



March 23, 2018

Via electronic delivery

Patrick Baugh  
Director of Community Development  
City of University Park

Mr. Baugh,

The Highland Park Presbyterian Church (HP Pres) would like to revise its zoning case filing for it to be included on the April 10, 2018 Planning and Zoning Commission agenda. Please allow this memo to summarize the following changes:

1. The applicant now is only amending Planned Development District 36. The area west of Shannon Lane at 3909 University Blvd. and 3908 McFarlin Blvd are no longer to be considered a part of the zoning request.
2. Pursuant to the suggestion of the City of University Park, HP Pres wishes to adopt the city's suggestion of a private Development Agreement for Shannon Lane and the homes located at 3909 University Blvd and 3908 McFarlin Blvd. It is our understanding that city staff would like this Agreement to include all utility, paving, or construction work in the public rights of way of Shannon Lane, McFarlin Blvd, or if necessary other public rights of way. The agreement would also provide for temporary construction staging, construction logistics or equipment, and the closure of Shannon Lane. The Agreement would also allow for 3909 University Blvd and 3908 McFarlin Blvd to be used by the contractor, architects, sub-contractor, or the property owner.
3. HP Pres recognizes there are outstanding issues related to the fire code as it relates to the sanctuary. The applicant would appreciate additional time to consider the best option available for this historic space, including complying with the University Park Fire Code, an alternate system approved by the Fire Marshal or pursuing a Fire Code amendment with the City Council at a date to be determined. In all cases, the church is committed to public safety.
4. HP Pres is committed to working with the Sanitation and Public Works departments on transportation issues. The church will work with the city on an ongoing basis during construction to ensure reliable and convenient refuse service and limit construction disturbances. HP Pres commits to work with the City of University Park on the traffic operations of the day school and church at the conclusion of construction and would expect improved circulation.

The applicant is actively working through the non-zoning related items listed above and is prepared for the amended zoning case to be heard at the Planning and Zoning Commission on April 10<sup>th</sup>.

We are available to answer any questions.

Sincerely,

Dallas Cothrum, Ph.D.  
Masterplan, CEO