



Meeting Minutes
Planning and Zoning Commission

Tuesday, October 9, 2018

5:00 PM

Council Chamber

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

A work session was opened at 4:37 PM in the Council Conference Room by Chairman West.

Mrs. Rees, City Planner, provided an update on the zoning ordinance revision that was continued from the September 11th, 2018 Planning and Zoning meeting. The comments that were provided by Mr. Robert Bruner at the September 11th, 2018 Planning and Zoning meeting regarding the revision were addressed. Staff continues to welcome feedback regarding the zoning ordinance from the public.

Mrs. Rees moved forward to introduce PZ 10-010 to amend the existing Planned Development District 28 (PD-28) to allow for an outdoor Columbarium. Mrs. Rees provided a PowerPoint presentation and a summary of the responses that were mailed to residents within the two-hundred foot (200') buffer was provided. A representative of the Preston Road Church of Christ, Steven Bradford, was present at the work session.

Mr. Bradford expressed that all the Churches in University Park and Highland Park have a Columbarium except the Preston Road Church of Christ and the University Park Methodist Church. Mr. Bradford explained that the niches will reside within the interior area of the Columbarium and will not be visible from the street level or the parking lot. Landscape and a water fountain will be added in order to enhance the aesthetic of the interior. An aerial video was displayed.

Commissioner Jordan questioned if the City had any rules and regulations for a Columbarium. Mr. Bradford explained that the rules and regulations of the proposed Columbarium will mirror those of the Highland Park United Methodist Church. Mr. Dillard, City Attorney, stated that the use of a Columbarium is a permitted use and the function of the zoning ordinance is to only review components like the spacing, layout and site plan. The Columbarium would be required to be in compliance with the rules and regulations of state law.

The work session was closed at 5:02 PM.

Call to Order

Chairman West called the meeting to order at 5:06 PM and introduced the Commissioners and City staff members.

Introduction of Commission Members

- Present:** 5 - Chairman Bob West, Commissioner Mark Aldredge, Commissioner Rusty Goff, Commissioner Phillip Philbin, and Commissioner James Bristow
- Excused:** 3 - Commissioner Blair Mercer, Commissioner John Walsh III, and Commissioner David DeLorenzo
- Seated:** 2 - Commissioner Doug Roach, and Commissioner Jerry Jordan

Staff in Attendance

Patrick Baugh, Community Development Director
Jessica Rees, Planner
Tommy Stewart, Chairman of Zoning Ordinance Revision Committee (ZORC)
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 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 that anyone who wish to speak to case PZ 18-009 to approach the podium. With no one to speak in favor or in opposition, Chairman West closed the public hearing for this item. Chairman West explained that there was not any substantive changes since the last Planning and Zoning meeting on September 11th, 2018. Commissioner Philbin confirmed that Mr. Robert Bruner's comments from the last Planning and Zoning meeting were addressed.

A motion was made by Commissioner Philbin, seconded by Commissioner Goff, that this Planning Item be recommended for approval. The motion carried by a unanimous vote.

PZ 18-010

Consider a request by David Castagno, representing Preston Road Church of Christ, to amend the existing Planned Development District 28 (PD-28) to allow for an outdoor Columbarium. The subject site is located at 6409 Preston Road.

Chairman West requested a briefing from staff. Mrs. Rees approached the podium to present a PowerPoint presentation for PZ 18-010. Mrs. Rees offered a summary of responses that were received. A site plan was presented which displayed the layout of the campus and location of the proposed Columbarium. Renderings and an aerial video were displayed. Mrs. Rees requested that the Commissioners consider the request and forward a recommendation to City Council.

Steven Bradford, with Ascendant Commercial, approached the podium. Mr. Bradford, also a member of Preston Road Church of Christ, offered a background of education and work history. Mr. Bradford explained that Ed Ballard, an Elder of Preston Road Church of Christ, called upon Mr. Bradford to help facilitate the process.

Chairman West requested for anyone to speak in favor or in opposition to the item to approach the podium.

Mr. Ballard, resident at 6520 Barfield in Dallas, approached the podium. Mr. Ballard explained that the purpose of this endeavor was to provide a final resting place for congregates that is affordable and beautifully structured. Mr. Ballard expressed that the end goal was to have a quality structure and to keep the Columbarium throughout the longevity of the Church.

Mr. Bradford re-approached the podium and explained that he is a resident at 3500 Colgate. The aesthetics, maintenance, upkeep and wellbeing are very important from a citizens perspective and investor. Mr. Bradford owns two (2) rental properties in University Park and wants to ensure that the proposal is accretive to the community.

With no one else to speak, Chairman West closed the public hearing.

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

Consider the previous meeting minutes with or without corrections:

[18-09](#)

Minutes from the September 11, 2018 Planning and Zoning Meeting.

A motion was made by Commissioner Aldredge, seconded by Commissioner Philbin, that the 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 5:21 PM.

Approved by:

Chairman Robert H. West

Date