
**MINUTES
PLANNING AND ZONING COMMISSION
MEETING OF DECEMBER 3, 2020**

The Planning and Zoning Commission of the City of Cedar Hill, Texas conducted a meeting by telephone conference on Thursday, December 3, 2020 at 6:00 p.m.

*Planning & Zoning Commissioners Present: Chairperson Michael Deeds, Vice-Chairperson *Maranda Auzenne, and Commissioners: *Andrea Flores, Lisa Thierry, *Timothy Hamilton, Jay Patton, and Jerry White.*

**Due to technical difficulties, Vice-Chairperson Maranda Auzenne and Commissioners Hamilton and Flores were not audible the entire meeting.*

City Staff Members present: Director of Planning, LaShondra Stringfellow; Senior Planner, Maria Peña; Planner, Katherine Linares, and Executive Secretary, Debra Kalsnes

I. Call the Meeting to Order.

Chairperson Deeds called the meeting to order at 6:05 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 November 17, 2020, regular meeting.

A motion was made by Commissioner White and seconded by Commissioner Patton to approve the minutes of the November 17, 2020, regular meeting. The vote was as follows:

Ayes: 6 – Chairperson Deeds, Commissioners Flores, Thierry, Hamilton, Patton, and White

Nays: None

Chairperson Deeds declared the motion carried.

** Vice-Chairperson Auzenne was inaudible.*

III. Public Comment.

There were no public comments.

I. Regular Items:

1. **Case No. CUP-280-2020** – Remove from the table and take action on an application for a Conditional Use Permit for an "adult day care" on property zoned "OT-Corr" (Old Town Corridor) Sub-District within the Uptown Overlay, and located on the south side of Cooper Street, east of Houston Street with the approximate address being 412 Cooper Street.

Applicant: Kevin DeStefano, DeStefano Remodeling

Property Owner: Sarah Moor, CH Old Town LLC

Chairperson Deeds made a motion to remove this item from the table.

The motion was seconded by Commissioner Hamilton.

The vote was as follows:

Ayes: 6– Chairperson Deeds, Commissioners Flores, Thierry, Hamilton, Patton, and White

Nays: None

Chairperson Deeds declared the motion carried.

** Vice-Chairperson Auzenne was inaudible.*

The applicant submitted a written response to the various questions asked at the November 17, 2020, meeting.

Planner Maria Peña briefed the Commission on the request. She stated that staff recommends approval subject to the following conditions:

1. This Conditional Use Permit (CUP) shall only be valid for the Zion's Hope Adult Day Care at this location. A new operator shall require a new CUP.
2. All patrons shall be picked-up and dropped off by the facility vehicle or service to reduce the number of vehicles entering/exiting the circulation drive.
3. On-street parking will not be allowed.
4. If an expansion and or replacement of the asphalt circulation drive and parking space is proposed in the future, it shall be replaced with reinforced concrete per City Standards.

The Commission had no questions for the staff.

Chairperson Deeds asked the applicant to address the Commission. Kevin DeStefano, contractor, and Veronica Aduleta, operator for Zion's Hope, were present and available for questions from the Commission.

The Commission had no questions for the applicants.

Commissioner Thierry made a motion to recommend approval subject to staff's conditions.

The motion was seconded by Commissioner Hamilton.

The vote was as follows:

Ayes: 5 – Chairperson Deeds, Commissioners Thierry, Hamilton, Patton, and White

Nays: None

Chairperson Deeds declared the motion carried.

**Vice-Chairperson Auzenne and Commissioner Flores were inaudible.*

Chairperson Deeds noted that City Council will consider the item on Tuesday, December 8, 2020.

2. **Case No. SP-294-2020** – Consider an application for a revised site plan on property zoned “SF-10” (Single-Family Residential District – minimum 10,000-square-foot lots) District, located on the east side of Old Straus Road, north of West FM 1382 Road with the approximate address being 265 West Pleasant Run Road.
Applicant: Gaylen Laing, GHLA
Property Owner: Mike Simmons, Hillcrest Baptist Church

Planner Katherine Linares briefed the Commission on the request. She stated that staff recommends approval.

The Commission had no questions for the staff.

Chairperson Deeds asked the applicant to address the Commission. Gaylen Laing addressed the Commission.

Gaylen Laing, GHLA, architect – 1300 W. Randall Mill Road, Arlington, TX

The Commission had no questions for the applicant.

Commissioner Hamilton made a motion to recommend approval.

The motion was seconded by Commissioner White.

The vote was as follows:

Ayes: 6 – Chairperson Deeds, Commissioners Flores, Thierry, Hamilton, Patton, and White

Nays: None

Chairperson Deeds declared the motion carried.

** Vice-Chairperson Auzenne was inaudible.*

Commissioner Deeds noted that this item will be considered by City Council on Tuesday, December 8, 2020.

II. Public Hearing Items:

1. **Case No. Z-304-2020** - Conduct a public hearing and consider amendments to Chapter 23 entitled "Zoning" of the Code of Ordinances of the City of Cedar Hill, Texas pertaining to parking requirements for the Old Town District.

Director LaShondra Stringfellow briefed the Commission on the city-initiated code amendment. She stated that a detailed presentation was given at the last Commission meeting and she would answer any additional questions that the members had. Furthermore, the proposed changes remain the same with the exception of adding a provision that would enable the city to acquire an easement or right-of-way for future public improvements if property redevelops prior to the city's construction of those improvements.

The Commission asked staff questions about the plans for future construction and how utilities would be installed. Director Stringfellow and Senior Planner Pena addressed the questions.

Chairperson Deeds opened the public hearing. He asked if there was anyone wishing to speak in support or opposition of this request.

No one spoke in support or in opposition.

Chairperson Deeds closed the public hearing.

Commissioner White made a motion to approve.

The motion was seconded by Commissioner Hamilton.

The vote was as follows:

Ayes:	5 – Chairperson Deeds, Commissioners Flores, Thierry, Hamilton, and White
Nays:	None
Abstain:	Commissioner Jay Patton abstained due to a potential conflict of interest.

Chairperson Deeds declared the motion carried.

* *Vice-Chairperson Auzenne was inaudible.*

2. **Case No. CUP-289-2020** – Conduct a public hearing and consider an application on property zoned Old Town Square Sub-District within the Uptown Overlay, bounded by West Belt Line Road, South Broad Street, Cedar Street, and BNSF Railroad for a site plan; Conditional Use Permit for: restaurants, a microbrewery and a winery in conjunction with the sale of alcoholic beverages for on-premise consumption; outdoor retail, sales, and display more than 20 feet from a building; attached and detached dwelling units; indoor commercial amusement limited to bowling and a cigar lounge; and a banquet facility; and a variance to the 300-foot distance
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requirement from an establishment that sells alcoholic beverages for off-premise consumption (Chapter 14) and/or on-premise consumption (Chapter 23) to a church.
Applicant: David Farrell, Farrell Architects
Representative: Kyle Ward, Jim Lake Company
Property Owner: Jim Lake and Amanda Moreno-Lake, Lake Moreno Partners LLC

Planner Maria Peña briefed the Commission on the request. She stated that the staff recommends approval subject to the following conditions:

1. This Conditional Use Permit shall only be valid for the property owned or operated by "Lake Moreno Partners, LLC".
2. Prior to the issuance of a Certificate of Occupancy for each tenant that sells and serves alcoholic beverages for on-premise consumption, the following shall be required: an interior floor plan and a site plan (if different from approved) showing all areas where alcoholic beverages will be served and stored; estimate revenues from alcoholic beverage sales for on-premise consumption; hours of operation; and denote the type of TABC license that will be requested.
3. There shall be no walk-up window access and no drive-through facility related to alcohol uses.
4. Banquet facilities that are principle uses of a tenant space shall be limited to a total of 2,500 square feet within this development with no tenant space having frontage along South Broad Street.

The Commission asked staff questions about its presentation.

Chairperson Deeds asked the applicant to address the Commission. David Farrell, Farrell Architects, addressed the Commission.

The Commission had no questions for the applicant.

Chairperson Deeds opened the public hearing. He asked if there was anyone wishing to speak in support or opposition of this request.

No one spoke in support or in opposition.

Chairperson Deeds closed the public hearing.

Commissioner Patton made a motion to approve subject to staff's conditions.

The motion was seconded by Commissioner White.

The vote was as follows:

Ayes: 6 – Chairperson Deeds, Commissioners Flores, Thierry, Hamilton, Patton, and White

Nays: None

Chairperson Deeds declared the motion carried.

* *Vice-Chairperson Auzenne was inaudible.*

Chairperson Deeds indicated this item will be considered by City Council on Tuesday, December 8, 2020.

3. **Case No. No. Z-303-2020** - Conduct a public hearing and consider an application for a change in zoning from "OT-Res" (Old Town Residential Sub-District) to "OT-Sq" (Old Town Square Sub-District), legally described as portions of Lots 6, 7, and 8, Block 4 of the Original Town Cedar Hill Addition, generally located on the west side of Houston Street and on the east side of Broad Street, south of Texas Street with the approximate address being 308 Houston Street.
Applicant/Property Owner: Alice Wash, Lavishing Tea Room, LLC

Planner Katherine Linares briefed the Commission on the request. She stated that the staff recommends approval.

The Commission asked staff questions about its presentation.

Chairperson Deeds asked the applicant to address the Commission. Alice Wash, applicant, addressed the Commission.

The Commission had no questions for the applicant.

Chairperson Deeds opened the public hearing. He asked if there was anyone wishing to speak in support or opposition of this request.

No one spoke in support or in opposition.

Chairperson Deeds closed the public hearing.

Commissioner Thierry made a motion to approve the application.

The motion was seconded by Commissioner Hamilton.

The vote was as follows:

Ayes:	6 – Chairperson Deeds, Vice-Chairperson Auzenne, Commissioners Flores, Thierry, Hamilton, and White
Nays:	None
Abstain:	Commissioner Jay Patton abstained due to a potential conflict of interest.

Chairperson Deeds declared the motion carried.

III. Staff Reports.

- 1. Update on applications in review.**
 - a. 2020**
 - b. 2019**

Ms. Stringfellow informed the Commission regarding ongoing applications.

2. Upcoming Meetings

Ms. Stringfellow informed the Commission regarding the upcoming meeting on January 5, 2021.

IV. Adjourn.

Vice-Chairperson Auzenne made a motion to adjourn the meeting.

The motion was seconded by Commissioner Hamilton.

The meeting adjourned at 7:30 p.m.



Debra Kalsnes
Executive Secretary



Michael Deeds
Chairperson
