

MINUTES OF BOARD OF ADJUSTMENT (BOA)
REGULAR MEETING
CITY OF WEST LAKE HILLS, TEXAS
Wednesday, June 8, 2016
7:00 p.m.

PRESENT: BOA Chairman Linda Anthony, BOA Members Stan Graham, Rhonda McCollough, Brian Plunkett, and Darin Walker.

ABSENT: BOA Member Jim O'Connor

1. **Called to Order by Chair Linda Anthony at 7:09 p.m., suspended at 7:20 p.m., reconvened at 7:21 p.m., suspended at 7:45 p.m., and readjourned at 7:50 p.m..**
2. **CONSENT AGENDA:** The following items are anticipated to require little or no individualized discussion due to their nature being clerical, ministerial, mundane or routine. In an effort to enhance the efficiency of BOA Meetings, it is intended that these items will be acted upon by the BOA with a single motion because no public hearing or determination is necessary. However, a BOA Member or Citizen may request separate deliberation for a specific item, in which event those items will be removed from the consent agenda prior to the BOA voting on the consent agenda as a collective, singular item. Citizens requesting items be removed from the consent agenda must submit a written Speaker Card to the City Secretary before the meeting begins. Prior to voting on the consent agenda, the BOA may add additional items that are listed elsewhere on the same agenda.
 - a. Approval of the April 13, 2016 Regular Meeting Minutes. City Secretary Lacie Hale.
 - b. Approval of the May 11, 2016 Regular Meeting Minutes. City Secretary Lacie Hale.
 - c. **REQUEST TO POSTPONE: Land Use:** Variance to encroach in a building setback at 440 Ridgewood Road. (Section 22.03.281 of the West Lake Hills Code.) Applicant Brian Stillman.

BOA MEMBER PLUNKETT MOTIONED TO APPROVE THE CONSENT AGENDA. BOA MEMBER GRAHAM SECONDED THE MOTION AND IT PASSED BY 5-0 VOTE.

3. **Land Use:** Multiple variances for construction of a new residence at 1905 Yaupon Valley Road. (Section 22.03.281 of the West Lake Hills Code.) Applicant Sabas Flores.
 - a. **Staff Briefing. City Planner Ashby Grundman briefed Council of the changes that have been made since this item was last presented to the Board of Adjustment. They have minimized the wall variance and added screening to the wall. The applicant is still asking for the same tree variances.**
 - b. **Presentation by applicant. Applicant Sabas Flores explained the new changes to the driveway.**
 - c. **Public Hearing: No one spoke.**
 - d. **Deliberation and action.**
(Note: This item requires dual action. BOA action on the non-tree variances. Council action on the tree variances.)

BOA asked the applicant about the screening for the wall and also their concerns for the Texas Madrones. BOA Member Graham shared his concerns about why so many trees were being cut down.

BOA MEMBER WALKER MOTIONED TO APPROVE THE VARIANCE FOR THE CUT AND FILL, AND THE RETAINING WALL. BOA MEMBER

MCCOLLOUGH SECONDED THE MOTION AND IT PASSED BY 5-0 VOTE.

4. Land Use: Multiple variances for setback encroachments at 1000 Madrone Road. (Section 22.03.281 of the West Lake Hills Code.) Applicant Brian Smith.
- Staff Briefing. City Planner Ashby Grundman gave briefing that the applicant is asking for an after the fact variance for a five foot tall retaining wall in the front set back, a propane tank in the front set back, and a structure in the front setback. This lot has 50 foot front setbacks on all but one side. The structures are proposed on different sides of the property.**
 - Presentation by applicant. Applicant Brian Smith briefly reviewed the variances requests and packet that was submitted for review.
 - Public Hearing: No one spoke.
 - Deliberation and action.

BOA MEMBER GRAHAM MOTIONED TO APPROVE THE MULTIPLE VARIANCES FOR THE SETBACK ENCROACHMENTS. BOA MEMBER MCCOLLOUGH SECONDED THE MOTION AND IT PASSED BY 5-0 VOTE.

5. Land Use: Multiple variances for setback encroachments, tree removal and cut and fill at 1601 Canyon View Drive. (Sections 22.03.304(d), 22.03.210(f) and 22.03.210(a) of the West Lake Hills Code.) Applicant Lora Reynolds.
- Staff Briefing. City Planner Ashby Grundman explained that there are 5 variances requested. Four out of the five variances requests are related to cut and fill.**
 - Presentation by applicant. Applicants Representative David Fillpot and David Fox presented the history of the property, the tree removal, and also the proposed project.
 - Public Hearing: No one spoke.
 - Deliberation and action.

BOA Members asked the applicants for the cut depths, and dimensions of certain areas on the property. The applicant then requested to remove the variance request for the 36 inch cut in the side setback.

BOA MEMBER GRAHAM MOTIONED TO APPROVE THE VARIANCES WITH THE EXCEPTION OF THE 36 INCH CUT IN THE SIDESSET BACK, VARIANCE #4. BOA MEMBER WALKER SECONDED THE MOTION AND IT PASSED BY 5-0 VOTE.

(Note: This item requires dual action. BOA action on the non-tree variances. Council action on the tree variances.)

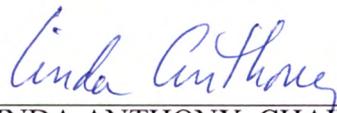
6. Land Use: Request for a Special Use Permit for guest house at 1419 Redbud Trail. (Section 38.04.032 of the West Lake Hills Code.) Applicant Gaylen and Mark Kimbell.
- Staff Briefing. City Planner Ashby Grundman gave briefing that the guest house is approximately 500 square feet. It is attached to a woodworking shop, but has separate access.**
 - Presentation by applicant. Applicant's representative Davin Fillpot explained the dimensions of the structure, and the need for updated septic system.
 - Public Hearing: No one spoke.
 - Deliberation and action.

BOA Members asked if they have received any feedback from the neighbors. They also asked about the temporary construction entrance, and the location of the new septic tank. They then reviewed the plan for the new proposed septic tank.

BOA MEMBER PLUNKETT MOTIONED TO APPROVE THE SPECIAL USE PERMIT. BOA MEMBER GRAHAM SECONDED THE MOTION AND IT PASSED BY 5-0 VOTE.

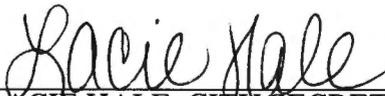
7. Adjourned by Chair Linda Anthony at 8:06 p.m.

Certificate



LINDA ANTHONY, CHAIR

ATTEST:



LACIE HALE, CITY SECRETARY

