

**MINUTES**  
**Main Street Board**  
**Meeting Minutes of September 26, 2016**

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*The Main Street Development and Preservation Board of the City of Cedar Hill, Texas, met Monday, September 26, 2016, at 6:00 pm. in the 4<sup>th</sup> Floor Conference Room of the Cedar Hill Government Center, 285 Uptown Blvd., Cedar Hill, Texas.*

*The following members were present; Gabriel Allred, Al Armistead, Alice Atchison, Albert Mack, Norman Patten, Gordon Penelton and Gary Reed. Randy Moon and Pamela Morris were absent with prior notice. The following City Staff members were present: LaShondra Stringfellow, Assistant Planning Director and Patricia Bushart, Tourism Marketing/Main Street Manager.*

**I. Call the Meeting to order.**

Chair Gary Reed called the meeting to order at 6:08 pm declaring it an open meeting with notice of the meeting duly posted and a quorum present.

**II. Approve the Minutes of the August 22, 2016 Regular Meeting.**

Al Armistead made a motion, seconded by Norman Patten, to approve the minutes of the August 22, 2016, Regular. The motion was approved unanimously.

**III. Review and Consider site plan for multi-family (apartments) on property zoned Old Town Square Sub-District, approximately located at 407 Cedar Street, requested by Norman Patten on behalf of Dillard on Cedar, LLC and Sarah Wylie Moor.**

Ms. Stringfellow outlined the components of the site plan for which the Main Street Board, acting in the capacity of Architectural Review Board (ARB), were to review and consider. Staff finds that the site plan complies with all design standards and ordinances. Staff recommends approval subject to approval of a plat for the property.

The planned development is a 7-unit, multi-family complex consisting of two each 3-unit attached buildings and one single-unit detached. Board considerations and comments are as follow:

- Street lights and furniture – may be provided by developer or a Tax-Increment Financing Zone (TIRZ) depending on timing
- Landscaping – eight street trees are included; 5 on Cedar and 3 on Church plus additional internal to lot
- 5-ft. sidewalk – mostly in city R.O.W., what is on property will have easement
  - Revised zoning will require 6-ft. sidewalks, but codes not yet adopted
  - Current zoning requires 4-ft. – this proposal is compromise
- Public Works has signed off on the utility plan
- Elevations for all four structures – carports are not visible on street views because they are located at back side of property between the garage units
- Style – viewed as satisfactory compromise for multiple adjacent properties

- Material – Hardie Board, while technically not masonry, comparable and suited to district construction
- Overhang on garage and carports – effort to conceal parking structure – overhang would require additional roof height that may, in turn, make structures more visible

Al Armistead made a motion, seconded by Gordon Penelton, to forward a recommendation to Planning and Zoning to accept the plan as submitted. The motion was approved unanimously with one abstention.

#### **IV. Consider Main Street Board charge, direction, goals and responsibilities.**

Ms. Atchison presented her assessment of prior discussions. Combined with previous talking points, it was agreed that it is important going forward for the board to; 1) speak in one voice, 2) be proactive in community engagement and, 3) walk within the board mission '*to preserve and enhance the unique character and community of historic downtown Cedar Hill.*'

Chairman Reed recommended a final review at the next board meeting in preparation to present to City Council. The document should include the following proposals:

1. Affirm and be advocates for the Vision Statement for Historic Downtown Cedar Hill.
2. Actively seek to involve current businesses and residents to speak up and participate in programs and events working toward community and private sector support for all activities in the district.
3. Recommend targeted marketing plans and strategies for economic development and business attraction.

#### **V. Reports from Main Street staff.**

- Cedar Hill Museum presented Quanah Parker and Tribe – Stories of a Comanche Chief, featuring Lance Tamahkera, to a near standing-room-only crowd at the Library
- National Night Out is Tuesday, October 4, 2016
- Country Day on the Hill is Saturday, October 8
- Holiday lighting of historic light poles is not possible, but bows have been purchased for installation as an alternative
- Pole banners are not in the current year's budget, but staff is investigating other possible funding options
- Special Event Permit process is under review and should be presented to City Council soon after the new year
- September Remarket attendance was average – upcoming event dates are October 22 and November 26
- Fall Cinema on the Square series will feature 'buddy films' including:
  - Oct 21 – The Odd Couple
  - October 28 – How to Marry a Millionaire
  - November 4 – Buck Privates
  - November 11 – Road to Morocco
- Next issue of Authentic Texas Magazine will publish December 1 – advertising will feature Dogwood Canyon Audubon's Winter Bird Count