiated by the City of Cedar Hill to create a subdistrict for a hotel and convention center within Planned Development District No. 05-226 (Hillside Village) on approximately 5.5 acres legally described as portions of Lots 2 and 3, Block A of the Uptown Village at Cedar Hill Addition, generally located northwest of Highway 67 and south of West Pleasant Run Road.
Property Owner: PR 3 TPC Land LP

Commissioner Auzenne stated she would be abstaining due to a conflict of interest. She left the room and was absent during the discussion.

Ms. Peña briefed the Commission on the zoning request with questions being addressed by Russell Read. The Commission had no additional changes of what is currently proposed.

Commissioner Auzenne re-entered the meeting.

VII. Staff Reports.

1. **Update on applications in review.**
 - a. **2018**
 - b. **2017**

Ms. Stringfellow informed the Commission of the current development applications.

2. Upcoming Meetings

Ms. Stringfellow informed the Commission on upcoming meeting dates.

VIII. Adjourn.

The meeting adjourned at 7:46 p.m.

Katherine Cenicola

Katie Cenicola
Planning Secretary



Theresa Brooks
Vice-Chairperson