

MINUTES OF BOARD OF ADJUSTMENT
(BOA) REGULAR MEETING
CITY OF WEST LAKE HILLS, TEXAS
Wednesday, June 13, 2018
7:00 p.m.

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

ABSENT: BOA Member Rhonda McCollough.

1. **Called to Order by Chair Linda Anthony at 7:05 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 May 9, 2018 Regular Meeting Minutes. City Secretary Lacie Hale.

BOA MEMBER PLUNKETT MOTIONED TO APPROVE THE CONSENT AGENDA. BOA MEMBER O'CONNOR SECONDED THE MOTION AND IT PASSED BY 6-0 VOTE.

3. **Land Use:** Request for two Special Use Permits for a Guest House and an art studio at 8 Sugar Creek Drive. (Section 38.03.032 of the West Lake Hills Code). Applicant Krista Whitson.
 - a. **Staff Briefing.** City Planner Ashby Grundman explained that request is for two special use permits. The first one is to add a bathroom to an existing art studio. The art studio is 780 square feet. Second request is to construct a new pool cabana that is 495 square feet. BOA received an email expressing concerns about cabana in the back. The big concern is the wall. It technically meets code but there may be a screening element that will be required for the permit. The second concern is the trees. There is a dead cedar tree. City Arborist Russell Cain issued a permit to remove the tree on June 6, 2018.
 - b. **Presentation by applicant.** Applicant Krista Whitson, Architect for the project, explained the proposed project. The art studio was originally permitted for a bathroom but when it was built, due to budget concerns, it wasn't installed. The walls are the but no plumbing fixtures. The lot is a little over 2 acres. There is a small addition to the house, cabana by the pool, and existing art studio. The cabana will be pulled from the rear set back line and away from a live oak tree. It is a simple room, bathroom, and a grill/chimney element.
 - c. **Public Hearing:** Holly Salmon, neighbor, shared photos of the view from her home and her concerns about the proposed wall. She is upset because suddenly she went from a park area to a view of the greenhouse. Also asked if the pool is in the setback. There are also concerns about noise and it becomes an entertaining area. Ms. Salmon also expressed her concerns for her privacy. Doesn't understand why it has to be two story event with a wall and wants to know how the 24-foot structure will be screened. Had no concerns about the other area. She also asked BOA to not approve the design until they receive the final version.
 - d. **Deliberation and action.**

BOA asked about the height of the chimney, clarified that there isn't a limit on the number of guest houses on a property, and asked about the concern that this would be used as a short-term rental. BOA also asked about the topography and drainage, the height of the cabana deck compared to the existing greenhouse, the height of the chimney, and the plans for the art studio.

BOA MEMBER PLUNETT MOTIONED TO APPROVE THE SPECIAL USE PERMIT TO ADD THE BATHROOM TO THE EXISTING ART STUDIO AND APPROVE THE SPECIAL USE PERMIT FOR THE POOL CABANA CONTINGENT UPON THE SURROUNDING STRUCTURE OF THE GRILL NOT TO BE TALLER THAN THE TALLEST POINT OF THE POOL CABANA. BOA MEMBER WALKER SECONDED THE MOTION AND IT PASSED BY 6-0 VOTE.

4. Adjourned by Chair Linda Anthony 7:49 PM.

Certificate

Linda Anthony
LINDA ANTHONY, CHAIR

Attest:

Lacie Hale
LACIE HALE, CITY SECRETARY

