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**MINUTES  
PLANNING AND ZONING COMMISSION  
MEETING OF APRIL 2, 2024**

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*The Planning and Zoning Commission of the City of Cedar Hill, Texas met on Tuesday, April 2, 2024 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 Lisa Thierry, Vice-Chairperson Jay Patton, and Commissioners Gerald White, Steven Hendon, Dr. Allena Anderson, Jami McCain and Gerald Malone*

*Absent: None*

*City Staff Members Present: Chasidy Benson, Planning Director; Maria Peña, Planning Manager; Josue De La Vega, Senior Planner; and Debra Kalsnes, Planning Executive Assistant*

**1. Call the Meeting to Order.**

Chairperson Thierry called the meeting to order at 6:01 p.m. declaring it an open meeting in which a quorum was present, and the meeting notice was duly posted.

**2. Approve the minutes of the February 20, 2024 regular meeting.**

A motion was made by Commissioner White and seconded by Commissioner Malone to approve the minutes of the February 20, 2024, regular meeting. The vote was as follows:

Ayes: 4 – Chairperson Thierry, Vice-Chairperson Patton and Commissioners White and Malone

Nays: None

Abstain: 2 - Commissioners Anderson and McCain - due to absence

The motion carried.

**3. Citizens Forum/Public Comments.**

There were none.

At this point, Commissioner Hendon entered the meeting at 6:03 pm.

**4. Regular Items**

- a. Case No. FP-628-2024** – Consider an application for a final plat for the Munoz Addition, Lot 1, Block 1 and a variance to Section 20-22(b), Chapter 20 – Subdivision Regulations
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on property zoned "SF-E" (Single-Family Estates – one acre lot minimum), legally described as a portion of Lot 1, Block 3 of the Brook View Unrecorded, generally located on the north side of High Drive, east of Simmons Way with the approximate address being 328 Simmons Way.

*Applicant: Mario Munoz*

*Property Owner: Mario Munoz*

Planning Manager Peña briefed the Commission on the request. She indicated that staff recommended approval subject to the conditions listed in the staff report.

Chairperson Thierry asked if there were any questions for staff from the Commissioners. There were none.

Chairperson Thierry asked the applicant to come forward and address the Commission. Mario Munoz, Jr, at 328 Simmons Way, Cedar Hill, TX, came forward, made a brief statement, and stated he was available to answer questions.

Chairperson Thierry asked the Commission if there were questions of staff or the applicant.

Staff responded to the Commission's question, confirming that the existing 40-foot access easement cannot be built upon.

Commissioner White made a motion to approve subject to staff's conditions.

The motion was seconded by Commissioner Hendon.

Ayes: 7 – Chairperson Thierry, Vice-Chairperson Patton and Commissioners White, Hendon, Anderson, McCain and Malone

Nays: None

Abstain: None

Chairperson Thierry declared the motion carried and stated that this case would be considered by City Council on April 9, 2024.

## **6. Other Business Items.**

### **a. Briefing on next steps for implementation of the Comprehensive Plan: Development Code Rewrite.**

Planning Director Benson made a presentation to the Commission on the upcoming Development Code Rewrite.

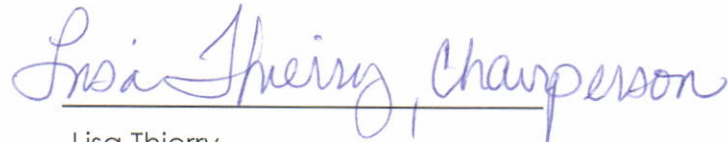
## **7. Staff Reports.**

Planning Director Benson informed the Commission that there would be a meeting on April 16<sup>th</sup>. She reminded the Commission of the VIP Event for the Library on April 4<sup>th</sup> and of the joint workshop regarding Balcones Ranch with City Council and the developer on April 30<sup>th</sup>. She updated the Commission on the Food Truck Pilot Program. She also informed the Commission of the Elected and Appointed Official's Workshop on July 26<sup>th</sup> in North Richland Hills.

## **8. Adjourn.**

Commissioner Patton made a motion to adjourn and it was seconded by Commissioner Anderson.

The meeting adjourned at 6:50 p.m.



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Lisa Thierry  
Chairperson



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Debra Kalsnes  
Planning Executive Assistant

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