



City of Cedar Hill
285 Uptown Blvd., Bldg. 100
Cedar Hill, Texas 75104-3526
972-291-5100
fax 972-291-7250

**NOTICE OF REGULAR MEETING
HISTORIC DOWNTOWN ADVISORY BOARD**

AGENDA

Monday, April 22, 2019

Cedar Hill Government Center
285 Uptown Blvd., Bldg. 100
4th floor Administration Conference Room
6:00 P.M.

- I. Call Meeting to Order.
- II. Approve the Minutes of the March 25, 2019 Regular Meeting.
- III. Implement Historic Downtown Advisory Board Strategic Plan.
 - o Discuss town hall meetings.
 - o Discuss Pioneer Park redesign and programming.
- IV. Consider sponsoring the Cedar Hill Historical Society's Tower City Classic Golf Tournament.
- V. Reports from Historic Downtown staff.
- VI. New business.
- VII. Review action items.
- VIII. Adjourn.

I certify that the above notice of meeting was posted in accordance with the Texas Open Meetings Act at Cedar Hill Government Center, 285 Uptown Blvd., Bldg. 100, Cedar Hill, Texas, on the 19th day of April 2019, at 5:00 p.m.


Lauren E. McCarty/Tourism Assistant

"PURSUANT TO SECTION 30.07, PENAL CODE (TRESPASS BY LICENSE HOLDER WITH AN OPENLY CARRIED HANDGUN), A PERSON LICENSED UNDER SUBCHAPTER H, CHAPTER 411, GOVERNMENT CODE (HANDGUN LICENSING LAW), MAY NOT ENTER THIS PROPERTY WITH A HANDGUN THAT IS CARRIED OPENLY"

"CONFORME A LA SECCIÓN 30.07, DEL CÓDIGO PENAL (ENTRADA SIN AUTORIZACIÓN POR TITULAR DE LICENCIA CON UNA PISTOLA VISIBLE), UNA PERSONA CON LICENCIA BAJO EL SUBCAPÍTULO H, CAPÍTULO 411 DEL CÓDIGO DE GOBIERNO (LEY DE LICENCIAS DE PISTOLAS), NO PUEDE ENTRAR EN ESTA PROPIEDAD CON UNA PISTOLA VISIBLE"

This facility is wheelchair accessible. Handicapped parking spaces are available. Requests for sign interpretive services must be made 48 hours ahead of meeting. To make arrangements, call 972-291-5100 ext 1018 or (TDD) 1-800- RELAY TX (1-800-735-2989).

MINUTES
Historic Downtown Advisory Board
Meeting Minutes of March 25, 2019

The Historic Downtown Advisory Board of the City of Cedar Hill, Texas, met Monday, March 25, 2019, at 6:00 pm. In the Administration Conference Room of the Cedar Hill Government Center, 285 Uptown Blvd., Cedar Hill, Texas.

The following members were present: Al Armistead, Randy Moon, Norman Patten, Kenna Prior, Gary Reed, Charlie Thompson, and Hannah Tyler. Alice Atchison and Albert Mack were absent. The following City staff members were present: Russell Read, Director of Customer & Visitor Experience, LaShondra Stringfellow, Planning Director, Patty Bushart, Tourism Marketing Manager, Maria Peña, Senior Planner, Dana Woods, City Planner, and Lauren McCarty, Customer & Visitor Experience Coordinator. The board was joined by Pacheco Koch consultants, Nick Nelson and Eric Wilhite, and Pavlik Associates consultants, Linda Pavlik and Kate Lattimore Norris.

I. Call the Meeting to order.

Chairman Gary Reed called the meeting to order at 6:05 pm declaring it an open meeting with notice of the meeting duly posted and a quorum present.

II. Approve the Minutes of the March 11, 2019 Special Called Meeting.

Al Armistead made a motion, seconded by Norman Patten, to approve the minutes of the March 11, 2019 Special Called Meeting. The motion was approved unanimously.

III. Consider and take action on a proposed perimeter fence associated with an application (CUP-154-2019) for a Conditional Use Permit for a restaurant on property zoned Old Town Corridor Sub-District within the Uptown Overlay, with the approximate address being 316 Cooper Street. Applicant: Erik Espinoza. Property Owner: Raymond Tyree.

The board reviewed a conditional use permit application presented by City Planner Dana Woods for the construction of a perimeter fence along the property line of El Rey Mexican Restaurant (formerly Trios Grill). Being a wood fence and not masonry or landscape, the proposal did not meet Planning and Zoning requirements and was thus, brought to the board for alternative design consideration. Per the site plan, the fence would extend up the alleyway to Cooper Street along the east side of the property. It was suggested by the board that the east side of the fence not extend past the building, leaving the corner at Cooper Street exposed.

A motion was made by Norman Patten, seconded by Charlie Thompson, to approve the CUP with the modification that the east side of the fence not extend past the building. The motion passed by a vote of 5-0, with one abstention.

IV. Discuss Complete Streets vision for downtown with selected consultant.

Director LaShondra Stringfellow introduced Nick Nelson and Eric Wilhite, consultants with Pacheco Koch, who have been selected for development of the Historic Downtown Complete Streets Master Plan and Parking Study. Also, in attendance were community engagement consultants, Linda Pavlik and Kate Lattimore Norris, of Pavlik Associates.

To become better acquainted with the board and compile relevant project information, the consultants requested board members voice their experience, knowledge, concerns and aspirations in reference to Historic Downtown. Primary topics of discussion included infrastructure, new development, parking, and walkability.

The consultants addressed the project timeline, stating they were currently in the process of data collection and evaluation and in the preliminary stages of community engagement. Alongside pre-charrette meetings, surveys with downtown patrons were also being conducted.

Stringfellow reminded the board of the upcoming charrette on Monday, April 8, 2019. Invitations to board members and downtown business owners were distributed.

In closing remarks, Norman Patten encouraged the consultants and staff to address downtown as Historic Downtown, rather than Old Downtown, to cultivate a more positive perception of area.

V. Take action on alcohol review.

Based on the information presented by Director LaShondra Stringfellow at the March 11, 2019 Special Called Meeting, a motion was made by Al Armistead, seconded by Randy Moon, to formally recommend approval of the proposed ordinance revisions pertaining to the on-premise consumption of alcoholic beverages. The motion passed by a vote of 6-1.

Staff were requested to draft a letter of recommendation on behalf of the board in support of Planning and Zoning's proposal.

VI. Implement Historic Downtown Advisory Board Strategic Plan.

o **Discuss town hall meetings.**

Due to the timing of the charrette, the board decided to postpone the town hall meeting with the Historic Downtown business owners to an undetermined date. The town hall meeting with the Historic Downtown residents would remain scheduled for June 10, 2019.

This item would be further discussed at the next regular meeting.

o **Discuss candidate forum questionnaire.**

Chairman Gary Reed encouraged the board to attend the candidate forum on April 18, 2019 at the Alan E Sims Cedar Hill Recreation Center. It was suggested of those in attendance to individually prepare questions pertaining to Historic Downtown.

- **Discuss Pioneer Park redesign and programming.**

Staff will write a budget program for Pioneer Park for Fiscal Year 2020. Director Russell Read encouraged the board to seek community support for enhanced programming and gathering space in Pioneer Park and to address this topic at the upcoming charrette.

This item would be further discussed at the next regular meeting.

VII. Reports from Historic Downtown staff.

- 2018 Audubon Photography Awards Exhibit at the Government Center, April 3 – 24, 2019.
 - Reception will be Thursday, April 4, 2019
- Taste of Cedar Hill in Historic Downtown, April 13, 2019
 - Staff will reserve a booth and provide a tablecloth for the board
 - Gary Reed would coordinate volunteer shifts
- Next regular meeting on Monday, April 22, 2019 to coincide with EarthFest at the Government Center
 - The decision was made to go forward with the regularly scheduled meeting
 - The board was instructed by staff to park in the designated overflow parking lot at Cinemark Theater
- Lakes developer is open to discuss renaming the Phase One development
 - Staff will contact the consultant and schedule a meeting
 - Andy Buffington of the Cedar Hill Economic Development Corporation will be invited to attend
- Staff to provide the board fillable business cards for engaging the community
 - Business cards will be available in time for Taste of Cedar Hill
- Staff to provide shirts for the board
 - Colors and sizes were selected
 - Shirts will include board name and the Cedar Hill logo

VIII. New business.

- Sponsorship for the Cedar Hill Historic Society's Tower City Classic Golf Tournament
 - To be discussed at the next regular meeting

IX. Review action items.

1. Make recommendation to Planning and Zoning in support of the proposed ordinance revisions pertaining to the on-premise consumption of alcoholic beverages
2. Reserve Taste of Cedar Hill booth and order tablecloth
3. Order business cards

4. Order shirts
5. Prepare April agenda

X. Adjourn.

Chairman Gary Reed adjourned the meeting at 8:08 pm.

ATTEST:

Lauren McCarty
Customer & Visitor Experience Coordinator

Gary Reed,
Historic Downtown Board Chair