

URBAN DESIGN & DEVELOPMENT ADVISORY COMMITTEE

MINUTES

November 12, 2014

The Urban Design & Development Advisory Committee of the City of University Park met on Wednesday, November 12, 2014 at 12:00 P.M. in the Engineering Conference Room 223 at The Peek Service Center, 4420 Worcola Drive, Dallas, TX 75206. The following are minutes of that meeting.

Committee Members Attending:

Mike Culwell – Chairman
Diana Byrd
Bruce Collins
Jason Mackey
Rosa Mallat

Staff Members Attending:

Bud Smallwood – Public Works Director
Jacob Speer – Acting Community Development Director
Harry Persaud – Chief Planning Official
Amanda Hartwick – Planning Technician
Jodie Ledat – Public Works Administrative Assistant

Councilmember in Attendance:

Taylor Armstrong

Guests:

Jay Meister, SMU
Jonathan Miller, SMU

Absent and Excused:

Ginger Appleberry
Melissa Gordon
Brian Hammer
Brion Sargent
Doug Smellage

1. Call to Order

Bud Smallwood called the meeting to order at 12:04pm.

2. Review and provide a recommendation to Council regarding a proposed amendment to the SMU Special Sign District

Harry Persaud addressed the committee and presented the request by SMU to amend their Special Sign District to allow for the addition of signage for both parking garages and surface parking lots with more than 25 parking spaces. Mr. Persaud provided an explanation of a

special sign district, and, utilizing a Power Point presentation, explained SMU's request. The request specifics are as follows:

- ST-2 signs are to be installed at all parking structures and shall not exceed 3'-6" in width and 6'-7" in height; there are 7 proposed locations for ST-2 signs;
- ST-3 signs are to be installed at surface parking lots with more than 25 spaces and shall not exceed 2'-8" in width and 5' in height; there are 22 proposed locations for ST-3 signs;
- Signs are to be installed on private property and outside the visibility triangle at intersections;
- Signs are to be constructed of aluminum coated with an acrylic polyurethane paint.

Jason Mackey moved to recommend to the City Council the approval of the request by SMU to amend the SMU Special Sign District to include the proposed parking lot and garage signage. Bruce Collins seconded, and the motion passed unanimously.

3. Review and approve minutes of the May 27, 2014 and October 10, 2014 meetings

Chairman Culwell called for a motion to approve the meeting minutes. Jason Mackey moved to approve the minutes of the May 27, 2014 and October 10, 2014 meetings. Bruce Collins seconded, and the motion passed unanimously.

4. Unplanned Discussions

Please note these items were not on the meeting agenda.

Chairman Culwell asked Bud Smallwood to provide a quick review of the McFarlin Bridge project reviewed by the committee at the October 10, 2014 meeting for those not in attendance. Smallwood reviewed the project and answered questions.

Councilmember Armstrong thanked the committee for their service.

Bud Smallwood informed the committee that a newly appointment UDADAC member requested a change in the time of meetings due to them being scheduled at noon, during the workday. Discussion ensued, and the committee decided not to recommend a change in the meeting time from noon.

Smallwood also informed the committee they will likely review a proposition to change the traffic signal heads from vertical orientation to a horizontal orientation, and he asked the members to "keep an eye out" for similar traffic signal heads in area cities.

5. Adjourn

Chairman Culwell thanked the committee and adjourned the meeting at 1:08 pm.

M. Culwell, Chairman,
U.D.A.D.A.C.

Date