

**MINUTES**  
**PLANNING AND ZONING COMMISSION OF THE CITY OF UNIVERSAL CITY, TEXAS**  
Regular Meeting, Monday Evening, 01 May 2023

1. **CALL TO ORDER:** Chairman Ron Jackson at 6:00 p.m.
2. **QUORUM CHECK:** Michael Cassata, Development Services Director

**Commission Members Present:**

Ron Jackson, Chairperson  
Mary Andrews, Member  
Zach Carlton, Vice-Chair  
Sheila Garcia, Member  
Deborah Hernandez, Member  
John Hudson, Member  
Cynthia Spurlock, Member  
Justin Villa, Member  
Diane Woods, Secretary

**Staff Present:**

Kim Turner, City Manager  
Michael Cassata, Development Services Director  
Maribel Garcia, Deputy City Clerk

**Applicant:**

Mike Meylor, Alamo Storage, LLC.  
Tony Swann, Meeks Design Group Inc.  
Rob Killen, Attorney with Killen, Griffin, & Farrimond

Mr. Cassata noted a quorum was present.

3. **MINUTES OF THE PREVIOUS MEETING:** Regular Meeting – 03 April 2023

Mr. Hudson moved to accept the minutes as presented. Ms. Hernandez seconded the motion.

**The motion was approved unanimously.**

4. **NEW BUSINESS:**

- A. **Public Hearing: P.C. 570 (ZC 238)**—A request for an amendment to the Future Land Use Plan for an approximately 29.5-acre tract located at the southeast corner of E. Loop 1604 N. Access Road and W. Byrd Boulevard [CB 5053 P-103 (12.756 AC), P-104 (11.419 AC) & P-105 (5.345 AC) ABS 745] from HC-Highway Commercial and GC-General Commercial to HC-Highway Commercial and HDR-High Density Residential, per Zoning Ordinance 581.

Chair Jackson explained that the process of a Planned Unit Development (PUD) required four steps for this specific development. He elaborated saying the four public hearings/meetings would be over the same tract of land on West Byrd. He had Mr. Cassata and the applicant give background on the project before opening the hearing.

Mr. Cassata explained the tract of land is 29.5 acres and clarified that the 901-series lot at the northeast part of the overall property was carved out and would not be developed because it is in the AICUZ Zone. He elaborated on the steps needed for approval of this project, including a rezoning and final plat approval. He shared that discussions with the applicant began in 2021, a concept plan was presented to City Council in 2022 that received positive feedback, and the applicant has worked with staff on refining the plan to meet the various PUD requirements. He also stated Lot 1 of the project would be commercial retail, Lot 2 would be a multi-story climate-controlled storage facility, Lot 3 would be an apartment complex, and lots 4 and 5 would be warehousing. He stated the goal of the apartment complex portion of the project was to provide

connection to the overall pedestrian network. He said the apartment complex would have two monument signs and the other lots would be allowed one pole sign each. He said the traffic analysis study showed no affect to the surrounding area. Lastly, he noted that twelve legal notices were sent out with no responses.

**Chair Jackson opened the Public Hearing at 6:12 P.M.**

Mr. Killen reiterated prior statements in favor of PUD benefits for cities in giving cities more control over the outcome of certain developments. He explained steps his team went through to reach this point in the process and noted that City Council consideration was the next and final step. He showed maps of the different lots and their current zoning. He described the proposed uses for all six lots. Upon inquiry, he clarified for Chair Jackson that by “park” he meant open space or green space that connects to the trail system and would not have vertical aspects; it would only have paths, if anything at all.

Chair Jackson asked where there would be curb cuts on 1604 and Byrd.

Mr. Cassata answered there would be two curb cuts on Lot 5, one on Lot 4 and one on Lot 2, which would connect to Lot 1, the commercial lot. He added that on Byrd Boulevard, the commercial lot would have one curb cut and the apartment complex would have two. He clarified there would be no access from the apartments to the warehouse area.

Ms. Woods asked for clarification on access to the various lots from the 1604 off-ramp in relation to Byrd Boulevard.

Mr. Cassata explained the current location of the off-ramp did not allow for immediate access to Lots 2, 4 and 5, which, from a market standpoint, justifies the proposed uses as not being retail. He then showed the proposed TxDOT long-term plan that would provide safe off-ramp access to Lot 2, and thereby Lot 1, but emphasized that TxDOT does not have any clear timeline on when that actual reconstruction would occur.

Chair Jackson asked whether the plan provides for drivers wanting to go south on 1604 from Byrd.

Mrs. Turner responded that driving down to Kitty Hawk for the South 1604 turnaround is very feasible.

Further discussion ensued regarding various access points for travel in all directions to and from the project site.

**Chair Jackson closed the Public Hearing at 6:32 P.M.**

- B. Consider: P.C. 570 (ZC 238)—A request for an amendment to the Future Land Use Plan for an approximately 29.5-acre tract located at the southeast corner of E. Loop 1604 N. Access Road and W. Byrd Boulevard [CB 5053 P-103 (12.756 AC), P-104 (11.419 AC) & P-105 (5.345 AC) ABS 745] from HC-Highway Commercial and GC-General Commercial to HC-Highway Commercial and HDR-High Density Residential, per Zoning Ordinance 581.**

Ms. Woods stated that after conducting a public hearing on the request for an amendment to the Future Land Use Plan for the property at the southeast corner of E. Loop 1604 N. Access Road and

W. Byrd Boulevard, the Planning and Zoning Commission had considered the request and moves to approve PC 570 (ZC 238) and the amendment to the Future Land Use Plan from HC-Highway Commercial and GC-General Commercial to HC-Highway Commercial and HDR- High Density Residential for the subject property with the following conditions:

1. Staff approval of outstanding PUD Final Plan comments
2. City Council approval of the Zone Change from C5-Highway Commercial and C4-General Commercial to PUD-2023-103
3. City Council approval of the PUD Final Plan
4. Planning and Zoning Commission approval of the Preliminary and Final Plats of Subdivision within two years of PUD Final Plan approval by City Council

Mr. Hudson seconded the motion.

**The motion was approved unanimously.**

- C. **Public Hearing:** P.C. 571 (ZC 239)—A request for a Zone Change from C5-Highway Commercial and C4-General Commercial to PUD 2023-103 for an approximately 29.5-Acre tract located at the southeast corner of E. Loop 1604 N. Access Road and W. Byrd Boulevard [CB 5053 P-103 (12.756 AC), P-104 (11.419 AC) & P-105 (5.345 AC) ABS 745], per Zoning Ordinance 581.

Chair Jackson opened the Public Hearing at 6:36 P.M. Given that there was no public comment, he closed the Public Hearing at 6:36:30 P.M.

- D. **Consider:** P.C. 571 (ZC 239)—A request for a Zone Change from C5-Highway Commercial and C4-General Commercial to PUD 2023-103 for an approximately 29.5-Acre tract located at the southeast corner of E. Loop 1604 N. Access Road and W. Byrd Boulevard [CB 5053 P-103 (12.756 AC), P-104 (11.419 AC) & P-105 (5.345 AC) ABS 745], per Zoning Ordinance 581.

Ms. Garcia stated after conducting a public hearing on the request for a Zone Change for the property at the southeast corner of E. Loop 1604 N. Access Road and W. Byrd Boulevard, the Planning and Zoning Commission has considered the request and moves to recommend approval of PC 571 (ZC 239) and the Zone Change from C5-Highway Commercial and C4-General Commercial to PUD 2023-103 District for the subject property with the following conditions:

1. Staff approval of outstanding PUD Final Plan comments
2. City Council approval of the FLUP amendment from HC-Highway Commercial and GC-General Commercial to HC-Highway Commercial and HDR-High Density Residential
3. City Council approval of the PUD Final Plan
4. Planning and Zoning Commission approval of the Preliminary and Final Plats of Subdivision within two years of PUD Final Plan approval by City Council

Mr. Carlton seconded the motion.

**The motion was approved unanimously.**

- E. **Public Hearing:** P.C. 572 (ZC 240)—A request for approval of PUD Preliminary and Final Plans (PUD 2023-103) for an approximately 29.5-Acre tract located at the southeast corner of E. Loop 1604 N. Access Road and W. Byrd Boulevard [CB 5053 P-103 (12.756 AC), P-104 (11.419 AC) & P-105 (5.345 AC) ABS 745], per Zoning Ordinance 581.

**Chair Jackson opened the Public Hearing at 6:39 P.M.** Given that there was no public comment, **Chair Jackson closed the Public Hearing at 6:39:10 P.M.**

- F. Consider: P.C. 572 (ZC 240)—A request for approval of PUD Preliminary and Final Plans (PUD 2023-103) for an approximately 29.5-Acre tract located at the southeast corner of E. Loop 1604 N. Access Road and W. Byrd Boulevard [CB 5053 P-103 (12.756 AC), P-104 (11.419 AC) & P-105 (5.345 AC) ABS 745], per Zoning Ordinance 581.**

Mr. Hudson stated the Findings of Fact per Section 4-5-56 of the Zoning Code and, as a separate statement from the Findings of Fact, moved to recommend approval of PC 572 (ZC240) and the associated PUD Preliminary and Final Plans for the property at the southeast corner of E. Loop 1604 N. Access Road and W. Byrd Boulevard with the following conditions:

1. Staff approval of outstanding PUD Final Plan comments
2. City Council approval of the FLUP amendment from HC-Highway Commercial and GC-General Commercial to HC-Highway Commercial and HDR-High Density Residential
3. City Council approval of the Zone Change from C5-Highway Commercial and C4-General Commercial to PUD 2023-103
4. Planning and Zoning Commission approval of the Preliminary and Final Plats of Subdivision within two years of PUD Final Plan approval by City Council

Mr. Carlton seconded the motion.

**The motion was approved unanimously.**

- G. Public Meeting: P.C. 573—A request for approval of the Preliminary Plat of Subdivision being a total of 29.5-Acre tract located at the southeast corner of E. Loop 1604 N. Access Road and W. Byrd Boulevard [CB 5053 P-103 (12.756 AC), P-104 (11.419 AC) & P-105 (5.345 AC) ABS 745], in connection with the proposed PUD 2023-103, per Zoning Ordinance 581.**

**Chair Jackson opened the Public Meeting at 6:43 P.M.** Given there was no public comment, **the Public Meeting was closed at 6:44 P.M.**

- H. Consider: P.C. 573—A request for approval of the Preliminary Plat of Subdivision being a total of 29.5-Acre tract located at the southeast corner of E. Loop 1604 N. Access Road and W. Byrd Boulevard [CB 5053 P-103 (12.756 AC), P-104 (11.419 AC) & P-105 (5.345 AC) ABS 745], in connection with the proposed PUD 2023-103, per Zoning Ordinance 581.**

Mr. Carlton stated that after conducting a public meeting on the request for approval of the preliminary plat of subdivision for the property at the southeast corner of E. Loop 1604 N. Access Road and W. Byrd Boulevard, the Planning and Zoning Commission has considered the request and moves to approve PC 573 and the preliminary plat of subdivision with the following conditions:

1. Staff approval of outstanding Preliminary Plat of Subdivision comments
2. City Council approval of the FLUP amendment from HC-Highway Commercial and GC-General Commercial to HC-Highway Commercial and HDR-High Density Residential
3. City Council approval of the Zone Change from C5-Highway Commercial and C4-General Commercial to PUD-2023-103
4. City Council approval of the PUD Final Plan

Mr. Hudson seconded the motion.

**The motion was approved unanimously.**

Mr. Cassata stated this proposal would be presented to City Council on May 16, 2023.

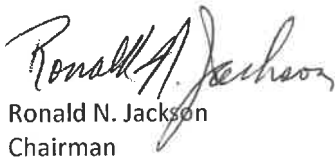
**5. CITY MANAGER'S REPORT:**

Mrs. Turner reported the budget process is starting with July 12<sup>th</sup> being the first budget workshop at 5:00 P.M. She reminded the Commission that Election Day and the Pancake Breakfast are on May 6, 2023. She stated the Extraterritorial Jurisdiction Annexation and PUD of 3600 FM 1518 passed in City Council.

Chair Jackson asked whether the City had already annexed the whole subdivision of Orchard Park, the subdivision associated with 3600 FM 1518.

Mrs. Turner answered the City did annex the whole residential subdivision, but the commercial lot was separated from that annexation due to service agreement delays. She continued with her report by saying 7-Brew had been built quickly, Hallmark is now privately owned and had a successful Grand Re-Opening, the food truck park received their certificate of occupancy and would have a soft grand opening in May, and the Parks Master Plan for 2023-2033 would go before Council on May 2<sup>nd</sup>. She reminded the Commission that Commissioner Expiration was coming up on July 31<sup>st</sup>. She said Chair Jackson would be termed out and Mr. Villa would be moving out of Universal City. She urged everyone to carefully consider reapplying as soon as possible.

**6. ADJOURNMENT:** Chair Jackson adjourned the meeting at 6:54 p.m.

  
Ronald N. Jackson  
Chairman

