

**Duncanville City Council Meeting Minutes**  
**Joint Meeting with the Planning and Zoning Commission**  
**Monday, October 19, 2020**  
SUPPLEMENTAL NOTICE OF MEETING BY VIDEO CONFERENCE

In accordance with an Order of the Office of the Governor issued on March 16, 2020, as extended by Office of the Governor on June 12, 2020, the City Council for the City of Duncanville, Texas will conduct a City Council Special Meeting by video conference at 6:00 pm on Monday, October 19 2020, in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) in an effort to slow the spread of the Coronavirus (COVID-19) pandemic.

*This is an open meeting conducted by video conference. There will be no public access to a physical location.*

To speak during Citizen Comments, you must register with the City Secretary before 4pm on Monday, October 19, 2020, email [citysecretary@duncanville.com](mailto:citysecretary@duncanville.com) and title the email “Public Comment – October 19th. You will need to register with the link below and attend the meeting. During the Citizen Comments period of the agenda, the City Secretary will call your name and allow access to your camera and microphone for you to provide your comments.

Register in advance for this webinar:  
[https://us02web.zoom.us/webinar/register/WN\\_zRv8znXHQ0Ki9UMug\\_Lb9A](https://us02web.zoom.us/webinar/register/WN_zRv8znXHQ0Ki9UMug_Lb9A)

After registering, you will receive a confirmation email containing information about joining the webinar. The registration email will provide you with a telephone number to call in if needed.

A recording of the video meeting will be made available to the public in accordance with the Open Meetings Act upon written request.

**1. CALL TO ORDER**

A joint meeting of the Duncanville City Council and the Planning and Zoning Commission was called to order for City Council by Mayor Barry L. Gordon and for the Planning and Zoning Commission by Chair Gregory Zylka on Monday, October 19, 2020 at 6:05 p.m. via videoconference with a quorum to wit:

|                  |                               |
|------------------|-------------------------------|
| Barry L. Gordon  | Mayor                         |
| Patrick Harvey   | Councilmember At-Large – 6:20 |
| Joe Veracruz     | Councilmember                 |
| Don McBurnett    | Mayor Pro Tem                 |
| Monte Anderson   | Councilmember                 |
| Mark D. Cooks    | Councilmember                 |
| Johnette Jameson | Councilmember                 |

and with a quorum of the Planning and Zoning Commission to wit:

|                 |                          |
|-----------------|--------------------------|
| Gregory Zylka   | Chair – 6:26 p.m.        |
| Betty Culbreath | Vice Chair               |
| George Turner   | Board Member             |
| Eric Pena       | Board Member             |
| Jana McBroom    | Board Member – absent    |
| Richard Shaw    | Board Member – 7:28 p.m. |
| Elias Rodriguez | Board Member             |

**2. RECEIVE PUBLIC COMMENTS (SEE ABOVE COMMENTS).**

No comments.

**3. CITY COUNCIL WILL DELIBERATE THE FOLLOWING ITEMS, HOWEVER NO VOTE OR ACTION BY THE COUNCIL WILL BE TAKEN.**

**3.A ZONING ORDINANCE UPDATE WORKSHOP WITH FREESE AND NICHOLS TO DISCUSS POSSIBLE REVISIONS TO:**

- |                                                                                                      |                           |
|------------------------------------------------------------------------------------------------------|---------------------------|
| • ARTICLE I                                                                                          | GENERAL PROVISIONS        |
| • ARTICLE II                                                                                         | ZONING DISTRICTS          |
| • ARTICLE III                                                                                        | LAND USES                 |
| • ARTICLE IV                                                                                         | DEVELOPMENT STANDARDS     |
| • ARTICLE V                                                                                          | DEVELOPMENT REVIEW BODIES |
| • ARTICLE VI                                                                                         | ZONING PROCEDURES         |
| • ARTICLE VII                                                                                        | DEFINITIONS               |
| • REVIEW COMPREHENSIVE PLAN STRATEGIES AND POSSIBLE ZONING ORDINANCE RESPONSES FOR OPPORTUNITY AREAS |                           |

Daniel Harrison and Erica Craycraft, with Freese and Nichols provided an update and discussed the following topics; policy questions, ten opportunity areas of comprehensive plan, and spoke on the next steps in the Zoning Ordinance Update.

Discussion from Council and the Planning & Zoning Commission took place on the following:

- Should we remove or reduce the minimum living area size?
  - City Council and the Planning & Zoning Commission recommended to accept SF-43: 3,000 sf > 2,500 sf and SF-13: 2,600 sf > 2,000 sf
- Should Boarding Houses be allowed?
  - City Council and the Planning & Zoning Commission recommended to stay with the policy the City currently has and not allow Boarding Houses.
- Should Tiny Houses be allowed?
  - City Council and the Planning & Zoning Commission recommended to not allow Tiny Houses.
- Should Short Term Rentals be allowed?
  - City Council and the Planning & Zoning Commission recommended to allow Short Term Rentals with conditions.
- Should the zoning ordinance include additional standards for Food Truck Parks?
  - City Council and the Planning & Zoning Commission recommended to allow additional standards for Food Truck Parks.
- Are the proposed standards adequate for Sundry Stores?
  - City Council and the Planning & Zoning Commission recommended to increase the separation to 5,000' with landscaping.
- Should garages be required for all single-family homes?
  - City Council and the Planning & Zoning Commission tabled the item.
- Who should be responsible for maintaining landscaping?
  - City Council and the Planning & Zoning Commission recommended to stay with the current Ordinance; owner, tenant, or agent are responsible.
- Any Zoning District discussion or questions?
  - City Council and the Planning & Zoning Commission recommended the following proposed zoning designs; change Highland Drive to SF-7, a majority endorsed to keep the Highway Frontage as Downtown Duncanville, and to expand Merrill Avenue to be part of Downtown Duncanville.

4. **DISCUSS IMPLMENTATION CALENDAR**

An online Community Open House will be provided in November; eight questions will be asked to the citizens for feedback.

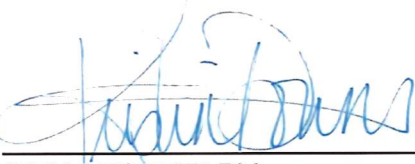
IV. **ADJOURNMENT**

The meeting was adjourned at 10:06 p.m.

APPROVED:

  
MAYOR

ATTEST:

  
CITY SECRETARY