

**MINUTES**  
**Historic Downtown Advisory Board**  
**Meeting Minutes of April 30, 2018**

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*The Historic Downtown Advisory Board of the City of Cedar Hill, Texas, met Monday, April 30, 2018, at 6:00 pm. in the Administration Conference Room of the Cedar Hill Government Center, 285 Uptown Blvd., Cedar Hill, Texas.*

*The following members were present: Al Armistead, Albert Mack, Randy Moon, Norman Patten, and Gary Reed. Alice Atchison, Gordon Penelton, and Charlie Thompson was absent. The following City staff members were present: Russell Read, Director of Customer and Visitor Experience, LaShondra Stringfellow, Director of Planning, Patty Bushart, Tourism Marketing Manager, Dhawal Kataria, Planning intern, and Lauren McCarty, Administrative Secretary.*

**I. Call the Meeting to order.**

Chairman Gary Reed called the meeting to order at 6:05 pm declaring it an open meeting with notice of the meeting duly posted and a quorum present.

As of the February 27, 2018 City Council meeting, the Main Street Development and Preservation Board was dissolved and replaced by the Historic Downtown Advisory Board. Acting as representatives for the future appointed Historic Downtown Advisory Board, it was declared by those in attendance that no action would be taken beyond approving the minutes of the February 26, 2018 regular meeting; effectively closing the Main Street chapter.

**II. Approve the Minutes of the February 26, 2018 Main Street Development and Preservation Board Regular Meeting.**

Norman Patten made a motion, seconded by Albert Mack, to approve the minutes of the February 26, 2018 Main Street Development and Preservation Board Regular Meeting.

**III. Discuss Historic Downtown regulations revisions.**

The Board received a presentation from Planning Director LaShondra Stringfellow on the proposed regulations revisions for Historic Downtown. Ms. Stringfellow sought the board's final input before City Council was briefed on their recommendations.

Topics of conversation included the proposed revision requiring new businesses to provide on-site parking of no less than 40% and no greater than 125% of the current standard. Concerned new businesses would be inclined to minimize on-site parking, the Board recommended that the current standard be maintained for restaurant services to ensure adequate parking space for patrons and to avoid overflow parking in residential areas.

Additionally, it was recommended to not include requirements for new businesses to provide outdoor gathering space or street furniture. Those locations determined by the Board best

suited for public gathering space are city-owned. A city-sponsored capital improvement initiative was recommended to enhance outdoor gathering space in Historic Downtown.

Revisions to the following regulations were also presented with little to no discussion:

- Residential land use
- Non-residential land use
- Sidewalks
- Setbacks
- Block face
- Frontage build-out
- Location of parking lots
- Pedestrian & street lighting
- Landscaping
- Height
- Building materials
- Colors
- Ground floor transparency
- Signage

**IV. Reports from Historic Downtown staff.**

- Board applications to be completed and returned to City Secretary's Office by May 11, 2018.
- Chapter 19, Article III, "Special Events" of the Code of Ordinances was repealed and replaced by Ordinance No. 2018-641.
- May 5, 2018 City Council elections.
- May 5, 2018 The Natural World Opening Reception at Sly Cat Gallery.
- May 5, 2018 Cinco de Mayo Celebration at Zula B. Wylie Public Library.
- May 7, 2018 Cedar Hill Museum of History's Tower City Classic Golf Tournament at Tangle Ridge Golf Club.
- May 19, 2018 Cedar Hill Rotary Club's Head for the Hills Bike Rally at Hillside Village.
- Next regular meeting set for the fourth Monday in June following board appointments.

**V. Review action items.**

- Send board application reminder to members.

**VI. Adjourn.**

Chairman Reed adjourned the meeting at 7:40 pm.

ATTEST:

*Minutes Approved on June 25, 2018*

Lauren McCarty  
Administrative Secretary

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Gary Reed,  
Main Street Board Chair