
**MINUTES
PLANNING AND ZONING COMMISSION
Meeting of August 21, 2012**

The Planning and Zoning Commission of the City of Cedar Hill, Texas met on TUESDAY, August 21, 2012 at 6:00 p.m. in the T.W. "Turk" Cannady/Cedar Hill Room, 285 Uptown Boulevard Building 100, Cedar Hill, Texas.

Planning & Zoning Commissioners present: Chairman Theresa Brooks, Vice-Chairman Bill Strother, and Commissioners: Tim Hamilton, Gehrig Saldana and Lisa Thierry.

Absent: Commissioner Stephanie Freeman

City Staff members present: Don Gore, Planner and Belinda L. Huff, Development Services Coordinator/Planning & Zoning Commission Secretary.

I. Call the meeting to order

Chairman Brooks called the meeting to order at 6:03 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 July 17, 2012 and August 7, 2012 regular meetings

A motion was made by Vice-Chairman Strother to remove from the table and consider the July 17, 2012 minutes. The motion was seconded by Commissioner Saldana. The vote was as follows:

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

Nays: 0

Chairman Brooks declared the motion carried.

A motion was made by Vice-Chairman Strother approve the minutes of the July 17, 2012 meeting, as presented. The motion was seconded by Commissioner Saldana. The vote was as follows:

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

Nays: 0

Chairman Brooks declared the motion carried.

A motion was made by Vice-Chairman Strother approve the minutes of the August 7, 2012 meeting, subject to correcting the attendance record. The motion was seconded by Commissioner Hamilton. The vote was as follows:

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

Nays: 0

Chairman Brooks declared the motion carried.

III. Citizens Forum

No one spoke

IV. Case No. 12-19 - Review and consider the site plan of a 3,264 sq. ft. building addition located at 265 W. Pleasant Run Rd., requested by Jeff Gray on behalf of Hillcrest Baptist Church.

Rupert Robbins, Associate Pastor of Hillcrest Baptist Church, 265 W. Pleasant Run Rd., Cedar Hill, TX 75104, stepped forth to present this request and answer any questions from the Commission.

Commissioner Thierry posed a question to staff regarding parking requirements. In the report it states [for churches], the required parking is 1 space per 2.5 seats. On the site plan, the applicant shows 11 additional parking spaces and she was unclear if the additional parking spaces were required for the educational building.

Don Gore, Planner, stated that with churches and other uses associated with the church, such as an educational building, the parking calculation is based solely on the capacity of the church, which is 1 space per 2.5 seats, and on each additional building [use] that may be located on site.

Commissioner Thierry also had a question about the architectural standards, more for clarification. She said that in the the applicant's letter of intent, they request a variance to use siding on the sides of the building facing the public street, but the staff report states that the building will be 100% masonry.

Mr. Gore stated that eaves, overhangs, and gables are not used in the calculation of the exterior wall area; therefore, they can be a non-masonry material.

Vice- Chairman stated that he visited the site early in the day and it appears that the pattern of the existing building does not match this building.

Pastor Robbins stated that he did not have a drawing with him, but assured the Commission that both buildings will match.

A motion was made by Vice-Chairman Strother to approve Case No. 12-19, as presented. The motion was seconded by Commissioner Thierry. The vote was as follows:

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

Nays: 0

V. Staff Reports & Discussion Items

1. Recent Submittals

This item was covered during the briefing session.

2. Update on Impact Fees

Consideration of this item was deferred to a future meeting.

Mr. Gore gave each Commissioner a binder to keep City Center documents in. He also gave the Commissioners a white paper on the topic of live/work, which will give the Commission an idea of what other cities are doing.

VI. Adjourn

A motion was made, followed by a second for adjournment. The meeting adjourned at 6:33 p.m.

Theresa Brooks
Chairman

Belinda L. Huff
Development Services Coordinator
