



Meeting Minutes
Planning and Zoning Commission

Tuesday, September 11, 2018

5:00 PM

Council Chamber

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, City Planner, stated that Tommy Stewart, Chairman of the Zoning Ordinance Revision Committee (ZORC), and Kirk Bishop, with Duncan Associates, were both available to speak to the item.

Mr. Stewart gave a brief overview of the zoning ordinance revision process. The object of the revision was not to change anything, but to make clarification and correct diagrams. Mr. Stewart explained that the committee has held open meetings with BOA, UDADAC, ZOAC and the general public. Rob Dillard, City Attorney, has reviewed the document for legal aspects and builders / architects were also involved in the review.

A brief discussion amongst the Commissioners was held regarding the elimination of confusion due to the revision, Highland Park ordinances, and the potential to avert more items from going to the BOA because of clarification in the revision.

Kirk Bishop, with Duncan Associates, explained that his team aimed to balance the objectives and regulations.

Chairman West stated that the public hearing would be continued to the October 9, 2018 Planning and Zoning meeting in order to have ample time to make corrections and offer more opportunity for the public to offer further comment.

The work session was closed at 4:55 PM.

Call to Order

Chairman West called the meeting to order at 5:05 PM and introduced the Commissioners and the City staff members.

Introduction of Commission Members

- Present:** 5 - Chairman Bob West, Commissioner Mark Aldredge, Commissioner Blair Mercer, Commissioner Rusty Goff, and Commissioner Phillip Philbin
Excused: 2 - Commissioner Doug Roach, and Commissioner Jerry Jordan

Seated: 3 - Commissioner John Walsh III, Commissioner David DeLorenzo, and Commissioner James Bristow

Staff in Attendance

Patrick Baugh, Community Development Director
Jessica Rees, City Planner
Cecilia Mena, Acting 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 18-009](#)

Continue the public hearing to consider a request by City Staff to amend the Zoning Ordinance through a general revision of all sections, including reorganization of those sections, for clarity and ease of use. No change of zoning will be considered for any particular lot or tract of land at this public hearing.

Chairman West requested a briefing from Tommy Stewart. Mr. Stewart approached the podium and stated that in April 2015, City Council had the desire to revise the zoning ordinance and appointed the Zoning Ordinance Revision Committee in October 2015. ZORC has met together over eighteen times. Duncan Associates, the consultant that was awarded by the City Council, has come into town 7 times. There has been five drafts and there will also be an additional (final) draft after gathering the remaining input from staff and the public. Mr. Stewart continued to explain that the focus was not to rewrite the ordinance, but to clarify definitions, match these items with illustrations and to clean up the inconsistencies.

Kirk Bishop, with Duncan Associates, approached the podium. Mr. Bishop provided a Power Point presentation and offered a high level overview of the big ideas of the ordinance. Mr. Bishop welcomed continuing input and stated that this document would provide a solid foundation for the City to move forward.

Robert Bruner, resident at 2816 McFarlin, approached the podium. Mr. Bruner stated that he was really impressed with the revision and suggested a change to a measurement for a circular driveway.

Chairman West stated that the public hearing would be continued to October in order for ample review time.

Commissioner Walsh, resident at 4015 University, approached the podium and offered a public thank you to Mr. Stewart, the ZORC, Rob Dillard and City staff in doing a yeoman's job in recognizing the needs of the City that reflect in Duncan Associate's efforts.

A motion was made by Commissioner Philbin, seconded by Commissioner Mercer, that this Planning Item be continued to the October 9, 2018 Planning and Zoning meeting. The motion carried by a unanimous vote.

Consider the previous meeting minutes with or without corrections:

[18-08](#)

Minutes from the July 10, 2018 Planning and Zoning meeting.

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

ADJOURNMENT: With their being no further business before the Commission, Chairman West adjourned the meeting at 5:45 PM.

Approved by:

Chairman Robert H. West

Date