
MINUTES
PLANNING AND ZONING COMMISSION
Meeting of February 17, 2015

The Planning and Zoning Commission of the City of Cedar Hill, Texas met on TUESDAY, February 17, 2015 at 6:00 p.m. in the T.W. "Turk" Cannady/Cedar Hill Room, 285 Uptown Blvd, Bldg. 100, Cedar Hill, TX.

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

Absent: Commissioners Adriane Martin and Michael Deeds

City Staff members present: Rod Tyler, Director of Planning, Don Gore, Senior Planner, and Sharon Davis, Executive 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 February 3, 2015 regular meeting

A motion was made by Commissioner Hamilton and seconded by Vice-Chairman Strother to approve the minutes of the February 3, 2015 regular meeting. The vote was as follows:

Ayes: 4 – Chairman Brooks, Vice-Chairman Strother, Commissioners, Thierry and Hamilton

Nays: 0

Chairman Brooks declared the motion carried.

III. Citizens Forum

Commissioner Saldana arrived at 6:05 p.m.

Rod Reed, 1510 Cumberland Drive, shared a presentation of various donation boxes in Cedar Hill. He noted that some were well-managed and some were not. There was one donation box that had hazardous waste material in front of it. His observation was that most of the donation boxes are straight commercial sales. The contents are picked up, not sorted; they are boxed up and sold overseas to be used for rags and/or to make clothes. We are against these since there is no policing of them. If the city took some type of action; he encourages them to regulation them with a fee.

Chairman Brooks requested to skip item IV. then come back after item VI. to discuss.

V. Land Use Matters

• Donation Boxes

Don Gore, Sr. Planner stated a meeting with the Assistant City Manager took place regarding donation boxes. She expressed they were an eye sore, there was a lack of responsibility from the property owner and/or the owner of the boxes. Staff would like to get P&Z's direction and thoughts about regulating donation boxes.

Chairman Brooks indicated she had no problem with the goodwill boxes and salvation boxes but felt that the property owners should be responsible for any boxes that sat on their property. As far as hazardous material being left in and around these boxes; should be the property owner's responsibility to address.

Vice-Chairman Strother asked if there was a permit in place for these boxes. He also indicated that Grand Prairie has a designated area that the donation boxes sit.

Mr. Gore summed up the Commissions opinions and comments on donation boxes. The commission talked about maybe finding a central location, seeing what our neighboring cities are doing about donation boxes, look at the zoning code, what responsibility do property owners have, if any, on donation boxes.

• Perpetual Maintenance of Perimeter Fencing

Mr. Gore indicated another item the Commission should be thinking about for future discussion is the perpetual maintenance of perimeter fencing. He said that often times subdivisions are built with walls and fences adjacent to roadways which look good until they get damaged or deteriorate. Often times, it is left to the home owner to fix the fences or walls which creates an inconsistent appearance. One solution might be for the city to require some sort of perpetual maintenance of the fences or walls when they are adjacent to city streets. The question is whether existing regulations need to be adjusted and if so how.

VI. Status on the Solar Photovoltaic Amendments to the Zoning Code

Mr. Gore indicated Mr. Tyler had briefed City Council on the Commission's study and findings on Photovoltaic solar panels and the standards being proposed by the Commission. The City Council was very positive and directed staff to proceed with the drafting of regulations, arranging the required public hearings so they may be considered.

IV. Briefing on the Status on the Implementation of the City Center Plan

Mr. Tyler went over the action plan for the City Center Plan. He reported that there were several actions needed to transform the City Center into a walkable, mixed use area. He stated four major areas of action have been identified which includes regulatory actions, economic/finance strategies, communication/marketing, and capital projects. He explained that: (1) Regulatory Actions, consists of modifications to city plans and ordinances (such as the zoning codes and the Comprehensive Plan) that were needed to make them consistent with the concepts contained in the City Center Plan; (2) Economic and Finance Strategies, includes

developing mechanisms for financing infrastructure and incentives; (3) Communication and Marketing, includes developing marketing materials and the development of strategies to reach likeminded developers and other interested parties; and (4) Projects, which consists of public capital improvements such as the proposed park behind the Government Center, trails, and modifications to existing streets as well as public/private partnerships. An example of this would be the proposed roundabout in front of the Government Center. Mr. Tyler then went into further detail on each of these concepts.

VII. Staff Reports & Discussion Items

1. Recent Submittals

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

VIII. Adjourn

A motion was made, followed by a second for adjournment. The meeting adjourned at 7:08 pm.



Sharon Davis
Executive Secretary



Theresa Brooks
Chairman