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**MINUTES  
PLANNING AND ZONING COMMISSION  
MEETING OF JULY 6, 2021**

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*The Planning and Zoning Commission of the City of Cedar Hill, Texas met on Tuesday, July 6, 2021 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: Chairperson Michael Deeds and Commissioners Lisa Thierry, Jay Patton, Andrea Flores and Gerald White*

*Absent: Vice-Chairperson Maranda Auzenne*

*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 6:00 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 June 15, 2021 regular meeting.**

A motion was made by Commissioner White and seconded by Commissioner Thierry to approve the minutes of the June 15, 2021 regular meeting. The vote was as follows:

Ayes: 4 – Commissioners Thierry, Patton, White and Flores

Nays: None

Abstain: 1 - Chairperson Deeds

The motion carried.

**III. Citizens Forum.**

No one spoke.

**IV. Regular Items:**

- 1. Case No. PP-360-2021**– Consider an application for a preliminary plat for the Texas Health Resources Addition, Lots 1, 2, and 3 on property zoned "CC" (Campus Commercial), "LR" (Local Retail District), and "SF-8.5" (Single-Family Residential District – minimum 8,500 square-foot lots), generally located on the east corner of South J. Elmer Weaver Freeway (Highway 67) and Tidwell Street with the approximate address being 560 South J. Elmer Weaver Freeway.

*Representative: Philip Graham, Wier & Associates, Inc.*

*Applicant: Jon Sullivan, Texas Health Resources (THR)*

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*Property Owner: Mike Byer, J A Bray, LLC*

Planner Katherine Linares briefed the Commission on the request. She indicated that staff recommends approval subject to the conditions noted in the staff report.

Chairperson Deeds asked if there were any questions from the Commissioners. There were no questions.

Chairperson Deeds asked the applicant to come forward and address the Commission. Jon Sullivan with Texas Health Resources and Philip Graham with Wier & Associates were available to answer questions.

The Commission had no questions.

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

The motion was seconded by Commissioner White.

The vote was as follows:

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

Nays: None

Chairperson Deeds declared the motion carried.

- 2. Case No. FP-362-2021** – Consider an application for a final plat for the Snapclean Carwash Addition, Lots 2R1, 2R2, and 2R3, being a replat of Lot 2, on property zoned Planned Development District No. 2021-716 [Highlands Cottages] and "LR" (Local Retail), generally located on the north side of East Belt Line Road and the west side of North Joe Wilson Road with the approximate address being 211 North Joe Wilson Road.

*Representative: Jordan V. Marlia, Huitt-Zollars, Inc.*

*Applicant: Seth Carpenter, Republic Property Group*

*Property Owner: Gordon Edwards, Belt Line Joe Wilson 2 LTD*

Planner Katherine Linares briefed the Commission on the request. She indicated that staff recommends approval subject to the conditions noted in the staff report.

Chairperson Deeds asked if there were any questions from the Commissioners. There were no questions.

Chairperson Deeds asked the applicant to come forward and address the Commission. Rich Darragh with Republic Property Group at 400 S. Record Street, Suite 1200, Dallas, TX, and the engineer were available to answer questions.

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The Commission asked how many homes were to be built. Mr. Darragh stated that 158 rental homes were to be built with monthly rents ranging from a 1-bedroom at \$1200 to a 3-bedroom at \$2300.

Chairperson Deeds made a motion to approve subject to staff's conditions.

The motion was seconded by Commissioner White.

The vote was as follows:

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

Nays: None

Chairperson Deeds declared the motion carried.

- 3. Case No. SP-341-2021** – Consider an application for a site plan on property zoned "I" (Industrial District), generally located on the east side of J. Elmer Weaver Freeway, at the south terminus of American Way with the approximate address being 1649 South Highway 67.

*Representative: John Warren, Hillwood*

*Applicant: Alex Camunez, Pacheco Koch*

*Property Owners: John Warren, USICV High Point 67 I Inc (Hillwood)*

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

1. The property shall be platted prior to issuance of a building permit.
2. All proposed landscape must be installed with Phase 1 of the Hillwood Development unless otherwise approved due to the timing of construction.
3. Dumpster locations and screening requirements shall be evaluated at the time of Certificate of Occupancy for tenant spaces.
4. Vehicular parking requirements shall be evaluated at the time of Certificate of Occupancy for each tenant space.

Chairperson Deeds asked if there were any questions from the Commissioners.

The Commission asked to clarify the tree removal and replanting plan. Senior Planner Peña identified the planting of trees and shrubs on the Site Plan.

Chairperson Deeds asked the applicant to come forward and address the Commission. Kayla Welch with Hillwood at 3000 Turtle Creek Blvd., Dallas, TX, and Alex Camunez with Pacheco Koch were available to answer questions.

The Commission asked if Lot 1 and Lot 2 buildings were going to be built completely and when were the parking lots on Lot 3 and Lot 4 scheduled to be built. Ms. Welch stated that both buildings were to be built in their entirety at the same time and that the development of Lots 3 and 4 would be constructed when needed.

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The Commission asked about the traffic circulation for the semi-truck deliveries. Ms. Welch pointed out the southeast corner of the property as a staging area for the semi-trucks to keep trucks off American Way.

The Commission asked if they anticipated access to the future Loop 9. Ms. Welch stated that at this time, they do not anticipate any access to Loop 9, however, they are in communication with TxDOT regarding access off Hwy. 67. Ms. Stringfellow noted that the city is coordinating with TxDOT on future access to the site from Loop 9.

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

The motion was seconded by Commissioner Thierry.

The vote was as follows:

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

Nays: None

Chairperson Deeds declared the motion carried.

#### **V. Public Hearing Items:**

- 1. Case No. CUP-342-2021** – Conduct a public hearing and consider an application for a Conditional Use Permit (CUP) for "commercial parking lot (trucks/heavy equipment)" with alternative screening on properties zoned "I" (Industrial District), located on the east side of J. Elmer Weaver Freeway, south of the terminus of American Way with the approximate address being 1649 South Highway 67.  
*Representative: John Warren, Hillwood*  
*Applicant: Alex Camunez, Pacheco Koch*  
*Property Owners: John Warren, USICV High Point 67 I Inc (Hillwood)*

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

1. Development of the use shall comply with the approved site plan, landscape and screening plan for the site.
2. No outdoor storage of building materials, equipment, parts or pallets shall be allowed within trailer truck parking lot areas.
3. The truck trail parking shall only be utilized for the distribution warehouses on the adjoining lots.

Chairperson Deeds asked if there were any questions from the Commissioners.

The Commission asked about the screening of the parking lot on Lot 3 as this is the entrance to the City of Cedar Hill. Ms. Peña stated that the landscape buffer will eventually cover the view of the parking lot on Lot 3.

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Chairperson Deeds asked the applicant to come forward and address the Commission. Kayla Welch with Hillwood at 3000 Turtle Creek Blvd., Dallas, TX, was available to answer any questions.

The Commission asked about parking related to the site. Ms. Welch indicated Lots 3 and 4 could be utilized for parking if needed. She stated that they may use Lots 3 and 4 for additional buildings.

The Commission asked how many tenants would be anticipated. Ms. Welch stated that they anticipate no more than four tenants in Lot 1 and one to two tenants in Lot 2.

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 opposition.

Chairperson Deeds closed the public hearing.

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

The motion was seconded by Chairperson Deeds.

The vote was as follows:

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

Nays: None

Chairperson Deeds declared the motion carried and stated this would be considered by City Council on July 13, 2021.

- 2. Case No. CUP-357-2021** – Conduct a public hearing and consider an application for a Conditional Use Permit (CUP) for "used merchandise" on property zoned "LR" (Local Retail District), generally located south of West Belt Line Road, east of J. Elmer Weaver Freeway (Highway 67) with the approximate address being 108 West Belt Line Road, Suite #8.

*Applicant: Emily Dock, Succeed Forever Community Transformation*

*Property Owner: Michelle Le, TSCA 2020 LP dba Quine and Associates, Inc.*

Planner Katherine Linares briefed the Commission on the request. She indicated that if the Commission were to approve, it should be with the following conditions:

1. The use shall operate in accordance with the site plan and floor plan.
2. No outdoor sales shall be permitted.

Chairperson Deeds asked if there were any questions from the Commissioners.

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The Commission asked about the outdoor sales for local retail. Planner Linares and Director Stringfellow described the code requirements related to outdoor sales and display based upon new and used merchandise and floor area.

Chairperson Deeds asked the applicant to come forward and address the Commission. Emily Dock at 1000 E. Main Street, Midlothian, TX, addressed the Commission. Ms. Dock stated she has a store, The Outlet, in Midlothian and this would be a second store.

The Commission asked what charity this thrift store funds. Ms. Dock stated that the charity is Succeed Forever Community Transformation founded in Cedar Hill, which serves at-risk students in the surrounding area. Ms. Dock stated that it runs on donations only. The donations would be sorted and items not used would be distributed to disaster relief. She does believe between the two stores, she will need to have a storage facility. Ms. Dock indicated that at her other location, donation bins are not allowed and donations are received at the back door only Monday through Saturday between the hours of 11:00 am to 3:00 pm. [A donation bin is indicated on the site plan.] The store would be run by volunteers.

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 opposition.

Chairperson Deeds closed the public hearing.

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

The motion was seconded by Chairperson Deeds.

The vote was as follows:

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

Nays: None

Chairperson Deeds declared the motion carried.

#### **VI. Staff Reports.**

Director Stringfellow briefed the Commission of the next meeting on August 3, 2021, and the upcoming applications.

#### **VII. Adjourn.**

Chairperson Deeds made a motion to adjourn, and it was seconded by Commissioner White.

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The meeting adjourned at 7:35 p.m.

Debra Kalsnes

Debra Kalsnes  
Planning Executive Secretary

Michael Deeds

Michael Deeds  
Chairperson

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