



# City of University Park

City Hall  
3800 University Blvd.  
University Park, TX 75205

## Meeting Minutes Planning and Zoning Commission

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Tuesday, September 26, 2017

5:00 PM

Council Chamber

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

A work session was opened at 4:30 PM in the Council Conference Room by Chairman West.

Mrs. Rees introduced PZ 17-009 to consider a request by HPISD to amend Planned Development District PD-33 to include six lots. Mrs. Rees provided a brief PowerPoint presentation and offered renderings of the two-hundred foot buffer and an overall site plan. A brief discussion was held regarding the surrounding zoning of nearby lots, construction lot screening, student and employee parking, and the traffic control plan.

The work session was closed at 4:58 PM.

### *Call to Order*

Chairman West called the meeting to order at 5:04 PM and introduced the Commissioners and the City staff members.

### *Introduction of Commission Members*

**Present:** 5 - Chairman Bob West, Commissioner Mark Aldredge, Commissioner Doug Roach, Commissioner Liz Farley, and Commissioner Neil Harris

**Excused:** 1 - Commissioner Blair Mercer

**Seated:** 3 - Commissioner Jerry Jordan, Commissioner John Walsh III, and Commissioner Rusty Goff

### *Staff in Attendance*

Jessica Rees, City Planner,  
Cecilia Mena, Planning 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 17-009

Consider a request to amend Planned Development District number 33 to include six vacant lots located at 4133 and 4141 Lovers Lane.

Chairman West requested a briefing from Mrs. Rees. Mrs. Rees presented a PowerPoint presentation and displayed a buffer of where the public notices were sent, a site plan, and a graphic that showed the layout of the site. Mrs. Rees explained that the six lots are requested to be used as a temporary site for staging for construction while the bond projects were underway. Mrs. Rees also mentioned that these six lots were to have the same conditions and temporary use as the current PD-33, and after this temporary use for staging, a detailed site plan for these lots will need to be approved for future use. Mrs. Rees recommended that the Commissioners forward a recommendation to City Council.

Chairman West requested that anyone who wish to ask any questions or speak in opposition to approach the podium.

Susan Levanas, resident at 4125 Lovers Lane Unit C, approached the podium. Ms. Levanas questioned whether or not a watering system or plan for vegetation would be put into place to benefit the surrounding areas.

Brett Holzle, with Stantec Architecture, approached the podium and explained that gravel material would be placed and also that this material is permeable. Mr. Holzle explained that the property to the east of the lots that is currently under construction has an existing irrigation system. Mr. Dillard, City Attorney, questioned whether or not the surface and material piles that would be stored on site would be watered to prevent dust, and Mr. Holzle continued to say that the contractors would do whatever is required.

The Commissioners discussed and confirmed that a traffic flagman would be available for deliveries and pick-up; construction fence height, material, and color; the watering of the site as needed to prevent dust; and also that deliveries are subject to the construction time frame.

With no one else to speak in favor nor in opposition, Chairman West closed the public hearing.

**A motion was made by Commissioner Aldredge, seconded by Commissioner Farley, that this PD amendment be recommended for approval. The motion carried by a unanimous vote.**

*Consider the previous meeting minutes with or without corrections:*

107-15

Minutes from the Planning and Zoning meeting dated July 11, 2017.

**A motion was made by Commissioner Aldredge, seconded by Commissioner Harris, that the Minutes be approved. Commissioner Farley abstained due to absence from previous meeting. The motion carried by a unanimous vote.**

*ADJOURNMENT: With there being no further business before the Commission, Chairman West adjourned the meeting at 5:20 PM.*

*Approved by:*

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*Chairman Robert H. West*

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*Date*