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**MINUTES  
PLANNING AND ZONING COMMISSION  
Meeting of October 1, 2013**

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*The Planning and Zoning Commission of the City of Cedar Hill, Texas met on TUESDAY, October 1, 2013 at 6:00 p.m. in T.W. "Turk" Cannady/Cedar Hill Room, 285 Uptown Boulevard Building 100, and Cedar Hill, Texas.*

*Planning & Zoning Commissioners present: Chairman Theresa Brooks, Vice-Chairman Bill Strother and Commissioners: Tim Hamilton, Gehrig Saldana, Michael Deeds and Lisa Thierry.*

*Planning & Zoning Commissioners absent: Commissioner Stephanie Freeman*

*City Staff members present: Don Gore, Planner and Sharon Davis, Planning Secretary.*

**I. Call the meeting to order**

Chairman Brooks called the meeting to order at 6:03 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 September 17, 2013 regular meeting**

A motion was made by Commissioner Hamilton to approve the September 17, 2013 regular meeting minutes with the changes. The motion was seconded by Commissioner Strother. The vote was as follows:

Ayes: 6 – Chairman Brooks, Vice-Chairman Strother and Commissioners Thierry, Deeds, Saldana and Hamilton.

Nays: 0

Chairman Brooks declared the motion carried unanimously.

**III. Citizens Forum**

No one spoke.

**IV. Case No. 2013-12 – CONDUCT A PUBLIC HEARING and consider a request for a Conditional Use Permit** authorizing for a cellular communication tower within the "RR" - (Rural Residential) zoning district, located on Lot 1, Block A, City Service Center Addition, generally located at the Southern terminus of S. Clark Road; requested by Peter Kavanagh on behalf of Verizon Wireless.

Peter Kavanagh, 1620 Hanley Dr., Dallas, TX present the request for a Conditional Use Permit to install a mobile telephone antenna and tower. Mr. Kavanagh stated that the antennas will be on top of a 150' tower in a remote area in the back of the City Service Center. The tower will be available for other carriers for their antennas, if needed.

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Chairman Brooks opened the public hearing for anyone wishing to speak in support of this zoning change request.

No one spoke.

Chairman Brooks closed that portion of the public hearing and opened the floor for anyone wishing to speak in opposition.

No one spoke.

Chairman Brooks closed the public hearing and opened the floor for discussion among the commissioners.

Commissioner Deeds asked how the tower would be anchored and stability of the soil; what power source is needed; and what issues the tower would address for Verizon.

Mr. Kavanagh stated the foundation of the tower is designed based on the construction guide and the soil report and there were no problems with the stability of the soil. The only power being used would be for the A/C units that cool the equipment building. The main purpose of the tower is getting a signal into buildings.

Mr. Strother asked if the tower would be able to hold additional antennas.

Mr. Kavanagh stated the tower is designed to hold up to 5 racks.

Commissioner Deeds moved to recommend approval of Case No. 2013-12, as presented. The motion was seconded by Commissioner Strother. The vote was as follows:

Ayes: 6- Chairman Brooks, Vice-Chairman Strother, Commissioners Thierry, Deeds, Saldana and Hamilton

Nays: 0

Chairman Brooks declared the motion carried unanimously.

**V. Case No. 2013-22 – CONDUCT A PUBLIC HEARING and consider a request for a Conditional Use** for a convenience store within the “LR” (Local Retail) zoning district, being part of Lot 1, Market Place at Cedar Hill, located within Suite 113, 223 E. FM 1382; requested by Bich Ngo on behalf of RPI Cedar Hill, Ltd.

Bich Ngo, 223 E. FM 1382, Cedar Hill, TX. is requesting a Conditional Use Permit for the sale of electronic cigarettes.

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Chairman Brooks opened the public hearing for anyone wishing to speak in support of this zoning change request.

No one spoke.

Chairman Brooks closed that portion of the public hearing and opened the floor for anyone wishing to speak in opposition.

No one spoke.

Chairman Brooks closed the public hearing and opened the floor for discussion among the commissioners.

Commissioner Deeds asked if electronic cigarettes would be the only product sold and if the liquid cartridges were flammable.

Mr. Ngo stated the only products sold would be the electronic cigarettes and the kits to make the non-flammable liquid cartridges.

Commissioner Deeds moved to recommend approval of Case No. 2013-22, as presented. The motion was seconded by Commissioner Hamilton. The vote was as follows:

Ayes: 5- Chairman Brooks, Vice-Chairman Strother, Commissioners Deeds, Saldana, Thierry and Hamilton

Nays: 0

Chairman Brooks declared the motion carried unanimously.

## **VI. Staff Reports & Discussion Items – *In Conference Room "D"***

### **1. Recent Submittals**

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

### **2. Review and Discuss Chapter 7 of the Comprehensive Plan entitled "Housing and Neighborhoods".**

Mr. Gore stated that the Neighborhoods are the heart of the city. He reviewed with the Commission Chapter 7 of the 2008 Comprehensive Plan entitled "Housing and Neighborhoods". The Commission discussed adequate lighting under Housing and each of the elements under the Neighborhood Elements.

### **3. Goals and Objectives**

Will be discussed at next meeting.

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**IV. Adjourn**

A motion was made, followed by a second for adjournment. Chairman Brooks declared the meeting adjourned at 7:55 p.m.

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Theresa Brooks  
Chairman

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Sharon Davis  
Planning Secretary

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