

MINUTES OF ZONING AND PLANNING COMMISSION
PUBLIC HEARINGS AND REGULAR MEETING
CITY OF WEST LAKE HILLS, TEXAS
March 21, 2018
6:30 P.M.

PRESENT: ZAPCO Chairman Robert Meisel, Vice-Chairman Les Gage, Commissioners Kathy Tullos, Rhett Hoestenbach, Bill Vandersteel, Sarah Swanson and Laurie Maccini

ABSENT: None

1. Call to Order. Chairman Robert Meisel.

Chairman Meisel calls the meeting to Order at 6:30 p.m.

2. Consent Agenda: The following items are considered to be self-explanatory by the Commission and will be enacted with one motion. There will be no separate discussion of these item/s unless a Commission Member or citizen so requests.
 - a. Approval of the February 21, 2018 Regular Meeting Minutes.
 - b. Request to Postpone. Land Use: Variance request to encroach a side building setback for an addition at 14 Sugar Creek Drive. (Section 22.03.281 of the West Lake Hills Code.) Applicants Scott and Elisabeth Kelly.

CHAIRMAN MEISEL MOVES ITEMS 7 AND 8 TO CONSENT.

VICE-CHAIRMAN GAGE MOVES TO ACCEPT MOVING ITEMS 7 AND 8 TO CONSENT. COMMISSIONER SWANSON SECONDS. UNANIMOUS (6-0) APPROVAL.

Commissioner Tullos: I wasn't at BDC but on Page 2, where you are talking about Pearl Snap, its clever; not clever.

COMMISSIONER TULLOS MOVES TO APPROVE. COMMISSIONER VANDERSTEEL SECONDS. UNANIMOUS (6-0) APPROVAL.

3. Land Use: Variance to remove three trees larger than 14 inches in diameter (15 inch Cedar Elm, 15 inch multi-trunk Cedar Elm and 15 inch Live Oak) at 5001 Rollingwood Drive. (Section 22.03.304 of the West Lake Hills Code.) Applicant Brad Walters.
 - a. Staff Briefing.

City Planner Grundman: You saw this item last time and it was postponed because you wanted more information, layout of the house instead of a box. Applicant has done that. A proposed footprint is in there. As a reminder, they are asking for 3 trees, a 15" Live Oak a 15" Cedar Elm and a multi-trunk 9" and 10" Cedar Elm.
 - b. Presentation by applicant.

Brad Walters is the applicant. I would just like to point out that the 3 trees requested, 2 of the trees were looked at by an independent arborist and recommended to be removed and the city suggested we come in and ask for variances to remove T-11 & T-30, both Cedar Elms. T-29 is the Live Oak right in the buildable area on the footprint. You heard my presentation last time. I'm happy to engage into a discussion.

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

Chairman Meisel closes the Public Hearing and reconvenes the meeting.

- d. Deliberation and action.

Commissioner Vandersteel: I want to make a couple of comments. T-30 looks like it is under a larger Cedar Elm. By removing it, it won't leave a big vacant space. It's populated with other trees. That's a nice thing. That is pretty much in the middle of the buildable area. The benefit there is that you have a lot of property to fill up with screening.

Commissioner Maccini: You're taking the driveway on Rollingwood Drive where previously you had it on Ridgewood? You'll still have a Rollingwood address?

Brad: Yes.

City Planner Grundman: The address isn't changing. He would just have to remove the other driveway.

Commissioner Vandersteel: It meets the requirements.

Chairman Meisel: We're not here to discuss driveways.

Commissioner Maccini: I want to understand how the house was going to be placed on the lot and the effect of the tree variances.

Commissioner Hoestenbach: I remember this from last time, everyone was in favor that he came up with; just the lack of drawing of the house. It is a corner lot; there is not a lot of room to put a house on this lot. To me it looks like a fine plan.

Commissioner Swanson: They've done a good job with a smaller lot.

COMMISSIONER VANDERSTEEL MOVES TO RECOMMEND APPROVAL. COMMISSIONER HOESTENBACH SECONDS. UNANIMOUS (6-0) APPROVAL.

4. Land Use: Variances to remove two trees larger than 14 inches in diameter (T-171 – 14 inch Juniper and T-266 – 18 inch Juniper) and allow off-street parking for the renovation of an existing residence at 1406 Circle Ridge Drive. (Sections 22.03.304 and 22.03.175 of the West Lake Hills Code.) Applicant Kathryn Stevens.

- a. Staff Briefing.

City Planner Grundman: The original request had three trees but she scaled back to two, T-171, a 14” Cedar and T-266, an 18” Cedar and the other variance is to allow the second driveway cut in the front driveway setback to allow for a safer access when backing out. There is an existing house that the applicant is proposing to remodel and construct a new pool. In your packet you have an e-mail letter of support.

Commissioner Swanson: Could you repeat the numbers on those trees again?

City Planner Grundman: The trees are T-171, a 14” Cedar; T-266, an 18” Cedar.

b. Presentation by applicant.

Kathryn Stevens is the applicant with an overhead presentation. I’ve grown up here in Austin and lived in Rollingwood. I’ve been a West Lake Hills resident for the last 13 years. I’m an avid dog walker. Before becoming a real estate investor I was with Apple. I’ve walked many of the streets in West Lake Hills. I have become particularly fond of this house and had admired it as a diamond in the rough. As a big fan of West Lake Hills in its current state, I’m not a fan of the tear down disease. I thought it had a lot of opportunity. Both in maintaining it and as an investor. When it came up on the market in August I spent two months bidding on it. It is a crazy way to buy a house. An interesting way to buy and sell a house. Interesting enough on Halloween night I won the house. That was a major rain storm and we had to end trick or treating. After I won the house I closed on the house January 20th. The last two months I’ve been working with my team. I’ve got the architect and landscape designer here. The first thing I did upon acquiring the house was communicated with the neighbors. It’s been empty for four years. I thought it would be important to communicate and let them know who I am. I also let them know that I was intending to put a half-circle driveway and need a variance and to please address any concerns to me. A couple of pictures are included. The front view is shown. It is a 1.325 acre lot. It has air conditioned space of 5,100 sq. ft. The garage is 1,100 sq. ft. The back is a 3-story house. We are redoing the septic system. I don’t find it appropriate for this house area. The tank size is out of code. We are needing to update the tanks as well. A new system is under the second story deck. Access is difficult. The neighbor has a gated driveway that is on the setback on that side. I would not have access to use that driveway. There is a propane tank at the end of the driveway. The only access is if you’re looking at this view. The orange flag is to go to the right of that side and all the way around to be able to move heavy machinery for the septic and add a pool. Why I’m here is for the tree variances and the driveway. Tree T-171 is in the fire safety zone. Pictures are shown. T-266 sits in the back near the pool location. A significant portion of the root zone would be destroyed and we wanted to salvage it and a 9” Spanish Oak which we were wanting to save. The topo is shown. We have 322 trees on the property; 58 are 14” or greater. The landscape plan is shown. Plantings are shown. The driveway is very narrow. Circle Ridge is less than 15’ wide. It is a substandard road. There is a large drop off cliff. It is very unsafe to back out of this driveway. It will have minimal impact on two trees. I was trying to

speak as fast as I could. I'm not trying to omit any important information.

Chairman Meisel: We're not here to hear about walking dogs. We're here to know about the hardships. You make the decision on how to use your time.

David Manning is the architect. I've been here since 1991. The reason I believe in this request the driveway does not appear to be safe and to have additional parking for a 5,000 sq. ft. house, 4-car garage, it makes sense. It would be pretty. Ms. Stevens is investing in beautification. It will only be prettier.

Vice-Chairman Gage: West Lake Hills is opposed to double cuts on lots. There are many that have a single driveway. I have one across the street from me and there were 13 cars in the driveway. We're trying to avoid that.

Kathryn: I would also suggest visiting this house certainly trying to pull in the driveway.

Vice-Chairman Gage: You put a "T" in there so you have a way to come out.

Commissioner Tullos: Which is what I have at my house. That's why Les is talking about not backing out.

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

Brian Baughman is the landscape architect. One of the things we like about the driveway, as a family moves into this size, they have a space to park their cars. We intentionally tried to minimize the impact on the environment as well as creating a circle drive that was functional. We try to keep it as dense as we could and to safely move through the space.

Chairman Meisel closes the Public Hearing and reconvenes the meeting.

- d. Deliberation and action.

Commissioner Tullos: There is a 4-car garage. Interior covered parking.

Commissioner Vandersteel: That's a lot for a lot this size.

Commissioner Swanson: I did drive up to see the house. It wasn't easy to turnaround. One thing that is in your favor is there isn't a lot of traffic.

Commissioner Tullos: We have a hammerhead on our driveway. We do have traffic on our street.

Commissioner Vandersteel: You provided a very detailed package. We're well informed. We had already read or seen. Don't feel slighted; we've seen this already. I'm looking at the site plan, a 4-car garage?

Kathryn: It's a double 2-car garage.

Commissioner Vandersteel: There is no need to back out. There is a hammerhead there so you can drive straight out. That is more parking than most have right off the bat.

Kathryn: It was built in 2002, large SUV's have gotten larger and I don't know if it will fit 4 true cars.

Commissioner Tullos: Those are preferences on the part of the owner. We look for a hardship. Like my lot goes at a crazy angle. I don't see anything here that is as hardship. As for the pool, I don't see evidence about why the pool can't be a little smaller and save a tree. I don't see a need for an additional curb cut and no hardship which is what the code requires.

Kathryn: We selected the flattest portion of the yard. We chose to sacrifice the Juniper rather than the Spanish Oak.

Vice-Chairman Gage: The pool stays the same size?

Commissioner Vandersteel: Which tree is the Spanish Oak?

Kathryn: T-380.

Commissioner Vandersteel: I want to make a suggestion. First of all, we're highly unlikely granting a second curb cut. However, I've just made a quick note. Use the plan you want to do; have a hammer head. It should give you what you need to do. We had somebody came by that wanted a circle with a fountain.

Kathryn: We're not impacting the trees, the video would show how extremely limited impact that would have.

Commissioner Tullos: Limited vegetative impact is not a hardship that the ordinance calls for. You have to go back to that standard.

Kathryn: I would ask this group to take a little bit of consideration I'm trying to resurrect a house that has been an eye sore. I'm trying to do something better. Honestly I have deliberately gone out of my way to reach out to them to do the right thing in every step that I've made.

Chairman Meisel: Every applicant is trying to do the best. We need to move on.

Commissioner Swanson: I wouldn't have a problem trading a Juniper for a Spanish Oak but I can't support the second driveway cut.

Commissioner Vandersteel: The roots, the Juniper makes a huge mess for the pool.

Commissioner Maccini: I live on Reveille which is very busy. As far as the trees, there isn't a hardship. The pool is lovely. Is this for resale?

Maybe the battle is with the owners instead of you adding that now. They could trade out the pool for themselves. There is not a hardship.

COMMISSIONER SWANSON MOVES TO RECOMMEND DENIAL FOR THE CIRCULAR DRIVEWAY AND REMOVAL OF TREE #171. COMMISSIONER SWANSON ALSO MOVES TO RECOMMEND APPROVAL FOR THE REMOVAL OF TREE #266 WITH THE CONDITION THAT TREE #380 NOT BE DISTURBED. COMMISSIONER VANDERSTEEL SECONDS.

CHAIRMAN MEISEL ASKS FOR A VOTE: ALL THOSE IN FAVOR TO DENY THE CURB CUT AND REMOVE TREE #171, BUT ALLOW THE REMOVAL OF TREE #266. APPROVED (5-1). COMMISSIONER MACCINI OPPOSES.

5. Land Use: Variance request to exceed 25% maximum impervious cover for renovations to an existing deck at 102 West Spring Drive. (Section 22.03.281 of the West Lake Hills Code.) Applicant Douglas Kurtz.

- a. Staff Briefing.

City Planner Grundman: The proposal is to rebuild a deck that is already there. The lot is 44.4% impervious cover. They have proposed 2 options. One is a covered deck and uncovered deck. Uncovered would raise it by 1/10th of a 1%.

Chairman Meisel: They are already over?

City Planner Grundman: They want to remove and rebuilt. It triggers a variance request.

- b. Presentation by applicant.

Applicant is not present.

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

Chairman Meisel closes the Public Hearing and reconvenes the meeting.

- d. Deliberation and action.

COMMISSIONER TULLOS MOVES TO POSTPONE. COMMISSIONER SWANSON SECONDS. UNANIMOUS (6-0) APPROVAL.

6. 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: This is a proposed amendment to a PDD. It would take the entire property with a PDD with a base zoning of GUI

which is partly zoned GUI and on Westbank, which they recently purchased, is currently zoned B-1. This would incorporate everything into the PDD. The proposed PDD has outlined 27 code deviations, so 19 of those 27 would be trees that require a variance. That's the difference there. We've been going back and forth. They've revised their application throughout the process. There are two e-mails supporting their project.

Chairman Meisel: What does staff say about height?

City Planner Grundman: It would be closest to Westbank Drive. They could sink it down and comply with the height. They were trying to comply with the height when they originally built the buildings. The height used to be calculated through average natural grade. Now natural grade period. The building follow the lot. The existing building complies.

Vice-Chairman Gage: Talk about the change in parking.

City Planner Grundman: Proposal has 254 total spaces. The addition on Westbank has 73 spaces. They are adding that number of spaces. Technically by code they would only need 169 spaces. They are over-parked and that was a concern of mine as far as impervious cover.

Chairman Meisel: This would serve the athletic field?

City Planner Grundman: The new parking and the new building.

Commissioner Tullos: How is this different from what we saw before? We saw this last month?

City Planner Grundman: They requested to postpone last month. The reason they were working on amending the ordinance. It's not that much different. They clarified questions Laura and I had for them.

Assistant City Attorney Mueller: We reviewed it. It did go to BDC in February.

b. Presentation by applicant.

Hardcopies of a Powerpoint presentation are passed out.

Marie Kidd is presenting the master plan PDD. This is a result of a 2015 purchase of a 2 acre parcel with an aging office building that adjoins our current property. That plan is based on two guiding principles. One, we are K-8 school model and no high school on this campus. Two, we believe our school has reached the optimal size to maintain the quality of education to the community and meet our vision. We will not add or increase enrollment. No additional core classrooms. The plan we put together called for the master plan to do these things. Develop additional access and parking to defuse the traffic from Camp Craft and Bee Cave entrances. It provides for enrichment of arts, and music programs. Maker spaces in a corner of a computer class room. This is also to create innovation and education including hands on learning spaces instruction. Labs and technology spaces. We listened very carefully to the BDC

comments and continued to address the concerns there. Before I introduce them, there were a total of 3 letters from neighbors. I'd like to turn this over to Chad Johnson.

Chad Johnson: I personally have worked with Page with the master plan since 2002. We've been in front of you many times and we're proud of the campus we've designed and the goals of the city to keep the natural environment. The master plan is 3 buildings. Bluehouse Hall, Keller Hall maker space, library, shared spaces, labs, and C the new community building. In the master plan there is a 1 story building being replaced with 2 2-story buildings. The community building will be replaced by Trinity to the west over a parking lot area. They are to offset the parking on that center piece. A part of the master plan, was that Trinity was able to purchase 950 Westbank Drive and improve traffic by adding a 3rd entry to the school. Pickup and drop off will be on Westbank Drive. We are using the 950 Westbank as an pickup and drop off area. We've been careful in the placement of the buildings to try and minimize the impact on the site. We are replacing new buildings on top of existing buildings and parking areas. Currently there is a 1 story and this, the proposal, two 2 story buildings which is currently a playground for the school. The playground area is in a more secure location. A second gym and fine arts, music and a business office. This is also placed where it is over an existing footprint or parking. We are identifying the building heights. This is a diagram of Bluehouse Hall. When we came at BDC we were asking for 30'6". We went back we could try to keep and reduce the building by 6". 100% is below GUI zoning. The K centers we were asking for 32'. That was 4.5% above the 30'. Go back and try to get the building down below. We reduced 31'6". We are asking for 2% of that roof area that is above the 30'. The green are mechanical screens. This has one little corner there that we would have to push the building down. The community building has 34'6". That number is needed for the use of that building. The gym that requires 24' for volleyball and a depth for duct work to serve that building. The academic building is below the 30'. 15% is primarily in the gym location. We gave a preview to Council to show the new community building from Westbank Drive. We measured the ridge at 39' above existing grade. We are going 34'6" you can see clearly is keeping in the existing ridge. Just pulling back a little bit further you can see protected trees and new trees along that front. We went back and reworked the new parking lot area. We heard clearly to protect the 14" trees and to do so remove parking spaces. 48 spaces. We reworked all that. We reduced to 42 spaces and 3 trees for removal. Overlaid in green all the existing trees to remain. They are shaded darker are 14" or larger trees. I'm going to hand it over to the traffic. We want to share a lot of study. I'll bring Dan Hennessey.

Dan Hennessey of Big Red Dog. We did a traffic analysis. We are not adding enrollment and reorganizing it to the new Westbank driveway. 30% of the traffic could be moved. The traffic impact didn't tell us much. We heard loud and clear that we needed to improve the Bee Cave Road situation there. We did the observations. We have about 10 videos we should have samples of all of that. They are still on schedule. That would be completed before Trinity is under construction. This is the signal timing. There is 100 second cycle. 76 of those are to Bee Cave Road. Only 24 are Westlake Drive. When the TxDOTTXDot is done 75

seconds will work. All of that traffic can be served in 45 seconds for Westlake Drive traffic. We're happy to answer any questions.

Commissioner Vandersteel: The yellow is what that signal shows and red is the period of all red time.

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

David Osmeyer represents the office building north 2A and 2B. With the school we have a UDA and there is a clause in the agreement that gives us the right to consent to any redevelopment. When are we able to give that right to consent?

Chairman Meisel: Did the City of West Lake Hills sign off on it?

Assistant City Attorney Mueller: I would have to look at it. We believe the triggers have not been met to have their consent be required. We can look at it before it moves forward. If it is the same one, the triggers haven't been hit. The issues will be between them and Trinity.

Chairman Meisel: We're not able to make the ruling here. It's among the lawyers.

David: I would like the opportunity given the right to consent? I'm not saying we're against it by any means, we want the right to consent. When am I afforded that opportunity?

Chairman Meisel: Your lawyers need to answer that. Before it goes to council and after. Get with your attorneys and have them intervene as they deem appropriate. We don't have the document here. That's good it's recorded but it is not before us tonight. Again, your attorneys need to contact the city attorney and council and intent to exercise your rights.

Commissioner Vandersteel: We are an advisory body that makes comments with the zoning in West Lake Hills and that's why they're here. Zoning issues this is the time to do that. If that is your concern.

David: I'll get with the city attorney and discuss the triggers.

Michele is a West Lake Hills resident off Redbud. I'm a Trinity parent and represent many parents. The plan that was developed in 2016 was deeply considered. We felt like it reflected a school that would deliver on the mission it is. We are excited about the traffic analysis.

Vice-Chairman Gage: Of the population of Trinity, what percentage is West Lake Hills?

Michele: About 30 something.

Chairman Meisel closes the Public Hearing and reconvenes the meeting.

- d. Deliberation and action.

Chairman Meisel: I do have a traffic question. Has TxXDOT committed to that 75 second site?

Dan: There is no need for this to be more than 45 seconds. Most traffic will keep them as small as possible.

Commissioner Swanson: It giveshas Trinity more time to exit?

Commissioner Vandersteel: We can never reduce?

Dan: A larger portion.

Vice-Chairman Gage: That could?

Commissioner Hoestenbach: It is the TxDOTX DOT that is going to reduce the traffic or your improvement?

Dan: TxDOTX DOT.

Commissioner Vandersteel: How does that happen with the parents? How is that going to be directed?

Dan: If parents show up to existing driveways. They will be willing.

Vice-Chairman Gage: One thing I hear is the traffic existing from the school tying up Westlake Drive. That is your biggest obstacle?

Dan: How many people are making a turn from Westlake Drive? The ratio is 3 to 1, so there is some conflict there. It is at certain time periods.

Commissioner Swanson: It adds 20 minutes, just at the Westlake Drive light, during Trinity's afternoon school pick up. We experience that every school day. They have downplayed that as an issue. Chairman Meisel said at a ZAPCO hearing nine years ago that Trinity's Westlake Drive exit needed to be made "right-turn-only." At that hearing, a Trinity representative said, "We'll look into that." From what we can tell from the City's records, Trinity never followed up. It has tried it's best to avoid having to address the issue of the serious traffic problems it causes on Westlake Drive. When I visited with Trinity representatives in February, one of the representatives said that she had made the mistake of returning to Trinity one day via Westlake Drive when Trinity was letting out. She talked about how terrible the traffic backup was on Westlake Drive. When I replied that I was relieved to hear that she understood the problem, and would understand the need to have the Trinity exit driveway there be right-turn-only, the Trinity response was that they had polled their parents about that, but that the parents liked being able to exit straight onto Westlake Drive in the afternoon. Their parents liked that privilege and they didn't want it to change. Trinity traffic creates an oversized burden on traffic in the City of Westlake Hills. During Trinity's school pick up times, it brings traffic on Westlake Drive almost to a standstill. It is unreasonable for Trinity to expect that this Commission would recommend the allowance of any more intense development of Trinity property, in light of the traffic burden that Trinity already creates for the people of West Lake HillsIt adds 20 minutes just at that

light. We experience that every school day. They have down played that as an issue. Meisel said Trinity needed to be right turn only and we'll look at that. Trinity is not addressing that and everything is to avoid addressing that. I visited with you all. In that 3:30 timeframe you will experience that. We'd like to see you either close that and make it a permanent right turn only. The response was we did a pool of our parents they like the exit. It is an oversized burden on West Lake Hills to expect this board to grant any additions to development on the campus that would add to that burden.

Commissioner Tullos: I want to second that. I was at the BDC meeting and we did have discussions and responses on that. The parking lot and that is a separate issue. Putting those aside, one thing that was discussed at length is exactly what Commissioner Swanson is the left in and out of Trinity. I realize you are shifting to Westbank. The library has a lot of traffic.

Commissioner Swanson: Westlake Juniors, seniors, and the kids in intensive sports can arrange their schedules to leave school every day at 3:19. So, lot of Westlake High traffic occurs at the same time that Trinity is letting out. Similarly, very large numbers of Westlake High students come to campus throughout the morning, during Trinity's morning drop off times.

For Trinity to add a Westbank Dr. pick up and drop off location would be the most irresponsible thing that I can imagine for West Lake Hills traffic. Westbank is a main arterial for the City. Anyone who has been on Camp Craft during Trinity drop off or pick up knows that there are often lines of Trinity traffic stopped on Camp Craft. You can't fit all of the cars for Trinity's drop off and pick up onto Trinity's property, so the parents line up on one side Camp Craft, and sometimes—at the same time, in the opposite lane on Camp Craft—Eanes Elementary parents are also lining up to drop off or pick up their children. It makes it extremely hard for through traffic to move on Camp Craft. If Trinity is allowed to use Westbank as a location for school drop off and pick up, we should expect that the same problem will occur there. But it will be more serious, because Westbank is a major arterial for the City. Having traffic line up on Westbank will cause problems for both Westbank and for the lanes on Bee Caves Road turning onto Westbank. If Westbank is stopped, the lanes on Bee Caves that can be used to turn onto Westbank will also be stopped.

I drive on Westlake Drive, to the light at Bee Caves Rd., and then right onto Westbank Dr. on a very regular basis. In some years, I have had 3 children at 3 different EISD schools. (My youngest child chose to transfer to Cedar Creek Elementary, on Pinnacle, where she had a lot of close friends, instead of going to her "designated" school, Eanes Elementary). In the years that I had children at 3 different EISD schools, I drove that route an average of six times per day, solely for school drop offs and pick ups. Additionally, that's the route I take to get to the cleaners, to People's pharmacy, to church, to Target, and to the mall. I drive that route a lot. Here's what I know. If you're traveling that route in the morning, when traffic exiting Trinity at Bee Caves Rd. is limited to a right-hand-turn, traffic on that route isn't bad, until you reach Pinnacle.

In the morning, Westbank Drive traffic heading toward 360 becomes gridlocked when it reaches Pinnacle. And that doesn't only happen just before the main Westlake start time, at 8:50, it starts happening hours earlier. Many Westlake students are required to attend practices before school (e.g. students participating on many sports teams, in band, in highline, etc.). Teachers and staff are also required to arrive long before the regular school start time. And most teachers offer tutoring sessions before school, so a lot of students arrive before school for tutoring. There is a crosswalk on Westbank between one of the major teacher/student parking lots and the 9th Grade Center. When people are crossing there, which happens almost continuously throughout certain morning hours, traffic going both directions on Westbank, near that point, comes to a standstill. If Trinity has a Westbank exit, the question needs to be asked, how can it possibly be accommodated with the existing Westlake High School traffic?

I said that traffic flows well on Westbank heading toward 360 during morning hours, until it reaches Pinnacle. However, during morning hours, traffic flowing the opposite direction on Westbank, toward Walgreens, is horrible!

In the morning, and in the afternoon when Westlake High lets out, traffic on Westbank heading toward Walgreens is almost at a standstill. On an average day, the traffic is so backed up that a steady stream of cars shoots through the Breed & Co. parking lot to get from Westbank to Bee Caves Road. And people who don't cut through the Breed & Co. lot, but want to take a right on Bee Caves Rd., start driving along the shoulder on Westbank. And to accommodate the cars driving on the shoulder, people in the main lane of cars, heading straight or turning left at Walgreens, start moving toward, or over, the yellow line, toward the oncoming traffic. It can be startling, if you're turning onto Westbank from Bee Caves Rd. during that time to find yourself facing an oncoming car that's inched over the yellow line and is stopped in your lane. It's good to remember that our youngest and least experienced drivers drive this route to get to and from school. This dangerous situation is even more dangerous for them.

If Trinity is allowed to use Westbank for school drop offs and pick ups, I think we have to assume that, at least some of the time, Trinity parents will be unable to enter the Trinity property immediately and will queue up on Westbank (in the lane heading toward 360), the way that they do now on Camp Craft. If this happens when the opposite lane on Westbank (heading toward Walgreens) is experiencing its usual morning or afternoon gridlock, there will be no way for through traffic to move at all on Westbank. Juniors, seniors and kids in sports get out at 3:19 if they schedule that way. A lot of kids are coming and going. Adding entrances on Westbank would be an irresponsible thing. Westbank is a main arterial. It was a beautiful presentation. Anybody that has been on Camp Craft during drop off or pick up times knows there are lines of traffic on Camp Craft you can't get them on Trinity property. There is traffic on Camp Craft going to Eanes Elementary. I go through that intersection on a regular basis. I have had 3 children at 3 different schools. To take a child to school or home I would go through that intersection. After I reached that Westlake and Bee Cave I take a left and then a right to Westbank. That is how I get to the pharmacy. Here is what I know, if you're traveling in the morning it's not bad up to

Pinnacle. You have high school traffic but you have teachers and sports, because there is that crosswalk at the light all traffic stops. It's gridlock. They are expect people turning right to 360. That is a vast number of people and going into the 9th grade center driveway and taking a left to Bee Cave Road, that lane will be a parking lot in the morning. This is the same as the lane going to Walgreens. On an average day, that is a parking lot level very slow, further back than the 2 driveway that go to the office building, traffic is backed up there on a good day. Traffic is so backed up and so slow, people do one of 2 things on Bee Cave Road. Either they go through Breed parking lot and go around all traffic going straight. If on Westbank as a main arterial, it will stop. It's happened too many times on Camp Craft.

Chairman Meisel: I want to point out that you can cooperate and work with the city on the traffic issues and make it a right turn only lane; or the city can and will exercise its ordinance powers that requires right turn only and that's a perfectly legal ordinance. I'm going to present that you need to carefully rethink your commitment to minimize the traffic. The Westlake/Bee Cave intersection has been a sticking point for many years and it's going to get fixed.

Commissioner Swanson: Traffic in the morning, when Trinity is limited to a right-turn-only exit at Westlake Drive, functions. It doesn't feel as good for Trinity parents, but the traffic functions; it functions for both Trinity and for the surrounding area. It makes sense, rather than making it non-functional on Westlake Drive, for there to be a permanent right-turn-only exit there, or for that exit to be closed entirely. There was a time when I thought the problem could be solved by limiting Trinity to a right-turn-only exit just during its regular school drop off and pick up times. I no longer think that. Trinity doesn't only create traffic during those times. Trinity has large nighttime events. Trinity has 1/2 day summer camps. And you can't get off of Westlake Drive when Trinity traffic is exiting then, either. Trinity's Westlake exit needs to be a permanent right-turn-only or closed. Traffic in the morning, when Trinity is limited to a right turn only exits, functions. It doesn't feel as good for parents but the traffic functions. It makes sense rather than making it not functional on Westlake Drive for there to be a right turn only lane or that exit to be closed entirely. Trinity has night time events. Trinity has summer camp and you can't get off of Westlake Drive then. It needs to be right turn only or closed.

Dan: Right turn only we did look. I want to express my concerns into the larger area. That movement out of the driveway does help on Westlake Drive. What it will do is add to existing queues on Bee Cave Road. Exceptionally the Westbank Drive is the bottleneck. A big part of the issue. If we are forcing out right they are only adding the queue.

Commissioner Swanson: Know that Trinity has never considered Hill Country Middle School traffic in any of its traffic plans. When I asked Trinity representatives about that when I met with them in February, they said, "Oh we never thought of that!" (Meaning Hill Country traffic.)

I've lived in my current house, which is just off of Westlake Drive, for over 12 years. During those years, all of which involved frequently driving kids to and from EISD schools, by far the worst impact from the Trinity traffic occurred at Hill Country Middle School pick up times. When my oldest child (she is now 26) was at Hill Country—and Trinity was a much smaller school—picking up a child at Hill Country wasn't a problem. During the time that my middle child was at Hill Country, Trinity's after-school traffic had increased to the point that it frequently brought Westlake Drive traffic heading toward Bee Caves Rd. to a standstill. The problem became so bad that often no traffic, or perhaps only one or two cars, could turn left off of Westlake Dr. during a green light.

People needing to get from Westlake Drive onto Bee Caves Rd. began to regularly do all sorts of illegal things, that caused (and still cause) additional traffic problems for many blocks around that intersection. For example, when no cars, or just a couple of cars, can exit Westlake Dr. during a green light, at least 2 or 3, but sometimes 4 or 5, cars run the red light in order to get off of Westlake Drive. Similarly, I had a neighbor with children at Hill Country who began, every day, to pick up her children by turning off of Westlake Drive at Rocky River Rd., turning right onto Reveille, and then driving through the Walgreens parking lot, and exiting from there onto Bee Caves Rd. She just got fed up with the traffic situation being created by Trinity. I tend to be more of a rule follower than that. I started leaving twenty minutes earlier to pick up my middle child. But on days when the traffic was exceptionally bad, and I knew I would be really late picking him up, I would take a right turn from Westlake Drive onto West Spring, then a left onto West Haven, then a right onto Bee Caves Rd, turn around in the Schoolyard office building parking lot, and then head east on Bee Caves Road to Hill Country, because that was my best chance of picking him up anywhere near his school dismissal time. When my 3rd child began Hill Country, I was stunned to find that, in order to pick her up on time, I now had to leave my house even ten minutes earlier than I had to pick up her brother. Trinity traffic had made traffic on Westlake Drive that much worse I've lived in my current house 12 years. It is a one minute drive to Trinity. At times you would see people doing all sorts of things. They would take Reveille and cutting through Walgreens. Many people are doing illegal things. When people are having that much trouble getting through the light. You'll see 3 or 4 going through the red.

Chairman Meisel: We will make our decisions conditional.

Commissioner Vandersteel: We've all talked as it exists today. When they finish the TX DOT won't it be better?

Commissioner Swanson: Then we need to wait to experience that for at least a year, so that we can see how traffic flows with the new light pattern at all times of year—through summer camps, etc.—before we consider any proposal that would allow more intense development of the Trinity property. Then we need to wait to experience that.

Dan: Trinity isn't going to build until after the project.

Commissioner Maccini: I love the idea of the community building and fine arts. My big questions are this; will there be an increase in after school programs, sports and fine arts? And will those be used by the Westbank community or just the Trinity community? In the same vein what are you using outside of regular school hours? What are you looking as overflow parking? You balance with Eanes Elementary. I don't think people will want to park at Eanes and walk to Westbank Drive. The whole thing about Reveille, I don't want any more traffic on our street.

Marie: What happens to schedule, more events on campus after school? It doesn't mean more events because it allows us to have games earlier. We start as soon as we can and we do run until late in the night. It allows two games at one time.

Commissioner Maccini: Fine arts expanding weekends?

Marie: More facilities for after school programs, music programs and things like that.

Commissioner Maccini: That would increase the traffic.

Marie: It is intended for the school but available for community meetings. We don't have plans every night there will be something. Not a regular rental kind of set up. That's not our intention.

Commissioner Maccini: What are you plans for overflow parking?

Brian Denny: I'm CFO. With parking, our current amount of 200 spaces is not adequate on many days of the year. We host a one grade level event. I'd like to point out the existing parking the total number is going to decrease as opposed. 279 to 256. I wanted to dispel we're adding more spots. There is going to be 42 spots in the new lot. There will be 100 on the Westbank side and over 100 in our north side.

Commissioner Maccini: Westbank will not be improved. To insure people don't park on Westbank, you have plans to stop that?

Chad: When they have activities they have agreements with Eanes and businesses close by and will be given notice. They'll park at the mall and bring buses. That number is not realistic to rely on street parking.

Brian: We do plan on having a security guard. He'll tell them you can't park there. They would monitor. That would allow us to make that time a little earlier.

Commissioner Maccini: I'm glad you're not commercializing the property.

Marie: As a non-profit we have requirements.

Commissioner Tullos: Instead of having it at 8:00 you'll have it at 7:00.

Marie: They are on the road at 5:00.

Commissioner Tullos: I don't see anything in the packet.

Vice-Chairman Gage: If you have 2 parents coming from two different directions.

Commissioner Swanson: When I toured Trinity in February, I was struck by the fact that there was a lot of unused parking on the Camp Craft side of its property. Also, if you drive through Trinity's faculty parking lot, the property behind it, which I believe is part of same property as Victory Medical, has vast amounts of unused parking. The owner there is renting out a few spaces for Breed and Co. employees, but there are still huge amounts of vacant parking there. I was struck by the fact there is little parking on the Camp Craft side. If you drive through the faculty parking lot, the property behind.

Marie: That's not our parking.

Dale Blankenship: The area just north of the faculty lot is owned by victory medical. When we bought the property we signed an agreement we wouldn't park in their lot whatsoever. We do not ever use that lot.

Commissioner Swanson: They might be open to a rental arrangement. They're already doing that with Breed and Co. They might make arrangements.

Dale: We are not using the Westbank lot. That's the commercial building.

Commissioner Swanson: I was also surprised when I was shown an area of bushes and trees wanting to turn it into parking area. Its 42 spaces. Has that changed since I spoke with you in February?

Commissioner Tullos: That's down 6.

Commissioner Swanson: When I met with Trinity in February and was toured around the campus, I asked how they had arrived at the number of parking places they wanted to add— in what is currently an undeveloped, natural area—on Westbank. I asked, "Was that based on the number of students you have, plus faculty?" The answer was "No." They said that they hadn't done any studies, or even any math, to figure out how many parking places they needed. They had just tried to figure out the maximum number of parking spots that could be fitted on that parcel of land. I felt that wasn't a good enough reason for this commission to recommend removing trees. How did you arrive at this number? The response was, no. I felt that wasn't a good enough reason for this commission to act to remove trees. That concerns me.

Commissioner Vandersteel: When I look at this packet, a huge amount of work was done. The documents were so small. As hard as I tried to digest, it's hard to read. I don't know that projects of this size that special meeting could be called to have more time to deal with it. It would be more efficient to make sense of it. It's hard to do any of that. I was

very frustrated by that. It's just a general comment. This is the 3rd pass at the proposal. We're trying to get the PDD approved.

Chairman Meisel: This is the 3rd time and the 3rd time. We know there are 3 trees in the extra parking. If there is an illustration of it, it is too tiny. It keeps coming back. We talk about the right turn.

Commissioner Vandersteel: The contents may be adequate but they are very small.

Commissioner Tullos: I don't understand enough about this. I don't feel like I know what I'm voting on. I don't know what the traffic plan is. I appreciate the efforts to be made. I feel in good conscience, it's one thing to get the same letter of support and another thing to get a large packet, it's hard to digest it.

Commissioner Vandersteel: I'm not really an expert on the legalities of open meetings. My suggestion is call a special meeting. The community will be very supportive of it. We need a better format of information so we can digest it better. There is a lot of information.

Commissioner Tullos: As for me, I need more commitments of where the traffic is going to go. There is nothing definitive. Traffic is the number one thing in the West Lake Hills.

Commissioner Swanson: Especially that intersection. One other question, there was a resolution by the Trinity board that wasn't going to pursue a high school. When you talked to me in February you said, at this time. That concerned me in terms of the language. Can you tell me at least the month and year when that strategic plan was adopted?

Marie: October 2016.

Commissioner Swanson: Has there been anything since then regarding a high school? October 2016, thank you; that helps.

Commissioner Vandersteel: In terms of schedules, somebody mentioned along the way, we're not doing this until the TX DOT is finished. We want to make sure it goes through properly. I'd hate for constituents to come back and say, how could you let that happen? That's a concern.

Marie: We've made quite an effort to have neighbors come.

Commissioner Swanson: Can we take it item-by-item for the variances? There was a covered walkway in the proposal that directly abuts the neighbor's property, with no setback whatsoever. I remember, when I was visiting Trinity in February, being surprised when the person explaining the proposal to me said, "I'm sure nobody will object to that." If there were changes made on the plan regarding the covered walkway, I'd like to be able to see them on the document. Can we take it item by item for the variances? There was a covered walkway, that directly above it the neighbor's property, I remember when I visiting in February the person showing me said I'm sure nobody would object to that. There were changes made on the plan I need to see on these documents.

Vice-Chairman Gage: Why don't we postpone until the next meeting? We'll talk about a special meeting and perhaps with this in more detail. The grounds would be the documentation.

City Planner Grundman: If we do decide to postpone, we need to set a date certain. If you want to call a special meeting. As far as getting the public aware of it.

Commissioner Swanson: How much notice do we need?

City Planner Grundman: 72 hours.

Assistant City Attorney Mueller: You're going to want the public hearing. Postpone to a date certain and a special meeting instead of next ZAPCO. Pick that date tonight if possible.

Vice-Chairman Gage: We don't have much on next month's agenda. That would be an appropriate time. We'll just give you two hours on the agenda.

VICE-CHAIRMAN GAGE MOVES TO POSTPONE UNTIL APRIL 18 MEETING. COMMISSIONER TULLOS SECONDS BECAUSE WE ARE CONSIDERING A SPECIAL MEETING AND WITH ADEQUATE NOTICE. IF A SPECIAL MEETING IS SCHEDULED, WE WILL WITHDRAW FROM THE APRIL 18 MEETING.

Commissioner Swanson: I'd like to know capacity of the large spaces. I think that might be useful to have that information. The number of people.

Marie: What facilities?

Commissioner Swanson: Do you have it for all of your rooms? Is that something you have? You have maximum occupancy. I kept not getting the ones that I was asking for. I can talk with you about it afterward.

Commissioner Vandersteel: You should probably include that in your calculations.

Chad: Occupancy by code is by use.

UNANIMOUS (6-0) THE POSTPONE TO THE APRIL 18 MEETING.

7. Land Use: Proposed Monument Sign for Pearl Snap Cuisine at 4238 Bee Cave Road. (Section 32.03.008 of the West Lake Hills Code.) Applicant Alicia Bolton.
 - a. Staff Briefing.
 - b. Presentation by applicant.
 - c. Public Hearing: All persons wishing to speak for or against shall be heard.
 - d. Deliberation and action.

ITEM #7 IS MOVED TO CONSENT.

8. Land Use: Proposed Commercial Landscape Permit for Shepherd of the Hills Lutheran Church at 3525 Bee Cave Road. (Section 22.03.302 of the West Lake Hills Code.) Applicant Bill Dawson.
- a. Staff Briefing.
 - b. Presentation by applicant.
 - c. Public Hearing: All persons wishing to speak for or against shall be heard.
 - d. Deliberation and action.

ITEM #8 IS MOVED TO CONSENT.

9. Land Use: After-the-fact commercial building permit with a variance for off-street parking in the rear parking setback for Westlake Medical Center at 5656 Bee Cave Road. (Section 22.03.249 of the West Lake Hills Code.) Applicant John Conquest.

- a. Staff Briefing.

City Planner Grundman: This is an After-the-Fact variance request for a rear parking setback encroachment.

- b. Presentation by applicant.

John Conquest is representing the applicant. This has been a parking lot for more than 20 years. Because of the debris and runoff, and since it's already a gravel parking lot we would pave it. We got tagged and we got it surveyed. The pavers were put down, and we did not remove any trees.

Rip Miller: We started using for staff, and, it was a dirt lot. As we got more and more staff, we exceed the standards we don't have enough parking. We have huge flows of parking. We've tried putting employees in different parts of the center. It is a parking area for ARA and staff back there. We've also added a shuttle driver for the last 7 years. We've tried to address it in other ways. We give employees \$50 gas cards to park across the street. One last things, I told the paver guy to do the work. I've been here all my life. The simpler you keep it but I'm the one that ordered it to be paved. We wanted to keep the mud that we had coming off tires. I'm the guilty one. Thank you.

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

Chairman Meisel closes the Public Hearing and reconvenes the meeting.

- d. Deliberation and action.

Commissioner Vandersteel: Some time back there was a proposal for a parking deck. What became of that?

Rip: The cost exceed \$53,000 per car so I put that on hold. The hospital has new ownership. They are considering paying that for 44 additional spaces. It just jacked up. It is what it is.

Commissioner Maccini: On the BDC I appreciate your presentation. I'm a huge fan of regulations. I appreciate what you did and as knowing a lot of older people use the center and making it more available to, it's nice that they are doing something to mitigate.

Chairman Meisel: This was never permitted? You're asking to encroach within the setback? It just grew up? People just started parking over there.

Rip: Staff and even I parked back there.

Commissioner Vandersteel: This is landscaping.

Chairman Meisel: It's the same material down now?

Rip: Yes.

VICE-CHAIRMAN GAGE MOVES TO RECOMMEND APPROVAL. COMMISSIONER SWANSON SECONDS.

Commissioner Hoestenbach: If you could, what is the hardship again? You don't have enough parking and the whole grandma situation?

Commissioner Vandersteel: It's all draining into retention pond.

Commissioner Hoestenbach: The pavers have eliminated that.

Rip: We're maxed out. Seton clinic is using more than a furniture store. We're fighting to keep the spaces.

Commissioner Vandersteel: Is there a minimum setback for parking?

City Planner Grundman: It's 30' when you abut residential.

Chairman Meisel: Under existing ordinance they could call it a patio and just not park on it.

Commissioner Swanson: The clients are in need of the parking. It's a service safety matter.

Commissioner Tullos: We don't like after-the-fact variances. Don't do it again.

UNANIMOUS (6-0) APPROVAL)

10. Adjournment by Chairman Robert Meisel.

Chairman Meisel: Before we adjourn, what is your immediate preference?

Commissioner Swanson: It would be useful for Ashby could give an explanation about the different developments on that project?

City Planner Grundman: About the UDA or as far as the PDD?

Commissioner Swanson: They were doing some kind of joining or changing status. Tell us what the ramifications of that?

Commissioner Vandersteel: Make that a status after they added the Westbank property and they are wanting to make a PDD.

Chairman Meisel: They are going to merge all together and erase all the property lines and extend that GUI over to include the newly acquired office building.

Commissioner Swanson: I understand that but there was a portion of the original property that had a different status.

City Planner Grundman: The original campus is GUI. The field and middle school PDD.

Commissioner Swanson: And what happens to the rights? What are we changing and what are the current rights?

City Planner Grundman: They all get incorporated in the PDD.

Assistant City Attorney Mueller: The old PDD will be in the next packet. I'll address with David Hartman who is their attorney.

Commissioner Swanson: I want to know what happens under those different designations.

Assistant City Attorney Mueller: The PDD is the base zoning of GUI. Second is GUI and the 3rd is B-2 is a more intense zoning district.

Commissioner Swanson: Can you tell us what those things are?

City Planner Grundman: We can do a memo and send it out to you.

Assistant City Attorney Mueller: They have to comply with every ordinance. I'm going to talk to David about it again. For the next meeting, you'll get the old PDD which has that UDA in it. You'll see what other variances they've been granted. The variances that effect the trees are the new ones.

Commissioner Swanson: I wish everybody would have the maximum occupancy of all current big spaces. If there are going to be more representation the need for more space.

Commissioner Vandersteel: They are not planning on adding more students; increasing the amount of square footage.

Commissioner Maccini: They are trying to spread out their programs in more buildings.

Commissioner Tullos: Any studies about outside traffic? They are going to move their 9:00 to 6:00. They know how many people show up to a game? Do we have any information on that?

City Planner Grundman: I asked them for larger plans.

Commissioner Tullos: It should be some baseline stuff.

Commissioner Swanson: It would make sense if we could have everything that they are going to be asking for. Had I never sat down with them I would have never known.

Assistant City Attorney Mueller: We should tell them we'll give them more than five minutes.

City Planner Grundman: We'll talk to them about revisions and get those to y'all before the meeting.

CHAIRMAN MEISEL ADJOURNS THE MEETING AT 9:00 P.M.