



Meeting Minutes
Planning and Zoning Commission

Tuesday, September 10, 2024

5:00 PM

Council Chamber

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

Chairman Mercer opened the work session at 4:40 p.m.

City Planner, Jessica Rees, presented Case PZ 24-006 via PowerPoint. Property owner Highland Park Presbyterian Church is requesting to amend Planned Development District 36 to allow for the expansion of their columbarium. 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 the twenty-eight (28) notices mailed out, no responses were received back.

Mrs. Rees displayed plans for the proposed plans for the columbarium expansion.

Call to Order

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

Introduction of Commission Members

Present: (7) Chairman Blair Mercer, Brian Smoot, John Walsh, Duncan Fulton, Steve Hudson, Thomas Russell and Ben Biddle.

Seated: (5) Chairman Blair Mercer, John Walsh, Duncan Fulton, Steve Hudson and Brian Smoot

Excused: (3) Rusty Goff, James Bristow and David Delorenzo

Council Liaison: Melissa Rieman

Staff in Attendance

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

The Planning and Zoning Commission of the City of University Park will conduct a public hearing in the Council Chamber. Consideration will be given to the following item(s):

PZ 24-006

Property Owner Highland Park Presbyterian Church is requesting to amend Planned Development District 36 to allow for the expansion of their existing columbarium.

City Planner, Jessica Rees, presented Case PZ 24-006 via PowerPoint. Property owner Highland Park Presbyterian Church is requesting to amend Planned Development District 36 to allow for the expansion of their columbarium. 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 the twenty-eight (28) notices mailed out, no responses were received back.

Mrs. Rees displayed the existing detailed site plan for the church. The church would like to expand the columbarium into the court yard next to the existing columbarium. The whole section is an interior courtyard and is not visible from the street. It is surrounded all sides with existing buildings for the church. The existing columbarium holds about six hundred and seventy-five (675) and they are proposing to add about six hundred and eighty-five (685) with the expansion. With the expansion, there will be two sculptures that will be relocated into a different interior courtyard of the campus. A new water feature is proposed to be added in the columbarium section. A PowerPoint slide was shown of the layout of the existing/proposed columbarium for the church. Also shown is a proposed new wall in the existing section of the columbarium, the new proposed portion of the columbarium as well as the new water feature and the new location of the existing statues.

With everything that was provided to staff, staff recommends that the Planning and Zoning Commission conduct a Public Hearing for the amendments to the Planned Development district and forward a recommendation to City Council.

Mark Holsinger with GFF Design addressed the committee members thanking them for considering the proposed plans. He also confirmed that all proposed items are interior and will not be exposed to the street.

A motion was made by Board Member Hudson, seconded by Board Member Russell, that the amendment requested be granted. The motion was carried by a unanimous vote.

Consider the previous meeting minutes with or without corrections:

24-196

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A motion was made by Board Member Walsh, seconded by Board Member Hudson, that the minutes be approved. The motion was carried by a unanimous vote.

ADJOURNMENT: With there being no further business before the Board, Chairman Mercer adjourned the meeting at 5:06 p.m.

Approved by:

Chairman, Blair Mercer

Date