

MINUTES
Historic Downtown Advisory Board
Regular Called Meeting, December 6, 2021

The Historic Downtown Advisory Board of the City of Cedar Hill, Texas, met Monday, December 6, 2021 at 6:00 pm in the 4th Floor Administrative Conference Room, at 285 Uptown Boulevard, Cedar Hill, Texas 75104.

The following members were present: Matthew Chappel, Chelsey Randel, Al Armistead, Jake Shepherd Christopher Haley, Kenna Prior, Hannah Tyler, Norman Patten. The following City staff members were present: Russell Read, Director of Experience, Michelle Hernandez, Destination Marketing Manager and Christy Harris, Visitor and Experience CVE Coordinator. The following members were absent with prior notice: Britainie Nelson.

I. Call Meeting to Order

- Chairperson Matthew Chappel called the meeting to order at 6:00 pm, declaring it an open meeting, with notice of the meeting duly posted and a quorum present.

II. Citizens' Forum

- No citizens were in attendance.

III. Approve the minutes from the September 27, 2021 Regular Meeting, October 25, 2021 Regular Meeting and November 8, 2021 Special Called Meeting.

- Correct Chairperson's name, Matthew Chappel, on October 25, 2021 minutes and November 8, 2021 minutes.
- Correct Chelsey Randel and Jake Shepherd's attendance from being absent, to present on October 25, 2021.
- A motion was made by Christopher Haley to approve the minutes from September 27, 2021. Chelsea Randel seconded the motion. The motion was approved unanimously.
- Minutes for October 25, 2021 and November 8, 2021 will be approved once corrections have been made.

IV. Review of Large Truck Recommendation

- Signs were taken down in 2002, in lieu of construction in 2003.
- Al Armistead motioned to accept recommendation in content after it has been proofread and the location map has been attached to the recommendations. Norman Patten seconded the motion. The motion was approved unanimously.

V. Obtain feedback on reducing the lot depth below 100ft and increase the minimum lot width above 25ft, for single family residential detached dwellings

- The lot depth reduction and increase would only be for the Historic Downtown area.
- Board discussion suggested that if depth of a lot is less than 100 feet, there would be a smaller setback variance.
- HDAB recommended that variants be applied on a case-by-case basis.

VI. Easement Updates

- Phase 1 of Complete streets has all easements needed to move forward. Russell Read will review two easement options with Jessica's Flowers.
- Corner Square Quilts requested to keep private parking.
- Phase 2 will include the reconstruction of Pioneer Park, Cedar Street (from Broad Street to Main Street) and the closure of Houston Street.

VII. Discuss Color Ordinance in Historic Downton Cedar Hill

- Kenna Prior provided a Cedar Hill color ordinance consideration to the board, with paint samples donated by Sherwin Williams.
- Staff will look up the Historic Downtown ordinance pertaining to color.

VIII. Discuss Holiday Decorations in Historic Downtown Cedar Hill

- Current decorations will be replaced in 2022.
- Staff requested that HDAB members speak with businesses about decorating their trim with lights and what their interests are in holiday decorating. It would be paid by businesses adding to a fund.
- Staff will send out the cost per linear foot for lighting in Historic Downtown.
- HDAB to consider supporting a "Holiday Market" during Shop Small Saturday.
 - Suggestion was made that vendors and their tents be positioned back-to-back, so that there are two alley walkways for customers to visit each business easier.

IX. Mural Location Prioritization

- Tourism Department received a \$16,000 yearly budget for murals and banners in Historic Downtown Cedar Hill.
- One mural will be completed each year until designated spaces are complete and then the budget will be used to maintain murals.
- Building owner of Décor on the Hill is expected to repair the Pioneer Park facing wall this Winter 2021.
- Buildings in consideration for murals are:
 - Décor on the Hill
 - Side of Jessica's Flowers
 - Sims Grocery side wall
 - Mason's wall facing Pioneer Park
 - Stacia's Dance Studio
 - Chamber of Commerce back wall
 - Patten's Barn
 - Cedar Hill Barbers (Bank Building)
 - Sam's Pizza
 - 1st Baptist Church
 - AT&T Building
- Jessica's Flowers, Sims Grocery and Cedar Hill Chamber of Commerce are mural prioritization locations.

X. Staff Reports

- There were no staff reports.

XI. Review Action Items

- Staff to look up Historic Downtown ordinance pertaining to color.
- HDAB members to speak with businesses about decorating their trim with lights later in the year for the holiday season
- Staff will send out the cost per linear foot for lighting in Historic Downtown.
- Staff will delegate proofing of truck ordinance.

XII. Meeting Adjourned at 7:54pm

ATTEST:

Christy Harris
CVE Coordinator

Matthew Chappel
Historic Downtown Board Chair