
MINUTES
PLANNING AND ZONING COMMISSION
MEETING OF JANUARY 7, 2020

The Planning and Zoning Commission of the City of Cedar Hill, Texas met on Tuesday, January 7, 2020 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: Chairperson Michael H. Lewis, Vice-Chairperson Michael Deeds, and Commissioners: Maranda Auzenne, Theresa Brooks, Lisa Thierry, Timothy Hamilton, and Jay Patton

City Staff Members Present: Director of Planning, LaShondra Stringfellow; Senior Planner, Maria Peña; Planner, Katherine Linares; and Executive Secretary, Katie Cenicola

I. Call the Meeting to Order.

Chairperson Lewis 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 December 17, 2019 regular meeting.

A motion was made by Commissioner Hamilton and seconded by Commissioner Thierry to approve the minutes of the December 17, 2019 regular meeting. The vote was as follows:

Ayes: 5 – Chairperson Lewis, Commissioners Brooks, Thierry, Hamilton, and Patton

Nays: None

Abstain: 1 – Vice Chairperson Deeds (Abstained due to not being present at the December 17th meeting)

Chairperson Lewis declared the motion carried.

III. Citizens Forum.

No one spoke.

IV. Regular Items:

Case No. FP-237-2019 – Consider an application for a final plat for the Gersten Addition, Lots 1 and 2, Block A on property zoned "LR" (Local Retail District), generally located at the southwest corner of West Parkerville Road and South Clark Road, with the approximate address being 935 South Clark Road.

Applicant: Matthew Martinez, JPH Land Surveying

Property Owner: Allen Gersten

Planning Director LaShondra Stringfellow informed the Commission that neither the applicant nor property owner was present at the meeting. She indicated based upon the new law, there is not additional time to table the item.

Commissioner Auzenne entered the meeting.

Planner Katherine Linares briefed the Commission on the request. She indicated that staff recommends approval subject to the following conditions:

1. Prior to submittal of the plat for recordation, change the year to "2020" in all signature blocks, remove the "Preliminary" paragraph, and add the notary official's commission expiration date. [Chapter 20, Sec. 20-11]
2. Parking and landscaping shall not be placed in any easements. Delete the words "parking" and "landscaping" in the statements located after the Owner's Dedication Statement and in the General Notes. [Chapter 16, Art. I, Sec. 16-2(a)]
3. Provide a "private detention pond easement" that matches the entire limits of the detention pond; including downstream grading and freeboard elevation. [Chapter 20, Sec. 20-11(b)(10)]
4. Include a note – "The property owner is responsible to maintain the detention pond area by keeping the pond easement area free of debris, kept functional and mowed regularly." [Chapter 13, Art. V, Division 1, Sec. 13-127]
5. Prior to submittal of the plat for recordation, be sure to include the existing 20-foot easement tract located on the west and south side of the property in the plat. [Texas Local Government Code, Chapter 212, Subchapter A, Section 212.004(a) & Chapter 20, Sec. 20-11(b)(2)]

Vice-Chairperson Deeds asked if the applicant could waive the "shot-clock" requirement.

Ms. Stringfellow indicated they could request an alternative approval method but the applicant has not made that request.

Vice-Chairperson Deeds asked if the Commission could deny the request.

Ms. Stringfellow indicated the Commission could do that. Based upon the new law, the applicant would then be able to resubmit and staff would determine if they have complied with the reasons for it being denied.

Vice-Chairperson Deeds made a motion to deny based upon the application not complying with the code requirements noted in staff's conditions .

The motion was seconded by Commissioner Patton.

The vote was as follows:

Ayes: 7 – Chairperson Lewis, Vice-Chairperson Deeds, Commissioners Auzenne, Brooks, Thierry, Hamilton, and Patton

Nays: None

Chairperson Lewis declared the motion carried.

V. Other Business Items:

1. **Discuss potential amendments pertaining to the Old Town Districts in Chapter 23 entitled "Zoning" of the Code of Ordinances.**

Commissioner Brooks indicated she would be abstaining from any discussion due to her owning properties within the downtown study area.

Ms. Stringfellow briefed the Commission on potential code amendments to the Old Town Districts.

VI. Staff Reports.

1. **Update on applications in review.**
 - a. 2019
 - b. 2018

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

2. Upcoming Meetings

Ms. Stringfellow informed the Commission on items that could be on upcoming meeting dates.

VII. Adjourn.

The meeting adjourned at 6:57 p.m.



Michael H. Lewis
Chairperson



Katie Cenicola
Planning Secretary