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**MINUTES**  
**PLANNING AND ZONING COMMISSION**  
**Meeting of October 17, 2017**

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*The Planning and Zoning Commission of the City of Cedar Hill, Texas met on TUESDAY, October 21, 2017 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 Chad McCurdy, Vice-Chairman Theresa Brooks, and Commissioners: Bill Strother, Michael Lewis, and Michael Deeds*

Commissioners Absent: Lisa Thierry and Timothy Hamilton

*City Staff members present: LaShondra Stringfellow, Director of Planning; Dana Woods, Planner; and Sharon Davis, Executive Secretary of Planning*

**I. Call the Meeting to Order**

Chairman McCurdy called the meeting to order at 6:00 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 19, 2017 regular meeting**

A motion was made by Commissioner Strother and seconded by Vice-Chairman Brooks to approve the minutes of the September 19, 2017 regular meeting. The vote was as follows:

Ayes: 5 – Chairman McCurdy, Vice-Chairman Brooks, Commissioners Strother, Deeds, and Lewis

Nays: 0

Chairman McCurdy declared the motion carried.

**III. Citizens Forum**

There were no speakers.

**IV. Case 17-26 – Consider and take action on a site plan for a professional office with an attached residential dwelling unit on property zoned Old Town Corridor Sub-District within the Uptown Overlay, located on the southwest corner of West Belt Line Road and Ramsey Street with the approximate address being 102 Ramsey Street. Applicant and Property Owner: Gary Dagley.**

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Dana Woods, Planner presented the staff report. Staff finds that the site plan complies with all applicable ordinances and design standards. Staff recommends approval.

Vice-Chairman Brooks asked in regard to the tandem parking if two parking spaces were required for the residential portion of the property.

LaShondra Stringfellow, Director of Planning indicated that the Old Town District allows for different parking configurations within Old Town. The Main Street Board recommended approval of the tandem parking for the two spaces because they are for the residential unit.

Commissioner Lewis asked about the yard requirements.

Ms. Woods indicated there is no room for expansion due to the setbacks.

Commissioner Strother asked if the property has always been divided into residential/office space.

Ms. Woods indicated it was formally residential. The Old Town Corridor District permits the residential/office space.

The applicant, Mr. Gary Dagley, 102 Ramsey, indicated he would answer any questions the Commission might have.

Commissioner Deeds asked if the applicant was going to live in or rent the residential space, if the egress and ingress would be blocked and if there would be any signage on the property.

Mr. Dagley indicated the residential side would be rental property and there should be no problem with the ingress or egress. They plan to have signage in the future on Belt Line.

Commissioner Deeds made a motion to recommend approval of Case 17-26. The motion was seconded by Vice-Chairman Brooks. The vote was as follows:

Ayes: 5 – Chairman McCurdy, Vice-Chairman Brooks, Commissioners Strother, Deeds, and Lewis

Nays: 0

Chairman McCurdy declared the motion carried.

#### **V. Consider and take action on adopting City Council's format for Citizens Forum**

After discussion among the Commissioners, Chairman McCurdy asked that the agenda indicate the speaker form for Citizens Forum on the next agenda.

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Commissioner Deeds made a motion to recommend approval of the basic format of the Citizens Forum form as presented by staff subject to making changes that would be compatible to the Commission's use.

Ayes: 5 – Chairman McCurdy, Vice-Chairman Brooks, Commissioners Strother, Deeds, and Lewis

Nays: 0

Chairman McCurdy declared the motion carried.

**VI. Staff Reports and Discussions Items**

1. Ms. Stringfellow informed the Commission of the current development applications.
2. Ms. Stringfellow informed the Commission on upcoming meeting dates.

**VII. Adjourn**

A motion was made by Commissioner Deeds, followed by a second for adjournment by Commissioner Strother. The meeting adjourned at 7:04 pm



Chad McCurdy  
Chairman



Sharon Davis  
Executive Secretary

