

Jessica Rees

From: Marty Corn
Sent: Wednesday, September 17, 2025 10:45 AM
To: Jessica Rees; George A Jones
Subject: RE: McKnight Residence 6912 Vassar UP; Special Exception filing to add front driveway entrance gates and columns

We do not have an issue with this location for the switch or the box.



Margaret Corn
University Park Fire Department
Fire Marshal
3800 University Blvd, University Park, TX 75205
Tel: 214.987.5382 | Fax: 214.987.5384
mcorn@uptexas.org | web: uptexas.org

From: Jessica Rees <jrees@uptexas.org>
Sent: Wednesday, September 17, 2025 10:28 AM
To: Marty Corn <mcorn@uptexas.org>; George A Jones <GJones@uptexas.org>
Subject: FW: McKnight Residence 6912 Vassar UP; Special Exception filing to add front driveway entrance gates and columns

Mary and George,

We have a front yard gate request at 6912 Vassar. Attached is their site plan that shows the location of the knox box and they will be using a Ks2. Just wanted to get y'all's blessing before this goes to BOA on Tuesday!

Regards,



Jessica Rees, AICP
City of University Park
City Planner
Office: 214.987.5423
jrees@uptexas.org | web: uptexas.org

From: Glen Hampton <ghampton@lamberts.net>
Sent: Wednesday, September 17, 2025 10:24 AM
To: Jessica Rees <jrees@uptexas.org>
Cc: Paul Fields <pfields@lamberts.net>; John Joestgen <jjoestgen@lamberts.net>; Brent Jackson <bjackson@lamberts.net>; Marcos Lujan <mlujan@lamberts.net>; Gabriel Rojas <grojas@lamberts.net>; Matthew Ensign <mensign@lamberts.net>; Gina Nugent <gnugent@lamberts.net>; Mary Oates <moates@uptexas.org>
Subject: RE: McKnight Residence 6912 Vassar UP; Special Exception filing to add front driveway entrance gates and columns

CAUTION! This is an external email. DO NOT click on links or attachments unless you know the sender and contents are safe.

Hi Jessica,

The Knox Box is a Ks2.

Warmest Regards,



Celebrating 105 Years

Glen Hampton
Landscape Architect

p: 214.350.8350

m: 945.275.8669

e: ghampton@lamberts.net

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From: Jessica Rees <jrees@uptexas.org>

Sent: Wednesday, September 17, 2025 9:19 AM

To: Glen Hampton <ghampton@lamberts.net>

Cc: Paul Fields <pfields@lamberts.net>; John Joestgen <jjoestgen@lamberts.net>; Brent Jackson <bjackson@lamberts.net>; Marcos Lujan <mlujan@lamberts.net>; Gabriel Rojas <grojas@lamberts.net>; Matthew Ensign <mensign@lamberts.net>; Gina Nugent <gnugent@lamberts.net>; Mary Oates <moates@uptexas.org>

Subject: RE: McKnight Residence 6912 Vassar UP; Special Exception filing to add front driveway entrance gates and columns

Thanks, Glen.

Can you please send me what knox box you are proposing to use?

Regards,



Jessica Rees, AICP

City of University Park

City Planner

Office: 214.987.5423

jrees@uptexas.org | web: uptexas.org

From: Glen Hampton <ghampton@lamberts.net>

Sent: Tuesday, September 16, 2025 5:10 PM

To: Jessica Rees <jrees@uptexas.org>

Cc: Paul Fields <pfields@lamberts.net>; John Joestgen <jjoestgen@lamberts.net>; Brent Jackson <bjackson@lamberts.net>; Marcos Lujan <mlujan@lamberts.net>; Gabriel Rojas <grojas@lamberts.net>; Matthew Ensign <mensign@lamberts.net>; Gina Nugent <gnugent@lamberts.net>; Mary Oates <moates@uptexas.org>

Subject: RE: McKnight Residence 6912 Vassar UP; Special Exception filing to add front driveway entrance gates and columns

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Hi Jessica,

The front gate is 50% open: The gate face covers 33.68 Sq Ft x 50% = 16.84 Sq Ft required to be open. The open area of each proposed gate is 17.51 Sq Ft.

Please find attached the proposed front drive gates detail sheet 07.DE-10/Detail 'A': Enlarged driveway gates and columns plan showing the proposed location of the 'Emergency Knox Lock Box'.

Warmest Regards,



Glen Hampton
Landscape Architect

p: 214.350.8350
m: 945.275.8669
e: ghampton@lamberts.net

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From: Jessica Rees <jrees@uptexas.org>

Sent: Tuesday, September 16, 2025 11:36 AM

To: Glen Hampton <ghampton@lamberts.net>

Cc: Paul Fields <pfields@lamberts.net>; John Joestgen <jjoestgen@lamberts.net>; Brent Jackson <bjackson@lamberts.net>; Marcos Lujan <mlujan@lamberts.net>; Gabriel Rojas <grojas@lamberts.net>; Matthew Ensign <mensign@lamberts.net>; Gina Nugent <gnugent@lamberts.net>; Mary Oates <moates@uptexas.org>

Subject: RE: McKnight Residence 6912 Vassar UP; Special Exception filing to add front driveway entrance gates and columns

Some people who received this message don't often get email from jrees@uptexas.org. [Learn why this is important](#)

All,

The gates have to be a least 50% open. Please provide a calculation that shows how open it is and adjust plans accordingly. Also, need to know what knox box you will be using and where it will be located. Please show location on the plans.

Regards,



Jessica Rees, AICP
City of University Park
City Planner
Office: 214.987.5423

From: Glen Hampton <ghampton@lamberts.net>
Sent: Monday, August 25, 2025 11:25 AM
To: Jessica Rees <jrees@uptexas.org>
Cc: Paul Fields <pfields@lamberts.net>; John Joestgen <jjoestgen@lamberts.net>; Brent Jackson <bjackson@lamberts.net>; Marcos Lujan <mlujan@lamberts.net>; Gabriel Rojas <grojas@lamberts.net>; Matthew Ensign <mensign@lamberts.net>; Gina Nugent <gnugent@lamberts.net>; Mary Oates <moates@uptexas.org>
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Thanks Jessica,

Please keep me posted on the progress.

If you need anything else let me know.

Warmest Regards,



Celebrating 105 Years

Glen Hampton
Landscape Architect

p: 214.350.8350
m: 945.275.8669
e: ghampton@lamberts.net

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From: Jessica Rees <jrees@uptexas.org>
Sent: Monday, August 25, 2025 11:19 AM
To: Glen Hampton <ghampton@lamberts.net>
Cc: Paul Fields <pfields@lamberts.net>; John Joestgen <jjoestgen@lamberts.net>; Brent Jackson <bjackson@lamberts.net>; Marcos Lujan <mlujan@lamberts.net>; Gabriel Rojas <grojas@lamberts.net>; Matthew Ensign <mensign@lamberts.net>; Gina Nugent <gnugent@lamberts.net>; Mary Oates <moates@uptexas.org>
Subject: RE: McKnight Residence 6912 Vassar UP; Special Exception filing to add front driveway entrance gates and columns

Glen,

I think we have everything we need right now, taking a look at this today, and have this scheduled for the September 23rd meeting. I will let you know if we need anything else.

Regards,



Jessica Rees, AICP

City of University Park

City Planner

Office: 214.987.5423

jrees@uptexas.org | web: uptexas.org

From: Glen Hampton <ghampton@lamberts.net>

Sent: Monday, August 25, 2025 10:39 AM

To: Jessica Rees <jrees@uptexas.org>

Cc: Paul Fields <pfields@lamberts.net>; John Joestgen <jjoestgen@lamberts.net>; Brent Jackson <bjackson@lamberts.net>; Marcos Lujan <mlujan@lamberts.net>; Gabriel Rojas <grojas@lamberts.net>; Matthew Ensign <mensign@lamberts.net>; Gina Nugent <gnugent@lamberts.net>

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Hi Jessica,

I understand from Gabriel Rojas that he was working with you to get the special exception for the proposed driveway entrance gates filed and presented to the Board of Adjustments for approval. I further understand, as per your email to Gabriel dated April 23 of this year, that no additional special exceptions could be presented to the board until the first pedestrian gate special exception and other open/expired permits had been taken care of. The special exception pedestrian gate received final approval by your inspector last week. Also, it is my understanding that all expired permits have been updated.

I am now handling expediting the special exception approval for the entrance gates. I left you couple of phone messages regarding restarting the filing process. It is my understanding, in speaking with Gabriel, that you have all the paperwork necessary to file the special exception for the proposed driveway entrance gates.

Please contact me if you have any questions or need additional documents.

Warmest Regards,



Celebrating 105 Years

Glen Hampton

Landscape Architect

p: 214.350.8350

m: 945.275.8669

e: ghampton@lamberts.net

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