

MINUTES
Main Street Board
Meeting of April 23, 2012

The Main Street Development and Preservation Board of the City of Cedar Hill, Texas, met on Monday, April 23, 2012, at 6:00 pm. in Conference Room D-106 of the Cedar Hill Government Center.

The following members were present; Al Armistead, Lois Cannady, Jerry Korkisch, Albert Mack, Norman Patten and Russell Read. Jami McCain was absent with prior notice. The following City Staff members were present; Don Gore, City Planner and Patricia Bushart, Main Street Manager.

I. Call the meeting to order.

Chairman Russell Read called the meeting to order at 6:03 pm declaring it an open meeting with notice of the meeting duly posted and a quorum present.

II. Approve the Minutes of the February 27, 2012 Regular Meeting.

Lois Cannady made a motion, seconded by Norman Patten, to approve the minutes of the February 27, 2012, Regular Meeting. The motion was approved unanimously.

III. Review Uptown Overlay Ordinance variance application, reports and 323 W. Belt Line Rd. case study example.

Planner, Don Gore, presented the revised Uptown Overlay Ordinance variance application documents as requested by board. The following recommendations were made to staff regarding the revised documents:

1. Include a Developer Compliance Checklist with each and every site plan submission, including a site specific ordinance governance list, regardless of whether they are subject to review by board and/or involve a variance request.
2. Provide copy of zoning specific ordinances, i.e. Uptown Overlay Ordinance, with initial application to ensure thorough understanding of allowable uses.
3. Include a standard cover letter, with recommendation for approval or denial, and review, to accompany all variance requests going forward to the Planning and Zoning Commission and City Council.

With regard to the 323 W. Belt Line case study that utilized the revised variance application, the board noted the following:

1. Recommendation would be to revise site orientation to bring the building closer to the street.
2. Reduce the number of drive approaches from two to one.

Based upon the revised documents discussion, the board deemed the remainder of the checklist insufficient to review the case study further.

IV. Recap and Discuss Citywide Neighborhood Block Party and Walk the Light Arts Festival activities.

- Citywide Neighborhood Block Party
 - Attendance good
 - City Center engagement concept was exceptional (kudos to Mr. Gore)
 - Well worth the investment in time and materials
- Walk the Light Arts Festival
 - Attendance much higher than expected
 - Good relationship building between board and merchants
 - Issues with Old Town Market (Christopher's stage) to be addressed by event organizers
 - Events, activities, participants for future consideration:
 - Culinary artists and/or food trucks
 - Short-subject film festival partnership with Library beginning early and continuing through the festival

Board discussed the possibility of smaller-scale, merchant-initiated events to occur approximately bi-monthly to generate traffic and raise awareness. Examples:

- Houston Street Outfitters – TOM'S A Day Without Shoes
- Pioneer Park open mic music night
- Small Town Saturday Night revival

Suggest calendar planning meeting for those merchants already hosting or proposing events, to coordinate.

All future events where board presence is requested will be posted 72 hours in advance in accordance with the Texas Open Meetings Act.

V. Receive Briefing on upcoming Downtown Vision Planning Workshop.

Joint workshop with City Council scheduled Monday, April 30, 2012. Dinner will be available at 5:00 pm with workshop to follow at 6:00 pm. Topics of discussion to include:

- Historic Downtown Vision recommended actions
- City Center Phase II Development Plan

- Development regulation
- Economic and capital investment strategies
- City Center Phase II steering committee
- Public engagement

VI. Reports from Main Street Staff.

- Public Relations firm being sought to develop community branding plan to include interviews with City Council, staff, select city-appointed boards and target citizen selection
- Crawford's Tornado Graveyard dedication Sunday, April 29, 2012, 2:00 pm
 - Wade Emmert will officiate
 - Members of Dallas County Historical Commission will be in attendance
 - Proclamation from Texas Historical Commission
 - Shuttle from Government Center will begin at 1:20 pm
 - Updates have been made to Historic Preservation page on City website and exclusive Tornado Graveyard page added
- Daffodil's Women's Boutique now open at 210-A W. Belt Line Rd.
- Cedar Hill ISD Fine Arts Night in the Morton Meyerson Tuesday, May 1, 2012, 6:00-9:00 pm
- Submission deadline for board applications is 5:00 pm, Friday, May 25, 2012 – up for re-appointment are Al Armistead, Lois Cannady, Albert Mack and Jami McCain

VII. New Business.

- New owner of property located at 206 S. Broad St.

VIII. Review Action items.

1. Request Uptown Overlay Ordinance application review by City Planning Director, Rod Tyler, for next meeting.
2. Joint City Council workshop next Monday.
3. May meeting conflicts with Memorial Day holiday – no meeting scheduled unless site variance review required.

IX. Adjourn.

A motion to adjourn by Lois Cannady was seconded by Al Armistead. Motion was approved unanimously. Chairman Read adjourned the meeting at 7:01 p.m.

ATTEST: