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**MINUTES**  
**PLANNING AND ZONING COMMISSION**  
**Meeting of January 6, 2015**

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*The Planning and Zoning Commission of the City of Cedar Hill, Texas met on TUESDAY, January 6, 2015 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 and Commissioners: Michael Deeds, Adriane Martin and Timothy Hamilton.*

*Planning and Zoning Commissioners absent: Commissioners Gehrig Saldana and Lisa Thierry.*

*City Staff members present: Don Gore, Senior Planner and Sharon Davis, Executive Secretary.*

**I. Call the meeting to order**

Chairman Brooks called the meeting to order at 6:00 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 December 16, 2014 regular meeting**

A motion was made by Commissioner Deeds and seconded by Commissioner Hamilton to approve the minutes of the December 16, 2014 regular meeting. The vote was as follows:

Ayes: 5 – Chairman Brooks, Vice-Chairman Strother, Commissioners, Deeds, Martin and Hamilton

Nays: 0

Chairman Brooks declared the motion carried.

**III. Citizens Forum**

No one spoke.

**IV. Case No. 14-36 – Review and consider the Site Plan of an addition to existing detached garage on Lot 1, Block 23, G.C & S.F. Railroad Addition, more commonly known as 132 N. Potter; requested by Gary Reed.**

Don Gore, Sr. Planner indicated the applicant is requesting to construct a 441 sq. ft. carport and 252 sq. ft. additional storage space to an existing 420 sq. ft. garage. The Old Town Standards and Zoning Code require all development to be considered by the Main Street Board, P&Z and City Council. Main Street did approve this request.

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Mr. Gary Reed, 132 N. Potter, stepped forth to present this request and also stated he felt this type of development didn't warrant going before the boards that this would be something staff could make a decision.

Vice-Chairman Strother asked how much the project cost, how many cars could the garage and carport accommodate and how the driveway would be addressed.

Mr. Reed stated the cost of the project is about \$20,000 including enhancements. There would be one car in the garage and two cars in the carport. The driveway will be redone with decompose granite with added curbs.

Commissioner Deeds made a motion to recommended approval of Case 14-36. The motion was seconded by Vice-Chairman Strother. The vote was as follows:

Ayes: 5 – Chairman Brooks, Vice-Chairman Strother, Commissioners Deeds, Hamilton, and Martin.

Nays: 0

Chairman Brooks declared the motion carried unanimously.

## **V. Staff Reports & Discussion Items**

### **1. Solar PV Systems**

Don Gore, Senior Planner noted the drafted standards for residential and commercial for solar systems in the packet.

The following comments/questions were made:

Commissioner Deeds questioned the language in Subsection B, Item IV. Setbacks. It states that no PV system shall be located in front of the main building in a residential district. Does this refer to the front yard (ground-mounted) and/or roof-mounted panels.

Commissioner Martin also agreed the language needs to be more specific. Also does this apply to the commercial district. She felt that ground-mounted panels should be in the back of the building.

Mr. Gore stated this language referred to ground-mounted panels only and that he would get with the City's attorney to see about rewording this to make it clearer.

Chairman Brooks still had concerns how to address the historical downtown district.

Mr. Gore indicated that the solar panel standards would apply to any district. We don't have an historical preservation ordinance in place at this time. They are working on this.

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Mr. Gore stated he would redline the standards document and then get City Council to review and present it at the next P&Z meeting for approval.

2. Recent Submittals

Mr. Gore reviewed the recently submitted cases with the Commission.

**VI. Adjourn**

A motion was made, followed by a second for adjournment. The meeting adjourned at 6:38 pm.



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Sharon Davis  
Executive Secretary



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Theresa Brooks  
Chairman