



**City of Dallas  
Planning Commission  
Council Chambers - City Hall  
October 10, 2017- 7:00 p.m.**

## **DRAFT**

### **MINUTES**

1 **CALL TO ORDER**

2 Vice -President David Shein called the meeting to order at 7:00 p.m.

3 **ROLL CALL**

4 Commissioners Present: Chris Castelli, Carol Kowash, Andy Groh, David Shein, Marc  
5 Pazina, and Robert Wilson

6 Absent: Chuck Lerwick

7 Staff present: City Attorney Lane Shetterly, Community Development Director  
8 Jason Locke, Planner Chase Ballew, and Recording Secretary  
9 Margie Pearce

10 **APPROVAL OF MINUTES**

11 Vice President Shein presented the minutes of the regular meeting of September 12, 2017.  
12 Commissioner Robert Wilson made a motion to approve the minutes as presented and  
13 Commissioner Carol Kowash seconded the motion. The motion passed unanimously.

14 **PUBLIC COMMENT**

15 Vice President Shein explained the rules for making public comment.

16 There were no public comments.

17 **PUBLIC HEARING**

18 **CUP 17-02:** Type III home occupation permit for a small cleaning business that would allow  
19 some assembly and dispatch of employees onsite.

20 **APPLICANT:** Hannah Jacobsen

21

22 **STAFF REPORT:**

23 Mr. Locke reviewed the staff report stating the conditional use is because the amount of  
24 employees exceeds the code plus there will be some assembling and dispatching from the  
25 property.

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27 **APPLICANT PRESENTATION:**

28 Ms. Hannah Jacobsen, 134 SW Wyatt St, Dallas gave the Commission some background on her  
29 cleaning business. She talked about renovating the existing building to match the home they are  
30 building on the site. She mentioned the only employee in the building during the day would be  
31 herself, that the only time other employees would be there would be at the open and close of the  
32 day. She did state that there will be a sign to make the business professional.

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34 **PERSONS SPEAKING FOR OR AGAINST:**

35 There were none.

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37 **DISCUSSION BY COMMISSION:**

38 Commissioner Andy Groh made a motion to recommend the Council approve CUP 17-02 with  
39 six (6) conditions. Commissioner Pazina seconded the motion. The motion was approved  
40 unanimously.

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42 **OTHER BUSINESS**

43 Mr. Locke presented to the Commissioners a handout of the updates to the Development Code.  
44 He discussed the reasons behind deletions and or changes. No action was taken at this time.  
45 Mr. Locke also presented the Land Use and Building reports.

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48 **The meeting adjourned at 8:05 p.m.**

**APPROVED:**

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President

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Date