

MINUTES OF BOARD OF ADJUSTMENT
(BOA) REGULAR MEETING
CITY OF WEST LAKE HILLS, TEXAS
Wednesday, May 9, 2018
7:00 p.m.

PRESENT: BOA Chair Linda Anthony, BOA Members Rhonda McCollough, Jim O'Connor, Brian Plunkett, Beth South, and Darin Walker.

ABSENT: None.

1. **Called to Order by Chair Linda Anthony at 7:08 pm.**
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 11, 2018 Regular Meeting Minutes. City Secretary Lacie Hale.
 - b. **Land Use:** Request for a Special Use Permit to allow the sales of alcoholic beverages for on-premises consumption at 701 South Capital of Texas Highway Suite G750 (Zoe's Kitchen). (Section 38.03.038 of the West Lake Hills Code). Applicant Matthew Wells.

BOA MEMBER WALKER MOTIONED TO APPROVE THE CONSENT AGENDA. BOA MEMBER McCOLLOUGH SECONDED THE MOTION AND IT PASSED BY 5-0-1 VOTE. BOA MEMBER PLUNKETT ABSTAINED.

3. **Land Use:** Variance request to exceed maximum allowed 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 Ashby Grundman explained the request is for impervious cover. It is currently at 44.1%. It is 7% over what is allowed by code for the lot. The applicant has provided two options. One is for an uncovered deck which will increase the impervious cover by 1/10 of a percent. The second option is to add a cover to the deck which would increase the impervious cover by 3%. ZAPCO recommended approval unanimously of the uncovered deck. There was no variance granted for this property. The house and pool were built predated the impervious cover requirements. They are grandfathered.**
 - b. **Presentation by applicant. Applicant's representative Douglas Kurtz explained that the deck is falling apart and was built 25 years ago. It was in complete deuteriation. The increase is 7 one hundredths of a percent. They are asking to replace the existing deck, with an additional 11 square feet to accommodate a stair well down to the pool.**
 - c. **Public Hearing: No one spoke.**
 - d. **Deliberation and action.**

BOA confirmed that the applicant is requesting the uncovered deck version of the project. They asked if the retaining wall is already there.

BOA MEMBER WALKER MOTIONED TO APPROVE THE VARIANCE REQUEST. BOA MEMBER McCOLLOUGH SECONDED THE MOTION AND IT PASSED BY 5-0-1 VOTE. BOA MEMBER SOUTH RECUSED HERSELF FROM THE DIAS.

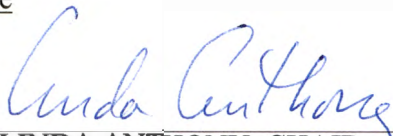
4. Land Use: Request for a Special Use Permit for a Guest House at 4904B Old Bee Cave Road. (Section 38.03.032 of the West Lake Hills Code). Applicant Federico Martinez.
- a. Staff Briefing. **City Planner Ashby Grundman explained that the proposed guest house is 675 square feet. It is under the maximum and there are no variance requests.**
 - b. Presentation by applicant. **Applicant Federico Martinez explained that they are in the process of meeting the requirements to build their family house. In the design they had a guest room in the house at the end of the hallway. To save a tree, the design lead to a detached guest house. It is a large room with a bedroom and bath.**
 - c. Public Hearing: **No one spoke.**
 - d. Deliberation and action.

BOA asked if the room was just a bedroom and bath.

BOA MEMBER WALKER MOTIONED TO APPROVE THE SPECIAL USE PERMIT. BOA MEMBER McCOLLOUGH SECONDED THE MOTION AND IT PASSED BY 6-0 VOTE.

5. **Adjourned by Chair Linda Anthony at 7:20 pm.**

Certificate


LINDA ANTHONY, CHAIR

Attest:


LACIE HALE, CITY SECRETARY

