

MINUTES OF BOARD OF ADJUSTMENT  
(BOA) REGULAR MEETING  
CITY OF WEST LAKE HILLS, TEXAS  
Wednesday, February 13, 2019  
7:00 p.m.

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

**ABSENT: Darin Walker.**

1. **Called to Order by Chair Linda Anthony at 7:35 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.  
Approval of the January 9, 2019 Regular Meeting Minutes. City Secretary Lacie Hale.
  - a. **Request to postpone by applicant. Land Use: 111 Westlake Drive** – Variance request for encroachment into a side setback and variance request to exceed allowed impervious cover (West Lake Hills Code Section 22.03.281 and Section 1.01.003). Applicant Gavin and Jennie Moreland.

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

**Land Use: 717 ½ Yaupon Valley Road** – Amended site plan with seven variances to install improvements including a building and generator for the McConnell Pump Station. Applicant James McDermott for Travis County Water District #10.

- a. Staff Briefing. **Coordinator of Building Development Services, Anjali Naini, explained the variances that will need to be considered by the Board of Adjustment. Chair Anthony shared that it is incumbent to approve the variances, so they can move forward with the build out of infrastructure.**
- b. Presentation by applicant. **None was given.**
- c. **Public Hearing: No one spoke.**
- d. Deliberation and action.

(Note: This item requires dual action. BOA action on the minimum lot dimensions for lot zoned GUI, encroachment into a minimum side building setback, encroachment of accessory structure, overhangs and eaves in a building setback, grading and filling within a minimum side building setback, and retaining wall to exceed 6 feet. City Council action on removal of trees greater than 14-inches in diameter (Tree #5311 - 14" Cedar Tree) and install a new building within the Critical Root Zone (CRZ) of Tree #5289 - 34" Cottonwood.)

**BOA MEMBER PLUNKETT MOTIONED TO APPROVE THE**

**VARIANCES REQUESTED. BOA MEMBER O’CONNOR SECONDED THE MOTION AND IT PASSED BY 5-0 VOTE.**

7.

8. **Land Use: 18 Nob Hill Circle** – a Special Use Permit for 18 Nob Hill, zoned R-1 – One-Family Residential, to construct guest or domestic employee quarters. (Section 38.03.032(c)(1) of the West Lake Hills Code.) Applicant Mel Lawrence.

Staff Briefing. **Coordinator of Building Development Services, Anjali Naini, shared that this is a request for a Special Use Permit to construct domestic employee quarters on the property at 18 Nob Hill. The proposed building will be 599 square feet, it is under the 600 square feet maximum, and will not be seen from the street. Staff recommends approval.**

- a. Presentation by applicant. **Applicant Dylan Scott explained that the employee quarters is meant to be as visually unobtrusive as possible.**

b. Public Hearing:

9. **Aaron Stanley, from 4 Nob Hill Circle, shared his support for the project.**

- a. Deliberation and action.

(Note: This item requires dual action. BOA action on the special use permit for guest or domestic employee quarters and City Council action on the variance request to remove Tree # 905 – 16.5” Ashe Juniper.)

**BOA MEMBER SOUTH MOTIONED TO APPROVE THE SPECIAL USE PERMIT. BOA MEMBER O’CONNOR SECONDED THE MOTION AND IT PASSED BY 5-0 VOTE.**

10. **Adjourned by Chair Linda Anthony at 7:48 pm.**

Certificate

LINDA ANTHONY, CHAIR

Attest:

LACIE HALE, CITY SECRETARY