

MINUTES OF A BUILDING DESIGN COMMITTEE SPECIAL MEETING
CITY OF WEST LAKE HILLS, TEXAS
Wednesday, February 7, 2018
5:30 P.M.

PRESENT: BDC Chairman Brian Plunkett, BDC Members Robert Meisel and Kathy Tullos

ABSENT: None

1. Call to Order. Chairman Brian Plunkett.

BDC Chairman Plunkett calls the meeting to Order at 5:29 p.m.

2. Land Use: Proposed Amendment to a Planned Development District Agreement for Trinity Episcopal School at 3901 Bee Cave Road. (Article 38.06 of the West Lake Hills Code.) Applicant David Hartman.
 - a. Staff Briefing.

City Planner Grundman: What you have is as proposed amendment. They purchased property on Westbank in 2015 and they are looking to expand the campus. The proposal is, we've met with them for a while, suggested the PDD option because it makes everything cohesive. This brings everything into one document to the city to have a clear understanding of what's going on.

BDC Chairman Plunkett: Prior to this there wasn't a PDD?

City Planner Grundman: It was where the field is and the regular GUI. We're incorporating it into the PDD and redevelopment. That is all included in the PDD.

BDC Member Meisel: I'm not sure about the PDD. I know the athletic field came through on Special Use Permit in 2012. I don't know when we did the PDD.

City Planner Grundman: It was the second PDD the city ever did.

BDC Chairman Plunkett: It was Ordinance #401, PDD #2.

City Planner Grundman: It was done in 2013.

BDC Chairman Plunkett: This is a modification of that PDD.

- b. Presentation by applicant.

Marie Kidd is the head of school at 3901 Bee Cave Road. I'm here tonight to present the why. We did purchase the property and paid attention to what we needed. The decision was made we are dedicated to 2: K-8 school; we are not building a high school; we are increasing our enrollment. We're sticking with our enrollment. No additional classes or students. Part of our conversation is how do our buildings serve our program? It is bursting at the seams. We felt that looking at the new property would give us the opportunity to build programs that are there but could do more. (1) At Westbank there is currently an office building. Parking and a new entrance

to campus and a building that includes a gym and community space. We want spaces where people can gather. We'd like to be able to help in the community, too. Performing arts and athletic would be the first part. If we're able to raise the money, 2-5 years. The second phase replaces the original property and it will be replaced with two buildings within the footprint of the original building. K-8 classroom building and a centers building. This is an area for maker spaces, study spaces and enhancing our art studios. Students are using the newest in education. That's the plan. I'm going to turn it over to Chad. Trinity has strived to be a partner in the community. I received an e-mail that was dry and needed clearing, we've been doing that this week. We are wanting to work together.

Chad Johnson is the architect with Page Architects. I started with Trinity in 2002 so we've been developing a Master Plan since we first started. We want to add to the original master plan. I have a couple of documents. An overall site plan shows the existing buildings in blue. There is a one story building to give an idea of the current campus. Between the buildings are walkways but we need to add covered walkway. All those are safety covered. Here is Bee Cave Road, Camp Craft, an entrance, entrance off of Bee Cave Road and then this is the new property on Westbank that has the 2-story office building at that location. The big advantage that we saw, we brought some images in choosing materials, provided shade and gave variety in the materials, unique ways to feature parts of the campus. This is the chapel at the very end. It has a smooth limestone front. The majority of the materials is 3-coat stucco to blend with the trees, there is a green color, light brown, are being used throughout the buildings with little accents. A feature of wood and limestone. Images are show of the plaza and campus. That was early in the design process to identify how to develop the property in the most efficient way. Walkways that connect buildings. We look at add future buildings. This image shows the master plan level and have done a study of the shape and size of future buildings. This is looking at the main entrance of the campus. This is an existing building, existing, these two buildings here is what Marie was describing. When we came on we identified early that wasn't the most efficient use. We would probably be replacing with two story buildings. The community building and a view from Westbank, the K-2 classroom building, the existing buildings that are in place and this is the community building. That property offers a benefit to the campus. It is a secondary entrance allowing 30% drop-off cars to be moved so the middle school could be brought in at that campus. We're starting to get the community building introducing ways to provide variety and we are asking for a larger size, 20,000 sq. ft. building, the community building and all grade level and not differentiate because we are asking for a larger building there. The same scale, height. The elevations has the look of two buildings and so we started to introduce a new material smooth panel cement that would give accent to the stucco to have the appearance of two buildings.

BDC Chairman Plunkett: On the layout to the right, the other entrance, where is the car pattern?

Chad: There are 2 curb cuts. The most efficient way and que through. The community has a long canopy and get to a plaza at the end and go around.

BDC Chairman Plunkett: Is there a connection?

Chad: For emergency vehicles. That is part of the original driveway. We will develop that as a pedes plaza. Emergency vehicles could come down.

BDC Member Tullos: People are turning right at the new entry. What about the people that turn left?

BDC Member Meisel: I think the city controls that; no left turn.

Chad: Through the whole process we've working with the traffic patterns. We've reached out to TxDOT and we have things to talk to you about.

BDC Member Meisel: I don't see how limestone or cedar effects a PDD. Our focus administratively is on the issue of this planned development and how that impacts the city.

BDC Chairman Plunkett: Building heights, impervious cover, that's probably the most practical to address.

Chad: Since 2002 and the first buildings, the way the heights have been adjusted in time, the scale are the same 2-story, same requirements for athletics, I'll go through the 3 new buildings. K-2 building is very flat. We keep the same approach that we've had in the past, 30'6" height. There is a little grade change across the building to have solar panels at the top. That building has the same floor to floor, max. 32' and then the community building is a longer building and stretches across maximum of 34'6". When we did the analysis of this we looked at what portion is above 30'. The K-2 1.6% is above 30'. It's just one corner that extends above that. K centers 4.6% above the 30' mark. For the community building the maximum is 34'6", 21.8% above 30'. We did these diagrams for you that show the line of the existing grade and see what parts are popping up. There is one little spot above. For the K centers the same 30' line struck the existing grade drops down.

City Planner Grundman: Our code allows for chimneys and things.

Chad: The community building you can see the portion happens where the use of the gym in keeping 24' clear but they are having to bring duct work into the building. We're trying to keep it lower as we can. That piece of building comes above 30'.

BDC Chairman Plunkett: Which side is that one?

Chad: One thing that we did with council, we did some studies from Westbank what does the view look like? Existing photos are rendered. The only spot you can see is from the curb cut there are trees that block the new parking lot. That is an existing building lien and that is the new building. The same scale.

City Planner Grundman: How tall is the existing?

Chad: It has a hip roof, just above 30' where it slopes up. If you got on the ridge. We are comparable in scale.

BDC Member Tullos: How far will the solar panels stick?

Chad: You won't see them because they will be on the top of the roof. They are up about 3-4' above the roofline.

Woman: They are under the 6' limit.

Chad: We are providing screen walls so no equipment will be visible. We are taking advantage for the height for the screen walls.

BDC Chairman Plunkett: One suggestion, the neighbors along the new building in the center campus, you've got neighbors to the right. Have you gotten feedback from them?

Chad: The school has reached out with a letter of intent.

BDC Chairman Plunkett: We care about what the impact is for neighbors for new buildings. If you can get a letter of support because they are the most affected.

Woman: Those are businesses in there.

BDC Chairman Plunkett: Have that information available. Good presentation.

Dan Hen is with Big Red Dog for traffic. What potentially what might help or hurt. You have small packet in front of you. Because the school was not increasing enrollment, we collected data in the morning and afternoon and because we not increasing, they will stay constant in the future. We collected data on the surrounding intersections where they are accessing the school and where they are coming from and going to when they leave. The impact on traffic patterns in the vicinity of the area. We are moving traffic to a new location is the impact part of the analysis. We are using existing trips and moving them to another spot. The new site plan we were able to back out how many of them will be coming from the school and who might use this driveway. Frankly they were a little disappointed we were going to have a bigger impact. The school has peaking so it exists for 15-20 minutes in the morning and out in the afternoon which lessens the effect. We were technically trying to move these cars than solve West Lake Hill's traffic problems. Later you see a very detailed table where we look at every movement and delay to assess the change. Through our work in discussions with TxDOT and the school what we found is the additional access means turn movements at Bee Cave Road and Camp Craft Road, we are disbursing the nature of the turn movements. While waiting for the TxDOT project, those signals are not coordinated they are not detecting vehicles. We're making improvements until we get detection back. We can't respond to that without the detection. We've also talked to TxDOT at the Westlake Drive intersection. They are aware they could provide relief to Westlake Drive. TxDOT controls the signal timing. They don't have the incentive to do that. That's all I had and I think Marie is going to finish up.

BDC Chairman Plunkett: How should I be reading this table?

Dan: We studied 7-9 a.m. and 4-6 p.m. the peak of the school, 2:45 and 3:45 and peak of the surrounding roadways 4-5 and added those on top of each

other. By isolating with the worse of the afternoon peak period, if they moved their dismissal time to 4:30 this would be the biggest impact the driveway location would have.

BDC Chairman Plunkett: Since you know what your traffic pattern is, show us what it's going to do.

Dan: The minimal impact that we showed kind of conveyed to us that it would should a little better.

BDC Chairman Plunkett: AM hours?

Dan: 7 to 9 and the peak was 7:00 to 8:00.

BDC Chairman Plunkett: Peak hours, there are other peak hours? As you go forward that would be helpful. From my prospective everything moves smoothly unless somebody is going straight to West Lake Drive.

Dan: Part of the reason is the lack of coordination. At Westbank Drive, cars backup from there. The model is not seeing that blockage. If everything was clear there is capacity to get through. That is a major solution to the existing issue.

BDC Chairman Plunkett: It makes me skeptical to this chart. That situation won't change until Bee Cave Road is done and they will do a better job but for the next 2 years.

BDC Member Meisel: We can fix tomorrow with a right turn only. If you adding additional access off of Westbank, there is no reason to be blocking Bee Cave Road. That has needed a right turn only I suggested back in 2009 and that this become a right turn only on Bee Cave Road.

Marie: In the morning is it right turn only.

BDC Member Meisel: I don't think it's appropriate because 3 people want to come out of a private school to Westlake Drive. It creates interference to public streets.

Dan: The impact does get better with this project.

BDC Chairman Plunkett: Your analysis doesn't address that. There is the guidance for the other meetings. I get this is all accurate data. It may not be addressing the problem.

Marie: Did you mention the percentage of traffic?

Dan: We did determine what percentage Trinity contributes is less than 10%, more like 2 and 3%. The overall impact on the cueing is minimal.

BDC Chairman Plunkett: You're missing the point. Everybody believes Trinity does it's just that one specific situation you'll have 50 cars on Westlake Drive and watch the light change and not a single car go through. If it's disbursed, they can block that whole green light. That's the one issue you'll get a lot of concern about.

BDC Member Tullos: I also a question about the assumptions of who is using the new driveway? Do you assume the middle school traffic will go over there?

Dan: The pick-up and drop off that don't have elementary school siblings.

BDC Member Tullos: How are you going to make those parents to go there if more convenient on the other side?

Dan: You can see the kid from both places.

BDC Member Tullos: You're going to make the kid go over there.

Dan: You're asking the same question I did. Enforcement is, we're going to have the kid's line up in those two specific areas.

BDC Member Tullos: Your first parent complaint about that, eventually unless there is an agreement that the city won't let us do this. Eventually that will fold to parent pressure.

Marie: We have a very specific carpool pattern that we require parents to flow. There always will be complaints. We have it written and ready to go when we have a 3rd entrance. Who can pick up at which site?

BDC Member Tullos: I will tell you I have sat on Camp Craft waiting for somebody to turn left where it says no left more times that I can count. It's an imperfect system. I think that's human nature.

Marie: We do call the police and tell we have parents that are being uncooperative.

BDC Member Meisel: We don't know the impervious cover; enrollment and variances being requested. If we're going to prep you guys for ZAPCO. Get all these charts on the screen. All this paperwork has to be with print that will be visible. I couldn't read anything on here to get your program going. At ZAPCO, you will give only five minutes to present. We've been here 45 minutes and don't know the impervious cover. Again what was learned about the traffic study is thorough but incomplete. I am going to reiterate my personal commitment for right turn only. No left turn off of Bee Cave Road onto campus. The one thing I notice students take field trips, I don't see provisions for buses.

Marie: They load right in front of the school.

BDC Chairman Plunkett: Which entrance?

BDC Member Meisel: What is enrollment?

Marie: 534 students.

BDC Chairman Plunkett: Just as guidance, I wouldn't go too much over it. You need to address the issue of Westlake Drive. That's a hot button.

BDC Member Meisel: The land was there. The height ordinance are there. There has been variances granted to go 30'6" back in 2010 for two of the buildings. If we got PDD that wipes out the variance but certain we are not going to make you cut off 6" of the building. My understanding, when you sit down to design the building you have to consider the legal environment on how you designed. I'm troubled that we want to go up, 30' is 30'. The lot is there. There is no constitutional right to a 24' ceiling in a gym. Much as it is good to have a building exactly the way you want, our legal restrictions is the same as the budget. It would be nice to have an additional \$2M and I find that very troubling. You have to show a hardship. You had that prior variance granted. When you go forward with new structures we have to observe with more care the legal environment and limitations.

BDC Member Tullos: There has been a lot of concern on ZAPCO of design driven variances.

BDC Chairman Plunkett: Unfortunately it is a requirement to have a hardship. We'd have to see. What would that be?

Woman: The diagrams show the buildings and existing buildings of the impact of the change in the calculations. They were compliant at the time.

BDC Chairman Plunkett: The existing buildings are not the issue. The purpose of the ordinance is not to have buildings ticking out.

Woman: Because the height calculation has change it is more restrictive. The existing are what they are. We've made a similar diagram they are much less than.

BDC Member Tullos: That legally is not relevant.

BDC Chairman Plunkett: It's common sense but doesn't help us with what is the hardship. We are constrained by that.

Chad: The schools use of needing to have a gym that needs requirements, a normal gym that is all we're asking. We can go back to pull it down a little more to minimize?

BDC Chairman Plunkett: The height of the previous building at the top?

Chad: 36-37'. The nature of the buildings on the campus, it's more restrictive now.

BDC Chairman Plunkett: There have been wanting to build a beautiful house that is 45' and that's what they want to do. That's outside the ordinance. It's a design driven hardship. It's got to be something about the terrain. There has to be a reason for it.

BDC Member Meisel: In reality, even saving a tree, it's always going to be a big mitigating factor. You're going to get wrapped up in ZAPCO as well as city council. It sounds simple but we have priorities.

BDC Chairman Plunkett: That's the only location you can put it because we do trade those off. A terrain restriction.

Dave: I want to plant the seed as a land use. We've had meetings and the PUD or PDD variance as a code deviation. While we need from a legal standpoint some rational and justifications is not the same as a variance. I do want to suggest that. I do want to plant that seed.

City Planner Grundman: To that point, any zoning act is a discretionary.

BDC Member Meisel: The PDD is an ordinance and repeals any pre-existing. As a point of reference for ZAPCO in particular, we are simple people here, it helps to point out in the norm of how our city is regulated, the PDD will allow the height, it is more than the norm.

BDC Chairman Plunkett: It might carry some weight. The height variance is an issue.

BDC Member Meisel: A height deviation from norm. How about impervious cover?

Chad: Impervious we are within the regulations.

BDC Member Meisel: Is that new parcel the office building looks to be over 50%.

Chad: Our impervious cover calculation is 30% of the site.

City Planner Grundman: The first 2 are the size of the buildings, 3-5 are heights, setback encroachments and extending the window to two years.

BDC Chairman Plunkett: Which side yard setback?

Chad: The side yard.

City Planner Grundman: How far is the existing building and two new buildings from that side?

Chad: Outside of the setback. We are not continuing on that side at all. The position of this building was to make sure all the largest in front of the building and use the existing for the new building and we take it straight back. It is not wider than the current building. We want to keep that view from Westbank the same.

BDC Chairman Plunkett: I would highlight that.

BDC Member Meisel: 24 trees?

BDC Chairman Plunkett: Those are sitting under the new building?

Chad: This drawing shows in the red the location of the trees.

BDC Chairman Plunkett: They were in the parking lot.

Chad: They are behind that building. Because these are in the area where the setback. We've done a plan to show that we can replace across the site and have a screen off of Westbank and provide additional across the campus.

BDC Member Meisel: Any screen is a good thing.

BDC Member Tullos: Yellow is the plants?

Arborist: Minimal of 3".

BDC Chairman Plunkett: 6" and above haven't survived well. Just some guidance.

BDC Member Tullos: We've had people want to put in shrubs.

Arbor: The majority are 3" or 4".

BDC Chairman Plunkett: The big cluster at the end of the field?

Arbor: That's a good place to revegetate and it's got irrigation there. We could fit a good quantity there.

BDC Member Tullos: Could we see the other side again please?

BDC Member Meisel: Is there a min requirement for parking spaces?

City Planner Grundman: Based off the occupancy, 1 for every 4 people at the site. They are well over parked. 150 is required but you have 260.

BDC Chairman Plunkett: Why do you need the new parking lot?

Chad: School falls under $\frac{1}{4}$ of the total capacity. 675 total cap divided by 4. We are providing.

BDC Member Tullos: How many now?

Marie: About 200. For older visitors.

BDC Member Tullos: How many spaces are in the new parking lot?

Chad: 46-48 spaces.

BDC Member Meisel: That's one tree per 2 spaces. I'm seriously troubles taking out that many trees to provide parking for a few hours once or twice a week so somebody can watch a lacrosse game.

BDC Member Tullos: What's the word, over parked.

Chad: 1 per 4 is not accurate to what a school needs. Currently they are desperate for spaces.

BDC Chairman Plunkett: Cutting down trees is a tough thing.

BDC Member Meisel: You're over-parked and desperate for spaces?

Marie: The elementary school uses.

Chad: It is how the code requires it.

City Planner Grundman: How do you normally do schools?

Chad: Depends on the grade levels. 1.5 spaces per staff.

BDC Chairman Plunkett: We're not going to solve it here but heads up.

Chad: That number for AISD they were using a lot of parking on the street. We don't have that option.

BDC Chairman Plunkett: You're wanting a new parking lot and cutting down trees.

BDC Member Tullos: You have all those nice covered walkways.

BDC Chairman Plunkett: You need to work that through.

BDC Member Meisel: Reduce the enrollment of 75 students would take care of the parking issues. That is a variable here that doesn't require cutting down tree.

BDC Chairman Plunkett: I don't think anybody on council will want you to decrease your enrollments.

BDC Member Meisel: when I was hearing you at that time. We're at 534. That was a policy decision. That was management.

Marie: That was the number of maximum enrollment down the road.

BDC Member Tullos: If you had 16 more students and you were fully enrolled, 16 additional children doesn't mean you're going to add staff.

Marie: Parents are on campus frequently as well as Eanes.

BDC Member Tullos: You already have parking and you're talking about taking some pretty trees.

BDC Chairman Plunkett: They are in that zone on Westbank Drive and are more visible. That will be a point of concern. I hope you had fun and got some guidance. I wish you suggest in going forward. When we do hear that ZAPCO had concerns and things were adjusted, that is helpful.

- c. Public Hearing: All persons wishing to speak for or against shall be heard.

Dan Ahearn and parent. It's been an honor to be part of the school. We are looking forward to what is best for the kids. The school community and the city how they work together has been fun to see. We've enjoyed that as a family. Seeing community members being on campus, I can speak very highly of these plans and appreciate your time tonight and what you do and look forward to many years of trinity students coming through.

Dale Blankenship: I know Dan did a great job on the traffic analysis. What would the impact be of moving the traffic? I've had quite a few conversations with Ryan at TxDOT. We all should be patient and let them finish the project. Once they get the lighting right a lot of this will go away. I went out and watched and tried to future what the patterns were doing. I took pictures on any given day. If you look at the first picture there is a green light and both cars on in the middle of the intersection. That is Bee Cave Road traffic and that happens 2-3 times during that hour. In the front, the white car, he's trying to right and we have cars going straight or left. In the afternoon they are trying to go to the West. If we were to take every car to right, they will want to turn around and go back which will compound the problem. This situation what a lot of our people do is scoot around them. While the trinity people are doing is trying to get through the intersection. We have zero traffic coming out during that break. We're still getting people blocking the box.

BDC Chairman Plunkett: I don't see how that's helping your argument.

Dale: I think a solution is putting signs that say do not block this intersection. Then the police can enforce it. The sign will solve this.

BDC Member Meisel: That's TxDOT's jurisdiction. TxDOT is jealous about their jurisdiction on Bee Cave Road.

BDC Chairman Plunkett: I'll raise that with the chief as well.

Dale: These are from the same day. Those people had to wait 2 to 3 changes. When there is nothing happening. Buses are lined up and they can't move. The only solution is do not block the intersection. If you will help us get this project, we are moving traffic away.

BDC Chairman Plunkett closes the Public Hearing.

- d. Deliberation and action.
3. Adjournment. Chairman Plunkett.

Meeting is adjourned at 6:50 p.m.