



Meeting Minutes
Planning and Zoning Commission

Tuesday, May 9, 2017

5:00 PM

Council Chamber

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

A work session was opened at 4:03 PM in the Council Conference Room by Chairman West.

Mrs. Rees introduced PZ 17-004 to amend Planned Development District PD-33 and approve a detailed site plan to construct new parking lots and a play field on four vacant lots located at 4113 Lovers Lane, 4112 and 4113 Hyer Street and 4102 Grassmere Lane. Mrs. Rees provided a brief PowerPoint presentation and offered a brief history of the property and proposed use of each lot. A brief discussion was held regarding the proposed designated access area of each lot, the possibility of temporary staging for future construction, drainage issues, and screening. Mrs. Rees informed the Commissioners that staff recommends approval of this item.

Mrs. Rees then moved forward to introduce PZ 17-005 to amend Planned Development District PD-19 and approve a detailed site plan to build new additions to the existing school and site located at 3555 Granada Street. Mrs. Rees informed the Commissioners that this lot is, in fact, within the City of University Park and the Town of Highland Park, and is awaiting further action from Highland Park's City Council. Within the PowerPoint presentation, Mrs. Rees offered information on the increased amount of parking, the existing and proposed dimensions, and images of the site. Mrs. Rees informed the Commissioners that staff also recommends approval of this item. A brief discussion was held regarding the site plan, the construction schedule, and parking.

Lastly, Mrs. Rees introduced PZ 17-006 to create a Planned Development District PD-41 and approve a detailed site plan for the existing Jarrell Building located at 2651 Fondren Drive. Mrs. Rees discussed the location of this area, the existing use, and existing parking. A brief discussion was held regarding the addition of new tenants, parking ratio's, and the iconic sign. Mrs. Rees mentioned that the Jarrell sign is currently scheduled to go before the Urban Design and Development Advisory Committee to create a special sign district. Mrs. Rees informed the Commissioners that staff also recommends approval of this item. A brief discussion was held regarding the current screening issues, landscape, and the tree ordinance.

The work session was closed at 4:53 PM.

Call to Order

Chairman West called the meeting to order at 5:00 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 John Walsh III

Seated: 3 - Commissioner Jerry Jordan, Commissioner Blair Mercer, and Commissioner Rusty Goff

Staff in Attendance

Patrick Baugh, Community Development Director,
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 17-004

Conduct a public hearing and consider a request by Brett Holzle, representing Highland Park Independent School District, to amend Planned Development District PD-33 and approval of a detailed site plan to construct new parking lots and playfield on four vacant lots. Requested land uses: vehicle parking, athletic play field, temporary construction: trailers/offices, equipment and materials storage.

Chairman West requested a briefing from staff. Mrs. Rees introduced PZ 17-004. Mrs. Rees provided a brief PowerPoint presentation and offered a brief history of each property, information on the amount of parking spaces for each lot, setbacks, and graphics of the proposed development. Mrs. Rees informed the Commissioners that staff received necessary information and requested that this item be forwarded to City Council.

Chairman West requested that someone from the project speak on behalf of this case.

Stephen Schwind, with Raymond L. Goodson Engineers, approached the podium. Mr. Schwind offered the Commissioners information regarding the issues with on-street parking and landscape. A discussion was held regarding the designated entrances, right-of-way, security measures, and the proposed materials to be used.

With no one else to speak in favor, Chairman West requested for anyone to speak in opposition to approach the podium.

Bora Tasic, resident at 4133 Hyer Street, approached the podium. Mr. Tasic expressed his concern for the effect to his property value, noise concerns, and the detrimental effect to his home value.

Alexandra Fincher, a realtor with United Real Estate and representative for 4132 and 4134 Grassmere Lane, approached the podium. Ms. Fincher expressed her concern regarding the negative effect on property sales due to the proposed parking lots, decreasing property value, and rodent concerns.

With no one else to speak in opposition, Chairman West closed the public hearing for this item.

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.

PZ 17-005

Conduct a public hearing and consider a request by Brett Holzle, representing Highland Park Independent School District, to amend Planned Development District PD-19 and approval of a detailed site plan to build new additions to the existing school and site.

Mrs. Rees approached the podium and provided a PowerPoint presentation for PZ 17-005. Within the presentation, Mrs. Rees offered information regarding the location, increased amount of parking, dimensions, setbacks, and graphics of the proposed addition. Mrs. Rees informed the Commissioners that staff recommends that this item be forwarded to City Council.

Chairman West requested that someone from the project speak on behalf of this case.

Jonathan Aldis, with Stantec Architecture, approached the podium. Mr. Aldis provided the Commissioners with information regarding the added capacity to the existing school and the addition of sub-grade parking. Within the PowerPoint presentation, Mr. Aldis offered information regarding the traffic plan, the construction staging area, the construction schedule and other information. A brief discussion was held regarding the active green space for students during construction.

With no one else to speak in favor, Chairman West requested for anyone to speak in opposition.

William Karrington, resident at 3500 Granada Avenue, approached the podium. Mr. Karrington expressed his concern for the lack of maintenance and landscape upkeep around the property and the difference in expectations that the City has for the school district compared to residents.

With no one else to speak in opposition, Chairman West closed the public hearing for this item.

Although the public hearing was closed, a brief discussion was held between the Commissioners and Mr. Karrington regarding landscape maintenance.

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

PZ 17-006

Conduct a public hearing and consider a request by Richard Sowan to create a Planned Development District (PD-41) and approval of a detailed site plan for the existing Jarrell Building.

Mrs. Rees approached the podium and presented a PowerPoint presentation. Within the presentation, Mrs. Rees offered information regarding the current use, parking, and graphics of the property. Mrs. Rees recommended that this item be forwarded to City Council.

Chairman West requested for anyone to speak in favor of this item.

Bob Kilduff, architect with KBA Architecture, approached the podium. Mr. Kilduff offered the Commissioners with information regarding parking ratio, exterior renovation, and other information.

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 Zoning Change be recommended for approval. The motion carried by a unanimous vote.

Consider the previous meeting minutes with or without corrections:

17-112

Minutes from the Planning and Zoning meeting dated February 14, 2017.

A motion was made by Commissioner Harris, seconded by Commissioner Aldredge, that this Minutes be approved. The motion carried by a unanimous vote.

ADJOURNMENT: With their being no further business before the Commission, Chairman West adjourned the meeting at 5:50 PM.

Approved by:

Chairman Robert H. West

Date