

CITY OF WEST LAKE HILLS, TEXAS
MINUTES OF A BOARD OF ADJUSTMENT (BOA) REGULAR MEETING
Wednesday, September 13, 2023 at 7:00 PM

1. Call to Order

With a quorum present, Chair Anthony called the meeting to order at 7:00 p.m.

BOARD MEMBERS PRESENT:

Chair Linda Anthony
Gordon Bowman
James Vaughan
Brian Plunkett * (arrived at 7:03 p.m.)
Beth South
Darin Walker

CITY STAFF PRESENT:

City Administrator Trey Fletcher
City Secretary Terry Blanchard
Finance Director Vonda Ragsdale
Director of BDS Jennifer Bills
Chief of Police Scott Gerdes
City Attorney Patty Akers

2. Citizen Communications The Board of Adjustment welcomes public comments at this point on any issue. If the issue is listed on the agenda, the speaker may choose to comment during the Public Comment period or when the specific agenda item is taken up by the Board later in the meeting. The Board cannot respond to or discuss matters not listed on the agenda. The Board may provide factual information, refer the item to a staff member, or request the item be added to a future meeting agenda. Speakers shall limit their comments to five (5) minutes each.

Chair Anthony opened the meeting for public comments. Hearing none, the public comment section was closed.

3. Consent Agenda All Consent Agenda items listed are considered to be routine by the BOA and will be enacted by one (1) motion. No separate discussion or action on any of the items is necessary unless requested by a Board Member.

- a. Approval of the August 9, 2023 Regular Meeting Minutes.

MOTION: Upon a motion made by Board Member Bowman and a second by Board Member Vaughan, the Board voted five (5) for and none (0) opposed to approve the consent agenda as presented. Motion carried.

4. Ordinance 3736 Bee Cave Road, Suite 2 - Discuss and consider action to approve an Ordinance 157-2023-D for a Special Use Permit request to sell beer and wine for on-premise consumption on a property zoned B-2 Business 2 (West Lake Hills Code, Section 38.03.037). Applicant: Rachel Davis, Clear Licensing.

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

* Board Member Plunkett arrived at 7:03 p.m.

Director Bills gave a brief summary. Michael Blaylock (owner) spoke to the Board and stated the anticipated opening will be in late September or shortly thereafter.

MOTION: Upon a motion made by Board Member Walker and a second by Board Member South, the Board voted six (6) for and none (0) opposed to approve the Special Use Permit as presented. Motion carried.

5. Ordinance 110 Parkwood Court - Discuss and consider action to approve Ordinance 157-2023-E for a Special Use Permit request to allow a guest quarters located on a property zoned R-1 One Family (West Lake Hills Code, Section 38.03.032(c)(1)). Applicants Joel and Ginger Melrose.

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

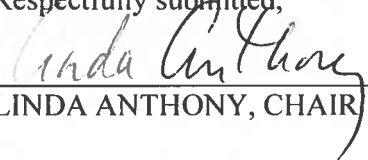
Director Bills gave a brief summary. Joel Melrose (owner) spoke with the Board and stated that the neighbors were supportive of the request.

MOTION: Upon a motion made by Board Member Plunkett and a second by Board Member Vaughan, the Board voted six (6) for and none (0) opposed to approve the Special Use Permit as presented. Motion carried.

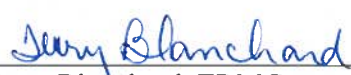
6. Adjournment

MOTION: Upon a motion made by Board Member Walker and a second by Board Member Vaughan, the Board voted six (6) for and none (0) opposed to adjourn the meeting at 7:13 p.m. Motion carried.

Respectfully submitted,


LINDA ANTHONY, CHAIR

ATTEST:


Terry Blanchard, TRMC
City Secretary

These minutes were approved on October 25, 2023.

