
MINUTES
PLANNING AND ZONING COMMISSION
Meeting of May 3, 2016

The Planning and Zoning Commission of the City of Cedar Hill, Texas met on TUESDAY, May 3, 2016 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, Commissioners: Lisa Thierry, Michael Deeds, and Gehrig Saldana

Absent: Commissioners Adrienne Martin and Timothy Hamilton

City Staff members present: Rod Tyler, Director, Sharon Davis, Executive Secretary and Planning Assistant Colby Collins.

I. Call the meeting to order

Chairman Brooks called the meeting to order at 6:01 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 April 19, 2016 regular meeting

A motion was made by Commissioner Deeds and seconded by Commissioner Saldana to approve the minutes of the April 19, 2016 regular meeting. The vote was as follows:

Ayes: 4 – Chairman Brooks, Vice-Chairman Strother, Commissioners Deeds and Saldana

Nays: 0

Chairman Brooks declared the motion carried.

III. Citizens Forum

No one spoke.

IV. Case No. 15-01 – Review and consider a request for a Site Plan of a real estate office on Lot 5B, Block 5, E. D. Balcom Addition, generally identified as 400 Jefferson St.; requested by Robert Preston on behalf of Quest IRA, Inc.

Mr. Rod Tyler, Director of Planning delivered the staff report by describing the location of the property stating the applicant was proposing to construct a 3,371 sq. ft. real estate office building. He reported that the property was zoned "NS" – Neighborhood Services and is in the Uptown Overlay District which has additional requirements from the base standards. Neighborhood Services district requires parking to be in the rear of the lot; however, the applicant sought and was granted a variance from the Board of Adjustments. This approval

was made subject to the applicant providing a cross access agreement extending from Jefferson St. to the southwest side of the subject property.

Secretary's Note: Commissioner Thierry arrived at 6:04

Mr. Tyler explained that the intent of the Uptown Overlay district was to have buildings placed close to the street and to create a more pedestrian friendly environment. He explained that this overlay district allows applicants to request alternative design standards; however, it requires a recommendation from the Architectural Review Board (ARB) in addition to the normal P&Z and City Council consideration. The applicant went before the ARB with alternative designs which were detailed in the Staff Report included in their packet. The ARB recommended approval of the alternative designs including that a dumpster not be required if a rollout bin could be used.

Mr. Robert Preston, 400 Jefferson St. stated the property was platted over 40 years ago before the Uptown Overlay District went into effect. They were asked to have the building face Hwy 67 due to architectural attractiveness. This will be a real estate office with other small offices of similar business.

Commissioner Saldana asked how many office spaces there will be in the building.

Mr. Preston indicated the real estate portion of the building would have five (5) offices and a conference room and there would be seven (7) additional offices for other businesses.

Commissioner Deeds made a motion to recommend approval of Case 15-01 with the alternative designs as recommended by the ARB and that no dumpster be required. The motion was seconded by Vice-Chairman Strother. The vote was as follows:

Ayes: 5 – Chairman Brooks, Vice-Chairman Strother, Commissioners, Deeds, Thierry, and Saldana.

Nays: 0

Chairman Brooks declared the motion carried.

- V. Case 16-11 – CONDUCT A PUBLIC HEARING and consider a request for a Planned Development – Site Plan of Cresthaven Village – Phase III** on Tract 3 out of Ramsey Survey A-1226, generally located south of Maplegrove and north of Crest Vista Dr.; requested by Jay Childs with Dietz Engineering on behalf of Hillcrest Baptist Church.

Mr. Rod Tyler, Director of Planning delivered the staff report describing the location of the property stating that this is the second step of the Planned Development process. He stated that Staff had reviewed the site plan and in their opinion was consistent with the approved Planned Development zoning and therefore, recommends approval of the proposed PD-SP subject to making the following corrections: changing the total number of duplex units to a total of 4 (2 per duplex) and changing the off-street parking to "2 garage spaces per unit".

Mr. Jay Childs, 209 E. Main St., Waxahachie stated that a request from staff for the main street to the cul-de-sac of the subject property is named Cresthaven Rd. and the connector to Maplegrove be called Cresthaven Court has been proposed.

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

Mr. Bobby Fletcher, 265 W. Pleasant Run Rd. Hillcrest Baptist Church indicated the project would be a great asset to Cedar Hill and that the City has been a great help with this endeavor.

Chairman Brooks closed that portion of the public hearing and opened the floor for anyone wishing to speak in opposition of this request.

No one spoke.

Chairman Brooks closed the public hearing and opened the floor for discussion among the Commissioners.

Vice-Chairman Strother asked Mr. Fletcher if he had any new future developments planned.

Mr. Fletcher indicated there was a piece of property on the corner of the church that they would be revisiting in the future but no housing project planned.

Vice-Chairman Strother made a motion to recommend approval of Case 16-11 subject to making the following corrections being made: changing the total number of duplex units to a total of 4 (2 per duplex) and changing the off-street parking to "2 garage spaces per unit". The motion was seconded by Commissioner Thierry. The vote was as follows:

Ayes: 5 – Chairman Brooks, Vice-Chairman Strother, Commissioners, Deeds, Thierry, and Saldana.

Nays: 0

Chairman Brooks declared the motion carried.

VI. Case 16-16 – CONDUCT A PUBLIC HEARING and consider a request for a Conditional Use Permit for a hotel within the "LR" – Local Retail district, being 2.248 acres, located on the west side of the 400 block of N. Clark Road; *requested by Alejandro Puerto with Maysee & Associates on behalf of Sandler Commercial, LLC.*

Mr. Rod Tyler, Director of Planning delivered the staff report describing the location of the property which is zoned "LR" – Local Retail and is in the Uptown Overlay District. Hotels are allowed in the Local Retail district provided a CUP is applied for and granted. The Uptown Overlay standards require buildings to be built close to the street with awnings across the front of the building to help create a more pedestrian friendly environment. Additionally, Mr. Tyler explained that the northern most east/west drive shows on the City Center plan as a

connector between Uptown Boulevard and N. Clark Road; designed as an urban cross section having two moving lanes, two parallel parking lanes, wide sidewalks and buildings edging the sidewalks.

He went on to explain that the applicant was requesting an alternative design to the Uptown Overlay standards which requires review by the Architectural Review Board (ARB). The ARB had met regarding this matter and recommended approval of the alternative design to the Uptown Overlay standards subject to the dumpsters being relocated out of the east/west connector and widening the sidewalk north of the proposed building to six feet. Staff recommends approval of the alternative design subject to the east/west cross street being modified to better reflect an urban street cross section as shown in the City Center Plan.

Commissioner Deeds asked why the parking along the east/west connector shows on the site plan as head-in when the City Center Plan shows it as parallel parking. He also asked if the parking along the east/west connector was for the benefit of the hotel or the public in general.

Mr. Tyler indicated the hotel needed more parking so they went with the head-in parking and the parking is interior to the lot and not dedicated to the public.

Mr. Ronald Smith, 14850 Quorum Dr., Ste. 201, Dallas, indicated there is a hill from N. Clark Road to the front door of the hotel and in lieu of building a retaining wall along N. Clark Road ROW, the building would be pushed back from the street and create a nice presence. The hotel plans on constructing a wide sidewalk along N. Clark Road with tree planters. Additionally, parking would be provided on all sides of the hotel with the main entrance facing N. Clark Road and two guest entrances on the north and south sides of the building. He said they would move the dumpster out of the east/west connector and widen the sidewalk on the north side of the hotel as recommended by the ARB.

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

Mr. Shawn Trainum, 610 E. Central Expressway, Killeen, Texas felt the Fairfield Inn would be a great addition to the city.

Chairman Brooks closed that portion of the public hearing and opened the floor for anyone wishing to speak in opposition of this request.

No one spoke.

Chairman Brooks closed the public hearing and opened the floor for discussion among the Commissioners.

Commissioner Deeds asked what the nature of the Fairfield Inn was and what the construction plan for hiding a dumpster is.

Mr. Smith indicated the Fairfield Inn is Marriott's mid-market hotel that ensures high standards and offers several amenities. The dumpster will have a stucco wall around it with gates.

Chairman Brooks asked how wide the sidewalk to the north would be. She also felt the east/west connector easement would be used as a street. She also asked about the parking lot lighting standards that would be used.

Mr. Smith indicated the sidewalk would be wider than 6 feet. The east/west connector easement would be 30 feet wide for safety reasons and they may put speed bumps in to slow traffic down. They would use standard lighting required by Fairfield Inn which would be one to one and a half foot-candles.

Vice-Chairman Strother asked if there would be close circuit TV in the parking lot.

Mr. Smith indicated it is not their standard policy to do so.

Commissioner Deeds made a motion to recommend approval of Case 16-16 subject to addressing the DRC comments, moving the dumpster out of the east/west connector street, the sidewalk on the north side of the hotel be a minimum of 6 feet in width. The motion was seconded by Vice-Chairman Strother. The vote was as follows:

Ayes: 5 – Chairman Brooks, Vice-Chairman Strother, Commissioners, Deeds, Thierry, and Saldana.

Nays: 0

Chairman Brooks declared the motion carried.

VIII. Staff Reports and Discussion Items

1. Staff reviewed with the Commission the current development applications that are being reviewed.

IX. Adjourn

A motion was made, followed by a second for adjournment. The meeting adjourned at 7:14 pm.



Theresa Brooks
Chairman



Sharon Davis
Executive Secretary
