

MINUTES OF AN ONLINE MEETING OF THE TOWN COUNCIL OF THE TOWN OF HIGHLAND PARK, TEXAS, HELD VIA VIDEOCONFERENCE, AT 8:00 A.M. ON TUESDAY, APRIL 20, 2021.

Joanna Mekeal, Town Secretary, explained that as provided by the State of Texas, this online Town Council meeting could be viewed online or listened to by telephone, and gave the toll-free and alternate telephone numbers, the access number for the public to call, and the website link to view the meeting. The public was provided an opportunity to email a question or comment, which closed at 3:00 p.m. on Monday, April 19, 2021.

Mrs. Mekeal conducted a roll call of the Town Council Members. Present at the meeting were Mayor Margo Goodwin, Mayor Pro Tem David Dowler, and Town Council Members Jimmy Grisham, Marc Myers, Lydia Novakov, and Craig Penfold.

Margo Goodwin introduced herself, called the work session to order at 8:02 a.m., and asked if any Town Council Members wished to discuss any of the items on the Regular Agenda. Hearing none, the Mayor closed the work session at 8:03 a.m.

Council Member Myers gave the Invocation.

Mayor Goodwin asked if anyone calling in wished to address the Town Council and explained that the Town Council may not discuss or make decisions on items not listed on the agenda. Issues raised may be referred to staff for research and possible future action. No comments were made.

***PUBLIC HEARING***

*Conduct a public hearing to receive a recommendation from the Zoning Commission and receive public comments regarding a request to amend the Town's Zoning Ordinance by combining the properties at 4315 and 4319 Potomac Avenue into a combined building site.* Hugh Pender, Director of Development Services, explained the briefing. On February 24, 2021, the Zoning Commission conducted a public hearing to receive public comments and review a request for the combination of building sites at 4315 and 4319 Potomac Avenue. No residents spoke in favor of or in opposition to the request. The Zoning Commission voted unanimously to recommend approval to the Town Council. At the conclusion of the Town Council public hearing, an ordinance will be presented to the Town Council for consideration to combine and re-zone the properties into a combined single-family building site, and if approved, an action item to consider approval of the re-plat. Anthony and Heather Fagan, property owners, attended the Town Council study session via teleconference on January 19, 2021, as well as the Zoning Commission meeting. Mr. and Mrs. Fagan have advised the purpose of combining the two (2) lots was to incorporate the vacant lot at 4319 Potomac Avenue to facilitate a minor addition to the home at 4315 Potomac Avenue and a swimming pool. The Mayor asked if any attendees would like to make a comment or ask a question. Hearing none, the Mayor asked if any Council Members wished to make a comment or ask a question. Council Member Penfold asked the residents if they understood that if the request is approved, the combined building site cannot be divided in the future. Mrs. Fagan confirmed that she and her husband understood.

*Conduct a public hearing to receive a recommendation from the Zoning Commission and receive public comments regarding a request to amend the site plan by adding an additional 225 niches to the existing columbarium garden at the Highland Park United Methodist Church located at 3300 Mockingbird Lane.* Hugh Pender, Director of Development Services, explained the Highland Park United Methodist Church ("HPUMC") is in a Planned Development district and modifications to the site plan require approval by the Town Council through a public hearing process. The HPUMC submitted a request to install 225 additional niches in the existing columbarium garden located adjacent to the west side of Cox Chapel. The columbarium garden was created in August 2010, initially with 308 niches and was amended again in July 2011 to add an additional 225 niches totaling 533 niches in use today. If the current request is approved, the total number of niches in the columbarium garden will be 758. The niches are contained inside a masonry wall approximately seven (7) feet in height. The Zoning Commission held a public hearing on February 24, 2021, to receive public comments and to consider the request. The Zoning Commission unanimously recommended approval of the request. Following the public hearing, an ordinance will be presented on the main agenda for consideration by the Town Council. The Mayor asked if any residents or Council Members would like to make a comment or ask a question, to which there were none.

#### **CONSENT AGENDA**

On a motion by Council Member Craig Penfold, seconded by Council Member Lydia Novakov, the Town Council voted unanimously to approve Items A. through C. on the Consent Agenda. Prior to the vote, Mayor Goodwin explained that the Town Council reviewed these items prior to the meeting. The Mayor asked if any Town Council Member wished to ask questions or make any revisions or corrections, to which there was no response.

- A. Consider approval of a contract for the purchase and installation of traffic signal equipment upgrades at the Mockingbird Lane/ Preston Road, Mockingbird Lane/Hillcrest Avenue, and Mockingbird Lane/ Douglas Avenue intersections.*
- B. Consider approval of the minutes of the Town Council meeting held on April 6, 2021.*
- C. Consider approval of the minutes of the Town Council study session held on April 6, 2021.*

#### **MAIN AGENDA**

*Consider approval of an ordinance amending the Town's Zoning Ordinance by combining 4315 and 4319 Potomac Avenue into one building site and adding 4315 Potomac Avenue as a combined building site in Subsection 26-101(b).* The Mayor asked for questions or comments from the Town Council and public, to which there were none. On a motion made by Mayor Pro Tem Dowler, seconded by Council Member Myers, the Town Council voted unanimously to approve the ordinance amending the Town's Zoning Ordinance by combining 4315 and 4319 Potomac Avenue into one building site and adding 4315 Potomac Avenue as a combined building site in Subsection 26-101(b).

ORDINANCE NO. 2078

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HIGHLAND PARK, TEXAS AMENDING **CHAPTER 14 ZONING, ARTICLE 14.02 ZONING ORDINANCE EXHIBIT A, SECTION 4 ZONING DISTRICT MAP, OF THE CODE OF ORDINANCES OF THE TOWN OF HIGHLAND PARK, TEXAS**, BY CREATING 4315 POTOMAC AVENUE AS A BUILDING SITE; AMENDING **SECTION 26-101(B)** TO INCLUDE 4315 POTOMAC AVENUE AS A COMBINED BUILDING SITE; PROVIDING CONDITIONS; PROVIDING A VALIDITY CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR INCORPORATION INTO THE CODE OF ORDINANCES; AND PROVIDING AN EFFECTIVE DATE.

*Consider approval of an ordinance amending the site plan for the Highland Park United Methodist Church, located at 3300 Mockingbird Lane, to add an additional 225 interment niches in the Columbarium Garden. The Mayor asked for questions or comments from the Town Council and public, to which there were none. On a motion made by Council Member Penfold, seconded by Council Member Novakov, the Town Council voted unanimously to approve the ordinance amending the site plan for the Highland Park United Methodist Church, located at 3300 Mockingbird Lane, to add an additional 225 interment niches in the Columbarium Garden.*

ORDINANCE NO. 2079

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HIGHLAND PARK, TEXAS AMENDING **ORDINANCE NO. 1425, SECTION 2**, AS AMENDED BY ORDINANCE NOS. 1777, 1831 AND 1860, WHICH CREATED A PLANNED DEVELOPMENT FOR THE HIGHLAND PARK UNITED METHODIST CHURCH, FOR THE PROPERTY DESCRIBED AS TRACT 1 BEING 4.27 ACRES OF THE JOELS SYKES SURVEY, ABSTRACT 1338, AN ADDITION TO THE TOWN OF HIGHLAND PARK, DALLAS COUNTY, TEXAS AND SUPPLEMENTING **CHAPTER 14 ZONING, EXHIBIT A ZONING ORDINANCE, SECTION 26 LIST OF SPECIFIC USE PERMITS, PLANNED DEVELOPMENT AND COMBINED BUILDING SITES, 26-100, OF THE CODE OF ORDINANCES OF THE TOWN OF HIGHLAND PARK, TEXAS**, TO PROVIDE FOR THE CONSTRUCTION AND USE OF TWO HUNDRED TWENTY FIVE (225) ADDITIONAL NICHES TO BE USED FOR THE INTERMENT OF ASHES IN THE COLUMBARIUM GARDEN; PROVIDING A VALIDITY CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR INCORPORATION INTO THE CODE OF ORDINANCES; AND PROVIDING AN EFFECTIVE DATE.

Mayor Goodwin adjourned the Town Council meeting at 8:15 a.m.

Approved on this the 4<sup>th</sup> day of May 2021.

APPROVED:



Margo Goodwin  
Mayor

ATTEST:



Joanna Mekeal  
Town Secretary