



Town of Highland Park, Texas

**PUBLIC HEARING
ZONING COMMISSION**

AGENDA

*4:00 P.M.
Friday, May 16, 2025*

*4700 Drexel Drive
Town Council Chambers*

I. CALL TO ORDER

II. MINUTES

III. PUBLIC HEARING

- A. Conduct a public hearing and make a recommendation to the Town Council on a request to amend the Planned Development Ordinance 1257 (McCulloch Intermediate/Highland Park Middle School) for athletic facilities and related uses.

IV. ADJOURNMENT

A member of the public may address the governing body regarding an item on the agenda either before or during the body's consideration of the item, upon being recognized by the presiding officer or the consent of the body.

SPECIAL ACCOMMODATIONS FOR TOWN COUNCIL MEETINGS: Let us know if you need special assistance of any kind. Please contact the Town of Highland Park Administrative staff at (214) 521-4161 from 7:30 a.m. to 4:30 p.m., Monday through Friday.

MINUTES OF A MEETING OF THE ZONING COMMISSION OF THE TOWN OF HIGHLAND PARK, TEXAS, HELD AT THE TOWN HALL, 4700 DREXEL DRIVE, HIGHLAND PARK, TEXAS, 75205, AT 4:00 P.M. ON THURSDAY, JANUARY 23, 2025.

Present at the meeting were Chair Margaret Keliher, Commissioners Brian Ficke, Mike Tibbals, Ralph Perry-Miller, and Jordan Wallace. Susan Thomas, Town Attorney, was also present.

I. CALL TO ORDER

Chair Keliher called the meeting to order at 4:00 p.m.

II. MINUTES

On a motion by Brian Ficke, seconded by Ralph Perry-Miller, the Commission voted unanimously to approve the minutes of the Zoning Commission meeting held on May 14, 2024.

III. PUBLIC HEARING

Conduct a public hearing and make a recommendation to the Town Council regarding proposed amendments to the Highland Park Zoning Ordinance regarding maximum structure height in the "A" zoning district. Section 10-102 of the Zoning Ordinance currently limits ornamental features to reach a maximum height of 55 feet in the "A" district. The proposed amendment would allow ornamental features in the "A" district to reach a maximum height of 65 feet, provided the lot meets specific criteria, including a minimum lot size of five acres, a minimum setback from any property line of 1.5 to 2 times the height of the ornamental feature (depending on its height) for features exceeding 55 feet, and an ornamental feature area of less than 20% of the footprint of the building on which it is constructed.

Jeff Armstrong, Director of Community Development, presented an overview of the case and displayed site renderings of the proposed house, including the ornamental feature, a cupola. The applicant, the property owner at 4101 Beverly Drive, submitted a request to amend the Zoning Ordinance to allow a cupola, a dome-like structure, to be built up to 65 feet high on top of their home. Mr. Armstrong explained that the proposed amendment would affect only the properties in the "A" zoning district, with only four of those properties meeting the criteria for the amendment. In response to questions from the Commissioners, Mr. Armstrong clarified that the request did not qualify for a variance from the Board of Adjustment because it failed to meet the hardship requirement outlined in the Texas Local Government Code. As an alternative, Town staff recommended pursuing an amendment to the Zoning Ordinance to address the height increase. In response to a question from Chair Keliher, Mr. Armstrong confirmed that the two largest lots in the "A" zoning district span seven acres. Commissioner Perry-Miller sought clarification regarding the size of an ornamental feature allowed under the proposed amendment. Specifically, if the largest lots in the "A" district were to include such a feature, it could cover up to 12,000 square feet, representing 20% of the building footprint. Mr. Armstrong confirmed this interpretation of the proposed amendment.

Moshe Itzhakov, a partner at Weinreb Venture, represented the property owner at 4101 Beverly Drive and was invited to comment. He emphasized that revising height provisions in the “A” district would align with modern design preferences and uphold Highland Park’s aesthetic and architectural integrity. He explained that the proposed amendment would enforce more stringent setbacks for properties that wish to build up to the maximum height. Mr. Itzhakov highlighted that the home’s architectural design, created by renowned traditional architect Peter Pennoyer, is intended to blend seamlessly with the historic character of the Town. He added that the property owner has support from adjacent neighbors, who would be most affected by the proposed cupola. Drone imagery taken at the proposed cupola’s height confirmed no privacy concerns, as there would be no direct views into neighboring lots. In response to a question from Chair Keliher, Mr. Itzhakov stated that the architects initially aimed to design the cupola within the 55-foot height limit but opted for an additional 10 feet for artistic reasons. In response to questions from Commissioner Perry-Miller, Mr. Itzhakov estimated the area of the proposed cupola to be approximately 2,500 square feet and clarified that the property owner was unaware of the need for additional height prior to obtaining a demolition permit. Addressing questions from Commissioner Wallace, Mr. Itzhakov explained that the cupola would be constructed of glass and steel, would not include mechanical components for opening, and would not feature lighting that could attract attention. Additionally, Mr. Armstrong addressed a related question, noting that the Zoning Ordinance currently provides minimal guidance on lighting restrictions, only specifying that lighting must not be directed toward or reflected onto adjacent properties.

The Town received six letters in support of this request and two letters in opposition.

During the meeting, two individuals spoke in support of the request:

Lynda Villarreal, 4515 Travis Street, stated that the height increase would enhance the area’s real estate value. She also noted that since a few lots would meet the criteria of the amendment, its impact would be minimal.

Peter Pennoyer of Peter Pennoyer Architects also spoke in favor of the request. He explained that the property owner was inspired by French architecture, which influenced the home’s design. He emphasized the meticulous attention to detail in the project, including landscape architecture, monumental trees, and the cupola design, ensuring it would not appear commercial. In response to a question from Commissioner Perry-Miller, Mr. Pennoyer stated he would be satisfied if the proposed amendment were to limit the area of ornamental features to 3,000 square feet.

During the meeting, five individuals spoke in opposition to the request:

Joel Robuck, 4816 Lakeside Drive, raised concerns about the long-term implications of zoning changes. He expressed specific worries about potential glare from the cupola materials, the use of floodlights, impervious cover, and whether the property’s landscape plan would meet Town standards. He also voiced concerns that approving the amendment could lead to five-story residential buildings and result in the Willow Wood Court area surrounded by tall structures.

Larry Good, 3601 Overbrook Drive, spoke on behalf of Preservation Park Cities members. He argued that the current maximum heights allowed in the “A” zoning district are already the most generous in the region, exceeding those in University Park, Dallas, and Southlake. He also stated that approving the amendment would reward the property owner for demolishing the historic

mansion previously located on the site. Furthermore, he stated that approving the amendment could set a precedent encouraging future demolitions of historic homes in favor of new developments.

Nancy Champion, 4329 Livingston Avenue, opposed the request, expressing concerns about the current property owner’s stewardship. She referenced another lot previously owned by the same individual within the same zoning district, where the trees were removed, the lot remained undeveloped, and it was eventually sold.

David Toomey, 4657 Edmondson Avenue, opposed amending the Zoning Ordinance for a single property and stated that the Dallas Country Club adheres to lower height restrictions of 40 feet.

Nancy Shelton, 3913 Miramar Avenue, stated that the trees depicted in the renderings of the home and proposed cupula were too high, obscuring the cupola.

BOARD DISCUSSION

Commissioner Perry-Miller made a motion, seconded by Commissioner Wallace, to recommend approval to the Town Council of the proposed amendments to the Highland Park Zoning Ordinance regarding maximum structure height in the “A” zoning district subject to the condition that the area of the ornamental feature must not exceed 3,000 square feet. The Zoning Commission voted 3-2 in favor.

IV. DISCUSS 2025 MEETING CALENDAR

This item was not discussed.

V. ADJOURNMENT

Chair Keliher adjourned the meeting at 5:32 p.m.

Approved on this ____ day of _____ 2025.

APPROVED:

Margaret Keliher
Chair

ATTEST:

Sofia Tarango
Administrative Assistant



Town of Highland Park Zoning Commission

Staff Report

MEETING DATE: May 16, 2025

REQUEST: Amend Planned Development Ordinance No. 1257 to update the concept plan for the athlete fields.

LOCATION: 3520 Normandy Ave. (McCulloch Intermediate/Highland Park Middle School)

SUMMARY

The Highland Park Independent School District is making improvements to the athletic facilities at the Highland Park Middle School campus. The athletic facilities are located at the south end of the campus. The proposed improvements include new track and field facilities, fields for football, soccer, and other sports (see attachment 4), and a scoreboard (see attachment 5).

The campus is located partially in both the City of University Park and the Town of Highland Park. All proposed improvements would be in Highland Park. By interlocal agreement, the City of University Park issues permits and performs inspections on the entire middle school property, including the areas in Highland Park. However, any development in Highland Park must comply with the Town's zoning. The portion of the campus located in Highland Park is zoned Planned Development (PD) Ordinance No. 1257. The request would amend the PD ordinance by adding a new concept plan for the athletic field area.

SURROUNDING ZONING

Subject Property: PD – Planned Development (Ordinance No. 1257 and amendments)
North and East: Properties are in University Park
West: D and E – One-family Residential
South: G – Multifamily Residential

ANALYSIS

The property was zoned PD for the middle school in 1993. Numerous amendments to the original PD ordinance have been approved since that time. In 1997, the PD was amended to locate athletic fields at the southern end of the property. The most recent concept plan showing the



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athletic field area, was approved in 2017. It shows the location of the track, green areas for various fields, and an underground parking facility (see attachment 3).

The proposed amendment is consistent with the intent and use of this portion of the property. It is staff's opinion that there will not be any new negative impacts on the area as a result of this request.

RECOMMENDATION

Staff recommends approval.

ATTACHMENTS

1. Aerial Map
2. Written Notification Area Map
3. Existing Concept Plan
4. Proposed Concept Plan
5. Scoreboard Details



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ATTACHMENT 1 – AERIAL MAP

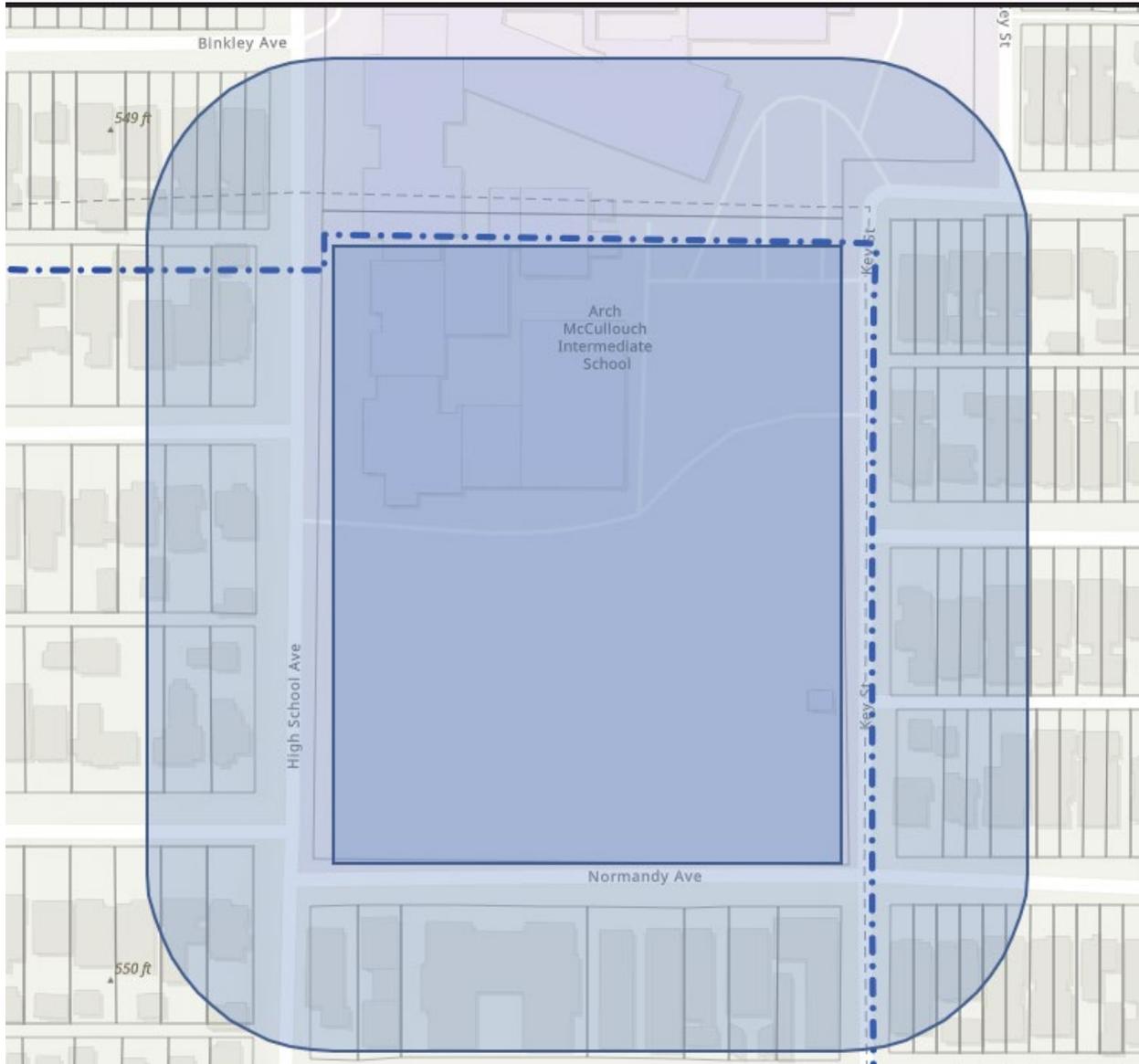




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ATTACHMENT 2 – WRITTEN NOTIFICATION AREA MAP





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ATTACHMENT 4 PROPOSED CONCEPT PLAN

Additional Concept Plan information in separate file





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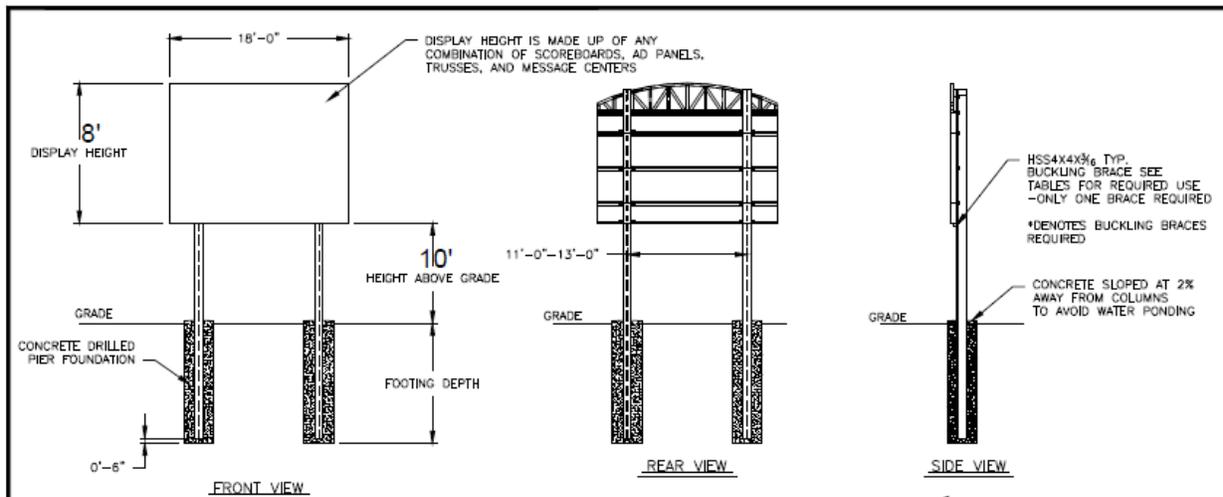
ATTACHMENT 5 – SCOREBOARD DETAILS

DAKTRONICS FB-2018 PRODUCT SPECIFICATIONS



This outdoor LED football scoreboard displays period time to 99:59, HOME and GUEST scores to 99 and DOWN/TO GO/BALL ON/QTR (quarter) information. T.O.L. (time outs left) to nine are optional. Arrows indicate possession. When period time is less than one minute, the scoreboard displays time to 1/10 of a second.

DIMENSIONS	# OF SECTIONS
8'-0" H x 18'-0" W x 8" D (2.44 m x 5.49 m x 203 mm)	Two Total
4'-0" H x 18'-0" W x 8" D (1.22 m x 5.49 m x 203 mm)	One Top & One Bottom



LEGEND

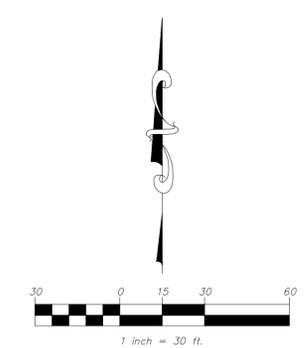
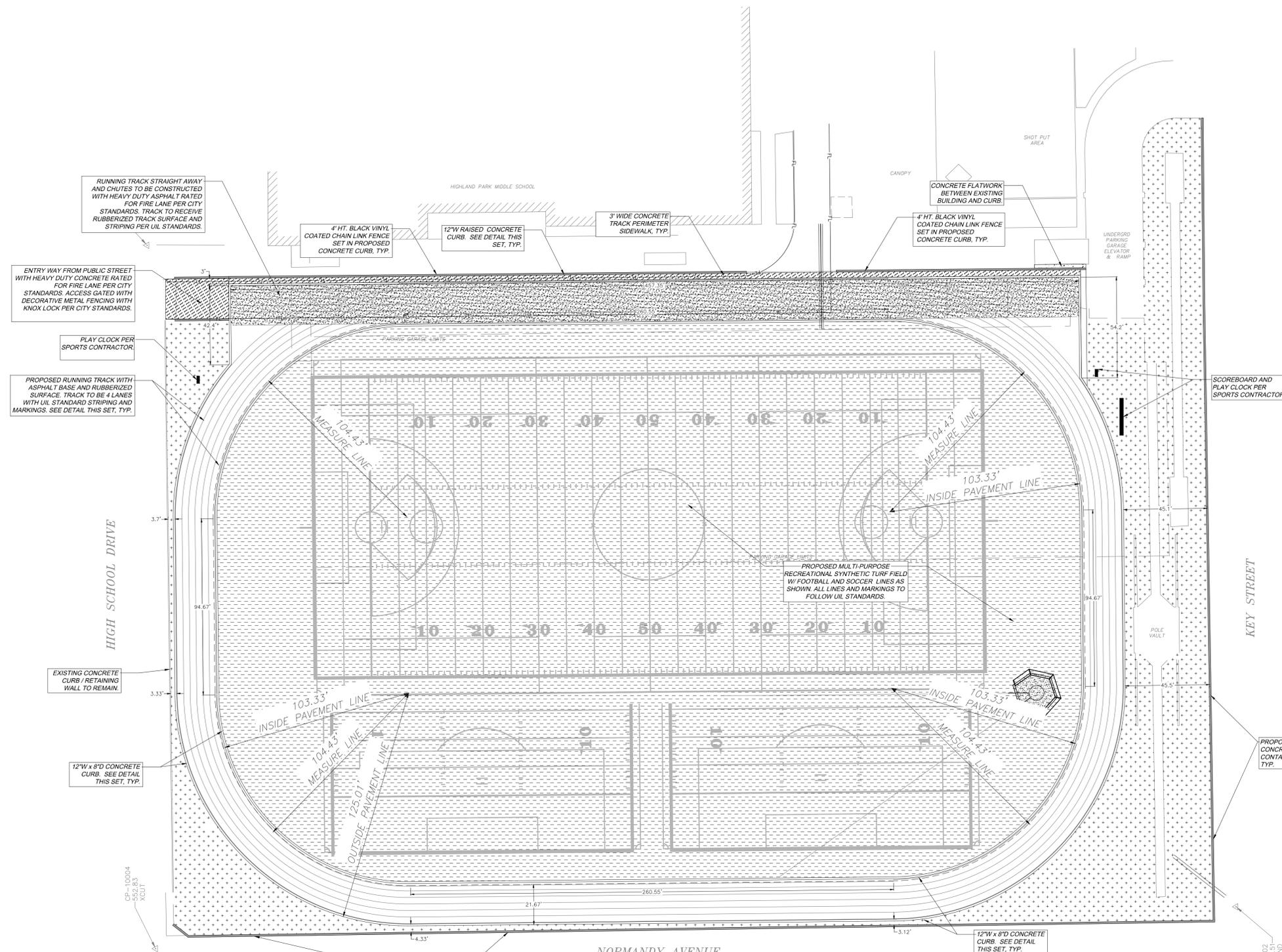
	LANDSCAPE SYNTHETIC TURF
	SPORTS FIELD SYNTHETIC TURF
	CURB/SIDEWALK/FLATWORK
	HEAVY DUTY FIRE LANE CONCRETE
	HEAVY DUTY FIRE LANE TRACK ASPHALT
	RAISED CONTAINMENT CURB/RETAINING WALL
	CHAIN LINK FENCE WITH BLACK VINYL COATING

NOTES TO CONTRACTOR

1. INFORMATION ON THIS SHEET AND OTHER SHEETS WITHIN THIS PLAN SET ARE PART OF A UNIFIED DESIGN. THE CONTRACTOR IS NOT PERMITTED TO SEPARATE DRAWINGS FROM THE SET FOR DISTRIBUTION TO SPECIFIC TRADES. EACH SUBCONTRACTOR SHALL BE PROVIDED WITH ALL SHEETS WITHIN THIS PLAN SET.
2. CONTRACTOR SHALL REFERENCE GENERAL NOTES AND CITY STANDARD GENERAL NOTES SHEETS FOR ADDITIONAL INFORMATION. INFORMATION ON THE GENERAL NOTES SHEET IS PART OF A UNIFIED DESIGN AND IS PERTINENT TO THIS PLAN SHEET.
3. CONTRACTOR SHALL REFERENCE ALL IRRIGATION PLANS, MEP SITE PLANS, CIVIL ENGINEERING UTILITY PLANS AND AVAILABLE AS-BUILT DRAWINGS BEFORE COMMENCEMENT OF CONSTRUCTION ACTIVITY. CONTRACTOR IS RESPONSIBLE FOR MAKING THEMSELVES FAMILIAR WITH THE SITE AND ALL EXISTING CONDITIONS AND UTILITY LOCATIONS. TEMPUS LAND SOLUTIONS, LLC IS NOT RESPONSIBLE FOR EXISTING CONDITIONS OR EXISTING UTILITY LOCATIONS OR CONFLICTS ON SITE.

NOTES

1. ALL DIMENSIONS ARE TO FACE OF CURB UNLESS OTHERWISE NOTED.
2. REFER TO MANUFACTURER SPECIFICATION FOR EXACT DIMENSIONS. BUILDING DIMENSIONS SHOWN ON THIS PLAN ARE FOR REFERENCE ONLY.
3. REFER TO GENERAL NOTES SHEET FOR ADDITIONAL NOTES.
4. ALL SIDEWALKS TO BE CONSTRUCTED WITH A MAXIMUM CROSS SLOPE OF 2.0%.
5. CONTRACTOR TO REFERENCE MEP, IRRIGATION PLANS, AND CIVIL UTILITY PLANS FOR SLEEVE PLACEMENT AND LOCATION.



**Know what's below.
Call before you dig.**
(@ least 48 hours prior to digging)

SITE LAYOUT - TRACK

**HIGHLAND PARK MIDDLE SCHOOL - STINSON FIELD
TRACK AND FIELD IMPROVEMENTS
3555 GRANADA AVE DALLAS, TEXAS 75205**

PRELIMINARY FOR REVIEW ONLY
These documents are for Design Review and not intended for Construction, Bidding or Permit Purposes. They were prepared by, or under the supervision of:
Michael G. Martin
L.A.#2836
4/28/2025



TEMPUS LAND SOLUTIONS, LLC
DFW AND GREATER TEXAS
817.223.8489
michael@tempus-lls.com

SHEET NO.
SF -1.2