



City of University Park

City Hall
3800 University Blvd.
University Park, TX 75205

Meeting Minutes Planning and Zoning Commission

Tuesday, September 8, 2020

5:00 PM

Council Chamber

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

Jessica Rees, City Planner, introduced case PZ 20-001 and stated this is a continuation of the March 10th meeting. Mrs. Rees presented via PowerPoint and stated all amendments mentioned in the prior meeting are the same, except the parking section has been moved to the Master Plan and two new sections have been added. Majority of the proposed amendments consist of spelling errors, grammar and incorrect article references. Mrs. Rees explained proposed amendment regarding Section 10.3.4. in the current Zoning Ordinance and a discussion was held. Mrs. Rees then explained Zoning Ordinance Section 11.3.13. amendment. Commissioner Walsh suggested "to make it more than twelve (12) inches" for the verbiage to this section. Commissioner Bristow suggested a grammatical corrections to Section 2.7.6. and Section 2.6.4 Table 2.13. on the proposed language for the Zoning Ordinance. Commissioner DeLorenzo asked for clarification on Section 2.7.2. Zoning Ordinance amendment. Rob Dillard, City Attorney, addressed a spelling correction to Section 2.4.7. Zoning Ordinance amendment. He also advised that the this amendment's verbiage change from "Community Home" to "Family Home" in order to be legally correct. Commissioners and staff agreed to add a footnote defining Community Home. Discussion was held regarding the motion for the public hearing.

Mrs. Rees introduced case PZ 20-004 via PowerPoint displaying the two-hundred (200) ft. buffer, summary of responses/calls received and an aerial view of the site. The zoning district, permeable calculations and proposed architectural plans were displayed and explained. Chairman West mentioned previous cases in the past similar to this one. Commissioner Walsh clarified between the neighboring lot located on McFarlin Boulevard. Mrs. Rees stated are a few City easements on this case site. Commissioner Philbin questioned if the home owner at 3840 Windsor Lane provided a response. Proposed plans for a pool, cabana and fence/gate/wall were shown. The applicant, Greg Wyatt, Wyatt & Associates, INC., was in attendance.

Chairman West requested a brief break before starting the public hearing. The work session closed at 5:02 PM.

Call to Order

Chairman West called the meeting to order at 5:10 PM.

Introduction of Commission Members

- Present:** 5 - Chairman Bob West, Commissioner Doug Roach, Commissioner John Walsh III, Commissioner Phillip Philbin, and Commissioner James Bristow
- Excused:** 4 - Commissioner Jerry Jordan, Commissioner Blair Mercer, Commissioner Rusty Goff, and Commissioner Doug Hanna
- Seated:** 1 - Commissioner David DeLorenzo

Staff in Attendance

Jessica Rees, City Planner
Serena Palomino, 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 20-001](#)

Conduct a Public Hearing regarding an amending Ordinance to add minor clarifications and correct the various scrivener's errors and omissions in the recently adopted version of the Zoning Ordinance.

Jessica Rees, City Planner introduced case PZ 20-001 via PowerPoint, displaying the spelling errors, clean ups and word removal amendments. The purpose and intent for Section 10.3.4. and 11.3.13. amendments were explained. Mrs. Rees mentioned these specific amendments were discussed at length in the work session.

Chairman West asked Members if they had any questions for this item.

A motion was made by Commissioner Walsh, seconded by Commissioner Bristow, that these amendments to the Zoning Ordinance be approved. The motion carried by unanimous vote.

PZ 20-004

Consider a request from Greg Wyatt with Wyatt & Associates, INC. to create Planned Development District 43. The subject site is located at 3830 Windsor Lane and currently zoned Single Family 2.

Mrs. Rees introduced case PZ 20-004 via PowerPoint displaying the two-hundred (200) foot buffer, a summary of responses and calls, aerial view of the four (4) acre lot, and proposed site and architectural plans.

Chairman West asked for anyone opposed or in favor to the request to approach the podium.

Kevin Didion, 3819 McFarlin, stated he is not opposed to this request but does have two (2) major concerns regarding the storm water drainage and the intense exhaust noise from the pump house. His goal is to work with the City on a solution to these issues. Chairman West stated that these problems do not relate to this Commission and suggested to speak to the City Manager. Mr. Dillard clarified the mentioned specific drainage area is City property. Mrs. Rees stated she will mention this issue to Public Works Director, Jacob Speer. Commissioner Walsh mentioned that this concern would be of great discussion for the Public Works Advisory Committee. He suggested to contact Mrs. Jodie Ledat, who works directly with Mr. Speer. Greg Wyatt, applicant and owner representative, stated he is aware of this issue and a section of this area will undergo repair during construction.

Bob Dill, 3929 McFarlin, stated what was presented is a great enhancement to the City, however it is his understanding that this request is to re-classify this Single Family (SF) zone into a Planned Development (PD) zone. He mentioned several previous cases who have done similar changes under Single-Family Zoning. Commissioner Walsh explained this property is zoned Single-Family and entitled to accessory uses under this zoning. The difference between an SF and PD request was explained and discussion was held. Mr. Dill mentioned a previous case on McFarlin. Clarification was given on the process of this Commission's purpose. Mr. Dill stated his intent is to ask questions.

Chairman West stated if there was anyone else who would like to speak in favor or against this request. With no one else to speak, Chairman West closed the public hearing at 5:42 PM.

A motion was made by Commissioner Walsh, seconded by Commissioner Philbin, that this request be approved. The motion carried by unanimous vote.

Consider the previous meeting minutes with or without corrections:

20-147

Minutes from the March 10, 2020 Planning and Zoning Meeting.

A motion was made by Commissioner Roach, seconded by Commissioner Walsh, that the Minutes be approved. The motion carried by unanimous vote.

ADJOURNMENT: With there being no further business before the Board,
Chairman West adjourned the meeting at 5:44 PM.

Approved by:

Chairman Robert H. West

Date