
MINUTES
PLANNING AND ZONING COMMISSION
MEETING OF APRIL 21, 2020

The Planning and Zoning Commission of the City of Cedar Hill, Texas conducted a meeting by telephone conference on Tuesday, April 21, 2020 at 6:00 p.m.

Planning & Zoning Commissioners Present: Chairperson Michael H. Lewis, Vice-Chairperson Michael Deeds, and Commissioners: Maranda Auzenne, Theresa Brooks, Timothy Hamilton, and Jay Patton

Absent: Commissioner Lisa Thierry

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 April 7, 2020 regular meeting.

A motion was made by Commissioner Hamilton and seconded by Vice-Chairperson Deeds to approve the minutes of the April 7, 2020 regular meeting. The vote was as follows:

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

Nays: None

Chairperson Lewis declared the motion carried.

III. Public Comment.

No one submitted comments online.

IV. Regular Items:

1. **Case No. FP-249-2020** – Consider an application for a final plat for the Woodmont Addition, Lot 1, Block 1 on property zoned "I" (Industrial) District located on the northeast side of Potter Drive, north of Cedarview Drive with the approximate address being 1001 Cedarview Drive.

Applicant: Jeff Elseman, Woodmont Doors

Representative: Jay Childs, Dietz Engineering

Property Owner: Stan Tidwell, Woodmont Doors

Chairperson Lewis noted that a full presentation was included with the agenda. Therefore, Planner Katherine Linares provided a brief summary to the Commission on the request stating that staff recommends approval subject to the following conditions:

1. Include a note – "On October 2, 2018, the Zoning Board of Adjustments granted a variance to the 25-foot minimum front yard requirement along Potter Drive. All other building setbacks shall comply with the Zoning Ordinance at the time of the building permit" (Chapter 20, Section 20-11).
2. Label the perpendicular street "Topper Drive (60' ROW)." (Chapter 20, Section 20-11).
3. Verify which block of the Cedarview Addition was used as a commencement point. Make changes in Paragraph 2 under "Owner's Certificate" if needed. (Chapter 20, Section 20-11).
4. Verify information presented in Paragraph 3 under "Owner's Certificate" based on verification of information in Condition #4. (Chapter 20, Section 20-11).
5. Label the Point of Beginning (POB) on the plat. (Chapter 20, Section 20-11).
6. Change the title block to include "addition to the City of Cedar Hill, Dallas County, Texas" after proposed name of the addition. (Chapter 20, Section 20-11).
7. Edit the "City Approval Statement" to include the signatures of the Planning and Zoning Commission Chairman and Mayor of Cedar Hill. (Chapter 20, Section 20-11).
8. Add "Owner's Dedication" above section that reads "NOW THEREFORE, KNOW..." (Chapter 20, Section 20-11).
9. Label "sanitary sewer easement" for the sewer main segment along the northern property line in addition to the existing 10-foot utility easement, which is inconsistent with the width required by current regulations. Since there is no adjacent right-of-way, provide an additional 10-foot sanitary sewer easement for the existing sanitary sewer main. (Chapter 20, Section 20-11).
10. Per the City's Thoroughfare Plan, Cedarview Drive has a 64'-68' buildout ROW. The existing ROW for Cedarview Drive is labeled as 60 feet. Please show and label an additional 2 feet of ROW dedication. (Chapter 20, Section 20-19).

Chairperson Lewis asked the applicant to address the Commission. Jeff Elseman addressed the Commission.

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

The motion was seconded by Commissioner Brooks.

The vote was as follows:

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

Nays: None

Chairperson Lewis declared the motion carried.

V. Staff Reports.

- 1. Update on applications in review.**
 - a. 2020**
 - b. 2019**

Planning Director LaShondra 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.

VI. Adjourn.

The meeting adjourned at 6:12 p.m.



Michael Lewis
Chairperson

Katherine Cenicola

Katherine Cenicola
Planning Secretary