
**MINUTES
PLANNING AND ZONING COMMISSION
Meeting of April 1, 2014**

The Planning and Zoning Commission of the City of Cedar Hill, Texas met on TUESDAY, April 1, 2014 at 6:00 p.m. in T.W. "Turk" Cannady/Cedar Hill Room, 285 Uptown Boulevard Building 100, Cedar Hill, Texas.

Planning & Zoning Commissioners present: Chairman Theresa Brooks and Commissioners: Gehrig Saldana, Michael Deeds, Lisa Thierry and Stephanie Freeman.

Planning & Zoning Commissioners absent: Vice-Chairman Bill Strother and Commissioner Timothy Hamilton

City Staff members present: Rod Tyler, Director of Planning, Don Gore, Senior Planner and Sharon Davis, Executive Secretary.

I. Call the meeting to order

Chairman 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 March 18, 2014 regular meeting

Chairman Brooks noted a needed correction that would change the wording "rod iron" to "wrought iron" in the March 18, 2014 minutes.

A motion was made by Commissioner Freeman to approve the minutes of the March 18, 2014 regular meeting with the noted correction. The motion was seconded by Commissioner Saldana. The vote was as follows:

Ayes: 3 – Chairman Brooks and Commissioners, Saldana, Freeman

Abstain: Commissioner Thierry

Nays: 0

Chairman Brooks declared the motion carried.

Commissioner Deeds arrived at 6:03

III. Citizens Forum

- IV. Case No. 14-10 – Consider a request for a Re-Plat** creating Lot 1, Blk. A, Cedar Crossing Plaza Addition, being 4.14 acres out of Abstract 392, generally located on the eastside of US Hwy. 67, between FM 1382 and Springtime Drive; requested by Norman Patten on behalf of Cedar Crossing Plaza LLC.
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Mr. Gore reported that the applicant is proposing to re-plat 9 non-residential lots and a two plus acre parcel of unplatted land into (1) one lot and dedicate the necessary easements to develop the property. The proposed lot shows Green Pasture Drive extending through the subject property to the Staples parking lot. Applicant is responsible for the maintenance of Green Pasture Drive. On March 18, 2014, the Commission tabled this item since then the applicant has submitted all civil plans to the engineering department and the City Engineer has issued a letter stating that they are in acceptable form, which is enclosed in the Commission's packet.

Mr. Patten, 413 Cedar St., Cedar Hill, TX, stated that he has provided updated easements with the access and drainage easements and detention pond easement on the plat. The plat has also been updated with the correct block and lot name and surveyor's statement has been revised.

Commissioner Deeds asked if the surviving lot had been designated on the plat.

Mr. Tyler stated the applicant is changing the subdivision's name so it gives him the ability to have its own block, lot and addition name.

Commissioner Deeds moved to recommend approval of Case No. 14-10. The motion was seconded by Commissioner Saldana. The vote was as follows:

Ayes: 5 – Chairman Brooks and Commissioners Thierry, Saldana, Deeds and Freeman.

Nays: 0

Chairman Brooks declared the motion carried.

VI. Case No. 14-11 – Review and consider the Site Plan of Cedar Crossing Plaza, on Lot 1, Blk. A, Cedar Crossing Plaza Addition, generally located on the eastside of US Hwy. 67, between FM 1382 and Springtime Drive; *requested by Norman Patten on behalf of Cedar Crossing Plaza LLC.*

Mr. Gore reported the applicant is proposing to construct a retail shopping center with (2) two one-story retail buildings totaling 25,000 sq. ft. located on 4.144 acres to the south of Springtime Drive. On March 18, 2014, the Commission tabled this item. Applicant has submitted a revised site plan application. Staff recommends approval of the proposed site plan with the following conditions: approval of the tree mitigation plan is provided prior to issuance of a building permit and provides documentation that applicant has permission from owner of Staples Shopping Center to conduct off-site construction on their property and mutual access.

Commissioner Deeds moved to remove table from item Case No. 14-10. The motion was seconded by Commissioner Saldana. The vote was as follows:

Ayes: 5 – Chairman Brooks and Commissioners Thierry, Saldana, Deeds and Freeman.

Nays: 0

Chairman Brooks declared the motion carried.

Mr. Patten stated he has given documents to the Staple owners for signature. The signed documents should be done at any time. There are 148 existing trees on the property. We have saved 48 existing trees and are replacing 80 trees that are 4-6" caliper versus the 3" caliper the ordinance requires. The landscape and site plan have been updated with the new detention pond area. The pond opens up so it has a slopping/grassy area with trees around it.

Chairman Brooks asked if the property drains from the detention pond into the water feature or is it a separate system.

Mr. Patten stated it is a separate decorative water fall set up with a gazebo, benches and there is an area for various activities.

Commissioner Deeds asked if the applicant had received any written notices from the Staple owners they intend to sign the agreement and how existing trees, trees to be planted and trees to be removed were illustrated on the site plan. Mr. Patten stated he has nothing in writing but has not received any indication that the Staple owners would not sign the agreement. He explained that most of the existing trees were on the back of the property and around the detention pond. The new trees were noted in the legend and are mostly in the front of the property.

Mr. Gore stated the applicant has to mitigate the trees to get a building permit. If he wants to waive from the tree mitigation process that he would have to go before City Council.

Commissioner Deeds moved for approval subject to an agreement with Staples Shopping Center property owner for cross access and an approved tree mitigation plan prior to getting a building permit. The motion was seconded by Commissioner Freeman. The vote was as follows:

Ayes: 5 – Chairman Brooks and Commissioners, Saldana, Deeds, Thierry and Freeman.

Nays: 0

Chairman Brooks declared the motion carried.

VII. Review and consider a recommendation for The Comprehensive Plan

Commissioner Thierry moved to send The Comprehensive Plan to City Council for consideration and approval. The motion was seconded by Commissioner Freeman. The vote was as follows:

Ayes: 5 – Chairman Brooks and Commissioners, Saldana, Deeds, Thierry and Freeman.

Nays: 0

Chairman Brooks declared the motion carried.

Mr. Gore asked the Commission if they would like to take the opportunity to present the Comprehensive Plan to City Council. The Commission thought this was a good idea.

Mr. Gore asked if the Commission would take an opportunity to go over the City Center draft plan with any recommendations and/or comments they may have.

Mr. Hamilton arrived at 6:31pm.

Mr. Tyler stated if any commissioner is up for reappointment to submit their application to the City Secretary.

IX. Staff Reports & Discussion Items

1. Recent Submittals

Mr. Gore reviewed the recently submitted cases with the Commission.

X. Adjourn

A motion was made, followed by a second for adjournment. The meeting adjourned at 6:35 pm.

Theresa Brooks
Chairman

Sharon Davis
Executive Secretary
