
**MINUTES
PLANNING AND ZONING COMMISSION
MEETING OF DECEMBER 3, 2024**

The Planning and Zoning Commission of the City of Cedar Hill, Texas met on Tuesday, December 3, 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: Vice-Chairperson Jay Patton, and Commissioners Gerald White, Steven Hendon, Allena Anderson, Jami McCain

Absent: Chairperson Lisa Thierry and Commissioner Lew Blackburn

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

1. Call the Meeting to Order.

Vice-Chairperson Patton 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.

2. Approve the minutes of the November 5, 2024 regular meeting.

A motion was made by Commissioner White and seconded by Commissioner Hendon to approve the minutes of the November 5, 2024 regular meeting. The vote was as follows:

Ayes: 5 – Vice-Chairperson Patton, and Commissioners White, Hendon, Anderson, and McCain

Nays: None

Abstain: None

The motion carried.

3. Citizens Forum/Public Comments.

There were none.

4. Public Hearing Item

- a. Case No. CUP-668-2024** – Conduct a public hearing and consider an application for a Conditional Use Permit (CUP) and a site plan for Multi-Family (Apartments) on property zoned "OT-Res" (Old Town Residential Sub-District), generally located on the south side of Texas Street and approximately two-hundred feet to the east of Main Street, with the
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approximate address being 402 & 404 Texas Street.
Applicant: Norman Patten, Norman Patten & Associates.
Representative: Brenda Arellano
Property Owner: Mario & Rosa Acevedo, Infinity Drywall, LLC

Senior Planner De La Vega briefed the Commission on the request. He indicated that staff recommends approval subject to the following conditions:

1. A plat shall be submitted, approved and recorded prior to issuance of a building permit.
2. Operation of the use shall be consistent with the approved site plan with attachments.

Senior Planner also stated that it is within the Planning and Zoning purview to ask the applicant to modify the street elevations further with modified windows and/or additional façade elements such as awnings and/or shutters.

Vice-Chairperson Patton asked if there were any questions for staff from the Commissioners.

Staff answered the Commission's questions stating that the landscape plans were part of the packet and that additional architectural elements could be incorporated into the Commission's recommendations.

Vice-Chairperson Patton asked the applicant to come forward and address the Commission. Norman Patten with Norman Patten & Associates at 413 Cedar St, Cedar Hill, TX, came forward, made a brief statement, and stated he was available to answer questions.

Vice-Chairperson Patton asked the Commission if there were any questions of the applicant.

The applicant answered the Commission's questions stating that this would be comparable to a 2-story townhome style with a single-car garage with first floor entry/exit; approximately 1,600 square-foot units with 3 bedrooms and 2-1/2 baths; and the exterior building elevations are currently proposed to be white brick with gray trim hardi siding. The applicant was receptive to additional architectural elements and explained the elevations to the Commission.

Vice-Chairperson Patton opened the public hearing. He asked if there was anyone wishing to speak in support or opposition of the requests. No one came forward.

Vice-Chairperson Patton closed the public hearing.

Vice-Chairperson Patton asked the Commission if there were additional questions of staff or the applicant. There were none.

Commissioner Anderson made a motion to approve subject to the conditions in the staff report.

The motion was seconded by Commissioner White.

Ayes: 5 – Vice-Chairperson Patton, and Commissioners White, Hendon, Anderson, and McCain

Nays: None

Abstain: None

Vice-Chairperson Patton declared the motion carried and stated that this case would be considered by City Council on December 10, 2024.

6. Staff Reports.

Assistant City Manager Benson stated there would be a December 17th meeting. She also stated that the new Planning Director, Angela Self, would begin on December 9th and would be at the next meeting. The Commission thanked Assistant City Manager Benson for her service to the Commission and wished her the best in her new position.

7. Adjourn.

Commissioner McCain made a motion to adjourn and it was seconded by Commissioner Hendon.

The meeting adjourned at 6:37 p.m.



Debra Kalsnes
Planning Executive Assistant



Jay Patton
Vice-Chairperson

