

MINUTES OF BOARD OF ADJUSTMENT  
(BOA) REGULAR MEETING  
CITY OF WEST LAKE HILLS, TEXAS  
Wednesday, August 8, 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. **Call 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 June 13, 2018 Regular Meeting Minutes. City Secretary Lacie Hale.

**BOA MEMBER WALKER MOTIONED TO APPROVE THE CONSENT AGENDA. BOA MEMBER SOUTH SECONDED THE MOTION AND IT PASSED BY 4-0-1 VOTE. BOA MEMBER PLUNKETT ABSTAINED.**

3. **Land Use:** Variances to encroach into a front building setback and driveway setback and removal of two trees with trunk diameters of 14 inches or greater (Tree 304 – multi-trunk Hackberry (11", 8", 8", 6" & 5"); (Tree 305 – multi-trunk Elm (7", 6" & 5"); and Tree 307 – 15" Cedar) for the construction of a new residence at ABS 21, SUR 1 W. Sparks .550 Tract (adjacent to 1519 Wild Cat Hollow (Southwest)). (Sections 22.03.281 and 22.03.304 of the West Lake Hills Code.) Applicants Scott and Laura Carpenter.
  - a. Staff Briefing. **City Administrator Robert Wood explained that the applicant requested several variances, related to trees and setbacks. Applicants went to ZAPCO twice, in June and July. They took alternate plan 1 to ZAPCO in June, then based on the feedback from ZAPCO, the applicant came up with alternate plan 2. They eventually got a recommendation for denial so came up with alternate plan 3, which ZAPCO has never seen. City Administrator Robert Wood further explained that the ravine and the setbacks make it difficult to build on the lot.**
  - b. Presentation by applicant. **Applicant Scott Carpenter further explained the request for the setbacks and buildable space. He shared how the project and variance request have changed due to the feedback given at the ZAPCO meetings. He stated that the hardships are that it's a pre-existing non-conforming lot, the topography, and easement for Water District #10 for the new waterline. Minimization efforts include shrinking the size of the building footprint and limiting the site improvements.**
  - c. **Public Hearing:** Tracy Fell, resident at 1519 Wildcat Hollow, shared that she has not seen the last plan. They have the same size lot as the applicant and had to follow the

**building restrictions, in 1982. She wants to protect the feel of the neighborhood as much as she can and requested BOA watch the height restrictions.**

- d. Deliberation and action.  
(Note: This item requires dual action. BOA action on the structure and driveway in the setback variances and City Council action on the tree variance.)

**BOA Members asked about the height of the house, drainage, shared how impressed they are with what the applicant has done, and asked if the neighbors have seen the presented reiteration of the project.**

**BOA MEMBER PLUNKETT MOTIONED TO APPROVE THE VARIANCE AS REQUESTED FOR THE SETBACK. BOA MEMBER WALKER SECONDED THE MOTION AND IT PASSED BY 6-0 VOTE.**

4. Adjourned by Chair Linda Anthony at 7:50 pm.

Certificate

  
LINDA ANTHONY, CHAIR

Attest:

  
LACIE HALE, CITY SECRETARY

