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**MINUTES  
PLANNING AND ZONING COMMISSION  
Meeting of September 03, 2013**

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*The Planning and Zoning Commission of the City of Cedar Hill, Texas met on TUESDAY, September 3, 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, Stephanie Freeman, Michael Deeds and Lisa Thierry.*

*Planning & Zoning Commissioners absent: None*

*City Staff members present: Rod Tyler, Director of Planning; Don Gore, Planner; and Sharon Davis, Planning Secretary.*

**I. Call the meeting to order**

Chairman Brooks called the meeting to order at 6:04 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 August 20, 2013 regular meeting**

Chairman Brooks noted that the Commission had discussed certain corrections to the minutes.

A motion was made by Commissioner Hamilton to approve the August 20, 2013 regular meeting minutes with the changes. The motion was seconded by Vice-Chairman Strother. The vote was as follows:

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

Abstain 1 - Deeds

Nays: 0

Chairman Brooks declared the motion carried unanimously.

**III. Citizens Forum**

No one spoke.

**IV. Case No. 2013-21 – CONDUCT A PUBLIC HEARING and consider a request for a text amendment to the Comprehensive Zoning Ordinance (Ordinance No. 2001-64, as amended) to change the Parking Group classification for Churches/Places of Worship**

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from No. 28: 1 space per 2.5 seats to No. 29: 1 space per 4 seats. Requested by Dick Calvert.

Dick Calvert, Calvert & Co. Architects, 1001 W. Main St. Carrollton, TX stated Graceland was built in 1991 and burned down in May 2013. The Church is planning on rebuilding with a larger building which would require more parking than could fit on the Church lot. The Church also owns a separate 4.2 acre tract located 350 feet to the north of the Church site where they were considering putting additional offsite parking. City ordinance allows for offsite parking provided it is within 150 feet of the use. The Church property exceeds this provision by 200 feet. Mr. Calvert stated that his research shows that one (1) parking space per four (4) seats is a common city parking requirement for Churches and if Cedar Hill's standard was more similar to other cities the Church would be able to meet the parking requirement on the Church lot. That is why the Church is proposing this change to the zoning ordinance.

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

Reverend Cedric Stricklin Lancaster, TX spoke in favor of this zoning amendment. He felt it would help the community.

Robert Calloway, Jr. Chairman of the Deacon Board, Desoto, TX also spoke in favor, stating he wants to see Cedar Hill grow, as well as the church, and by approving the proposed amendment the Church could provide a facility to accommodate the residents.

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 Hamilton commented that he was in favor of keeping the Church where it was; however, the Commissioners need to talk further about the parking.

Commissioner Thierry asked how many Church members there were and if one (1) parking space per three (3) seats would work.

Mr. Calvert confirmed 380 members and one (1) parking space per three (3) seats would not work.

Commissioner Deeds asked if the goal was to expand above and beyond what they currently have for growth. He asked if 391 was the maximum number of members and if one (1) parking space per four (4) seats would accommodate that. He also wanted to know if the new sanctuary accounted for the entire increase in size. He felt he needed to be better informed of the impact this amendment might have on other churches; if the amendment would encourage greater growth; if there were any ordinances in place that addresses too many parking spaces.

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Mr. Calvert stated there was just enough parking for the maximum of 391 members. There is still room on the east end of the Church lot but it would be very expensive to build due to drainage issues.

Rod Tyler, Planning Director, stated that current ordinances require a minimum number of parking be provided, no maximum is specified. Overflow parking for Churches is normally not a problem because most businesses are closed Sunday mornings and this is also when traffic is at its lightest.

Commissioner Deeds asked what the requirements would be to add additional parking to which Mr. Tyler stated a building permit and potentially site plan approval.

Commissioner Freeman stated that if there was not enough parking for a parishioner to park that they would likely go to another Church so it would be to the Churches advantage to have enough parking.

Chairman Brooks stated that most cities have a history of reaching out to adjoining business in forming a parking agreement.

Vice-chairman Strother feels that all churches would benefit from this change.

Commissioner Saldana agrees with the other commissioners.

Commissioner Deeds moved to recommend approval of the request to change the parking requirement for Churches from one (1) parking space per two and one half (2.5) seats to four (4) seats. The motion was seconded by Commissioner Freeman. The vote was as follows:

Ayes: 7- Chairman Brooks, Vice-Chairman Strother, Commissioners Thierry, Freeman, Saldana, Deeds and Hamilton

Nays: 0

Chairman Brooks declared the motion carried unanimously.

At this point the Commission adjourned to Conference Room D for staff reports and discussion items.

## **V. Staff Reports & Discussion Items**

### **1. Review and Discuss Chapter 6 of The Comprehensive Plan entitled "Community Facilities"**

Mr. Gore reviewed with the Commission Chapter 6 of the 2008 Comprehensive Plan entitled "Community Facilities". The Commission noted that several changes had occurred since the 2008 Comprehensive Plan was written. Discussion ensued as to the relevance such information had to long range land use planning.

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## **2. Planning and Zoning Commission Goals and Objectives**

The Commission discussed if they were as effective as they could be and if they were doing what was expected of them. They wanted to review their charge, as defined by ordinances, and the strengths they could bring as a community board. They also discussed getting people involved and making them a part of planning their own community.

It was decided that Staff would forward the Commission, The Powers and Duties section from the City Code, and that each of the Commissioners would bring three ideas of what could make the P&Z Commission more effective.

## **3. Recent Submittals**

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

## **VI. Adjourn**

A motion was made by Hamilton, followed by a second by Vice-Chairman Strother for adjournment. Chairman Brooks declared the meeting adjourned at 7:42 p.m.

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Theresa Brooks  
Chairman

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Sharon Davis  
Planning Secretary

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