

SUPPLEMENTAL NOTICE OF MEETING BY TELEPHONE CONFERENCE

In accordance with an Order of the Office of the Governor issued on March 16, 2020, the Historic Downtown Advisory Board for the City of Cedar Hill, Texas will conduct a Meeting by telephone conference at 6pm on July 27, 2020, in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") in an effort to slow the spread of the Coronavirus (COVID-19) pandemic.

This is an open meeting conducted by telephone conference. There will be no public access to a physical location.

To submit public comments, visit cedarhilltx.com. All public comments submitted by 4pm on July 27th will be provided to the board members and entered into record for the meeting.

Options for public access to the meeting:

Via webinar: **zoom.us/join**
Meeting ID#: **818 0457 9771**
Passcode: **326853**

Via phone: **Dial 1-346-248-7799**
Meeting ID#: **818 0457 9771**
Passcode: **326853**

A recording of the telephonic meeting will be made available to the public in accordance with the Open Meetings Act upon written request.

This written notice, the meeting agenda and the agenda packet are posted online at www.cedarhilltx.com



City of Cedar Hill
285 Uptown Blvd., Bldg. 100
Cedar Hill, Texas 75104-3526
972-291-5100
fax 972-291-7250

**NOTICE OF REGULAR CALLED MEETING
HISTORIC DOWNTOWN ADVISORY BOARD**

AGENDA

Monday, July 27, 2020

Cedar Hill Government Center

285 Uptown Blvd., Bldg. 100

4TH floor Administration Conference Room

6:00 P.M.

- I. Call Meeting to Order
- II. Citizens' Forum
- III. Approve the Minutes of the June 22, 2020 Regular Meeting and June 15, 2020 Special Called Meeting.
- IV. Meeting Protocols
- V. Update on Complete Streets
 - a. Scheduling for Phase 1 and Phase 2
 - b. Discussion on Railroad Crossing
- VI. Update on Country Day
- VII. Update on Broad Street Storage Sheds
- VIII. Update on Semi-Truck Restriction in Downtown Cedar Hill
- IX. Staff Reports
- X. Review Action Items
- XI. Adjourn

I certify that the above notice of meeting was posted in accordance with the Texas Open Meetings Act at Cedar Hill Government Center, 285 Uptown Blvd., Bldg. 100, Cedar Hill, Texas, on the 24nd day of July 2020.

Christy Harris / CVE Coordinator

"PURSUANT TO SECTION 30.07, PENAL CODE (TRESPASS BY LICENSE HOLDER WITH AN OPENLY CARRIED HANDGUN), A PERSON LICENSED UNDER SUBCHAPTER H, CHAPTER 411, GOVERNMENT CODE (HANDGUN LICENSING LAW), MAY NOT ENTER THIS PROPERTY WITH A HANDGUN THAT IS CARRIED OPENLY"

"CONFORME A LA SECCIÓN 30.07, DEL CÓDIGO PENAL (ENTRADA SIN AUTORIZACIÓN POR TITULAR DE LICENCIA CON UNA PISTOLA VISIBLE), UNA PERSONA CON LICENCIA BAJO EL SUBCAPÍTULO H, CAPÍTULO 411 DEL CÓDIGO DE GOBIERNO (LEY DE LICENCIAS DE PISTOLAS), NO PUEDE ENTRAR EN ESTA PROPIEDAD CON UNA PISTOLA VISIBLE"

This facility is wheelchair accessible. Handicapped parking spaces are available. Requests for sign interpretive services must be made 48 hours ahead of meeting. To make arrangements, call 972-291-5100 ext 1018 or (TDD)1-800- RELAY TX (1-800-735-2989).

MINUTES
Historic Downtown Advisory Board
Special Meeting Minutes of June 15, 2020

The Historic Downtown Advisory Board of the City of Cedar Hill, Texas, met Monday, June 15, 2020, at 6:00 pm via teleconference using Zoom and in the Administration Conference Room of the Cedar Hill Government Center, 285 Uptown Blvd., Cedar Hill, Texas.

The following members were present: Al Armistead, Randy Moon, Kenna Prior, Chelsey Randel, Hannah Tyler, Christopher Haley. The following City staff members were present: Russell Read, Director of Customer and Visitor Experience, Michelle Hernandez, Destination Marketing Manager, Christy Harris, CVE Coordinator. The following members were absent: Albert Mack, Matthew Chapel and Norman Patten.

I. Call Meeting to Order at 6:06 PM

Chairman Hannah Tyler called the meeting to order at 6:06 pm, declaring it an open meeting with notice of the meeting duly posted and a quorum present.

II. Discuss and provide feedback on a proposed restaurant located in “OT-Res” (Old Town Residential) at 207 Wilson Street (formerly Eclair’s) Applicant: Ole Pozole Representative: Braxton Werner, Wernerfield Architecture Property Owner: VA Capital LLC & Victor E. Ballas LLC.

Architect for the project, Braxton Werner, presented plans that have been submitted to the Planning Department to use the existing Eclair’s restaurant at 207 Wilson Street with additions to accommodate the new concept. Features include doubling the space usage, outdoor patio and community space with a concentration to use as many existing trees as possible. Owners of the restaurant are cognizant of the impact to local neighbors and are ensuring they have measures in place to minimize any disruption while designing indoor and outdoor space that invites community to enjoy the location. Al Armistead submitted affidavit against CUP-262-2020 and its potential conflict within the residential community.

Planning Department is reviewing the current CUP application required for the additional floor area and patio for the restaurant. In addition to the CUP, the location will add an alcohol variance request to be included with the CUP due to the proximity to the nearby church. Planning explained the process of the CUP. Next steps are a formal presentation to the Historic Downtown Advisory Board on June 22nd, the Planning and Zoning Committee on July 7th and finally City Council on July 14th. Planning is requiring the restaurant to conduct community outreach to acquire community support for the project.

Board members made various comments regarding this project to show support but make aware past issues residents have seen in the area. Overall, board members are pleased with the concept and looking forward to this type of establishment in Historic Downtown.

III. Adjourn: 6:42 Pm

ATTEST:

Christy Harris
CVE Coordinator

Hannah Tyler
Historic Downtown Board Chair

MINUTES
Historic Downtown Advisory Board
Regular Scheduled Meeting June 22, 2020

The Historic Downtown Advisory Board of the City of Cedar Hill, Texas, met Monday, June 22, 2020, at 6:00 pm via teleconference using Zoom and in the Administration Conference Room of the Cedar Hill Government Center, 285 Uptown Blvd., Cedar Hill, Texas.

The following members were present: Al Armistead, Norman Patten, Kenna Prior, Chelsey Randel, Hannah Tyler, Christopher Haley. The following City staff members were present: Russell Read, Director of Customer and Visitor Experience, Michelle Hernandez, Destination Marketing Manager, Christy Harris, CVE Coordinator. The following members were absent: Albert Mack, Matthew Chapel and Randy Moon.

I. Call Meeting to Order at 6:01 PM

Chairman Hannah Tyler called the meeting to order at 6:01 pm, declaring it an open meeting with notice of the meeting duly posted and a quorum present.

II. Citizens' Forum

No citizens submitted for Citizen's Forum

III. Approve the Minutes of the May 27, 2020 Regular Meeting and June 15, 2020 Special Called Meeting

Al Armistead motioned to approve the minutes from May 27, 2020 and June 15, 2020 considering that the minutes reflect that Al Armistead filed the necessary affidavit of potential conflict, towards CUP-262-2020. Chelsey Randel seconded the motion. Motion was approved unanimously.

IV. Discuss CUP-262-2020 Ole' Pozole

Applicant proposes to use the property located on 207 Wilson Street and are required to submit a CUP, since the property is in a residential area in which alcohol will be served. They are requesting a 2,190 square foot expansion for an enclosed patio with french doors, all while maintaining the original gray exterior.

- Enclosed patio would comprise of more space and will require additional parking.
- Parking options include:
 - An attempt to enter in a parking agreement with adjacent funeral home
 - An attempt to enter in a valet agreement that will require a variance in which valet staff would use the 3 close public parking lots.
 - Use of a bicycle shuttle service to transport customers

The developer would prefer a partnership with the City of Cedar Hill and have the fallback arrangement of parking in the CUP. This agreement would come with a time limit of a year, in which it would be re-evaluated. Options will be presented by developer when they have reached a decision.

Notices have been sent to residents within 200 feet of the development in October 2019 in regard to the first phase of the Ole' Pozole business concept.

Al Armistead motioned to approve and remove the red outdoor patio box from page 3 of CUP-262-2020 and develop a parking plan. Seconded by Kenna Prior. The motion was approved unanimously.

V. Discuss Downtown Zoning and Code Enforcement Recommendation Letter

It was recommended that there be a closure for large semi-trucks to prevent use of Belt Line Rd, Broad St. and Cooper Street that extends to Hwy 67 Service Road with an altered routed for smaller trucks that come into Downtown Cedar Hill. Another draft will be created and submitted for approval next HDAB meeting.

VI. Staff Reports

Discussions have continued on Complete Streets in Downtown Cedar Hill and a planned discussion will be scheduled with land and stakeholders about plans going forward. Once a strategy is complete, the Complete Streets Committee will conduct community outreach about beginning construction of Complete Streets.

Beginning with the next HDAB meeting, the Mondays before an HDAB meeting, a request for agenda items will be sent to the board. Requests will be due by that Thursday at 3pm.

Ash & Ember Brewery will be opening on June 26th.

VII. Review Action Items

There was a meeting with the planning department to create a strategy about 612 Cedar Street and its vacant lot. Updates will follow.

I. Adjourn: 7:22 PM

ATTEST:

Christy Harris
CVE Coordinator

Hannah Tyler
Historic Downtown Board Chair

Memo

To: Historic Downtown Advisory Board (HDAB)

From: Maria Peña, Senior Planner

Date: July 20, 2020

RE: Downtown Complete Streets Update

Downtown Parking

The city is in the process of facilitating a public parking agreement with Jeter & Son Funeral Home. If successful, this additional parking would help reduce the likelihood of on-street parking in the heavily residential areas east of Wilson Street.

Downtown Complete Streets Project Update

The Downtown Complete Streets project is currently at 90% Construction Document Phase for Phase 1. Staff is working with the consultant team in finalizing design plans and details along with coordinating with the franchise utility companies on utility relocation within the right-of-ways.

Street Furniture & Wayfinding Signage Sub-Committee:

On July 14, 2020, Planning conducted the follow up meeting with the Streets and Wayfinding Signage HDAB Sub-Committee with the goal to choose the site furnishings for the Downtown Target Area and to provide approval to the revised wayfinding signage concepts for the consultants to finalize Phase I Construction Plans.

The Sub-Committee came to an agreement on the benches, trash receptacles, bollards, planters, bike racks and the wayfinding signage concepts. They are considering custom benches, trash receptables and bike racks at key locations and have committed to finding a company that can provide custom design and built products. Key locations are still to be determined.

The HDAB Board Members will have the opportunity to review and approve the Sub-Committee's selection. Then, the board's decisions will be presented to City Council. Dates for these meetings are to be determined.

Houston Street Linear Park & Downtown Patio Sub-Committee:

The design development phase for the Houston Street Linear Park and the Downtown Patio area, are part of Phase 2 for the Downtown Complete Streets project. Staff and consultant are currently finalizing design contract for Phase 2. We anticipate starting Phase 2 in September 2020.

Pioneer Park Sub-Committee:

The design development phase for the Pioneer Park design is part of Phase 2 for the Downtown Complete Streets project. Staff and consultant are currently finalizing design contract for Phase 2. We anticipate starting Phase 2 in September 2020.

If you all have any questions, please do not hesitate to give me a call.

Thank you.



Maria Alejandra Peña
Senior Planner