



Meeting Minutes
Planning and Zoning Commission

Tuesday, September 9, 2025

5:00 PM

Council Chamber

4:30 - 5:00 PM - Work Session for Agenda Review

Chairman Mercer opened the work session at 4:29 p.m.

City Planner Jessica Rees presented Case PZ 25-004 via PowerPoint. Applicant Sean Johnson, Director of Parks and Recreation at the City of University Park, requesting the amendment of Planned Development District 31 with a new detailed site plan for improvements to the park including: renovations to the gazebo, hardscape/Creekside terraces, restrooms and new monument wall for Centennial Park. The property is located at 3800 University Boulevard. An image was shown of the two hundred (200) foot buffer around the property. Property owner within this buffer received notice of the public hearing by mail. Of seventeen (17) noticed mailed out, four (4) responses were received back, two (2) in opposition and two (2) in favor of the amendment request.

Mrs. Rees displayed a site plan indicating where the changes were proposed to be made.

Call to Order

Chairman Blair Mercer called the meeting to order at 4:59 p.m.

Introduction of Commission Members

Present: (6) Chairman Blair Mercer, Ben Biddle, John Walsh, Thomas Russell, Rusty Goff and Brian Smoot

Seated: (5) Chairman Blair Mercer, Ben Biddle, John Walsh, Thomas Russell and Rusty Goff

Excused: (4) James Bristow, Steve Hudson, Duncan Fulton and David Delorenzo

City Council Liaison: (1) Melissa Rieman

Staff in Attendance

Shanna Sims, Assistant City Manager
Keegan Littrell, Director of Public Works and Community Development
Jessica Rees, City Planner
Katie Barron, Director of Engineering
Mary Oates, Community Development Technician
Rob Dillard, City Attorney

[PZ 25-004](#)

PZ 25-004: Applicant Sean Johnson, representing the City of University Park, requesting the amendment of Planned Development District 31 with a new detailed site plan for improvements to the park including: renovations to the gazebo, hardscape/Creekside terraces, restrooms and new monument wall for Centennial Park. The property is located at 3800 University Boulevard.

Chairman Mercer read Case PZ 25-004

City Planner Jessica Rees presented Case PZ 25-004 via PowerPoint. Applicant Sean Johnson, Director of Parks and Recreation at the City of University Park, requesting the amendment of Planned Development District 31 with a new detailed site plan for improvements to the park including: renovations to the gazebo, hardscape/Creekside terraces, restrooms and new monument wall for Centennial Park. The property is located at 3800 University Boulevard. An image was shown of the two hundred (200) foot buffer around the property. Property owner within this buffer received notice of the public hearing by mail. Of seventeen (17) noticed mailed out, four (4) responses were received back, two (2) in opposition and two (2) in favor of the amendment request.

The whole project are improvements to the park area, the actual amendment to the PD is for the proposed restrooms that the city would like to add to the building.

Jessica showed a detailed site plan of the entire area. Showing city hall, park area, green space area, the gazebo, the fountain, walkways and creek side lookout area. This project was to celebrate the cities centennial. We had our one hundred years of existence, so there was a big project that wanted to happen and was broken down into three (3) separate phases. We will go through each phase and how they work together and then the last part will be our PD amendment.

The first phase is the new monument wall. A rendering was shown of the previous wall and also the new wall that is already up. There are plaques on the inside of the wall as well as the time capsule that is buried there.

Phase two are the creek overlooks. There is a north and south overlook. The existing conditions were shown as well as the proposed renderings of the improvements.

Part of phase three is the new gazebo. There had been some talk about trying to renovate the existing gazebo, but unfortunately, it is one of those structures that if you touch it, it has to then become ADA compliant. Therefore, Council had decided that the modifications and upgrades would need to happen, so a brand new structure will go there. A rendering of the Council approved plan

was shown. It will be a little bit taller than the existing gazebo and it will have an ADA ramp on the back side.

The other part of phase three is the outdoor restrooms that the city would like to add. This is the purpose of the PD amendment since it is going to be attached to the structure in that part of the PD area. There will be two restrooms and they will look and feel just like the existing structure as if they had always been there with the same brick, roof and soffit design.

Staff recommends that the Planning and Zoning Commission conduct a Public Hearing for the amendment to Planned Development District 31, to listen to public comments and forward a recommendation to City Council.

Applicant Sean Johnson, Director of Parks and Recreation for the City of University Park, addressed the commissioners. Mr. Johnson gave background information on the planning of the centennial project. He then went into describing each phase as well. He stated that the estimated finish date of the entire project will be early April of 2026.

Brad Moulton with Dunaway addressed the commissioners to discuss the site plans and improvements. Mr. Moulton states that the park does currently have portal restrooms to the south side and the idea was to open up that view to the south into Williams Park and so a permanent restroom was proposed to the existing city hall. This would essentially be a stand alone structure in itself just tapping into the facilities adjacent to city hall. As we go through the design, you see that it is a seamless connection to the building itself. Without access from the inside, the restroom will only be servicing the park and the other exterior uses. The restroom itself is a simple structure with two (2) eight by eight (8X8) accessible family restrooms both with a restroom, a bench and a sink inside. The architectural drawings were shown that are being worked on through the process for pricing and are looking to bring that the City Council in October. The details of the drawings show the roof line and the roof details used will be the same as the current structure to make it look like it has already been there.

Sean Johnson approached the commissioners again to thank them as well as Jessica and the Community Development department for the consideration of the amendment request.

A motion was made by Commissioner Walsh, seconded by Commissioner Goff to send the Commission's approval and recommendation of the Planned Development District amendment to City Council. The motion was carried by a unanimous vote.

Consider the previous meeting minutes with or without corrections:

[25-204](#)

P&Z Meeting Minutes - 06.24.25

A motion was made by Commissioner Russell, seconded by Commissioner Walsh, that the minutes be approved. The motion was carried by a unanimous vote.

ADJOURNMENT: With there being no further business before the Commissioners, Chairman Mercer adjourned the meeting at 5:19 p.m.

Approved by:

Chairman, Blair Mercer

Date