



**Meeting Minutes
Planning and Zoning Commission**

Tuesday, June 9, 2026

5:00 PM

Council Chamber

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

Chairman Mercer opened the work session at 4:30pm.

City Planner, Jessica Rees, presented Case PZ 26-007 via PowerPoint. University Park Methodist Church requesting to amend the detailed site plan for Planned Development 20 to install a 40' x 28' shade canopy over the existing toddler playground. The property is located at 4024 Caruth Boulevard. An image was shown of the two hundred (200) foot buffer around the property. Property owners within this buffer received notice of the public hearing by mail. Of thirty-three (33) notices mailed out, six (6) notices were received back, five (5) in favor and one (1) opposed.

Mrs. Rees displayed the site plan showing where the proposed shade structure would be on the property.

Call to Order

Chairman Blair Mercer called the meeting to order at 5:00pm.

Introduction of Commission Members

Present: Chairman Blair Mercer, John Walsh, Steve Hudson, James Bristow, Ben Biddle, Brian Smoot, Thomas Russell and David Delorenzo

Seated: Chairman Blair Mercer, John Walsh, Steve Hudson, James Bristow and Ben Biddle

Excused: Rusty Goff and Duncan Fulton

City Council Liaison: Melissa Rieman

Staff in Attendance

Jessica Rees, City Planner
Mary Oates, Community Development Technician
Rob Dillard, City Attorney

[PZ 26-007](#)

PZ 26-007: University Park United Methodist Church requesting to amend the detailed site plan for Planned Development 20 to install a 40' x 28' shade canopy over the existing toddler playground. The property is located at 4024 Caruth Boulevard.

Chairman Blair Mercer read Case PZ 26-007.

City Planner, Jessica Rees, presented Case PZ 26-007 via PowerPoint. University Park Methodist Church requesting to amend the detailed site plan for Planned Development 20 to install a 40' x 28' shade canopy over the existing toddler playground. The property is located at 4024 Caruth Boulevard. An image was shown of the two hundred (200) foot buffer around the property. Property owners within this buffer received notice of the public hearing by mail. Of thirty-three (33) notices mailed out, six (6) notices were received back, five (5) in favor and one (1) opposed.

Mrs. Rees showed via PowerPoint an overall site plan of the church campus as it sits today. The area where the playground is located was shown on the Colgate side of the campus. The existing layout of the toddler playground was shown as well. The next slide was an image that city staff was provided of the proposed shade structure over part of the existing play area for the children. An image was shown that was provided to staff showing where the structure is proposed to go on the property and dimensions. The shade structure is proposed to be forty (40) feet by twenty-eight (28) feet.

Staff recommends that the Planning and Zoning Commission conduct a Public Hearing for the PD amendment to listen to public comments and forward a recommendation to City Council.

Kimberly Bell at 4100 Greenbrier approached the commissioners representing the Methodist Church and The Week Day School as the Week Day School Board President. She would like the commissioners to consider this request. She stated that they have been investing into this playground and they have found that it is too hot for the smallest children. This playground is for six (6) month olds to two (2) year olds. Studies show that they cannot be outside in direct sunlight for very long with the Texas heat. This shade structure allows them to be able to do more outside play on hotter days than they are allowed to do currently. She asked if the commissions if they had any specific questions for her. Commissioner Hudson asked if the image shown was an accurate representation color wise of what she expects the shade to be. Kimberly stated that yes, and showed an additional image of the color the shade structure will be. More like a Highland Park blue. Kimberly also said that aside from the children, this will help prolong the life of the playground equipment as well. And the playground open to the public outside of school hours.

A motion was made by Commissioner Walsh, seconded by Commissioner Hudson, to recommend approval of the amendment request to City Council with the conditions that the installation be of like kind to the materials and design shown in the packet submitted to the Commissioners and that it will be maintained in accordance of the manufacture suggestions and to the quality and condition that would be the same as originally installed subject to reasonable wear and tear. The motion was carried by a unanimous vote.

Consider the previous meeting minutes with or without corrections:

[26-119](#)

PZ Meeting Minutes - 05.12.26

A motion was made by Commissioner Walsh, seconded by Commissioner Biddle, 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 5:08pm.

Approved by:

Chairman, Blair Mercer

Date