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**MINUTES  
PLANNING AND ZONING COMMISSION  
MEETING OF MAY 5, 2020**

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*The Planning and Zoning Commission of the City of Cedar Hill, Texas conducted a meeting by telephone conference on Tuesday, May 5, 2020 at 6:00 p.m.*

*Planning & Zoning Commissioners Present: Chairperson Michael H. Lewis, and Commissioners: Maranda Auzenne, Theresa Brooks, Lisa Thierry, and Jay Patton*

*Absent: Vice-Chairperson Michael Deeds*

*\*Commissioner Timothy Hamilton had technical difficulties joining the meeting and could not be heard until the end of the meeting.*

*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 6:05 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 21, 2020 regular meeting.**

A motion was made by Commissioner Brooks and seconded by Commissioner Auzenne to approve the minutes of the April 21, 2020 regular meeting. The vote was as follows:

Ayes: 4 – Chairperson, Lewis, Commissioners Auzenne, Brooks and Patton

Nays: None

Abstain: 1 – Commissioner Thierry (Due to being absent for the April 21, 2020 meeting)

Chairperson Lewis declared the motion carried.

**III. Public Comment.**

No one submitted comments online.

**IV. Public Hearing Items:**

1. **Case No. FP-257-2020** – Conduct a public hearing and consider an application for a final plat for the River Oaks Addition, Section 2, Lot 14R, being a replat of Lot 14 and portion of Lot 13, with a variance to Section 20-22(b), Chapter 20 – Subdivision Regulations on property zoned "SF-10" District (Single-Family Residential District – 10,000 square foot minimum lots) located on the southeast corner of Linkhaven
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Drive and Meadow Crest Lane with the approximate address being 14 Linkhaven Drive.

*Representative: Jason Rawlings, Miller Surveying, Inc.*

*Applicants/Property Owners: Mariano Efrain Palacios and Nicolasa Rodriguez Palacios*

Chairperson Lewis noted that a full presentation was included with the agenda. Senior Planner Maria Peña provided a brief summary to the Commission on the request and recommended approval subject to the conditions cited in the staff report. Those conditions are:

1. Include a note – "Building setbacks shall comply with the Zoning Ordinance at the time of the building permit." [Chapter 20, Section 20-11(b)]
2. Include a note – "This replat does not attempt to amend or remove any covenants or restrictions. [Chapter 20, Section 20-11(b)]
3. The word "Tracks" as identified within this plat needs to be changed to "Lots" when referencing the subdivision. [Chapter 20, Section 20-11(b)]
4. Change the title to a FINAL PLAT (and fill in the blanks) as shown comments [Chapter 20, Section 20-11(b)]
5. Add City Approval Statement. [Chapter 20, Section 20-11(b)]
6. Add "Owner's Dedication"; "NOW, THEREFORE KNOW ALL MEN BY THESE PRESENT" and after each owner's name, "OWNER". [Chapter 20, Section 20-11(b)]
7. Add property owners' names to adjoining properties and their recording information for reference. [Chapter 20, Section 20-11(b)]
8. Scale confirm scale is shown accurately. It appears to be off by approximately 1-foot. [Chapter 20, Section 20-11(b)]
9. Please Add "OWNER'S CERTIFICATE" above "State of Texas", (see mark-up). [Chapter 20, Section 20-11(b)]
10. Provide the correct Abstract No. and revise the subdivision name to "Red Oak Section 2 Addition" (see mark-up). [Chapter 20, Section 20-11(b)]
11. This property does not have access for you to connect to the City's sanitary sewer system as required per Chapter 20, Section 20-22(b) of the Subdivision Ordinance. A variance will need to be requested to the Planning and Zoning Commission to allow not to connect to the City's sanitary sewer system. This process will run concurrently with the Plat. Please note an on-site septic system will be required. Please contact the Building Official for specific requirements. [Chapter 20, Section 20-22(b)]
12. Please label the old lot line as "Abandoned by this Plat". [Chapter 20, Section 20-11(b)].

Chairperson Lewis asked if the applicant would like to speak on the request. No one spoke on the request.

Chairperson Lewis opened the public hearing. He asked if there was anyone wishing to speak in support or opposition of this request.

No one spoke in support or opposition.

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Chairperson Lewis closed the public hearing.

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

The motion was seconded by Commissioner Brooks.

The vote was as follows:

Ayes: 5 – Chairperson Lewis, Commissioners Auzenne, Brooks, Thierry, and Patton

Nays: None

Chairperson Lewis declared the motion carried.

2. **Case No. CUP-254-2020** – Conduct a public hearing and consider an application for a Conditional Use Permit for a “winery” with the sale of alcoholic beverages for on-premise consumption on property zoned “OT-Corr” (Old Town Corridor) District within the Uptown Overlay, and located on the south side of Cooper Street, west of Highway 67 with the approximate address being 316 Cooper Street.  
*Applicant/Property Owner: Julie Denton*

Chairperson Lewis noted that a full presentation was included with the agenda. Senior Planner Maria Peña provided a brief summary to the Commission on the request stating that staff recommends approval subject to the conditions noted in the staff report. Those conditions are:

1. The operation of the use is subject to the site plan and requirements in Section 4.1.4 of the Zoning Code.
2. This Conditional Use Permit is only valid for the operator “Saviana Winery, LLC”. A new CUP shall be required if the operator on the TABC license changes.
3. The on-premise consumption is limited to the approximately 2,516-square-foot indoor and outdoor tasting rooms as denoted on the floor plan and site plan.
4. On-premise consumption shall be limited to the wine produced by the operator and owner of the property – “Saviana Winery”.
5. The proposed hours of operation for the tasting room is Sunday, Wednesday and Thursday from 12 pm to 8 pm and Friday and Saturday from 11 am to 10 pm.
6. The proposed hours for the winery production will be tasting room hours plus Monday and Tuesday from 9 am to 7 pm; Sunday, Wednesday and Thursday from 9 am to 12 pm; and Friday and Saturday from 9 am to 11 am.
7. This Conditional Use Permit does not allow commercial amusement uses.
8. There shall be no outdoor tasting room in use between the hours of 9 pm – 11 am., as noted on the site plan.
9. There shall be no walk-up window access and no drive-through facility.
10. There shall be no amplified sound.
11. The Conditional Use Permit expires in one year.

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Chairperson Lewis asked the applicant to come forward and address the Commission. Julie Denton addressed the Commission.

Chairperson Lewis opened the public hearing. He asked if there was anyone wishing to speak in support or opposition of this request.

One person spoke in support: Randy Moon; 313 Cooper St.

Chairperson Lewis closed the public hearing.

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: 5 – Chairperson Lewis, Commissioners Auzenne, Brooks, Thierry, and Patton

Nays: None

Chairperson Lewis declared the motion carried.

#### **V. Regular Items:**

1. **Case No. PP-260-2020** – Consider an application for a preliminary plat for the Holveck Addition, Lots 1 and 2, Block 1 on property zoned "SF-7" (Single Family Residential District – 7,000-square-foot lots), generally located on the east side of North Roberts Road and south of Acres Street, with the approximate address being 706 Acres Street.  
*Applicant: Luke Keeton, Keeton Surveying*  
*Property Owner: Jerrell Holveck*

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

1. Prior to recordation of the final plat, demolish or move the accessory building that crosses the proposed lot line. A permit shall be acquired.
  2. Identify any existing sewer lines with the tracts and immediately adjacent thereto with pipes sizes and location indicated within the present tracts with submittal of the final plat. (Chapter 20, Section 20-10. b (11))
  3. Provide the layout and width of any existing or proposed easements that exist or service the tracts with submittal of the final plat. (Chapter 20, Section 20-10. b (7))
  4. Park development fee (\$700) per dwelling unit and fee in lieu of land dedication (\$500) per dwelling unit are required prior to the recordation of the plat with the county. (Chapter 20, Section 20-42(a) & (c) and Section 20-43(a))
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Chairperson Lewis asked the applicant to address the Commission. Jerrell Holveck and Jose Arrellano addressed the Commission.

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

The motion was seconded by Commissioner Thierry.

The vote was as follows:

Ayes: 5 – Chairperson Lewis, Commissioners Auzenne, Brooks, Thierry, and Patton

Nays: None

Chairperson Lewis declared the motion carried.

**VI. Other Items:**

1. **Discuss potential amendments to land uses related to general merchandise and food stores.**

Planning Director LaShondra Stringfellow briefed the Commission and discussed some of the potential amendments to land uses relating to general merchandise and food stores.

**VII. Staff Reports.**

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

Ms. 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.

**VIII. Adjourn.**

The meeting adjourned at 6:55 p.m.



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Michael Lewis  
Chairperson



Katherine Cenicola  
Planning Secretary

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