



CITY OF WEST LAKE HILLS, TEXAS  
NOTICE OF CITY COUNCIL REGULAR MEETING  
Wednesday, November 8, 2023 at 7:00 PM

Notice is hereby given that the City Council of the City of West Lake Hills, Texas, will hold a Regular Meeting on the 8<sup>th</sup> day of November 2023 at 7:00 p.m., in the Council Chambers, Municipal Building, 911 Westlake Drive, West Lake Hills, Texas, at which time the following items will be discussed, to-wit:

**REMOTE ACCESS –**

Join Zoom Meeting: <https://us02web.zoom.us/j/3499549035>

Meeting ID: 349 954 9035

If you wish to listen to the meeting via telephone: Dial (346) 248-7799, Meeting ID 349 954 9035.

If you wish to speak during the meeting or provide written comments, please email your name, phone number, comments, and the item number you wish to speak/comment on to [citysec@westlakehills.gov](mailto:citysec@westlakehills.gov) by 1:00 P.M. on November 8, 2023.

1. Call to Order
2. Citizen Communications The City Council 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 Council later in the meeting. The Council cannot respond to or discuss matters not listed on the agenda. The Council 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.
3. Consent Agenda All Consent Agenda items listed are considered to be routine by the City Council and will be enacted by one (1) motion. No separate discussion or action on any of the items is necessary unless requested by a Council Member.
  - a. Approval of the October 25, 2023 Regular Meeting Minutes.
  - b. Approval of an electric utility easement to the City of Austin at 4010 Bee Cave Road and authorizing the Mayor to execute the same.
  - c. Accept wastewater infrastructure for Wildcat Club Subdivision.



4. Land Use 904 Old Stonehedge - Discuss and consider action on two variances to allow the reconstruction of a non-conforming privacy fence: (1) to encroach into the 30-foot front fence setback approximately 15 feet; and (2) for the front yard fence to be a solid wood privacy-style fence where 80% transparency is required (Section 22.03.173 of the West Lake Hills Code). Applicant Dan Littlejohn.
5. Land Use 1200 Westlake Drive - Discuss and consider action on variances for the installation of a fence on a vacant lot and the development of a turf sport field on a vacant lot and within the 30-foot rear setback (Section 22.03.173 & 38.03.032 (b) of the West Lake Hills Code). Applicant Hughes Holland
6. Land Use 300 Block of Laurel Valley - Discuss and consider action on a replat of East Ledgeaway Subdivision, Lot 4 to create two lots, Lot 4A and 4B (Section 36.01.004 of the West Lake Hills Code). Applicants Jeffery and Michelle Sunshine.
7. Land Use 900 Live Oak Circle - Discuss and consider action on a variance to replace an existing fence approximately 20 feet from the street edge (30 feet is required) and an 8-foot-tall side yard fence along the western side property line (6-foot height maximum) (Section 22.03.173 of the West Lake Hills Code). Applicant Leah Romero, Word + Carr Design Group.
8. Administration Discuss and consider approving a Task Order contract with Walter P Moore Engineering for 2023-2024 Street and Drainage Improvements and authorizing the City Administrator to execute the same.
9. Administration Discussion and update on bond items regarding Proposition A (new municipal complex) and Proposition B (streets and drainage projects).
10. Executive Session In accordance with Texas Government Code, Section 551.001, et seq, the City Council will recess in Executive Session (closed meeting) to discuss the following:
  - a. Section 551.071 - Consultation with the attorney regarding pending or contemplated litigation, or settlement offer; or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act, re: City of West Lake Hills v. the following:
    1. Jaffe - 1405 Wildcat Hollow;
    2. Alvarez - 1505 Wildcat Hollow;
    3. Lambert - 1600 Westlake Drive; and
    4. 1836 Real Estate, LLC - 707 Butler Cove.
  - b. Section 551.072 - Deliberations about Real Property.
11. Executive Session Reconvene into Open Session and take action if and as deemed appropriate in the City Councils' discretion regarding consultation with attorney and deliberations about real property.

## 12. Adjournment

Approved by: Linda Anthony, Mayor

### Certificate

I certify that the above Notice of the November 8, 2023 City Council Regular Meeting was posted on the bulletin board at the Municipal Building, 911 Westlake Drive, West Lake Hills, Texas on Friday, November 3, 2023 by 5:00 pm. and will remain posted continuously until said meeting is convened.

Signed by: Terry Blanchard, City Secretary

*The City of West Lake Hills is committed to compliance with the Americans with Disabilities Act. Reasonable accommodation and equal access to communications will be provided upon request.*

*All items on the agenda are for discussion and/or action. City Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), and 551.086 (Economic Development).*

CITY OF WEST LAKE HILLS, TEXAS  
MINUTES OF A CITY COUNCIL REGULAR MEETING  
Wednesday, October 25, 2023 at 7:00 PM

1. Call to Order

**With a quorum present, Mayor Anthony called the meeting to order at 7:01 p.m.**

**CITY COUNCIL PRESENT:**

Mayor Linda Anthony  
Mayor Pro Tem Gordon Bowman  
James Vaughan  
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

3. Announcements Promotion of Officer Jeremiah Madrigal to Corporal.

Chief Gerdes presented a badge to Corporal Madrigal.

4. Ceremonial Oath of Office for Police Officers Matthew Hall and Enrique Adriano.

Mayor Anthony administered the Oath of Office to Officer Hall and Officer Adriano.

**The meeting was recessed at 7:11 p.m.**

**The meeting was reconvened at 7:21 p.m.**

2. Citizen Communications The City Council 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 Council later in the meeting. The Council cannot respond to or discuss matters not listed on the agenda. The Council 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.

**Mayor Anthony opened the meeting for public comments.** Doris Robitaille (806 Rocky River Rd) expressed concerns to the Council regarding the excessive noise and fire mitigation efforts of the Ullrich Water Treatment Plant. Randy Lee (6 Rocky River Cove) spoke in support of Ms. Robitaille's comments and concerns. **Hearing no further comments, the public comment section was closed.**

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

- a. Approval of the September 25, 2023 Regular Meeting Minutes.
- b. Approval of the Drainage Waiver Report.
- c. Approval of the FY23 Q4 Reports for:
  1. Building and Development Services Department;
  2. Investment;
  3. Municipal Court; and
  4. Public Safety.
- d. Approval of changes to the following City Council regular meetings:
  1. Reschedule the November 22, 2023 meeting to Tuesday, November 21, 2023; and
  2. Cancel the December 27, 2023 meeting.

**MOTION: Upon a motion made by Councilmember Bowman and a second by Councilmember Vaughan, the Council voted three (3) for and none (0) opposed to approve the Consent Agenda as presented. Motion carried.**

6. Land Use **5455 Bee Cave Road** - Discuss and consider action to approve a Uniform Sign Agreement for the St. John Neumann Catholic Church campus (Section 32.02.001 of the West Lake Hills Code). Applicant Tracy Stocky, Comet Signs.

Director Bills gave a brief summary. Staff recommends approval.

**MOTION: Upon a motion made by Councilmember Vaughan and a second by Councilmember Walker, the Council voted three (3) for and none (0) opposed to approve the Uniform Sign Agreement as presented. Motion carried.**

7. Ordinance Discuss and consider action on an ordinance amending the budget for Fiscal Year 2022-23.

Director Ragsdale gave a summary of the amended budget.

**MOTION: Upon a motion made by Councilmember Vaughan and a second by Councilmember Bowman, the Council voted three (3) for and none (0) opposed to approve the Ordinance as presented. Motion carried.**

8. Resolution Discuss and consider action on a resolution approving the Travis County Hazard Mitigation Action Plan Update.

City Administrator Fletcher gave a brief summary and presentation.

**MOTION: Upon a motion made by Councilmember Bowman and a second by Councilmember Vaughan, the Council voted three (3) for and none (0) opposed to approve the Resolution as presented. Motion carried.**

9. Administration Discuss and consider action on the appointments/reappointments of members to the Zoning and Planning Commission (ZAPCO).

**Council convened into Executive Session at 7:56 p.m.** (pursuant to LGC Section 551.074).

**Council reconvened in Open Session at 8:20 p.m.**

Applicant Randy Lee gave a brief history on his experience and qualifications.

**MOTION: Upon a motion made by Councilmember Bowman and a second by Councilmember Walker, the Council voted three (3) for and none (0) opposed to reappoint Julia Webber, Laurie Maccini, and James Pledger to ZAPCO. Motion carried.**

10. Administration Discuss and receive comments regarding future land use policies in conjunction with the sale and redevelopment of the existing municipal offices located at 911 Westlake Drive.

Mayor Anthony gave a brief summary. The City Council directed the city administrator to prepare a draft Request for Information (RFI) and/or Request for Proposal (RFP) for review at the second Council meeting in November.

11. Executive Session In accordance with Texas Government Code, Section 551.001, et seq, the City Council will recess in Executive Session (closed meeting) to discuss the following:
  - a. Section 551.071 - Consultation with the attorney regarding pending or contemplated litigation, or settlement offer; or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act, re: City of West Lake Hills v. the following:
    1. Jaffe - 1405 Wildcat Hollow;
    2. Alvarez - 1505 Wildcat Hollow;
    3. Lambert - 1600 Westlake Drive; and
    4. 1836 Real Estate, LLC - 707 Butler Cove.
  - b. Section 551.072 - Deliberations about Real Property.

**Council convened into Executive Session at 8:35 p.m.**

12. Executive Session Reconvene into Open Session and take action if and as deemed appropriate in the City Councils' discretion regarding consultation with attorney and deliberations about real property.

**Council reconvened in Open Session at 8:57 p.m. No action was taken.**

13. Adjournment

**MOTION: Upon a motion made by Councilmember Walker and a second by Councilmember Vaughan, the Council voted three (3) for and none (0) opposed to adjourn the meeting at 8:58 p.m. Motion carried.**

Respectfully submitted,

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LINDA ANTHONY, MAYOR

ATTEST:

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Terry Blanchard, TRMC  
City Secretary

These minutes were approved on November 8, 2023.



# City of West Lake Hills City Council

## AGENDA REPORT

|               |                                            |                  |               |
|---------------|--------------------------------------------|------------------|---------------|
| Meeting Date: | November 8, 2023                           | Item Number:     | 3b            |
| Department:   | Administration                             |                  |               |
| Prepared By:  | Trey Fletcher,<br>City Administrator       | Cost / Budget:   | \$27,920.39   |
| Exhibits:     | Electric Utility Easement<br>with Exhibits | Source of Funds: | 2022 GO Bonds |

### Subject

Approval of an electric utility easement to the City of Austin at 4010 Bee Cave Road and authorizing the Mayor to execute the same.

### Recommendation

Approval, authorizing the electric utility easement to be executed.

### Discussion

The purpose of this item is to authorize the granting of an electric utility easement to the City of Austin at 4010 Bee Cave Road. Austin Energy (AE) already has facilities and easements on the property, but this blanket easement is required in order for AE to design and install modified facilities to support the development of the new municipal offices at this location. Contemporaneously, funds supporting this effort will also be remitted with the easement in the amount of \$27,920.39 and for easement recordation to the Travis County Clerk in the amount of \$42.

The project will be utilizing existing overhead lines along the western property line to upgrade to 3 phase with a secondary riser to a pullbox. From this point, the customer (City of West Lake Hills) is responsible for improvements, operation and maintenance.

The blanket easement will be released upon completion of the work by Austin Energy in coordination with the city's contractor, SpawGlass.





## City of Austin

Austin Energy

Austin Energy HQ - 4815 Mueller Blvd. - Austin, Texas - 78723

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October 20, 2023

TIM DeNAG  
ME ENGINEERS  
1825 Market Center Blvd Suite 600  
DALLAS, TX 75207

**ATTENTION** TIM DeNAG

**SUBJECT:** 553173-4010 BEE CAVES

Dear TIM DeNAG:

Austin Energy will perform work to include INSTALLING 3PH LINE & 3PH XFMRs W/ SECONDARY RISER TO PULLBOX located at 4010 BEE CAVES associated with Work Order #553173.

The charge for the work to be performed is \$ 27,920.39 . This charge is payable through the City of Austin's Austin Build + Connect (AB+C) portal, a wire transfer or a check mailed to City of Austin - Austin Energy P.O. Box 3513 Austin, TX 78764-3513 (please include the WO# on your check). Please contact [kristin.ward@austinenergy.com](mailto:kristin.ward@austinenergy.com) for further instructions on these payment options. Payment is required in advance of the work being issued to construction for scheduling. The above charges are for electric facilities and do not include charges that may be incurred from telephone or television cable companies. The above cost is good for ninety (90) days.

1. Service shall be 3-Phase, 4-Wire, 277/480 Volts only, in accordance with the City's Electric Utility Criteria Manual.
2. Austin Energy cannot energize any transformer until an easement has been signed by the property owner. The easement must cover all Austin Energy equipment. For additional information concerning easements, please contact David Lambert at (512) 322-6109 and reference this Work Order #553173.
3. All metering installations shall be in accordance with Austin Energy's [Metering Specifications](#) and the Design Criteria Manual. For additional information concerning metering, please contact the Metering Representative at [AEDistributionMetering@austinenergy.com](mailto:AEDistributionMetering@austinenergy.com).
4. The customer service point will be the Pull Box Housing Service Terminations. The customer's secondary must have a full current neutral. Austin Energy will furnish and install all wire and electrical equipment on Austin Energy's side of the customer's service point.
5. Austin Energy's facilities must remain accessible for maintenance and replacement at all times. For information regarding construction scheduling, please contact AE Work Management at (512) 505-7537 or [StElmoWM@austinenergy.com](mailto:StElmoWM@austinenergy.com). In the case of work requiring civil inspection, the customer should allow a minimum of twenty (20) working days for construction scheduling after the inspector has approved the installed infrastructure.
6. The above charges are for electric facilities only and do not include charges that may be incurred from Communication companies.
7. Please distribute a copy of this letter to your contractor, engineer, electrician, etc.

If the above conditions are acceptable, please sign this agreement, return it, and remit payment to Austin Energy. Please make checks payable to Austin Energy.



## City of Austin

Austin Energy

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Austin Energy HQ - 4815 Mueller Blvd. - Austin, Texas - 78723

Upon completion of the job, please visit [www.austinenergy.com/go/ddsurvey](http://www.austinenergy.com/go/ddsurvey) and participate in a short survey so that we may continue to improve the services we provide. For further information, please feel free to contact me at 830-953-0211 or email me at [stephen.broderson@austinenergy.com](mailto:stephen.broderson@austinenergy.com).

Sincerely,

STEPHEN BRODERSON  
Contractor  
Distribution Design  
St. Elmo Service Center  
Austin Energy

Attachments:

**Austin Energy Quote**



## City of Austin

Austin Energy

Austin Energy HQ - 4815 Mueller Blvd. - Austin, Texas - 78723

### Work Order Charges Quotation Austin Energy

**To TIM DeNAG:**

ME ENGINEERS

1825 Market Center Blvd Suite 600

DALLAS, TX 75207

**Quote #:** 553173-0

**Designer Name:** STEPHEN BRODERSON

**Description:** 553173-4010 BEE CAVES

**Quote Date:** October 20, 2023

**Quotation Details**

| Description          | Due Before<br>Work Starts? | Status | Total Cost  |
|----------------------|----------------------------|--------|-------------|
| 553173 - NEW SERVICE | YES                        | SENT   | \$27,920.39 |

**Charges Due Before Work Starts:** \$27,920.39

**Tax:** \$0.00

**Subtotal:** \$27,920.39

**Charges Due On Completion:** \$0.00

**Tax:** \$0.00

**Subtotal:** \$0.00

**Total Charges:** \$27,920.39

**Total Tax:** \$0.00

**Total Including Tax:** \$27,920.39

\*\*\*\*\* PAY ONLY CHARGES DUE ON COMPLETION (PLUS TAX) \*\*\*\*\*

Easement No. \_\_\_\_\_  
File No. WO 553173  
Address: 4010 Bee Cave Rd  
Initials: djl

## **ELECTRIC UTILITY EASEMENT**

STATE OF TEXAS  
COUNTY OF TRAVIS

DATE: \_\_\_\_\_

GRANTOR: CITY OF WEST LAKE HILLS,  
a general law Type A city

GRANTOR'S ADDRESS: 911 Westlake Drive  
West Lake Hills, Texas 78476

GRANTEE: CITY OF AUSTIN

GRANTEE'S ADDRESS: P. O. BOX 1088  
AUSTIN, TRAVIS COUNTY, TX 78767

PROPERTY: A 2.427 acre parcel of land, out of, and a part of, the A. L. D. BENHAM SURVEY NO. 239, and the JOHN SWESEY SURVEY NO. 506, in Travis County, Texas, and also being out of and a portion of Lot 35, BARTON SPRINGS ESTATES, a subdivision in Travis County, Texas, according to the map or plat thereof, recorded in Volume 3, Page 192, Plat Records, Travis County, Texas. Being the same property described in, and conveyed to GRANTOR in, General Warranty Deed recorded in Document No. 2022092245, Official Public Records, Travis County, Texas.

GRANTOR for good and valuable consideration, the receipt and sufficiency of which is acknowledged, does hereby grant, sell and convey to GRANTEE an easement and right of way along, over, under, and across the Property (the "Easement") to place, construct, reconstruct, install, operate, repair, maintain, inspect, replace, upgrade or remove (in whole or in part) electric distribution and electric telecommunications lines and systems, consisting of a variable number of electric lines, transformers, and all necessary or desirable appurtenances and

structures (the "Facilities"), in the Easement for the purposes stated above, as shown on the work order or sketch attached hereto as Exhibit A.

GRANTEE shall have the right and privilege at any reasonable time or times to enter upon and cross the Property to the extent necessary for the foregoing purposes, and to cut or trim trees and shrubbery and remove obstructions as necessary to keep them clear of the Facilities and permit GRANTEE unimpeded access to the Facilities in the Easement for the purposes stated above.

GRANTOR may not place, erect or maintain in the Easement (a) any permanent structures, including, but not limited to habitable structures such as homes or offices, (b) any structure of any kind, in such proximity to the Facilities as would constitute a violation of the National Electric Safety Code in effect at the time the structure is erected, nor, (c) without Grantee's prior written consent, any structure, including, but not limited to drainage, filtration or detention ponds, or make changes in grade, elevation or contour of the land which would impair Grantee's access to its Facilities.

After final construction and installation of the Facilities, the easement hereby granted shall be limited to an area extending five feet on all sides of the actual installed location of the FACILITIES (the "Easement Area") and this easement shall no longer be in force or effect thereafter as to those portions of the Property outside the easement.

GRANTOR reserves the right to replace this Easement with a replacement easement ("Replacement Easement") containing a surveyed metes and bounds description of the easement area. The survey and metes and bounds description shall be prepared at Grantor's expense. This Easement shall remain in full force and effect until such time as the Replacement Easement has been accepted by GRANTEE and duly recorded.

Upon completion of initial construction or any subsequent work in the Easement, GRANTEE shall repair any material damage to the Property so as to restore same to substantially the same condition it was in prior to commencement of the work, but GRANTEE shall not be required to replace any trees, shrubbery or obstructions which GRANTEE removed due to interference with its use of the Easement.

TO HAVE AND HOLD the same perpetually unto GRANTEE and to its successors and assigns, together with the right and privilege at any reasonable time or times to enter upon and cross the Property for the purposes hereinabove stated.

GRANTOR, does hereby covenant and bind itself, its heirs, successors, assigns and legal representatives to warrant and forever defend the title to the Easement unto GRANTEE, its successors and assigns, against every person whomsoever

lawfully claiming or to claim the Easement or any part thereof when the claim is by, through, or under GRANTOR, but not otherwise. Such rights and Easement shall be covenants running with the land and shall be binding upon the GRANTOR, its personal representatives, heirs, executors, administrators, successors, and assigns.

IN WITNESS WHEREOF, the undersigned has executed the foregoing instrument as of the date first above written.

GRANTOR:

CITY OF WEST LAKE HILLS,  
a general law Type A city

By: \_\_\_\_\_  
Linda Anthony, Mayor

REVIEWED:  
THE CITY OF AUSTIN  
AUSTIN ENERGY

\_\_\_\_\_  
By: Pamela England  
Title: Manager  
Public Involvement & Real Estate Services

#### ACKNOWLEDGMENT

STATE OF TEXAS  
COUNTY OF TRAVIS

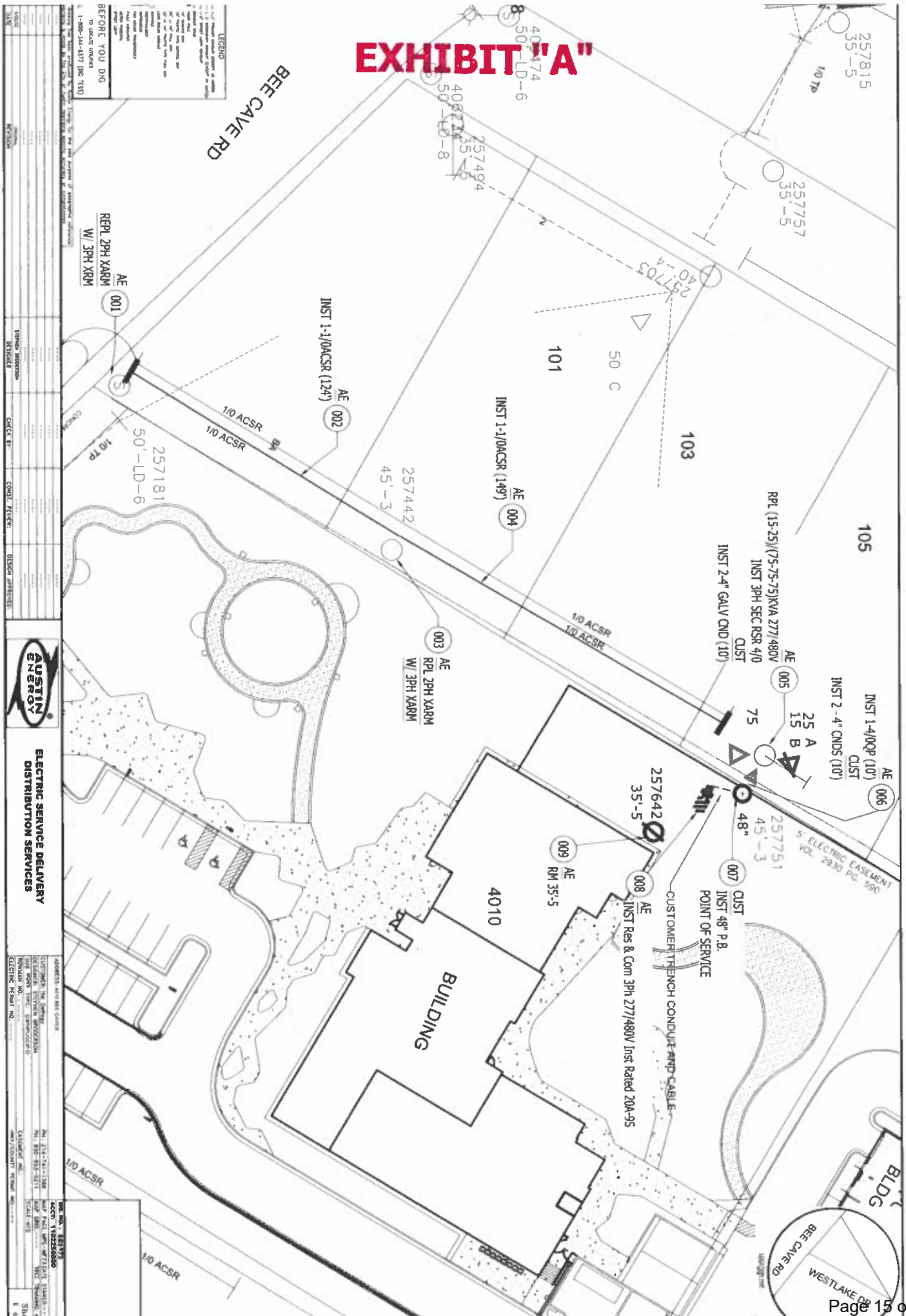
This instrument was acknowledged before me on this \_\_\_\_\_ day of \_\_\_\_\_, 2023 by Linda Anthony, in the capacity as the Mayor of CITY OF WEST LAKE HILLS, a general law Type A city, on behalf of said city.

\_\_\_\_\_  
Notary Public, State of Texas

\_\_\_\_\_  
Notary's Printed or Typed Name

\_\_\_\_\_  
Notary's Commission Expires

# EXHIBIT "A"



AFTER RECORDING, RETURN TO:  
City of Austin - Austin Energy  
4815 Mueller Blvd.  
Austin, Texas 78723  
Attn: Rosario Navarro  
Blanket Electric Utility Easement  
Legal Review 06/15/07





# City of West Lake Hills City Council

## AGENDA REPORT

|               |                                 |                  |      |
|---------------|---------------------------------|------------------|------|
| Meeting Date: | November 8, 2023                | Item Number:     | 3C   |
| Department:   | Building & Development Services |                  |      |
| Prepared By:  | Jennifer C. Bills               | Cost / Budget:   | None |
| Exhibits:     | See Attached                    | Source of Funds: | N/A  |

### Subject

**Martelli Lane/Wildcat Hollow:** Consider action to accept the wastewater infrastructure installed for the Wildcat Club Subdivision.

### Recommendation

Staff recommend acceptance of the wastewater infrastructure.

### Discussion

#### Property Information, Zoning & Site Characteristics:

Legal Description: Amended Plat Wildcat Club Subdivision

Subdivision Area: 12.306 acres

Number of Lots: 8

Zoning: R-1 (One-Family)

#### Background & Analysis:

The Wildcat Club Subdivision was approved by the City Council on November 10, 2021. The developer installed new wastewater lines from the new subdivision to connect to the existing city system on Westlake Drive. The developer completed the installation of the lines in August 2023 and provided all closeout items to the city. The city engineer certified the lines were installed per the approved plans and recommends acceptance by the city.

#### Links to Relevant Code:

[Section 18.03.115\(14\) Extension of wastewater service to developer or developer property – acceptance.](#)

**Location Map:**





# City of West Lake Hills City Council

## AGENDA REPORT

|                      |                                 |                         |      |
|----------------------|---------------------------------|-------------------------|------|
| <b>Meeting Date:</b> | November 8, 2023                | <b>Item Number:</b>     | 4    |
| <b>Department:</b>   | Building & Development Services |                         |      |
| <b>Prepared By:</b>  | Jennifer C. Bills               | <b>Cost / Budget:</b>   | None |
| <b>Exhibits:</b>     | See Attached                    | <b>Source of Funds:</b> | N/A  |

### Subject

**904 Old Stonehedge:** Discuss and consider action on two variances to allow the reconstruction of a non-conforming privacy fence 1. To encroach into the 30-foot front fence setback approximately 15 feet, and 2. the front yard fence to be a solid wood privacy style fence where 80% transparency is required (Section 22.03.173 of the West Lake Hills Code).

Applicant: Dan Littlejohn

### Recommendation

Staff recommends denial of the variance request. The situation is not unique to this lot, as many lots in West Lake Hills have multiple frontages and existing non-conforming fences.

This was recommended for approval by the Zoning & Planning Commission on October 18, 2023, by a vote of 4-0 (Attachment 10). The basis for the variance recommendation is that there is an existing privacy fence in the same location and that there is a hardship due to the frequent traffic on Redbud Trail (Attachment 7).

### Discussion

#### Property Information, Zoning & Site Characteristics:

Owner: Dan & Susana Littlejohn  
Legal Description: Old Stonehedge Lot 1  
Lot Size: 0.855 acres (37,243.8 sq. ft)  
Zoning: R-1, One-Family

The properties surrounding the subject property are zoned R-1, One-Family

#### Background & Analysis:

The applicant is proposing to replace the damaged existing 6-foot solid wood fence along a street yard with the same material, in the same location (Attachment 1). The code requires the fences on a lot greater than 0.75 acres to be setback 30 feet from the street edge. The existing fence is located approximately 15 feet from the pavement. The fence along a street must be 80% transparent with landscaping. The existing fence is a 6-foot-tall wooden privacy fence (Attachment 5), which they proposed to replace with the same style (Attachment 6). The code allows repairs of up to 50% of a non-conforming fence, but if the entire fence is replaced, the fence must come up to code for the location and style of fence. The lot has two street frontages, along Redbud Trail and Old Stonehedge, which are both considered front yards and require a 30-foot setback with 80% transparency.

The applicant has provided two letters of support from the neighboring properties at 905 Old Stonehedge and 910 Old Stonehedge.

**Variance Criteria Review:**

*When applying for a variance, the applicant has provided the following evidence:*

1. *The strict or literal enforcement of the terms of this chapter, because of special conditions, will result in unnecessary hardship to the applicant.*

The current fence has been in place for decades and is literally falling apart. The variance for the fence is due to our neighbors having an existing hedge row along the fence that would be impacted and also cause them hardship in having to replace part of their fence.

2. *There will not be unreasonable disruption of the natural terrain or unreasonable destruction of existing flora.*

We want to keep things like they are now except to replace the fence with new wood. We would be preserving an existing very old hedge row our neighbors have and making less hardship for them in needing to replace a portion of their fence. The variance is requested for the road Old Stonehedge St, which has very low risk and less impact to the neighborhood to just replace the existing section on our property..

3. *There is no reasonable alternative to the requisite variance that will alleviate the difficulty or hardship complained of.*

Neighbors would have to replace a portion of their fence. Likely a very old hedge row along our neighbor's fence would be impacted.

4. *The variance will not be greater than the minimum required to alleviate the difficulty or hardship complained of.*

I believe our request is the minimum required.

5. *The variance does not violate the intent of the Zoning Ordinance or goals of the Comprehensive Plan.*

Our fence has been in place for decades without any incidence with the city. I do not believe allowing it to remain where it is while replacing it so it does not continue to collapse in places will create any public safety or other concern. In fact, I believe it will be the lowest impact to the neighborhood while also allowing our fence to be replaced.

6. *The variance will not adversely affect neighboring properties or interfere with the enjoyment of these properties by their owners.*

If anything, re-routing the fence line will lower our neighbor's property value by reducing the aesthetics of the fence line and potentially impacting the old hedge row along it.

**Outdoor Lighting**

Outdoor lighting is not proposed with this variance request. Any outdoor lighting will need to comply with the City's Code.

**Compliance with Adopted International Building Code**

The property and future construction will have to comply with all applicable City codes.

**Subdivision**

There is no change to the subdivision proposed with this application.

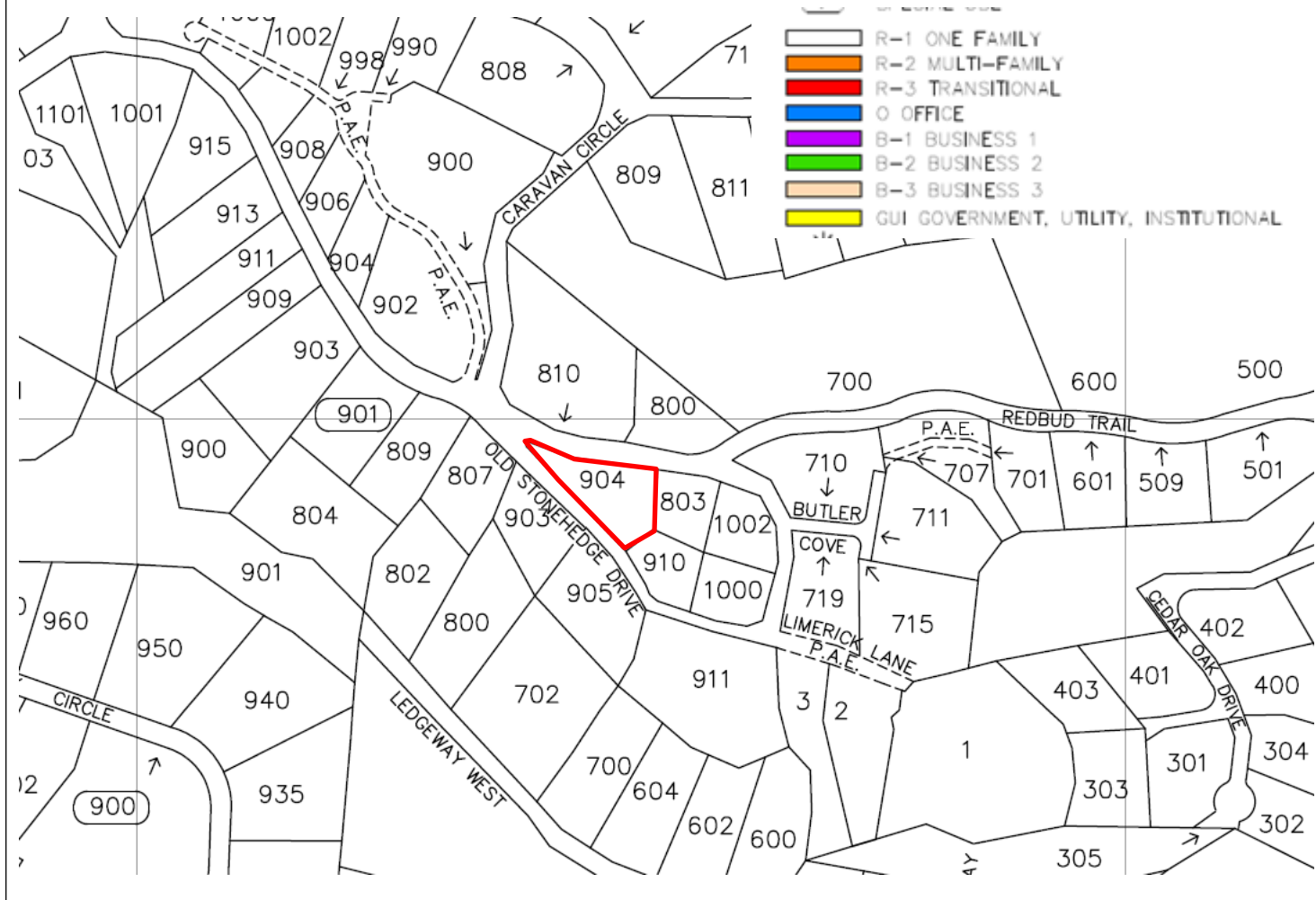
**Comprehensive Planning Analysis**

The existing and future land use is in conformance with the City of West Lake Hills Master Plan.

### Links to Relevant Code:

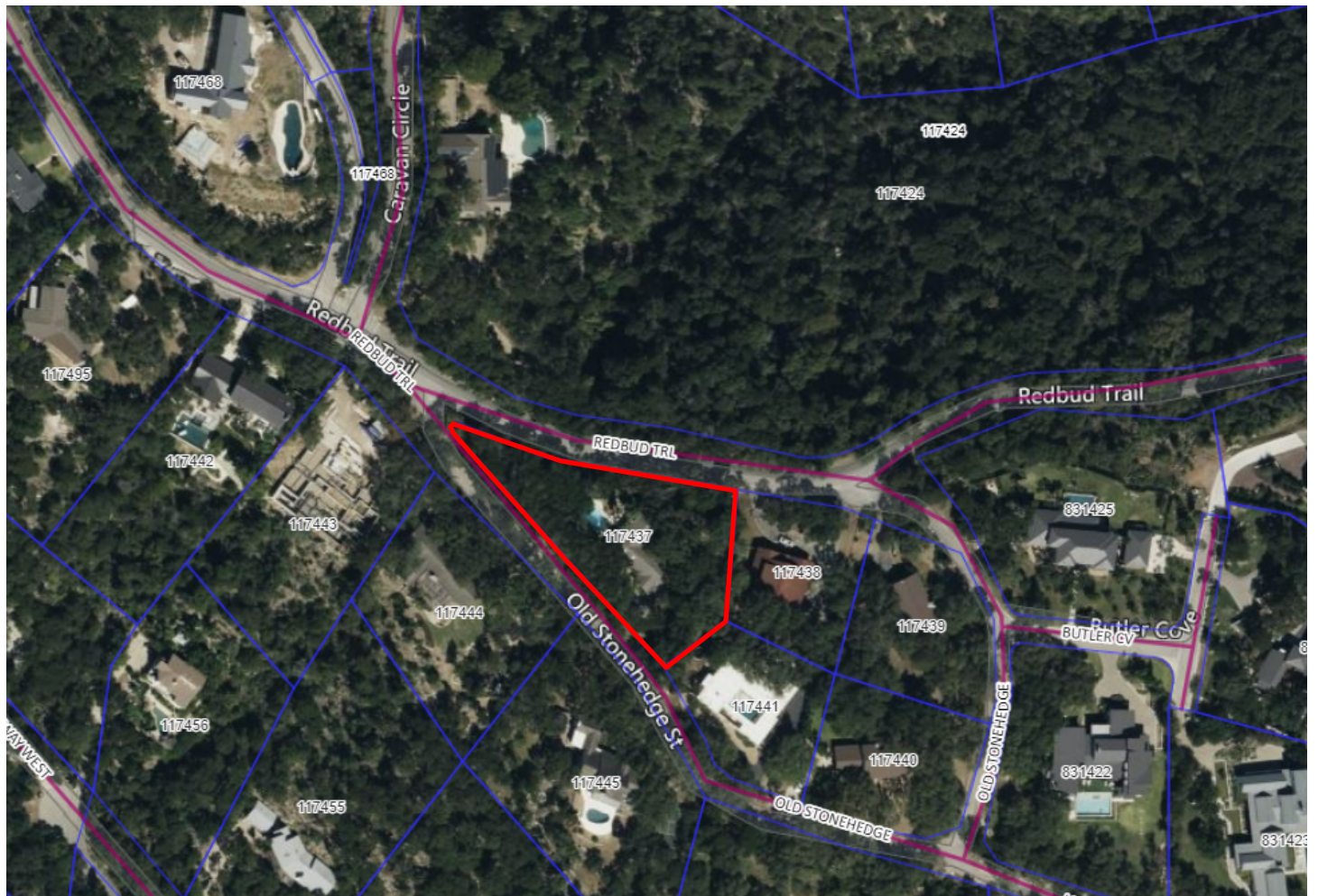
- Section 22.03.173: Fences (Residential)
- Section 38.05.031: Variances
- Section 22.03.511: Criteria and process required for granting variance

**Zoning:**





Aerial:



## Attachment 1

### Variance request

In reviewing the 30' rule from street to fence we found that our fence on Old Stonehedge has a section we would like to request a variance with. If we only considered ourselves we could build the fence 30' from the road. However, that would leave a 15' gap in the fence for our neighbors. They have dogs so that would be a problem for them.

We would like to be good neighbors and not have this gap. In the pictures below you can see that the 910 Old Stonehedge fence line along Old Stonehedge was made to be straight with the front of their house. The main request of this variance is there are some very old bushes along this stretch of the fence line. Below are pictures of them. Even if their fence was also moved to comply with the 30' road to fence requirement there would be a very odd gap between these bushes and the new fence. As these bushes are aesthetically pleasing and more importantly have survived the last to brutal winters and the current heat wave it would make sense to me to preserve them and the fence in its current location.

For the 30' road to fence rule, I understand its intent and along Redbud. That street is a high traffic street and I understand the rule is helping with public safety. However, Old Stonehedge has very low traffic and what traffic it does have is at a low rate of speed due to the narrowness of the street. In light of that I would like to request a variance for this section of fence to preserve these bushes and not cause hardship on our neighbors.



Picture 1 – 910 Old Stonehedge St fence line with shrubs in front of the fence





Picture 2 – 910 Old Stonehedge St fence line with shrubs in front of the fence



Picture 3 – 904 Old Stonehedge St fence showing the fence 15' from the St





Picture 4 – 904 Old Stonehedge St showing the back yard of 910 Old Stonehedge St where the 910 Old Stonehedge St fence would move so the trees in the picture would move from the back yard to be on the street side of the fence. It would also create the awkward gap between the new fence and the existing bushes.

## VARIANCE APPLICATION



|                            |                              |
|----------------------------|------------------------------|
| Date Received: _____       | Received By: _____           |
| Amount Due \$ _____        | Date Payment Received: _____ |
| Admin Complete Date: _____ | Permit No: _____             |

**All applications and supporting documents should be submitted electronically to**  
<https://www.mgoconnect.org/cp?JID=253>

**APPLICANT & PROPERTY INFORMATION**

The agent is the official contact person for this project and the single point of contact. All correspondence and communication will be conducted with the agent. If no agent is listed, the owner will be considered the agent.

**Property Owner:** Dan Littlejohn Phone: 512.892.6043  
**Email:** dan.littlejohn@gmail.com  
**Address:** 904 Old Stonehedge St City: West Lake Hi State: TX Zip: 78746  
**Agent\*:** n/a Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_

**Address:** \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
**Property Address:** \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Property Information**

**Subdivision Name:** \_\_\_\_\_  
**Block:** \_\_\_\_\_ **Lot:** 1 **TCAD Tax Parcel ID:** 117437  
**Current Zoning Classification:** residencial **Total Lot Size (Acres):** 0.8

*\*Please submit Power of Attorney form designating authorized agent.*

**PROJECT INFORMATION**

**Please list all variances being applied for with this project and include Code Section references:** (Please be detailed-for tree variances, must include tree #, size, species; setback variances-which setback and how far is requested encroachment; for height specify how much height being requested; etc.)

1. Would like to request a variance for a fence in our front yard to be all  
It is 15' from the road, which is closer that the 30' currently in the West

2. \_\_\_\_\_



## VARIANCE APPLICATION

3.

4.

5.

6.

### CONDITIONS REQUIRED FOR GRANTING A VARIANCE (SECTION 38.05.32):

No variance shall be granted unless the following conditions are fulfilled as provided by the applicant's statements:

1. The strict or literal enforcement of the terms of this chapter, because of special conditions, will result in unnecessary hardship to the applicant. Describe in detail any special conditions you believe will result in unnecessary hardship to you if the terms of this ordinance are strictly or literally enforced.  
The current fence has been in place for decades and is literally falling apart. The variance for the fence is due to our neighbors having an existing hedge row along the fence that would be impacted and also cause them hardship in having to replace part of their fence.
2. There will not be unreasonable disruption of the natural terrain or unreasonable destruction of existing flora. Why do you think the natural terrain and existing flora will not be unreasonably disrupted or destroyed if the variance you are requesting is granted?  
We want to keep things like they are now except to replace the fence with new wood. We would be preserving an existing very old hedge row our neighbors have and making less hardship for them in needing to replace a portion of their fence. The variance is requested for the road Old Stonehedge St, which has very low
3. There is no reasonable alternative to the requisite variance that will alleviate the difficulty or hardship complained of. What other alternatives have you considered? Why won't those other options alleviate



## VARIANCE APPLICATION

the difficulty or hardship that you think exists?

Neighbors would have to replace a portion of their fence. Likely a very old hedge row along our neighbors fence would be impacted.

4. The variance will not be greater than the minimum required to alleviate the difficulty or hardship complained of.

I believe our request is the minimum required.

5. The variance may violate the intent of this chapter or the goals of the city's comprehensive plan. Why do you believe your variance does not violate the intent of the Zoning Ordinance or the goals of the City's Comprehensive Plan?

Our fence has been in place for decades without any incidence with the city. I do not believe allowing it to remain where it is while replacing it so it does not continue to collapse in places will create any public safety or other concern. In fact I believe it will be the lowest impact to the neighborhood while also allowing our fence to be

6. The variance may have an adverse effect on neighborhood properties or interfere with the respective owners' enjoyment thereof. Why do you believe your variance will not adversely affect or interfere with the enjoyment of neighboring properties?

If anything re-routing the fence line will lower our neighbor's property value by reducing the aesthetics of the fence line and potentially impacting the old hedge row along it.

### AUTHORIZATION & ACKNOWLEDGEMENT

*The above information is true to the best of my knowledge. I attest that the real property described is owned by me and all others as signed below. If the below is signed by the authorized agent of said property, the signature of the property owner must be included below or consent must be attached (Power of Attorney Form).*

Signature

Date

9/6/2023

Printed Name

Dan Littlejohn





# VARIANCE APPLICATION

## APPLICATION CHECKLIST

### Variance Application Checklist

- ☐ Completed, signed application
- ☐ Power of Attorney form, if applicable
- ☐ Proof of ownership of subject property
- ☐ Completed Variance Hardship Questionnaire
- ☒ Letter addressed to ZAPCO Chairperson explaining reason for the request
- ☒ Property survey
- ☐ Proposed site plan with building setbacks clearly labeled
- ☐ Building elevations, if applicable
- ☐ Tree and topo survey, if applicable
- ☐ Preliminary plans for proposed project (pool plans, building plans, fence design, etc.)
- ☐ Photos of property showing existing conditions (for tree variances, include photos of proposed variance trees)
- ☐ Letters/emails of support from neighbors, if able to obtain
- ☐ Payment of application fees (*refer to Appendix A: Fee Schedule in the Code of Ordinances for current fees. Fees are due upfront with application.*)
- ☐ Other relevant information, as determined necessary by staff (for example, if variance is for cut/fill/retaining wall, you may be requested to provide a drainage report)

### Variance Process and Information

- City staff will prepare public notification letters and will provide you a public notice sign to place on the property. You will be notified when the public notice sign is available to be picked-up.
- If you want to see example variance applications, please see the Agenda page on the City website at <https://www.westlakehills.org/> to view the latest ZAPCO, Council and BOA packets.
- All variance applications are first considered by the Zoning and Planning Commission (ZAPCO), which is an advisory commission only. Final action is then determined by either City Council or Board of Adjustment, depending on the type of variance being requested.
- Agenda packets are digital and posted on the website the Friday prior to the meeting by 5pm. Staff will send you a meeting reminder email after the agenda and packet are posted.
- **Applicants or a designated representative are required to attend/speak at each public hearing; otherwise you will risk postponement or denial for no-show. Applicants should keep remarks brief and the typical time allotment is 5 minutes for ZAPCO and 5 – 10 minutes for City Council/BOA.**
- Please note ZAPCO is an advisory commission only – final action must be taken by City Council or BOA, depending on the type of variance. If ZAPCO recommends denial, you can still move forward to City Council/BOA unless you decide to withdraw or postpone your variance request.
- If City Council/BOA denies your variance, you have to wait one year before you can reapply for the same variance.
- If approved by City Council/BOA, variances expire within one year of the approval date if a permit application has not been filed to perform the scope of work related to the variance.





## VARIANCE APPLICATION

### STAFF NOTES

#### *For Completion by Staff Only*

Date public notification letters mailed: \_\_\_\_\_

Date of ZAPCO Meeting: \_\_\_\_\_

ZAPCO Recommendation: \_\_\_\_\_

Date of City Council/BOA Meeting: \_\_\_\_\_

City Council/BOA

Action: \_\_\_\_\_

Notes:

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UNIMARC  
NEQ REST  
(CATHOLICISM)

[illegible][illegible]

Notes: Subject to emul. rights & restrictions in Vol. 3298, Pg. 1345 Deed Records & Vol. 34, Pg. 2, Plat Records, Travis County, Texas.

U.S. - 02/20/07-1439  
of West American Film Company, Los Angeles, California,  
Litho. Expense & Delivery D. 10/2/23

Received of the 11<sup>th</sup> day of Aug 1901

Attest: J. L. Carpenter.

MAILING: N. AMERICAN B.P.L., NO. 4218,  
JAMES N. AMERICAN SUBSTITUTION CO.,  
1000 Capital of James Hwy., S. 2nd, 200

(S/N) 307-

100



Dan Littlejohn &lt;dan.littlejohn@gmail.com&gt;

---

**904 Old Stonehedge fence variance**

1 message

**Will DuBois** <will.dubois@gmail.com>

Wed, Sep 6, 2023 at 5:38 PM

To: Dan Littlejohn &lt;dan.littlejohn@gmail.com&gt;

We are writing to strongly endorse granting the requested variance. The project pursuant to the request is entirely consistent with the character and aesthetics of the neighborhood.

Literal and strict implementation of the zoning code in this situation would be wasteful and potentially counterproductive. To the extent the purpose of the zoning code is to preserve the character and appearance of our community, that purpose would best be met in this instance by approving the project as-proposed. Moreover, the shape of the lot and the street make the proposed approach a more reasonable option than redesigning to increase the setback from the status quo.

- Francis (Will) and Elizabeth DuBois  
905 Old Stonehedge, West Lake Hills, TX 78746

Ed Vincent  
910 Old Stonehedge St.  
West Lake Hills, TX 78746

Sept 6, 2023

City of West Lake Hills  
West Lake Hills, TX 78746

To whom it may concern:

We have been talking with our neighbors who live at 904 Old Stonehedge who would like to replace the existing fence we share between our 2 properties. In talking with them we understand that the City of West Lake Hills is requesting that our shared fence between our 2 properties be moved from the current 15 feet from Old Stonehedge St to 30 feet. In our opinion, this would create a hardship on us as we would need to replace a portion of our fence to move it to 30 feet from the road and there is a hedge row that is very old that would likely be impacted as it is against the existing fence line. We would like to support the Littlejohn's request for a variance, so we do not have to replace our fence or potentially impact this hedge row. The existing fence has existed without problem for many years and we also think making the major change to comply would negatively impact our enjoyment of 910 Old Stonehedge St.

Regards,

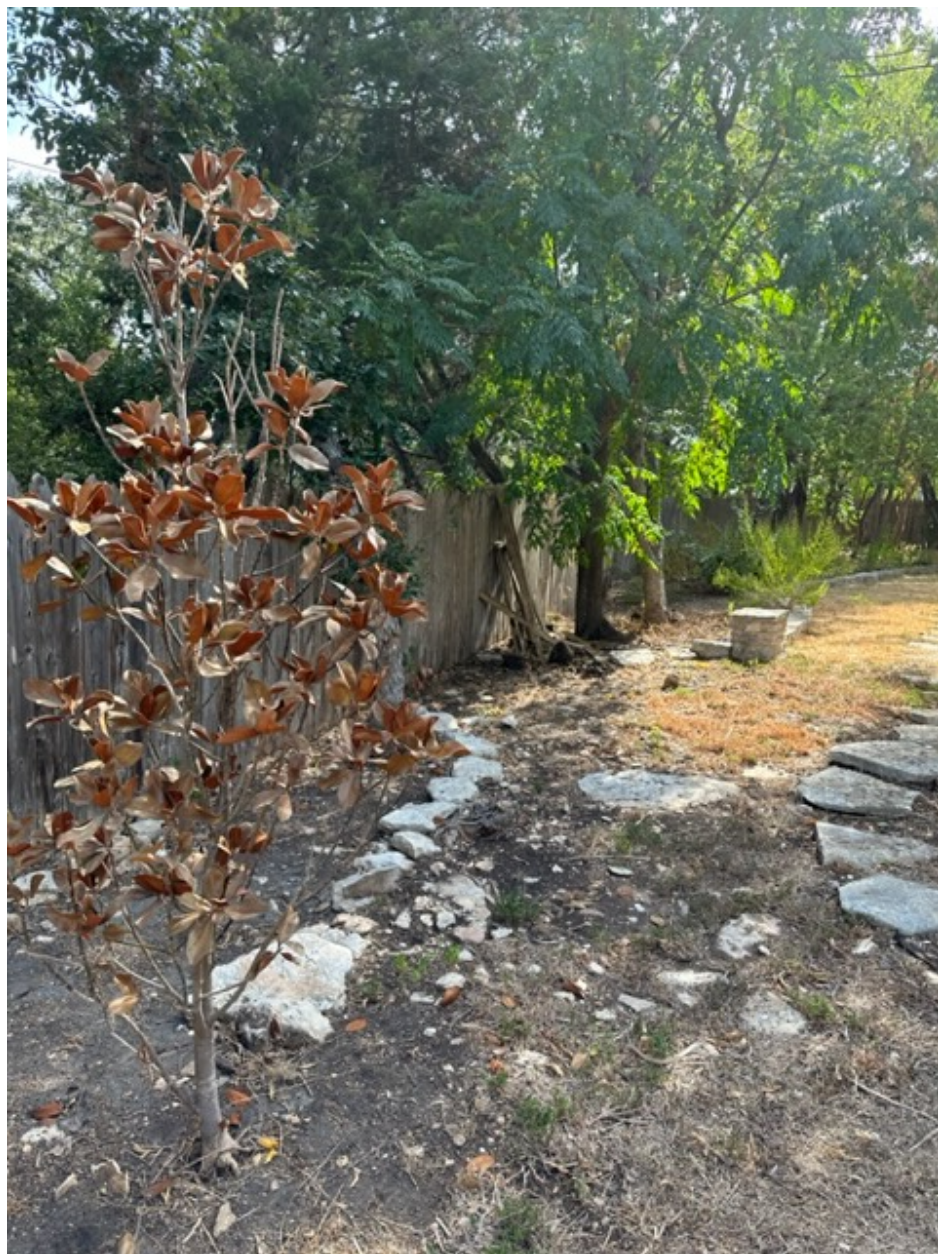
*Edward Vincent*

Ed Vincent  
910 Old Stonehedge St.  
West Lake Hills, TX 78746









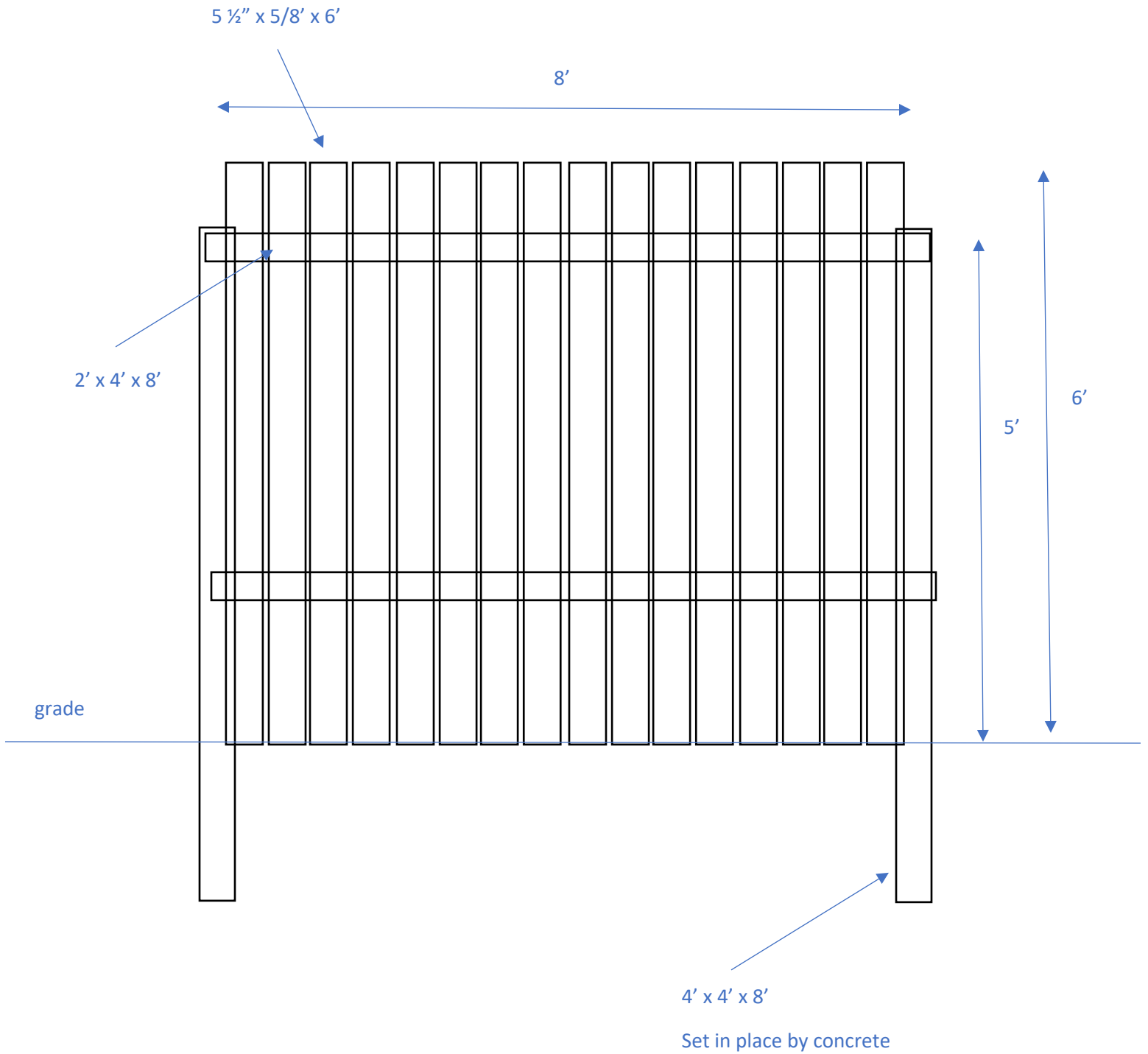








Attachment 6





CITY OF WEST LAKE HILLS, TEXAS  
MINUTES OF A ZONING & PLANNING COMMISSION (ZAPCO) REGULAR MEETING  
Wednesday, October 18, 2023 at 6:30 PM

1. Call to Order. Chairman Robert Meisel.

**With a quorum present, Chairman Meisel called the meeting to order at 6:30 p.m.**

**ZAPCO Members Present**

**Chairman Robert Meisel  
Julia Webber  
Laurie Maccini  
Karen Bartoletti  
Patrick Stewart**

**City Staff Present**

**Dir. of Building & Development Jennifer Bills  
ZAPCO Secretary Mark Littrell  
Asst. City Attorney Josh Brockman-Weber**

2. Citizen Communications The Commission 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 Commission later in the meeting. The Commission cannot respond to or discuss matters not listed on the agenda. The Commission 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.

**Chairman Meisel opened the meeting for public comments. Hearing none, the public comment section was closed.**

3. Consent Agenda The following items are considered to be self-explanatory by the Commission and will be enacted with one motion. There will be no separate discussion of these item/s unless a Commission Member or citizen so requests.

- Approval of the September 20, 2023 Zoning and Planning Commission Meeting Minutes

**Motion for Approval made by Commissioner Julia Webber with a Second by Commissioner Karen Bartoletti.**

**Motion for Approval carried unanimously by a vote of 4 ayes to 0 nays.**

4. Land Use 5 North Peak - Discuss and make a recommendation on a variance for encroachment into the side setbacks by 4.5 feet for replacement and expansion of the pool and placement of pool equipment (Section 22.03.275 and 22.03.281 of the West Lake Hills Code). Applicant: Jennifer Smith, Permit Solutions LLC

**Staff Briefing**

**Director Bills gives the staff briefing.**

**Staff Recommendation: Approval. No comments have been received from the public.**

**Commissioner Webber: The elevation shown isn't existing? What is the elevation at its highest?**

**Director Bills: The applicant is here.**

**Presentation by Applicant**

**Jennifer Smith is the applicant representing the property owner who is also present. The elevation will be at the same level.**

**Commissioner Bartoletti: What about looking at people from the end of the pool?**

**Commissioner Webber: How high is the fence?**

**James Bass is the property owner: The fence is 6'.**

**Jennifer Smith: It tappers will the property.**

**Commissioner Webber: The dimensions need to be shown. Privacy is an issue.**

**James Bass: You can't see over the fence from the pool.**

**Commissioner Maccini: Is there any screening?**

**James Bass: We have trees and no direct vision toward the neighbors.**

**Chairman Meisel: You have shrubs at the end of the pool?**

**James Bass: Yes.**

**Jennifer Smith: It's a very gradual slope. Notes from the previous meeting were addressed.**

**Commissioner Maccini: Is the equipment part of the variance?**

**Director Bills: Yes.**

**Public Hearing**

**Chairman Meisel opened the meeting for public comments. Hearing none, the public hearing section was closed.**

**Discussion/Recommendation**

**Commissioner Stewart: Are you reducing impervious cover?**

**Jennifer Smith: Yes.**

**Commissioner Maccini: Has anything been received from the other neighbors?**

**Director Bills: No.**

**Motion for Recommended Approval made by Commissioner Bartoletti with a Second by Commissioner Maccini.**

**Motion for Recommended Approval carried unanimously by a vote of 4 ayes to 0 nays.**

5. **Land Use 904 Old Stonehedge** - Discuss and make a recommendation on two variances to allow the reconstruction of a non-conforming privacy fence 1. To encroach into the 30-foot front fence setback approximately 15 feet, and 2. the front yard fence to be a solid wood privacy style fence where 80% transparency is required (Section 22.03.173 of the West Lake Hills Code). Applicant Dan Littlejohn.

**Staff Briefing**

**Director Bills gives the staff briefing.**

**Staff Recommendation: Denial. No comments received from the public.**

**Commissioner Bartoletti: If it is a repair it's okay. Replacing is a variance?**

**Director Bills: Yes.**

**Commissioner Webber: The denial recommendation is because of the encroachment or the 80% screening requirement?**

**Director Bills: Both. They would use yard space if it is moved back.**

**Commissioner Bartoletti: Wouldn't it look awkward?**

**Director Bills: There would be a gap.**

**Commissioner Webber: Is there a timeframe for 50% repair?**

**Director Bills: No.**

**Presentation by Applicant**

**Dan Littlejohn is the applicant. The red circle on Redbud Trail, we can do 30'. The one in front is the neighbor's yard, that is weird. It makes a hardship on them.**

**Chairman Meisel: Redbud can conform?**

**Dan: Redbud is a very busy street. Old Stonehedge is a single lane.**

**Chairman Meisel:** A hardship would be imposed on the neighbor.

### **Public Hearing**

**Chairman Meisel** opened the meeting for public comments. Hearing none, the public comment section was closed.

### **Discussion/Recommendation**

**Commissioner Maccini:** I'm fine with it because it's a busy on Redbud Trail. It affects the quality of life.

**Commissioner Webber:** The 80% transparency requirement; I've not been on the board long enough to know the past discussions.

**Chairman Meisel:** We want to keep from having a wall tunnel.

**Commissioner Webber:** If this was a new construction project it wouldn't be acceptable?

**Commissioner Bartoletti:** This is an old neighborhood.

**Motion for Recommended Approval made by Commissioner Bartoletti with a Second by Commissioner Webber.**

**Motion for Recommended Approval carried unanimously by a vote of 4 ayes to 0 nays.**

6. **Land Use 1200 Westlake Drive** - Discuss and make a recommendation on variances for the installation of a fence on a vacant lot and the development of a turf sport field on a vacant lot and within the 30-foot rear setback (Section 22.03.173 & 38.03.032 (b) of the West Lake Hills Code). Applicant Hughes Holland

### **Staff Briefing**

**Director Bills** gives the staff briefing.

**Staff Recommendation:** Denial. Properties should be re-platted.

**Commissioner Bartoletti:** Is there an order in which we accept permits? Does the applicant have any guidance? We have a process to go through.

**Commissioner Webber:** Can you identify the encroachment?

**Director Bills:** The rear setbacks.

### **Presentation by Applicant**

**Hughes Holland** is the applicant. This location would require grading. The soccer



**field is for the kids. Re-platting is not discussed.**

**Commissioner Webber: There is no survey with the topography lines?**

**Hughes: No.**

**Commissioner Webber: What would they apply for for that? Grading?**

**Director Bills: It's artificial turf.**

**Commissioner Webber: Grading is more of the issue.**

**Director Bills: Yes. Fences are not allowed on vacant lots.**

**Commissioner Maccini: Any lighting?**

**Hughes: No lighting. Three gates on the fence and just the field.**

**Brent Wilshire is the landscape architect. There is currently a fence on two sides. His current lot is his septic field.**

#### **Public Hearing**

**Chairman Meisel opened the meeting for public comments. Hearing none, the public comment section was closed.**

#### **Discussion/Recommendation**

**Commissioner Webber: I'm not opposed to having a place for kids.**

**Chairman Meisel: Neither are platted?**

**Director Bills: All 3 acres. That was done in 2017.**

**Commissioner Maccini: Would it require separate entrances?**

**Director Bills: No.**

**Commissioner Maccini: I'd like to see all the information.**

**Commissioner Stewart: It feels incomplete.**

**Chairman Meisel: Is there a solution that doesn't require variances? That is the solution.**

**Director Bills: No variances but they would require permits.**

**Commissioner Webber: The topography is missing.**

**Commissioner Bartoletti:** These are big variances that aren't necessary.

**Commissioner Stewart:** What variance are we talking about?

**Director Bills:** Fence on a vacant lot.

**Motion for Recommended Denial made by Commissioner Maccini with a Second by Commissioner Webber.**

**Motion for Recommended Denial carried unanimously by a vote of 4 ayes to 0 nays.**

7. Land Use 100 Redbud Trail - Discuss and make a recommendation on variances for a 33-foot encroachment into the 50 foot front yard setback and impervious cover allowance greater than 25% to demolish and reconstruct a pool house and storage building (Section 22.03.275 and 22.03.281 of the West Lake Hills Code). Applicant James Hughes Holland  
Staff Briefing

**Director Bills gives the staff briefing.**

**Staff recommendation: Denial. No comments received from the public.**

**Commissioner Webber:** How does an application reach this level with not enough information?

**Director Bills:** Notification requirements.

**Commissioner Webber:** This needs to be re-submitted.

**Director Bills:** No drainage study.

**Commissioner Webber:** This highlights the submittal requirements. Allowing them to submit building plans.

#### Presentation by Applicant

**Hughes Holland is the applicant. 1957 is when this house was built. We're trying to do improvements. The 50' on Redbud is really the side. The drainage report just became available. Our demolition triggered the variances.**

#### Public Hearing

**Chairman Meisel opened the meeting for public comments. Hearing none, the public comment section was closed.**

#### Discussion/Recommendation

**Commissioner Webber:** I feel we have incomplete information.

**Motion for Recommended Postponement made by Commissioner Webber with a Second by Commissioner Maccini.**

**Motion for Recommended Postponement carried unanimously by a vote of 4 ayes to 0 nays.**

8. Land Use 300 Block of Laurel Valley - Discuss and make recommendation a replat of Ledge way East, Lot 4 to create two lots, Lot 4A and 4B (Section 36.01.004 of the West Lake Hills Code). Applicants Jeff and Michelle Sunshine.

**Staff Briefing**

**Director Bills gives the staff briefing.**

**Staff recommendation: Denial until 4 listed conditions are met.**

**Commissioner Bartoletti: Once the conditions are met, the approval is mandatory. Four items make it compliant.**

**Commissioner Webber: The easement is from the top if a Laurel Valley driveway is not done?**

**Presentation by Applicant**

**Jeff and Michelle Sunshine are the applicants. It's more a clarification approval with conditions before it goes to city council?**

**Director Bills: City Council.**

**Michelle: We have items to submit with changes to the plat notes. We didn't realize we have to refer to two re-plats. These are just wording.**

**Public Hearing**

**Chairman Meisel opened the meeting for public comments. Hearing none, the public comment section was closed.**

**Discussion/Recommendation**

**Commissioner Maccini: I was excited it was going to be large lots. It makes me sad to see it.**

**Chairman Meisel: We need to move it.**

**Motion for Recommended Denial made by Commissioner Bartoletti due to the 4 conditions, with a Second by Commissioner Maccini.**

**Motion for Recommended Denial carried by a vote of 3 ayes to 1 nays. Commissioner Stewart opposed.**

9. Land Use Update from staff on items forwarded to BOA and City Council from the previous meeting.

**Director Bills gives the update. Reminder there will be a joint ZAPCO/Council meeting either November 29th or December 6th to discuss the new city hall.**

10. Adjournment. Chairman Robert Meisel.

**Chairman Meisel adjourns the meeting at 8:03 p.m.**

Respectfully submitted,

\_\_\_\_\_  
ROBERT MEISEL, CHAIRMAN

ATTEST:

\_\_\_\_\_  
ZAPCO Secretary Mark Littrell

These minutes were approved on \_\_\_\_\_, 20\_\_.



# City of West Lake Hills City Council

## AGENDA REPORT

|               |                                 |                  |      |
|---------------|---------------------------------|------------------|------|
| Meeting Date: | November 8, 2023                | Item Number:     | 5    |
| Department:   | Building & Development Services |                  |      |
| Prepared By:  | Jennifer C. Bills               | Cost / Budget:   | None |
| Exhibits:     | See Attached                    | Source of Funds: | N/A  |

### Subject

**1200 Westlake Dr:** Discuss and consider action on variances for the installation of a fence on a vacant lot and the development of a turf sport field on a vacant lot and within the 30-foot rear setback (Section 22.03.173 & 38.03.032 (b) of the West Lake Hills Code).

Applicant: Hughes Holland

### Recommendation

Staff recommends denial of the variance request. The vacant lot is a separate property from 203 Wild Cat Hollow. The applicant should plat the 0.79-acres of Sparks Survey and 3.055 acres of Sparks Survey properties to make lots that will meet the code for development.

This was recommended for denial by the Zoning & Planning Commission on October 18, 2023, by a vote of 4-0 (Attachment 10). The basis for the variance recommendation is that the applicant can plat the two properties to bring the property for development into the residential property. Once platted, no variances would be needed for the fence or for the accessory use (Attachment 7).

### Discussion

#### Property Information, Zoning & Site Characteristics:

Owner: Pat Feigley

Legal Description: 3.055-acre tract out of the W. Sparks Survey, Abstract 21

Lot Size: 3.055 acres

Zoning: R-1, One-Family

The properties surrounding the subject property are zoned R-1, One Family, B-2 Business and GUI Government, Utility, and Institutional.

#### Background & Analysis:

The applicant is requesting a variance to incorporate part of a separate vacant lot at 1200 Westlake Drive as part of the property at 203 Wild Cat Hollow by extending the fence from the rear property line. The properties are under common ownership but are two separate lots. Within the Code, fences are prohibited on vacant lots. The site plan provided does not provide the lot boundaries as reference but is intended to be to the east of the rear boundary of 203 Wild Cat Hollow. Additionally, the property at 1200 Westlake Drive is zoned R-1 and the primary use must be One-family dwelling, with accessory uses (soccer field) as an incidental use to the primary use. As a vacant lot, this would be a violation of the zoning. The applicant has included an unrecorded plat that



shows creating two lots out of the vacant lot (Attachment 4) and tree survey with possible future development plans depicted (Attachment 5).

The applicant has submitted a fence permit but has not provided any details on the installation methods/materials for the soccer field (Attachment 3). A grading permit will most likely be required for the turf installation (Attachment 6).

**Variance Criteria Review:**

*When applying for a variance, the applicant has provided the following evidence:*

1. *The strict or literal enforcement of the terms of this chapter, because of special conditions, will result in unnecessary hardship to the applicant.*  
By building this outdoor fenced in turf soccer field it will encourage a healthy and productive space for the kids and family. Without the field it encourages the kids to be inside wasting away on their mobile devices.
2. *There will not be unreasonable disruption of the natural terrain or unreasonable destruction of existing flora.*  
We have provided a tree survey and legend to be followed and not affect any terrain and existing flora that is protected.
3. *There is no reasonable alternative to the requisite variance that will alleviate the difficulty or hardship complained of.*  
The Feigley's would like to utilize the already existing flat surface for the turf soccer field. Proposing other locations for the field become extremely difficult due to the slope of the terrain.
4. *The variance will not be greater than the minimum required to alleviate the difficulty or hardship complained of.*  
The proposed turf soccer field is easily accessed from our main residences backyard.
5. *The variance does not violate the intent of the Zoning Ordinance or goals of the Comprehensive Plan.*  
We are only installing a fence and turf soccer field and the fence can easily be removed if required in the future.
6. *The variance will not adversely affect neighboring properties or interfere with the enjoyment of these properties by their owners.*  
The Feigley's own the adjacent property. The only neighbors are themselves.

**Outdoor Lighting**

Outdoor lighting is not proposed with this variance request. Any outdoor lighting will comply with the City's Code.

**Compliance with Adopted Building Code**

The property and future construction will have to comply with all applicable City codes.

**Subdivision**

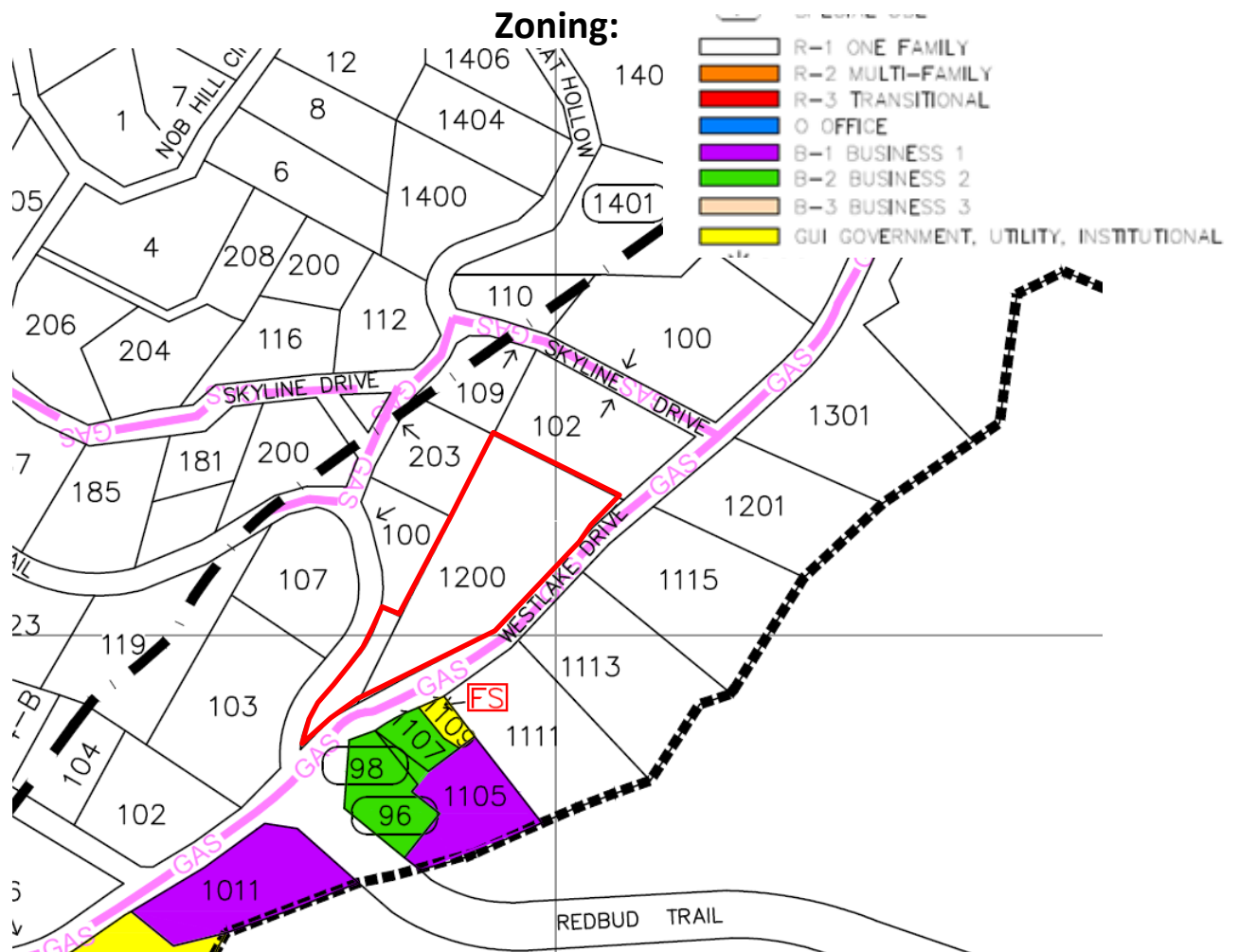
There is no change to the subdivision proposed with this application.

**Comprehensive Planning Analysis**

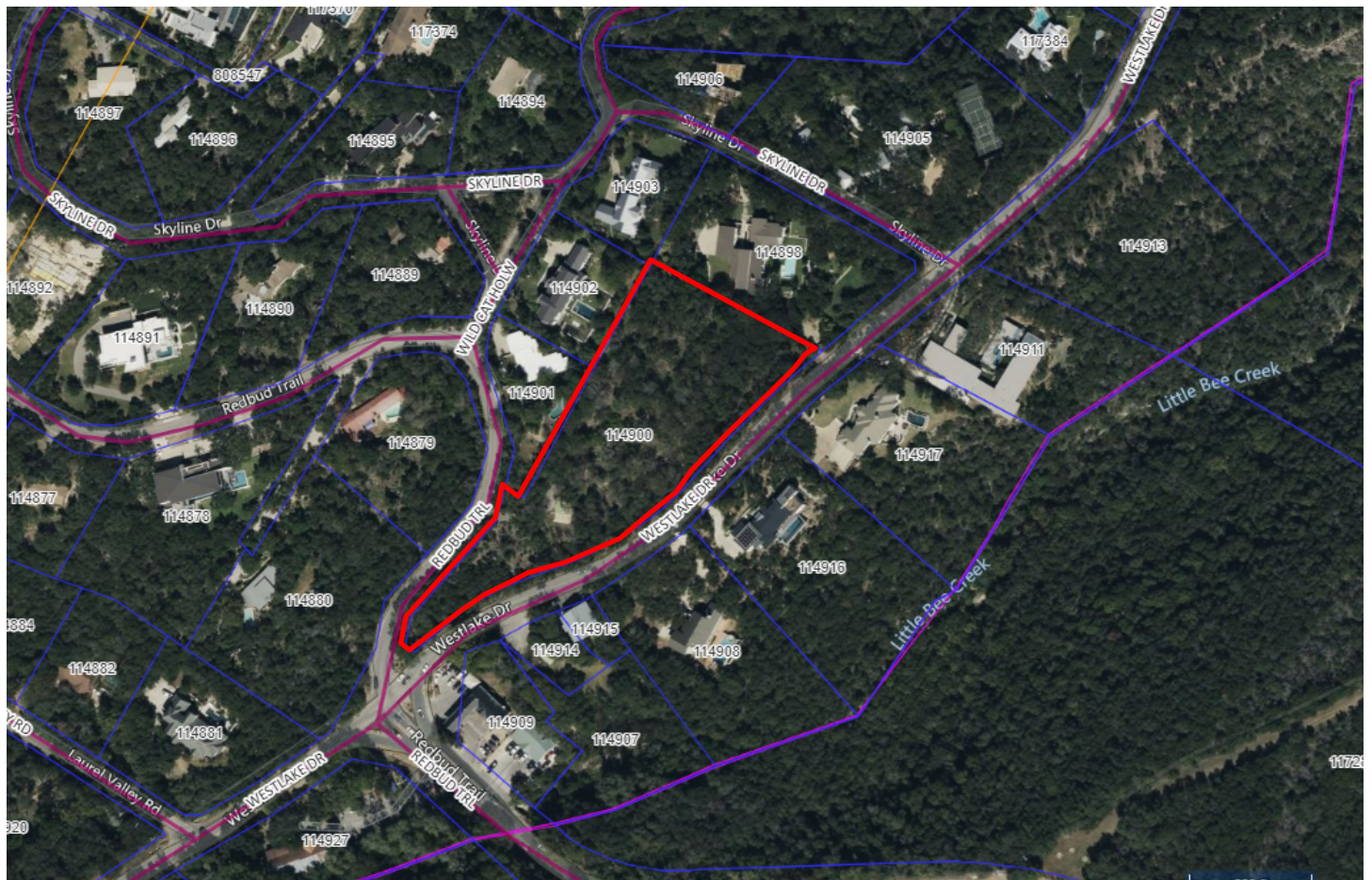
The existing land use is in conformance with the City of West Lake Hills Master Plan, but the proposed use on the vacant lot as a sports field without a primary use is not in conformance with the Master Plan.

**Links to Relevant Code:**

- [Section 22.03.173: Fences \(Residential\)](#)
- [Section 38.03.032 R-1 one-family residential district](#)
- [Section 38.05.031: Variances](#)
- [Section 22.03.511: Criteria and process required for granting variance](#)



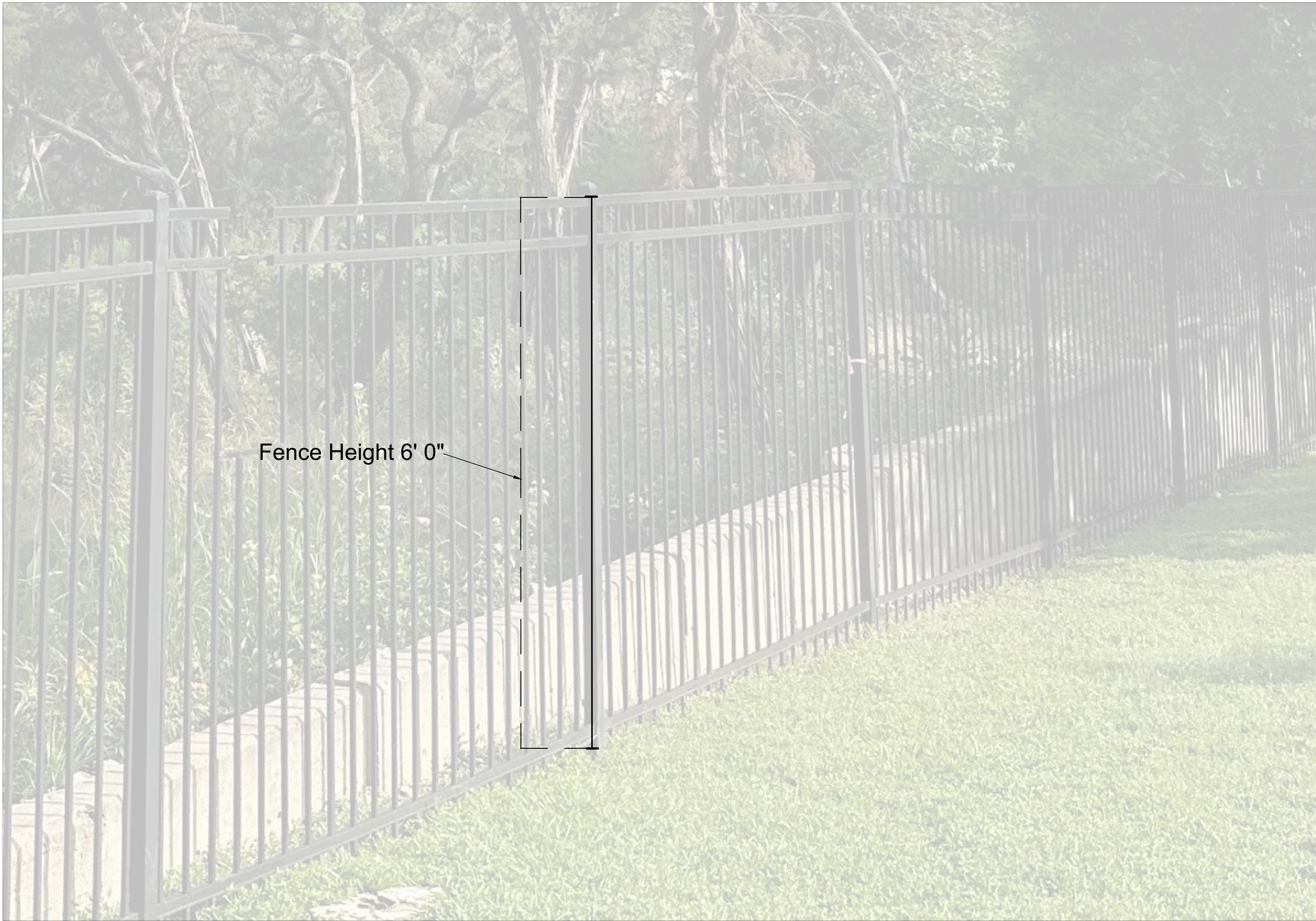
### Aerial:







| No. | Date | Description |
|-----|------|-------------|
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Fiegly Fence

Fence Height

DATE: 9-23

DRAWN BY: mp

FH100





### Attachment 3

## PERMIT APPLICATION FOR FENCING

Date Application Received: \_\_\_\_\_

Received By: \_\_\_\_\_

Permit No. \_\_\_\_\_ Admin Completeness Date: \_\_\_\_\_

#### PERMIT TYPE:

Construction Type: ☐ New Construction ☒ Remodel

Permit Type: ☒ Fence ☐ Pool Enclosure ☐ Entry Gate

Will it include any of the front yard? Yes ☐ No ☒

#### PROJECT INFORMATION:

Project Name: P Feigley Fence

Property Address: 1200 West Lake Dr

Block: \_\_\_\_\_ Lot: \_\_\_\_\_ Tax Parcel ID: 11490

Total Lot Area: \_\_\_\_\_ acres

Present use of Property: Residential

Additional Impervious Cover: 0 sf Total Impervious Cover: \_\_\_\_\_ %

Estimated Construction Cost: \$ 49937

#### \*PROJECT NARRATIVE: (Please be descriptive):

- Remove approx 80 linear feet of existing back property line fencing (to be reused along 1 length of proposed enclosure. New posts will be needed for these sections of fence.
- Install reusable fencing, plus additional fencing (match existing)
- Three gates total are included: One double 8' utility gate at the new lot, one 4' pedestrian gate at the new lot and one 4' pedestrian gate



## PERMIT APPLICATION FOR FENCING

### APPLICANT INFORMATION\*:

The agent is the official contact person for this project and the single point of contact. All correspondence and communication will be conducted with the agent. If no agent is listed, the owner will be considered the agent.

**Property Owner:** Pat Feigley Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
Address: 203 Wildcat Hollow City: Austin State: TX Zip: 78746  
**Agent:** Molly Pikarsky Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
Address: 1101 S Capitol of TX HWY City: Austin State: TX Zip: 78746  
**Licensed Engineer/Surveyor:** \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
**Contractor:** Ground and Garden Phone: 512-563-1761 Email: \_\_\_\_\_  
Address: 1101 S Capitol of TX HWY City: Austin State: TX Zip: 78746

**\*For projects valued at \$25,000 or greater, General Contractor registration form is required and subject to City of West Lake Hills Code, Section 22.03.130**

1. Does the project require the removal of any regulatory trees? ☐ Yes ☐ No  
If yes, a tree permit approval is required prior to permit issuance per Sec. 22.03.303.
2. Is the project located within any FEMA regulated floodplain? ☐ Yes ☒ No  
If yes, a Floodplain permit approval is required prior to permit issuance

### SUBMITTAL REQUIREMENTS

- ☐ Completed and signed application
- ☐ Completed and signed Acknowledgment of Code of Ordinances
- ☐ General Contractor Registration Form (required for projects valued at \$25,000 and greater)
- ☐ A survey / site plan showing all improvements on the property and all setbacks in accordance to West Lake Hills Code Sec. 22.03.281
- ☐ Location and dimensions of fence on property (can be included on the above site plan/survey)
- ☐ Elevations showing height of fence (measured from natural ground grade)
- ☐ Design details/renderings of proposed fence
- ☐ Pictures of existing site and pictures of existing fence, if applicable
- ☐ Landscape plan and depiction of growth and size of vegetation 3 years from planting, if applicable
- ☐ 1 hard copy of application submittal package
- ☐ PDFs of entire application submittal package
- ☐ Detailed Narrative of Work (including description of variances if applicable)
- ☐ Proof of ownership
- ☐ Copy of driver and state licenses for all contractors (general and sub)
- ☐ Proof of Liability Insurance (minimum \$600,000 unless otherwise specified)



## PERMIT APPLICATION FOR FENCING

- ☐ Outdoor lighting plan and manufacturer cut-sheets, if applicable
- ☐ Copy of recorded plat
- ☐ Tree and topo survey
- ☐ Property survey including building setbacks (platted setbacks and City Zoning setbacks)
- ☐ Location of septic fields and tanks, if property on septic
- ☐ Variance approval letter, if applicable
- ☐ Approval letter from ESD 9 for electronic gates, if applicable

### IMPORTANT NOTE:

This permit or application for permit does not relieve the applicant from any construction requirements that may need to be addressed with outside agencies. It is highly recommended that a permit be submitted to any outside agencies prior to submitting this permit application.

I hereby confirm that this application is complete and all required information attached. I further agree to comply with all relevant code and policy requirements of the City of West Lake Hills. I understand that the permit will not be issued unless staff comments are satisfactorily addressed.

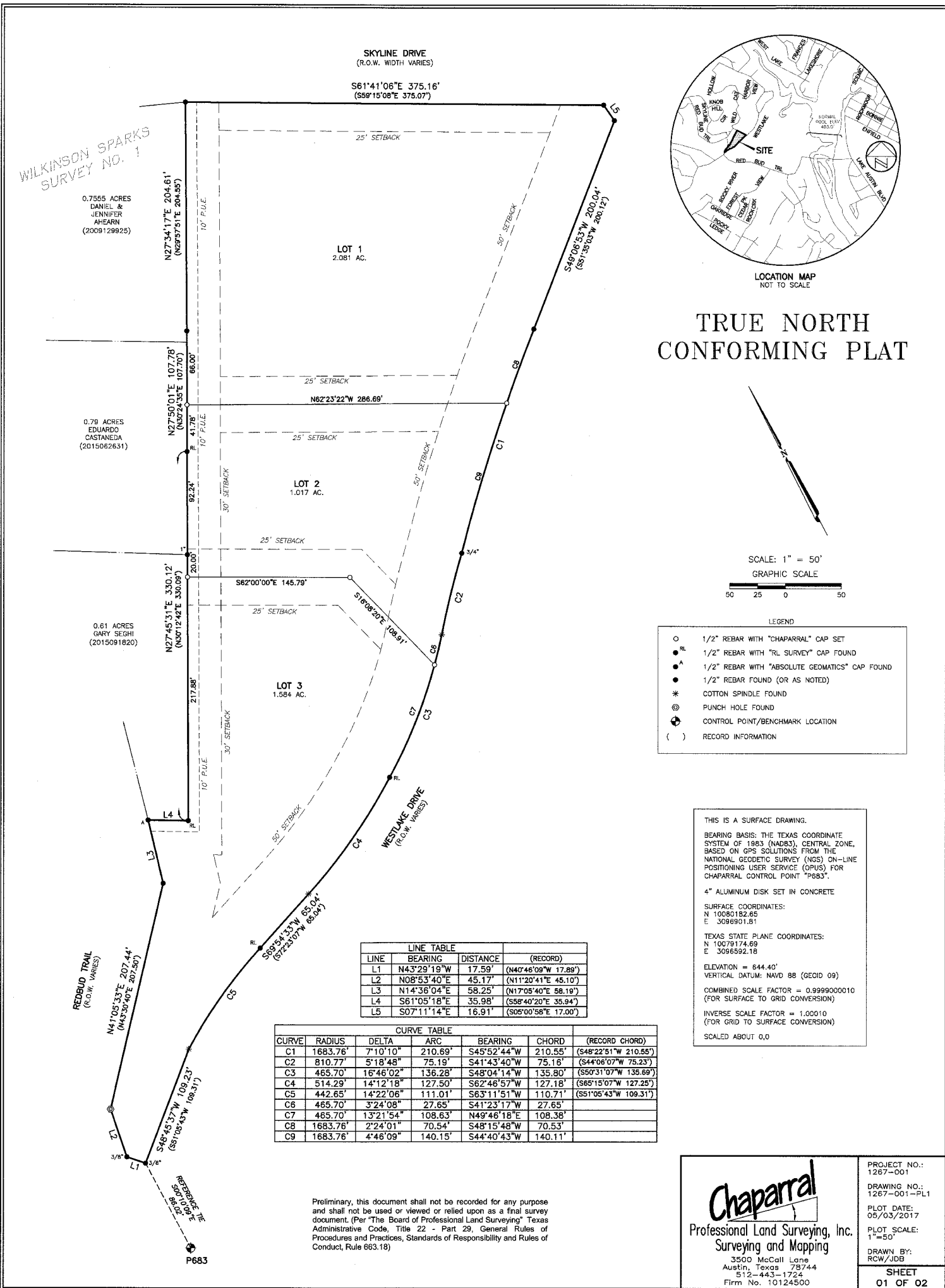
7/18/2023

\_\_\_\_\_  
Signature of Owner/Applicant

\_\_\_\_\_  
Date

Molly Pikarsky, Landscape Design

\_\_\_\_\_  
Print Name & Title



# TRUE NORTH CONFORMING PLAT

STATE OF TEXAS  
COUNTY OF TRAVIS

KNOW ALL MEN BY THESE PRESENTS:

THAT MICHAEL S. SMERKLO, TRUSTEE OF THE TRUE NORTH TRUST, BEING OWNERS OF 4.682 ACRES IN THE WILKINSON SPARKS SURVEY NO. 1, IN TRAVIS COUNTY, TEXAS, CONVEYED BY DEED OF RECORD IN DOCUMENT NO. 2015160869 AND DOCUMENT NO. 2016200911 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS;

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS: THAT I (WE) THE UNDERSIGNED OWNER(S) OF THE LAND SHOWN ON THIS PLAT, AND DESIGNATED HEREIN AS TRUE NORTH CONFORMING PLAT OF THE CITY OF WEST LAKE HILLS, TRAVIS COUNTY, TEXAS, AND WHOSE NAME IS SUBSCRIBED HERETO, HEREBY SUBDIVIDES SAID 4.682 ACRES OF LAND TO BE KNOWN AS TRUE NORTH CONFORMING PLAT AND DO HEREBY DEDICATE TO THE USE OF THE PUBLIC FOREVER ALL STREETS, ALLEYS, PARKS, WATERCOURSES, DRAINS, PUBLIC EASEMENTS, AND PUBLIC PLACES THEREON SHOWN FOR THE PURPOSES AND CONSIDERATION THEREIN EXPRESSED.

WITNESS MY HAND THIS THE \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_ A.D.

BY: MICHAEL L. SMERKLO DATE \_\_\_\_\_  
102 SKYLINE DRIVE  
AUSTIN, TEXAS 78746

STATE OF TEXAS  
COUNTY OF TRAVIS

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED MICHAEL L. SMERKLO, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATION THEREIN EXPRESSED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

NOTARY PUBLIC, STATE OF TEXAS

PRINTED NAME \_\_\_\_\_ MY COMMISSION EXPIRES \_\_\_\_\_

I, THE UNDERSIGNED, CITY ADMINISTRATOR OF THE CITY OF WEST LAKE HILLS, TEXAS, HEREBY CERTIFY THAT THIS SUBDIVISION PLAT CONFORMS TO ALL REQUIREMENTS OF THE SUBDIVISION REGULATIONS OF THE CITY FOR WHICH MY APPROVAL IS REQUIRED.

CITY ADMINISTRATOR CITY OF WEST LAKE HILLS, TEXAS

THE TRACT OF LAND DESCRIBED ON THIS PLAT IS WITHIN THE BOUNDARIES OF TRAVIS COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT (WCID) NO. 10 AND HAS WATER SERVICE AVAILABLE.

PRESIDENT OF THE BOARD WCID NO. 10

STATE OF TEXAS  
COUNTY OF TRAVIS

I, THE UNDERSIGNED, A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF TEXAS, HEREBY CERTIFY THAT THIS PLAT IS TRUE AND CORRECT AND WAS PREPARED FROM THE ACTUAL SURVEY OF THE PROPERTY MADE UNDER MY SUPERVISION ON THE GROUND JANUARY 19, 2017.

ROBERT C. WATTS, JR., R.P.L.S. 4995  
SURVEYING BY:  
CHAPARRAL PROFESSIONAL LAND SURVEYING, INC.  
3500 MCCALL LANE  
AUSTIN, TEXAS 78744  
(512) 443-1724

Preliminary, this document shall not be recorded for any purpose and shall not be used or viewed or relied upon as a final survey document. (Per "The Board of Professional Land Surveying" Texas Administrative Code, Title 22 - Part 29, General Rules of Procedures and Practices, Standards of Responsibility and Rules of Conduct, Rule 663.18)

THIS PLAT HAS BEEN SUBMITTED TO AND CONSIDERED BY THE ZONING AND PLANNING COMMISSION (ZAPCO) OF THE CITY OF WEST LAKE HILLS, TEXAS.

ZAPCO CHAIRPERSON CITY OF WEST LAKE HILLS, TEXAS

APPROVED AND AUTHORIZED FOR RECORD BY THE CITY COUNCIL OF THE CITY OF WEST LAKE HILLS, TEXAS.  
DATED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

MAYOR CITY OF WEST LAKE HILLS, TEXAS

ATTEST:

CITY SECRETARY:

(1) SEPTIC TANK NOTE:

SEPTIC SYSTEMS: EVERY LOT WITHIN THE CITY'S MUNICIPAL BOUNDARIES IN THIS SUBDIVISION IS SUBJECT TO THE WEST LAKE HILLS CODE, AS AMENDED. NO SEPTIC SYSTEM OR OTHER PRIVATE SEWAGE FACILITY MAY BE CONSTRUCTED IN THE CITY UNTIL THE CITY OF WEST LAKE HILLS HAS ISSUED A PERMIT FOR ITS CONSTRUCTION. NO PRIVATE SEWAGE FACILITY IN THE CITY LIMITS MAY BE USED UNTIL THE FACILITY HAS BEEN APPROVED AND LICENSED BY THE CITY. LOT SIZE REQUIREMENTS FOR RESIDENTIAL AND COMMERCIAL PRIVATE SEWAGE FACILITIES SHALL CONFORM TO CONSTRUCTION AND DEVELOPMENT LIMITATIONS IN OF THE WEST LAKE HILLS CODE, AS AMENDED.

(2) SITE CLEARANCE, SITE DISTURBANCE AND IMPERVIOUS COVER NOTE:

SITE CLEARANCE, SITE DISTURBANCE, OR IMPERVIOUS COVER: EVERY LOT IN THIS SUBDIVISION IS SUBJECT TO THE CITY OF WEST LAKE HILLS' SITE CLEARANCE PROCEDURES. NO SITE CLEARANCE, EXCAVATION, GRADING OR LANDFILL SHALL COMMENCE UNLESS A PERMIT SHALL HAVE FIRST BEEN ISSUED FOR SUCH WORK IN ACCORDANCE WITH THE PROVISIONS OF APPLICABLE ORDINANCES. IMPERVIOUS COVER SHALL NOT EXCEED THE MAXIMUM PERCENTAGE PERMITTED UNDER CITY ORDINANCE.

(3) FLOOD HAZARD NOTE:

NO PORTION OF THIS TRACT IS WITHIN THE BOUNDARIES OF THE 100 YEAR FLOOD OF A WATERWAY THAT IS WITHIN THE FEDERAL EMERGENCY MANAGEMENT AGENCY (ZONE AE), NATIONAL FLOOD INSURANCE PROGRAM, AS SHOWN ON MAP NO. 48453C0445J, DATED JANUARY 6, 2016, FOR TRAVIS COUNTY, TEXAS AND INCORPORATED AREAS.

(4) STREETS, ROADS AND OTHER PUBLIC THOROUGHFARES NOTE:

STREETS, ROADS AND OTHER PUBLIC THOROUGHFARES SHOWN ON THE PLAT: THE BUILDING OF ALL STREETS, ROADS, AND OTHER PUBLIC THOROUGHFARES SHOWN ON THIS PLAT, AND ANY BRIDGES OR CULVERTS NECESSARY TO BE CONSTRUCTED OR PLACED IN SUCH STREETS, ROADS OR OTHER PUBLIC THOROUGHFARES OR IN CONNECTION THEREWITH, SHALL BE THE RESPONSIBILITY OF THE OWNER AND/OR DEVELOPER OF THE LAND COVERED BY THIS PLAT IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS PRESCRIBED BY THE CITY COUNCIL OF THE CITY OF WEST LAKE HILLS, TRAVIS COUNTY, TEXAS, IF SAID PLAT IS WITHIN THE CITY LIMITS OF THE CITY OF WEST LAKE HILLS, TEXAS. THE CITY OF WEST LAKE HILLS, TEXAS ASSUMES NO RESPONSIBILITY TO BUILD ANY OF THE STREETS, ROADS OR OTHER PUBLIC THOROUGHFARES SHOWN ON THIS PLAT OR ANY BRIDGES OR CULVERTS IN CONNECTION THEREWITH. ALL CURB CUTS, ENTRANCES, AND EXITS ONTO PUBLIC STREETS OR HIGHWAYS SHALL FIRST BE APPROVED BY THE CITY OF WEST LAKE HILLS, TEXAS.

(5) CONSTRUCTION OVER THE EDWARDS AQUIFER RECHARGE ZONE, IF APPLICABLE:

RECHARGE ZONE: THIS SUBDIVISION IS/IS NOT LOCATED OVER THE EDWARDS AQUIFER CONTRIBUTING ZONE AND IS SUBJECT TO THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY EDWARDS RULES, AS AMENDED. NO BUILDING PERMIT WILL BE ISSUED BY THE CITY OF WEST LAKE HILLS UNTIL THE REQUIREMENTS OF THE EDWARDS RULES (AC CHAPTER 315 ARE FULLY COMPLIED WITH. THE APPLICANT FOR A BUILDING PERMIT IS RESPONSIBLE TO FURNISH THE CITY WRITTEN COMPLIANCE TO THE EDWARDS AQUIFER RULES FROM THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY.

(6) THIS SUBDIVISION PLAT IS LOCATED WITHIN THE FULL PURPOSE MUNICIPAL BOUNDARIES OF THE CITY OF WEST LAKE HILLS, \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_ A.D.

THE STATE OF TEXAS  
COUNTY OF TRAVIS

I, DANA DEBEAUVOR, CLERK OF TRAVIS COUNTY, TEXAS, DO HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT OF WRITING, WITH ITS CERTIFICATE OF AUTHENTICATION WAS FILED FOR RECORD IN MY OFFICE.

ON THE \_\_\_\_ DAY OF \_\_\_\_\_, A.D. 20\_\_\_\_ AT \_\_\_\_ O'CLOCK \_\_\_\_ M., AND DULY

RECORDED ON THE \_\_\_\_ DAY OF \_\_\_\_\_, A.D. 20\_\_\_\_ AT \_\_\_\_ O'CLOCK \_\_\_\_ M., IN SAID COUNTY

AND STATE, IN DOCUMENT NUMBER \_\_\_\_\_ OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS.

WITNESS MY HAND AND SEAL OF OFFICE OF THE COUNTY CLERK, THE \_\_\_\_ DAY OF \_\_\_\_\_

20\_\_\_\_ A.D.

DANA DEBEAUVOR, COUNTY CLERK, TRAVIS COUNTY, TEXAS

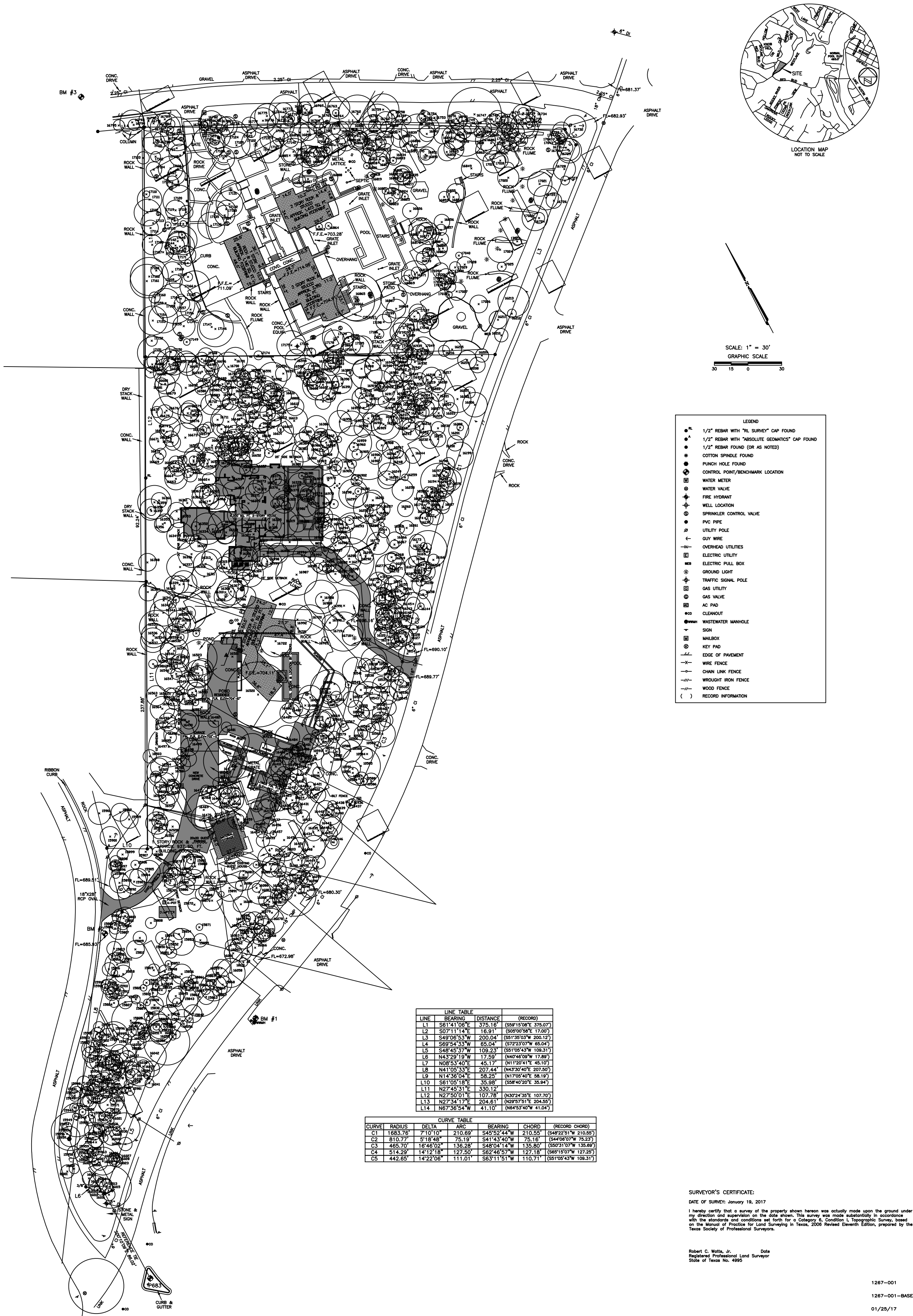
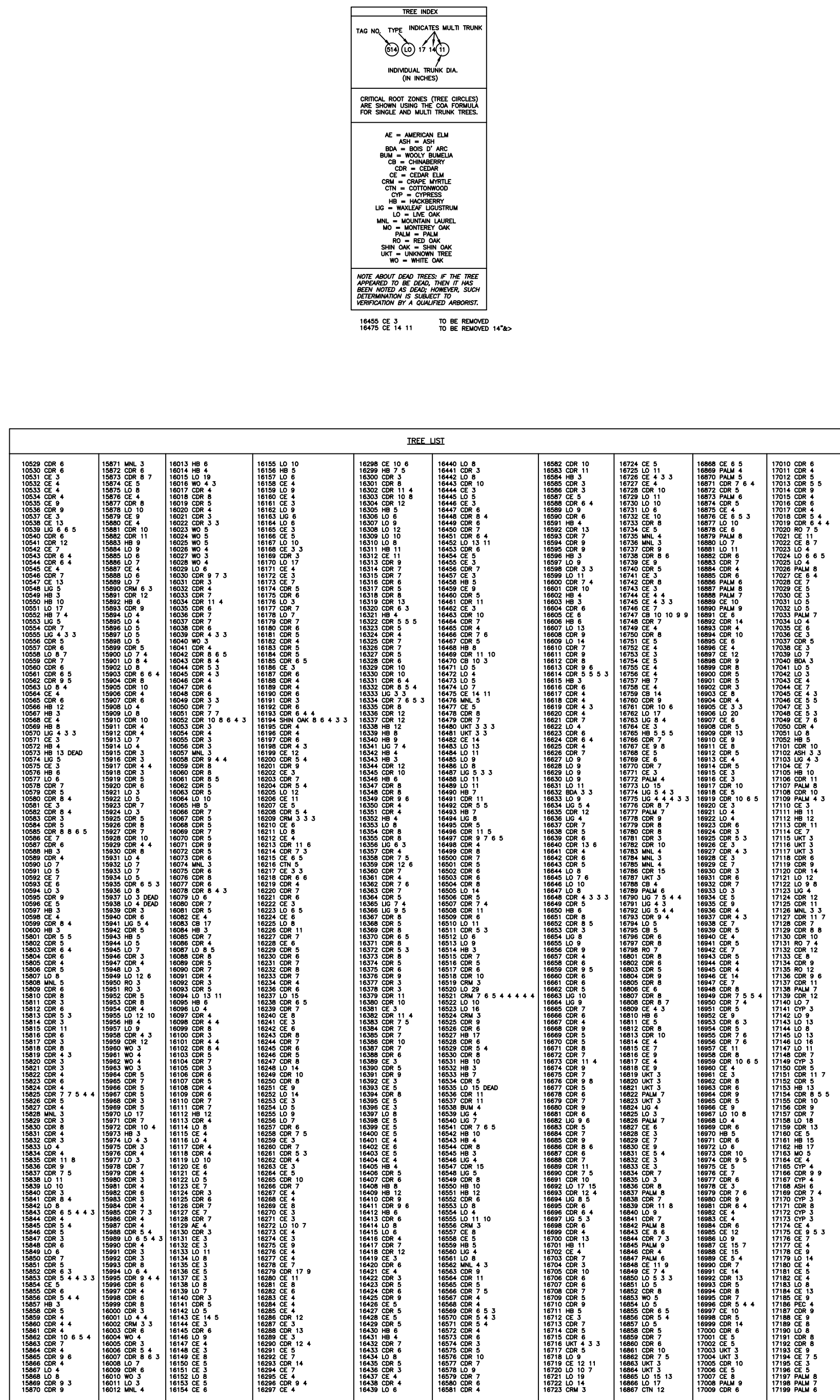
BY \_\_\_\_\_  
DEPUTY

**Chaparral**  
Professional Land Surveying, Inc.  
Surveying and Mapping  
3500 McCall Lane  
Austin, Texas 78744  
512-443-1724  
Firm No. 10124500

PROJECT NO.:  
1267-001  
DRAWING NO.:  
1267-001-PL1  
PLOT DATE:  
05/03/2017  
PLOT SCALE:  
1"=50'  
DRAWN BY:  
RCW/JDB  
SHEET  
02 OF 02



## Attachment 5













CITY OF WEST LAKE HILLS, TEXAS  
MINUTES OF A ZONING & PLANNING COMMISSION (ZAPCO) REGULAR MEETING  
Wednesday, October 18, 2023 at 6:30 PM

1. Call to Order. Chairman Robert Meisel.

**With a quorum present, Chairman Meisel called the meeting to order at 6:30 p.m.**

**ZAPCO Members Present**

**Chairman Robert Meisel  
Julia Webber  
Laurie Maccini  
Karen Bartoletti  
Patrick Stewart**

**City Staff Present**

**Dir. of Building & Development Jennifer Bills  
ZAPCO Secretary Mark Littrell  
Asst. City Attorney Josh Brockman-Weber**

2. Citizen Communications The Commission 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 Commission later in the meeting. The Commission cannot respond to or discuss matters not listed on the agenda. The Commission 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.

**Chairman Meisel opened the meeting for public comments. Hearing none, the public comment section was closed.**

3. Consent Agenda The following items are considered to be self-explanatory by the Commission and will be enacted with one motion. There will be no separate discussion of these item/s unless a Commission Member or citizen so requests.

- Approval of the September 20, 2023 Zoning and Planning Commission Meeting Minutes

**Motion for Approval made by Commissioner Julia Webber with a Second by Commissioner Karen Bartoletti.**

**Motion for Approval carried unanimously by a vote of 4 ayes to 0 nays.**

4. Land Use 5 North Peak - Discuss and make a recommendation on a variance for encroachment into the side setbacks by 4.5 feet for replacement and expansion of the pool and placement of pool equipment (Section 22.03.275 and 22.03.281 of the West Lake Hills Code). Applicant: Jennifer Smith, Permit Solutions LLC

**Staff Briefing**

**Director Bills gives the staff briefing.**

**Staff Recommendation: Approval. No comments have been received from the public.**

**Commissioner Webber: The elevation shown isn't existing? What is the elevation at its highest?**

**Director Bills: The applicant is here.**

**Presentation by Applicant**

**Jennifer Smith is the applicant representing the property owner who is also present. The elevation will be at the same level.**

**Commissioner Bartoletti: What about looking at people from the end of the pool?**

**Commissioner Webber: How high is the fence?**

**James Bass is the property owner: The fence is 6'.**

**Jennifer Smith: It tappers will the property.**

**Commissioner Webber: The dimensions need to be shown. Privacy is an issue.**

**James Bass: You can't see over the fence from the pool.**

**Commissioner Maccini: Is there any screening?**

**James Bass: We have trees and no direct vision toward the neighbors.**

**Chairman Meisel: You have shrubs at the end of the pool?**

**James Bass: Yes.**

**Jennifer Smith: It's a very gradual slope. Notes from the previous meeting were addressed.**

**Commissioner Maccini: Is the equipment part of the variance?**

**Director Bills: Yes.**

**Public Hearing**

**Chairman Meisel opened the meeting for public comments. Hearing none, the public hearing section was closed.**

**Discussion/Recommendation**

**Commissioner Stewart: Are you reducing impervious cover?**

**Jennifer Smith: Yes.**

**Commissioner Maccini: Has anything been received from the other neighbors?**

**Director Bills: No.**

**Motion for Recommended Approval made by Commissioner Bartoletti with a Second by Commissioner Maccini.**

**Motion for Recommended Approval carried unanimously by a vote of 4 ayes to 0 nays.**

5. **Land Use 904 Old Stonehedge** - Discuss and make a recommendation on two variances to allow the reconstruction of a non-conforming privacy fence 1. To encroach into the 30-foot front fence setback approximately 15 feet, and 2. the front yard fence to be a solid wood privacy style fence where 80% transparency is required (Section 22.03.173 of the West Lake Hills Code). Applicant Dan Littlejohn.

**Staff Briefing**

**Director Bills gives the staff briefing.**

**Staff Recommendation: Denial. No comments received from the public.**

**Commissioner Bartoletti: If it is a repair it's okay. Replacing is a variance?**

**Director Bills: Yes.**

**Commissioner Webber: The denial recommendation is because of the encroachment or the 80% screening requirement?**

**Director Bills: Both. They would use yard space if it is moved back.**

**Commissioner Bartoletti: Wouldn't it look awkward?**

**Director Bills: There would be a gap.**

**Commissioner Webber: Is there a timeframe for 50% repair?**

**Director Bills: No.**

**Presentation by Applicant**

**Dan Littlejohn is the applicant. The red circle on Redbud Trail, we can do 30'. The one in front is the neighbor's yard, that is weird. It makes a hardship on them.**

**Chairman Meisel: Redbud can conform?**

**Dan: Redbud is a very busy street. Old Stonehedge is a single lane.**



**Chairman Meisel:** A hardship would be imposed on the neighbor.

### **Public Hearing**

**Chairman Meisel** opened the meeting for public comments. Hearing none, the public comment section was closed.

### **Discussion/Recommendation**

**Commissioner Maccini:** I'm fine with it because it's a busy on Redbud Trail. It affects the quality of life.

**Commissioner Webber:** The 80% transparency requirement; I've not been on the board long enough to know the past discussions.

**Chairman Meisel:** We want to keep from having a wall tunnel.

**Commissioner Webber:** If this was a new construction project it wouldn't be acceptable?

**Commissioner Bartoletti:** This is an old neighborhood.

**Motion for Recommended Approval made by Commissioner Bartoletti with a Second by Commissioner Webber.**

**Motion for Recommended Approval carried unanimously by a vote of 4 ayes to 0 nays.**

6. **Land Use 1200 Westlake Drive** - Discuss and make a recommendation on variances for the installation of a fence on a vacant lot and the development of a turf sport field on a vacant lot and within the 30-foot rear setback (Section 22.03.173 & 38.03.032 (b) of the West Lake Hills Code). Applicant Hughes Holland

### **Staff Briefing**

**Director Bills** gives the staff briefing.

**Staff Recommendation:** Denial. Properties should be re-platted.

**Commissioner Bartoletti:** Is there an order in which we accept permits? Does the applicant have any guidance? We have a process to go through.

**Commissioner Webber:** Can you identify the encroachment?

**Director Bills:** The rear setbacks.

### **Presentation by Applicant**

**Hughes Holland** is the applicant. This location would require grading. The soccer

**field is for the kids. Re-platting is not discussed.**

**Commissioner Webber: There is no survey with the topography lines?**

**Hughes: No.**

**Commissioner Webber: What would they apply for for that? Grading?**

**Director Bills: It's artificial turf.**

**Commissioner Webber: Grading is more of the issue.**

**Director Bills: Yes. Fences are not allowed on vacant lots.**

**Commissioner Maccini: Any lighting?**

**Hughes: No lighting. Three gates on the fence and just the field.**

**Brent Wilshire is the landscape architect. There is currently a fence on two sides. His current lot is his septic field.**

#### **Public Hearing**

**Chairman Meisel opened the meeting for public comments. Hearing none, the public comment section was closed.**

#### **Discussion/Recommendation**

**Commissioner Webber: I'm not opposed to having a place for kids.**

**Chairman Meisel: Neither are platted?**

**Director Bills: All 3 acres. That was done in 2017.**

**Commissioner Maccini: Would it require separate entrances?**

**Director Bills: No.**

**Commissioner Maccini: I'd like to see all the information.**

**Commissioner Stewart: It feels incomplete.**

**Chairman Meisel: Is there a solution that doesn't require variances? That is the solution.**

**Director Bills: No variances but they would require permits.**

**Commissioner Webber: The topography is missing.**

**Commissioner Bartoletti:** These are big variances that aren't necessary.

**Commissioner Stewart:** What variance are we talking about?

**Director Bills:** Fence on a vacant lot.

**Motion for Recommended Denial made by Commissioner Maccini with a Second by Commissioner Webber.**

**Motion for Recommended Denial carried unanimously by a vote of 4 ayes to 0 nays.**

7. Land Use 100 Redbud Trail - Discuss and make a recommendation on variances for a 33-foot encroachment into the 50 foot front yard setback and impervious cover allowance greater than 25% to demolish and reconstruct a pool house and storage building (Section 22.03.275 and 22.03.281 of the West Lake Hills Code). Applicant James Hughes Holland  
Staff Briefing

**Director Bills gives the staff briefing.**

**Staff recommendation: Denial. No comments received from the public.**

**Commissioner Webber:** How does an application reach this level with not enough information?

**Director Bills:** Notification requirements.

**Commissioner Webber:** This needs to be re-submitted.

**Director Bills:** No drainage study.

**Commissioner Webber:** This highlights the submittal requirements. Allowing them to submit building plans.

#### Presentation by Applicant

**Hughes Holland is the applicant. 1957 is when this house was built. We're trying to do improvements. The 50' on Redbud is really the side. The drainage report just became available. Our demolition triggered the variances.**

#### Public Hearing

**Chairman Meisel opened the meeting for public comments. Hearing none, the public comment section was closed.**

#### Discussion/Recommendation

**Commissioner Webber:** I feel we have incomplete information.

**Motion for Recommended Postponement made by Commissioner Webber with a Second by Commissioner Maccini.**

**Motion for Recommended Postponement carried unanimously by a vote of 4 ayes to 0 nays.**

8. Land Use 300 Block of Laurel Valley - Discuss and make recommendation a replat of Ledge way East, Lot 4 to create two lots, Lot 4A and 4B (Section 36.01.004 of the West Lake Hills Code). Applicants Jeff and Michelle Sunshine.

**Staff Briefing**

**Director Bills gives the staff briefing.**

**Staff recommendation: Denial until 4 listed conditions are met.**

**Commissioner Bartoletti: Once the conditions are met, the approval is mandatory. Four items make it compliant.**

**Commissioner Webber: The easement is from the top if a Laurel Valley driveway is not done?**

**Presentation by Applicant**

**Jeff and Michelle Sunshine are the applicants. It's more a clarification approval with conditions before it goes to city council?**

**Director Bills: City Council.**

**Michelle: We have items to submit with changes to the plat notes. We didn't realize we have to refer to two re-plats. These are just wording.**

**Public Hearing**

**Chairman Meisel opened the meeting for public comments. Hearing none, the public comment section was closed.**

**Discussion/Recommendation**

**Commissioner Maccini: I was excited it was going to be large lots. It makes me sad to see it.**

**Chairman Meisel: We need to move it.**

**Motion for Recommended Denial made by Commissioner Bartoletti due to the 4 conditions, with a Second by Commissioner Maccini.**

**Motion for Recommended Denial carried by a vote of 3 ayes to 1 nays. Commissioner Stewart opposed.**



9. Land Use Update from staff on items forwarded to BOA and City Council from the previous meeting.

**Director Bills gives the update. Reminder there will be a joint ZAPCO/Council meeting either November 29th or December 6th to discuss the new city hall.**

10. Adjournment. Chairman Robert Meisel.

**Chairman Meisel adjourns the meeting at 8:03 p.m.**

Respectfully submitted,

\_\_\_\_\_  
ROBERT MEISEL, CHAIRMAN

ATTEST:

\_\_\_\_\_  
ZAPCO Secretary Mark Littrell

These minutes were approved on \_\_\_\_\_, 20\_\_.



# City of West Lake Hills City Council

## AGENDA REPORT

|               |                                 |                  |      |
|---------------|---------------------------------|------------------|------|
| Meeting Date: | November 8, 2023                | Item Number:     | 6    |
| Department:   | Building & Development Services |                  |      |
| Prepared By:  | Jennifer C. Bills               | Cost / Budget:   | None |
| Exhibits:     | See Attached                    | Source of Funds: | N/A  |

### Subject

**300 Block of Laurel Valley Rd:** Discuss and consider action on a replat of East Ledgeway Subdivision, Lot 4 to create two lots, Lot 4A and 4B (Section 36.01.004 of the West Lake Hills Code).

Applicants: Jeffery and Michelle Sunshine

### Recommendation

Staff recommend approval of the proposed replat.

The recommendation of the Zoning and Planning Commission at the October 18, 2023 meeting was denial based on four deficiencies listed in the background. The applicant has resubmitted and corrected the deficiencies for City Council consideration.

### Discussion

#### Property Information, Zoning & Site Characteristics:

Owner: Jeffery and Michelle Sunshine  
Legal Description: East Ledgeway, Lot 4  
Lot Size: 4.71 acres  
Zoning: R-1 (One-Family)

The properties surrounding the subject property are zoned R-1, One-Family.

#### Background & Analysis:

The applicant is proposing to replat the existing Lot 4 of the East Ledgeway Subdivision into two lots. The East Ledgeway Subdivision was recorded on July 25, 2019, and was a replat of Lot 1, Block A of the A.F. Deloney Subdivision recorded September 26, 1996. The house on Lot 4 was built in 2001, prior to the resubdivision. Lot 4 was established around the existing structure. Under the requirements for the resubdivision in 2019, the density equation for a subdivision of greater than 5 acres applied. Under the regulation, the subdivision was allowed 8 lots, which is reflected in plat note 14 of the 2019 plat. At the time, only 7 lots were included in the resubdivision. The owner is requesting to establish the final lot allowed under the density regulation. No new public improvements (streets, rights-of-way, and drainage) are necessary to serve the additional lot.

Lots 4-7 of the Ledgeway East Subdivision are constrained on the south by Little Bee Creek, which is in the 100-year flood plain, most of which is designated as floodway. Ledgeway Ridge was built with the subdivision to provide access to all seven lots within the subdivision. With the proposed replat, Lot 4A will continue to take

access room Ledgeway Ridge, and Lot 4B would take access from Laurel Valley Road. The buildable area of Lot 4B is to the north, so a bridge would be required over the floodway. Generally, improvements (streets and utilities) to be conveyed to the public would be addressed with the subdivision platting process, but this would be a private improvement serving one lot that would be reviewed on a building permit application. Prior to the 2019 replat, a driveway and bridge provided access from Laurel Valley, as depicted on the aerial map below. The bridge was removed during the subdivision construction process. As Little Bee Creek is designated as floodplain and a Waters of the US, the bridge construction must meet the requirements of the Federal Emergency Management Agency (FEMA) and the Army Corps of Engineers, respectively. No studies or approvals have been completed or approved for the construction of the bridge at this time. The applicant has stated that, if necessary, they would grant an access easement through the existing driveway on Lot 4A from Ledgeway Ridge. If this were to be access, then no access would be allowed from Laurel Valley and the existing driveway must be removed.

At the ZAPCO meeting, four corrections were required:

1. The plat is incorrectly labeled as a Preliminary Plat (Section 36.01.004(f));
2. Note 6 has additional language that is not in the required plat note. Note should read "Restrictions or covenants filed as Document No. 2019112166 of the Official Public Records of Travis County, Texas." (Section 36.01.007 (F) xiii)
3. Per Texas Local Government Code 212.014, all requirements of the preceding plat must be included on the replat. Plat is missing notes from the recorded East Ledgeway Resubdivision.
4. Revise note 15: Construction of Driveway Access to Lot 4B from Laurel Valley Road may require a permit from the Federal Emergency Management Agency (FEMA) and the US Army Corps of Engineers. Lot 4B owner is authorized to acquire, in lieu of Laurel Valley Road, vehicle access to Lot 4A to Ledgeway Ridge through a mutually agreeable private access easement from an adjoining landowner recorded by separate instrument in the Travis County Public Records. Construction of such alternate access must be permitted and approved by the City of West Lake Hills." (Section 36.01.007(f)(1)(F)(xi)).

These four items were corrected by the applicant and resubmitted for City Council approval.

Attachments for review:

- Exhibit A – Proposed replat of East Ledgeway Lot 4
- Attachment 1 - Letter to Chair
- Attachment 2 - A.F. Delony Subdivision
- Attachment 3 - East Ledgeway Subdivision
- Attachment 4 - Ownership/Property Taxes Paid Confirmation
- Attachment 5 - Slope Analysis
- Attachment 6 - Existing Septic Location
- Attachment 7 - Tree Survey
- Attachment 8 - Fire Department Recommendation for Approval
- Attachment 9 - Water District 10 Service Area Confirmation
- Attachment 10 – Certification of No Oak Wilt

## **Chapter 36 Subdivision**

### **Section 36.01.004 Replat or resubdivision without vacation:**

A replat or plat vacation, as defined by chapter 212.014 (of the Texas Local Government Code), shall meet all of the informational and procedural requirements set forth for a final plat.

*The proposed replat complies with the requirements of Chapter 36.*

Sec. 212.014. REPLATTING WITHOUT VACATING PRECEDING PLAT. A replat of a subdivision or part of a subdivision may be recorded and is controlling over the preceding plat without vacation of that plat if the replat:

(1) is signed and acknowledged by only the owners of the property being replatted;

*The owners of Lot 4 have requested the replat and will be the signatories.*

(2) is approved by the municipal authority responsible for approving plats; and

*Under the West Lake Hills Code of Ordinances, the Zoning & Planning Commission provides a recommendation to the City Council. The City Council is the responsible authority for the approval of plats.*

(3) does not attempt to amend or remove any covenants or restrictions.

*Plat notes from the AF Deloney and East Ledgeway Subdivision are reflected on the replat.*

### **Compliance with Adopted Building Codes**

The property and future construction will have to comply with all applicable City codes.

### **Subdivision**

The plat does not meet the requirements of Chapter 36.

### **Comprehensive Planning Analysis**

The request is in conformance with the City of West Lake Hills Master Plan.

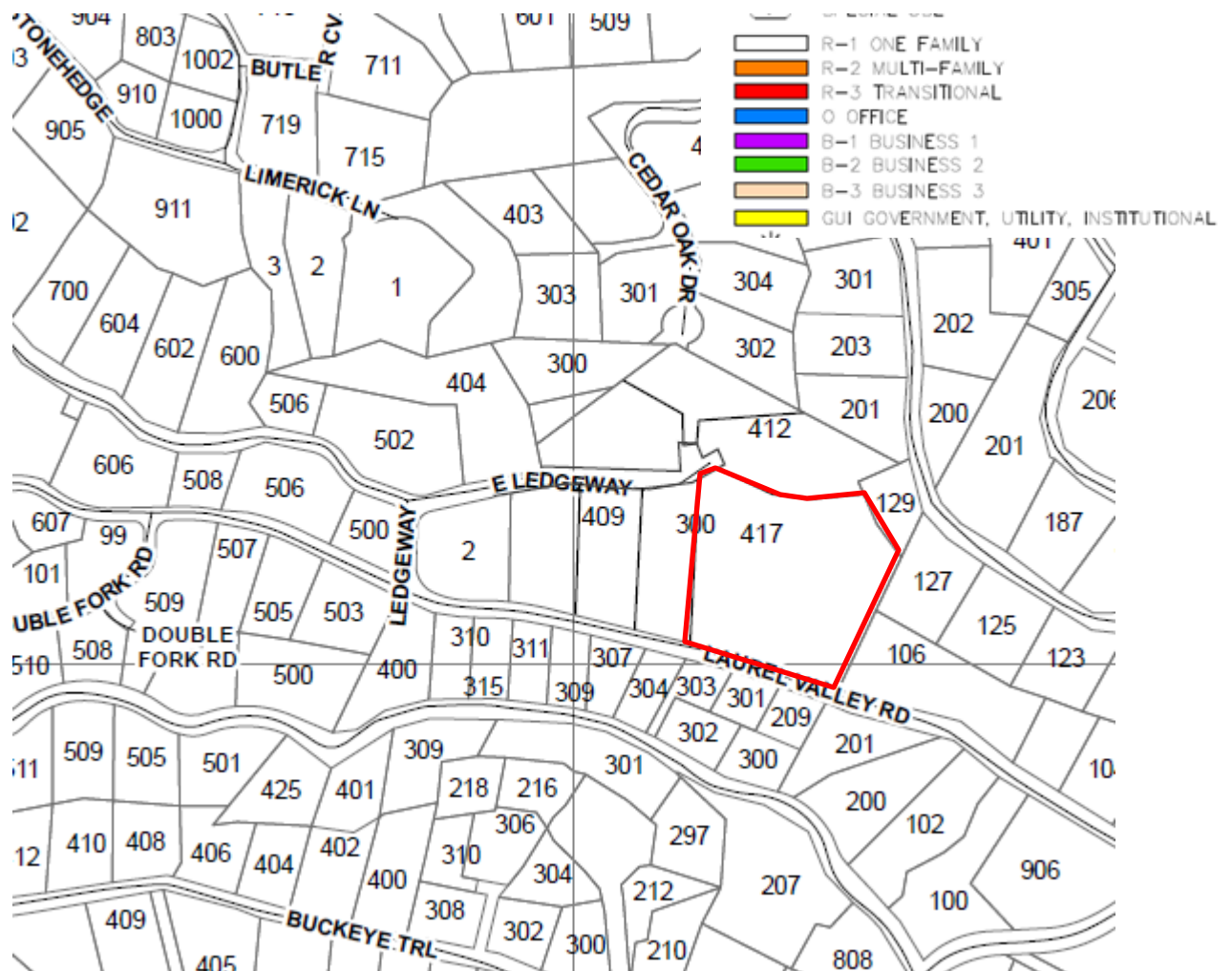
### **Links to Relevant Code:**

[Section 36.01.004\(f\): Vacation of plan or plat; recording replat or resubdivision without vacation.](#)

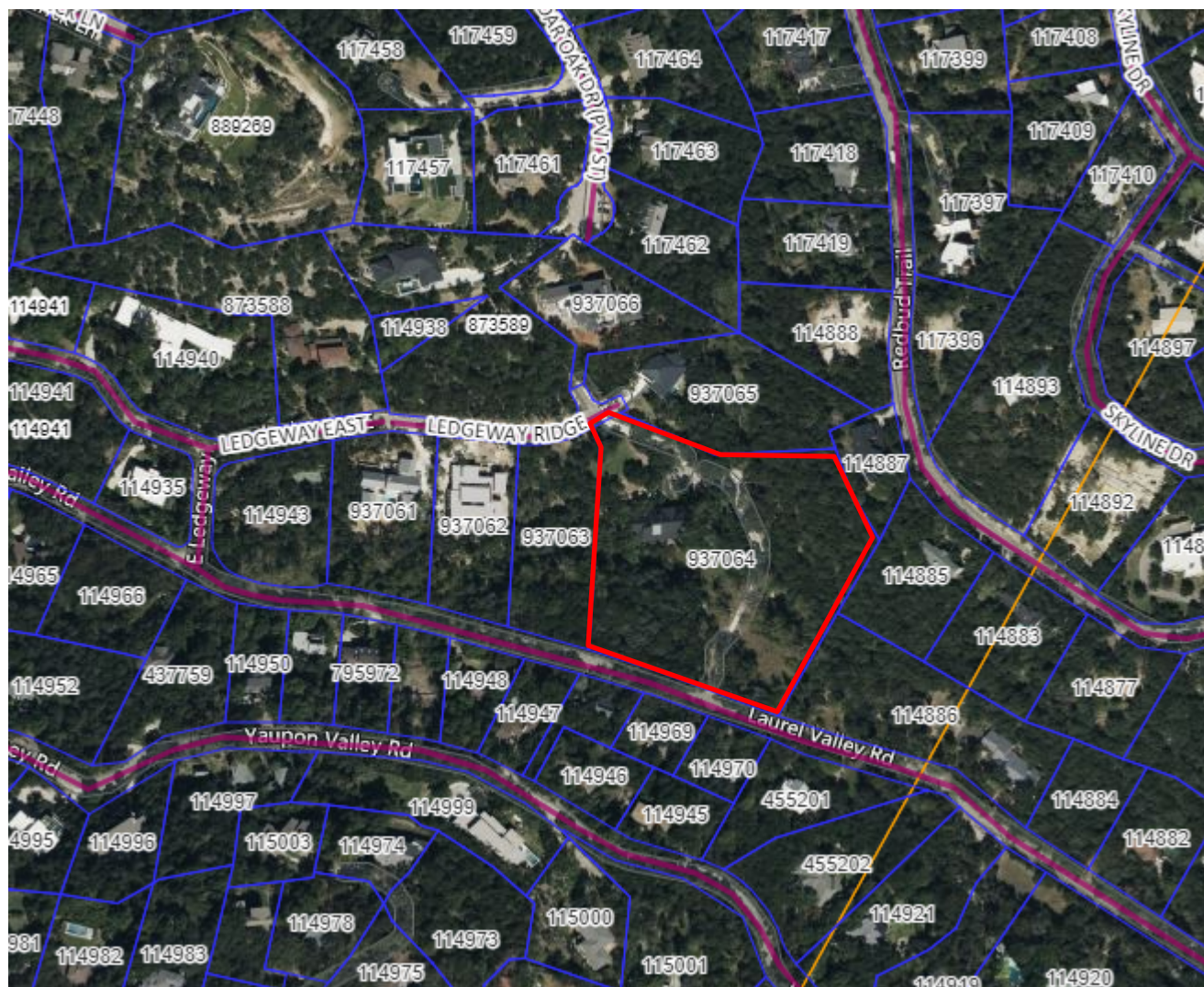
[Section 36.01.006: Preliminary and final plat filing procedure.](#)



# Zoning:



**Aerial:**



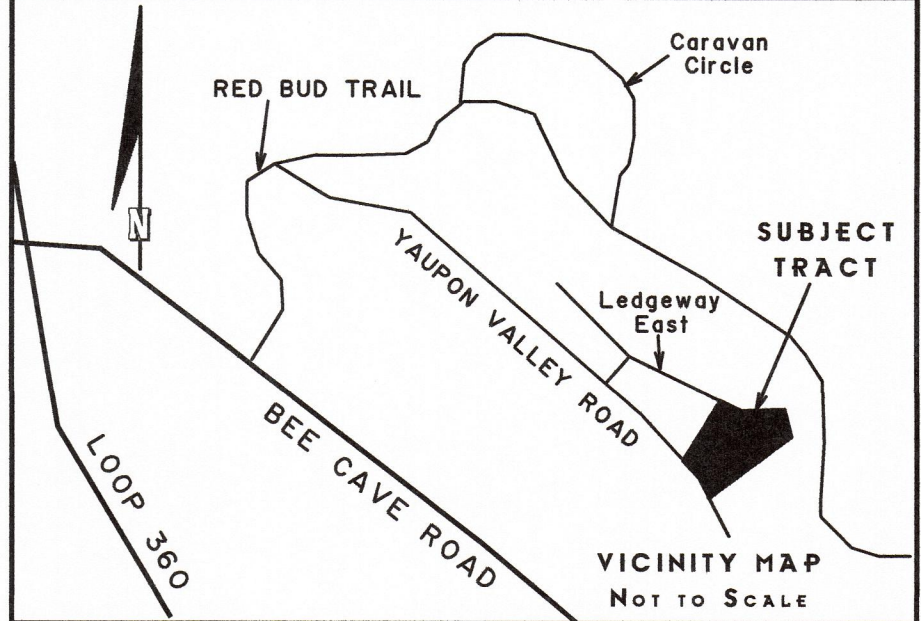


REPLAT OF  
EAST LEDGEWAY SUBDIVISION, LOT 4  
TOTAL SITE ACREAGE 4.71 ACRES  
TRAVIS COUNTY, TEXAS  
Preparation Date: October 20, 2023

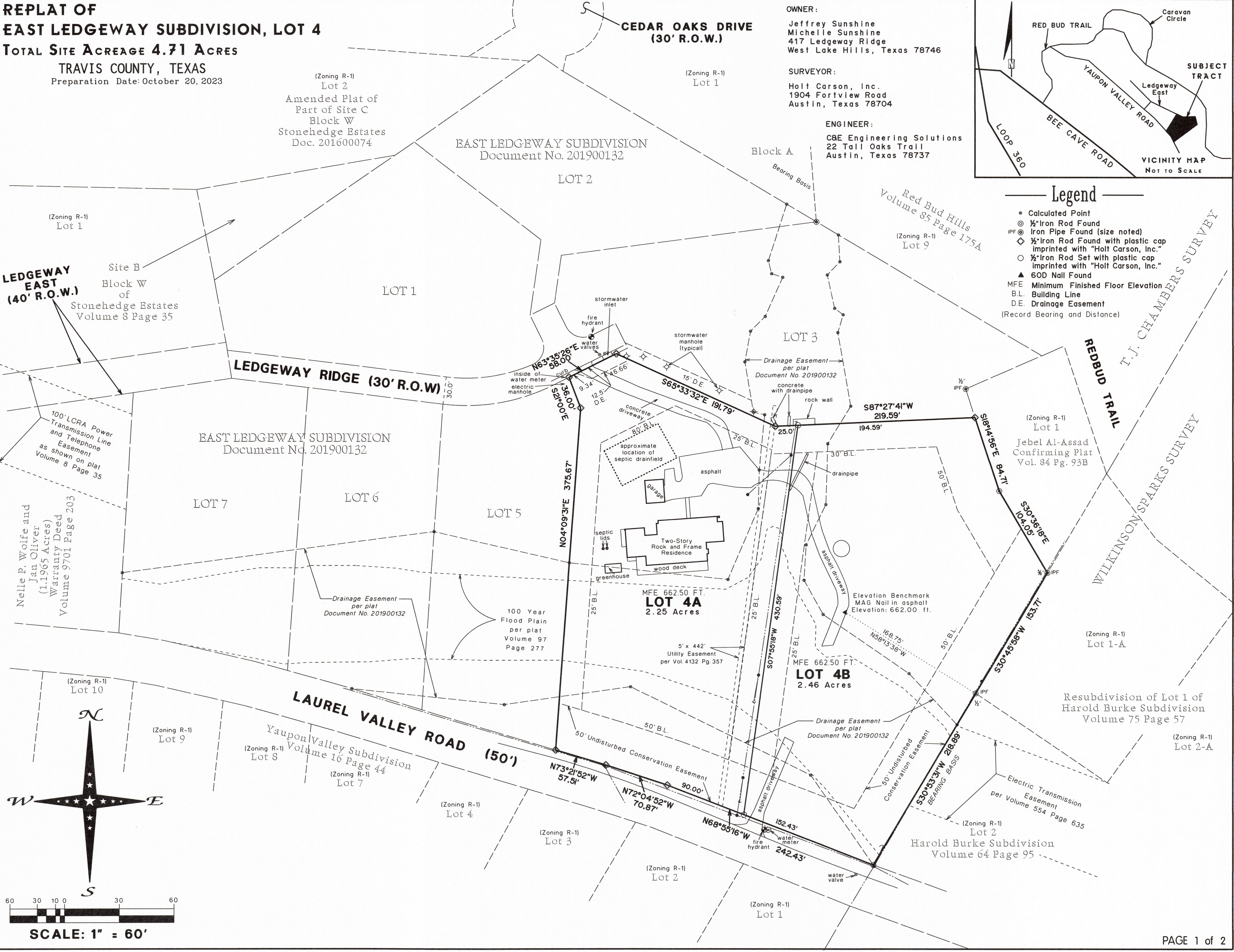
OWNER:  
Jeffrey Sunshine  
Michelle Sunshine  
417 LedgeWay Ridge  
West Lake Hills, Texas 78746

SURVEYOR:  
Holt Carson, Inc.  
1904 Fortview Road  
Austin, Texas 78704

ENGINEER:  
C&E Engineering Solutions  
22 Tall Oaks Trail  
Austin, Texas 78737



- Legend
- Calculated Point
  - ⊙ 1/2" Iron Rod Found
  - IPF ⊙ Iron Pipe Found (size noted)
  - ◆ 1/2" Iron Rod Found with plastic cap imprinted with "Holt Carson, Inc."
  - 1/2" Iron Rod Set with plastic cap imprinted with "Holt Carson, Inc."
  - ▲ 60D Nail Found
  - MFE Minimum Finished Floor Elevation
  - B.L. Building Line
  - D.E. Drainage Easement
- (Record Bearing and Distance)





REPLAT OF  
EAST LEDGEWAY SUBDIVISION, LOT 4  
Total Site Acreage 4.71 Acres  
TRAVIS COUNTY, TEXAS  
Preparation Date: October 20, 2023

STATE OF TEXAS  
COUNTY OF TRAVIS  
WHEREAS, Jeffrey Sunshine and Michelle Sunshine, owners of all of Lot 4 East LedgeWay Subdivision, a subdivision in Travis County, Texas, according to the map or plat thereof recorded in Document No. 201900132 of the Official Public Records of Travis County, Texas, as conveyed to us by General Warranty Deed recorded in Document No. 2020045056 of the Official Public Records of Travis County, Texas,

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS: That, the undersigned owners of the land shown on this plat, and designated herein as REPLAT OF EAST LEDGEWAY SUBDIVISION, LOT 4 of the City of West Lake Hills, Travis County, Texas, and whose name is subscribed hereto, hereby replats said Lot 4 to be known as REPLAT OF EAST LEDGEWAY SUBDIVISION, LOT 4 and do hereby dedicate to the use of the public forever all streets, alleys, parks, watercourses, drains, public easements, and public places thereon shown for the purposes and considerations therein expressed.

WITNESS MY HAND this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Jeffrey Sunshine  
417 LedgeWay Ridge  
West Lake Hills, Texas 78746

WITNESS MY HAND this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Michelle Sunshine  
417 LedgeWay Ridge  
West Lake Hills, Texas 78746

STATE OF TEXAS  
COUNTY OF TRAVIS  
BEFORE ME, the undersigned authority, on this day personally appeared Jeffrey Sunshine, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and considerations therein expressed.  
GIVEN UNDER MY HAND AND SEAL OF OFFICE this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Notary Public in and for Travis County, Texas

Commission Expires

STATE OF TEXAS  
COUNTY OF TRAVIS  
BEFORE ME, the undersigned authority, on this day personally appeared Michelle Sunshine, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that she executed the same for the purposes and considerations therein expressed.  
GIVEN UNDER MY HAND AND SEAL OF OFFICE this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Notary Public in and for Travis County, Texas

Commission Expires

The tract of land described on this plat is within the boundaries of Travis County Water Control and Improvement District (WCID) No. 10 and has water service available.

DATED: \_\_\_\_\_

Paul Barker, President of the Board WCID No. 10

I, the undersigned, City Administrator of the City of West Lake Hills, Texas, hereby certify that this subdivision plat conforms to all requirements of the subdivision regulations of the City for which my approval is required.

DATED: \_\_\_\_\_

City Administrator City of West Lake Hills, Texas

This plat has been submitted to and considered by the Zoning and Planning Commission (ZAPCO) of the City of West Lake Hills, Texas.

DATED: \_\_\_\_\_

ZAPCO Chairperson City of West Lake Hills, Texas

Approved and authorized for record by the City Council of the City of West Lake Hills, Texas.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Mayor City of West Lake Hills, Texas

Attest City Secretary

SANITATION CERTIFICATION:  
The lots shown on this preliminary subdivision plat are able to be developed with septic systems, and these systems are to be constructed in accordance with Note 1 shown hereon.

Derrick E. Lormand, Registered Professional Sanitarian RS #344  
Delcon Environmental Systems, LLC

Date

THE STATE OF TEXAS  
THE COUNTY OF TRAVIS  
I, Dyana Limon-Mercado, Clerk of Travis County, Texas, do hereby certify that the foregoing Instrument of Writing and its Certificate of Authentication was filed for record in my office on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, A.D., at \_\_\_\_\_ o'clock \_\_\_\_\_ M. and duly recorded on the \_\_\_\_\_ day of \_\_\_\_\_, A.D., at \_\_\_\_\_ o'clock \_\_\_\_\_ M. in the Plat Records of said County and State in Document No. \_\_\_\_\_ Official Public Records of Travis County.  
WITNESS MY HAND AND SEAL OF OFFICE OF THE COUNTY CLERK OF SAID COUNTY this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, A.D.

DYANA LIMON-MERCADO, COUNTY CLERK TRAVIS COUNTY, TEXAS

BY: \_\_\_\_\_  
Deputy

PLAT NOTES:

1. Septic systems: Every lot within the City's municipal boundaries in this subdivision is subject to Chapter 18 of the West Lake Hills Code, as amended. No septic system or other private sewage facility may be constructed in the City until the City of West Lake Hills has issued a permit for its construction. No private sewage facility in the City limits may be used until the facility has been approved and licensed by the City. Lot size requirements for residential and commercial private sewage facilities shall conform to construction and development limitations in Chapter 18 of the West Lake Hills Code, as amended.
2. Site clearance, site disturbance, or impervious cover: Every lot in this subdivision is subject to the City of West Lake Hills' site clearance procedures. No site clearance, excavation, grading or landfill shall commence unless a permit shall have first been issued for such work in accordance with the provisions of applicable ordinances. Impervious cover shall not exceed the maximum percentage permitted under City Ordinance. Construction will comply with City's tree and vegetation regulations and will maximize preservation of trees and vegetation.
3. Flood hazard: The Federal Insurance Administration map Panel 48453C 0445 K, for the City of West Lake Hills, Texas, indicate that a portion of the property shown hereon does lie within the 100 Year Flood Plain as defined by said maps dated January 22, 2020.
4. Streets, roads, and other public thoroughfares shown on plat: The building of all streets, roads, and other public thoroughfares shown on this plat, and any bridges or culverts necessary to be constructed or placed in such streets, roads, or other public thoroughfares or in connection therewith, shall be the responsibility of the owner and/or developer of the tract of land covered by this plat in accordance with the plans and specifications prescribed by the City Council of the City of West Lake Hills, Travis County, Texas, if said plat is within the City limits of the City of West Lake Hills, Texas. The City of West Lake Hills, Texas, assumes no responsibility to build any of the streets, roads, or other public thoroughfares shown on this plat or any bridges or culverts in connection therewith. All curb cuts, entrances, and exits onto public streets or highways shall first be approved by the City of West Lake Hills, Texas.
5. Lots in this subdivision are located over the Edwards Aquifer Contributing Zone and subject to the Texas Natural Resource Conservation Commission Edwards Rules, Texas Administrative Code 30 TAC 213. No building permit will be issued by the City of West Lake Hills until the requirements of the Edwards Rules TAC Chapter 313 are fully complied with. The applicant for a building permit is responsible to furnish the City written compliance to the Edwards Aquifer Rules from the Texas Natural Resource Conservation Commission.
6. Restrictions or covenants filed as Document No. 2019112166 of the Official Public Records of Travis County, Texas.
7. All of the land depicted on this subdivision plat is located within the full purpose municipal boundaries of the City of West Lake Hills, Texas on this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, A.D.
8. Based on the current design of the WCID 10 infrastructure, all one- and two-family dwellings that exceed 3,600 square feet within the subdivision shall be protected throughout by a National Fire Protection Association 13D-compliant residential fire sprinkler system. The systems shall be designed and installed by a licensed fire protection company or an endorsed plumber. Sprinkler plans shall be submitted to the Emergency Services District No. 9 for review and approval prior to installation.
9. The water supply infrastructure for the subdivision shall provide adequate fire flow in compliance with the International Fire Code Appendix B. For residential structures up to 3,600 square feet, 1000 gallons per minute shall be provided (see qualifications below in Item No. 10).
10. All residential structures over 3,600 square feet shall comply with the requirements of Table B105.1 from the International Fire Code. Residential structures with an approved National Fire Protection Association 13D residential fire sprinkler system shall receive a 50% reduction in required fire flow. The resulting fire flow shall not be less than 1000 gallons per minute, unless an exemption is agreed to by the Emergency Service District No. 9 and by Travis County Water Control and Improvement District No. 10.
11. Prior to construction on the lots in this subdivision, drainage plans are to be submitted to the City of Westlake Hills for review demonstrating that rainfall run-off amounts will be held to no greater than the amount existing at the currently developed status through the use of ponds or other approved methods.
12. All adjacent lots are zoned R-1-One-Family Residential.
13. All lots within this subdivision are zoned R-1-One-Family Residential.
14. All private driveway access must be approved by the Emergency Service District No. 9 for emergency apparatus requirements.
15. Construction of Driveway Access to Lot 4B from Laurel Valley Road may require a permit from the Federal Emergency Management Agency (FEMA) and the US Army Corps of Engineers. Lot 4B owner is authorized to acquire, in lieu of Laurel Valley Road, vehicle access to Lot 4A to LedgeWay Ridge through a mutually agreeable private access easement from an adjoining landowner recorded by separate instrument in the Travis County Public Records. Construction of such alternate access must be permitted and approved by the City of West Lake Hills.
16. The property depicted on this plat of East LedgeWay Subdivision, dated September 26, 1996, is all of Lot 1, Block A, A.F. Deloney Subdivision, as recorded in Volume 97, Page 277 of the Plat Records of Travis County, Texas.
17. All of the land depicted on this subdivision plat is located within the full purpose municipal boundaries of the City of West Lake Hills, Texas on this the 25th day of July, 2019, A.D.
18. Density in residential subdivision is 8 lots based upon 0.67 lots per acre.
19. The resultant plat is final and cannot be subdivided.

I, the undersigned, (a certified arborist in Texas) hereby certify that oak wilt was not found on the property.

Tracy Allison  
A Good Morning Tree Service, ISA #207929

Date

THE STATE OF TEXAS \*  
THE COUNTY OF TRAVIS \*

I, Jay Campbell, P.E. am authorized under the State of Texas to practice engineering and hereby certify that a portion of this property is within a Special Flood Hazard Area as shown on the Federal Emergency Management Agency Map Community Panel No. 48453C 0445 K, dated January 22, 2020.

Jay Campbell P.E. 101572  
C&E Engineering Solutions, Firm# 22760  
22 Tall Oaks Trail Austin, Texas 78737

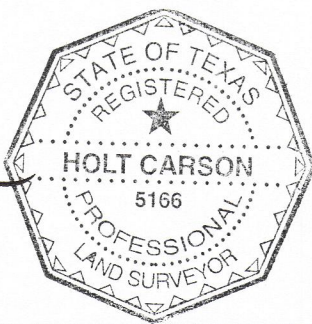
Date

STATE OF TEXAS  
COUNTY OF TRAVIS

I, the undersigned, a Registered Professional Land Surveyor in the State of Texas, hereby certify that this plat is true and correct and was prepared from the actual survey of the property made under my supervision on the ground.

DATED: 10-20-2023

Holt Carson  
Registered Professional Land Surveyor No. 5166





August 29, 2023

ZAPCO Commission  
City of West Lake Hills

Dear Chairman Meisel,

We are requesting to replat our existing 4.71 acre property at 417 Ledgeway East into two lots, 4A (417 Ledgeway East) and 4B (300 Laurel Valley Road). We currently reside in a home on 4A. There are no structures or septic fields that will encroach on Lot 4B. The subdivision meets all code requirements and does not require any variances. The lot meets all requirements for the theoretical minimum sizes, theoretical house footprint size, includes two 6,000 septic drainage field options, and has no issue with conservation easements, flood zone, and setbacks. We have already had a preliminary meeting with Jennifer Bills at West Lake Hills. There are no plans to build on lot 4B at this time. We have included all necessary documents including:

- Existing Plat and Plat Notes for 417 Ledgeway East
- Proposed Plat and Plat Notes for 4A and 4B – prepared by Holt Carson
- Proof of Ownership
- Tax Certificate
- Tree Survey with Topography – prepared by Holt Carson
- Existing Septic System survey for 417 Ledgeway to show no encroachment on Lot 4B
- Letters from Emergency Services and Water Company confirming access and capacity for 4B
- Analysis by Davin Philpot confirming replat meets code requirements
- Notarized WLH environmental compliance statement from owners
- Email from Jennifer Bills stating that existing plat note 16 re: no further subdivision due to density rule was incorrectly applied on the existing plat

Thank you for your consideration.

Sincerely,  
Michelle and Jeff Sunshine  
417 Ledgeway East, West Lake Hills, 78746







**EAST LEDGEWAY SUBDIVISION  
(RESUBDIVISION OF LOT 1 BLOCK A  
A.F. DELONEY SUBDIVISION)  
TOTAL SITE ACREAGE 13.00 ACRES  
TRAVIS COUNTY, TEXAS**

Preparation Date: January 3, 2019

**FINAL PLAT**

STATE OF TEXAS  
COUNTY OF TRAVIS

WHEREAS, McCall Realty Holdings, LLC, a Texas limited liability company, acting by and through its President, E.P. McCall, Jr., owner of all of Lot 1, Block A, A.F. Deloney Subdivision, a subdivision in Travis County, Texas, according to the map or plat thereof recorded in Volume 97 Page 277 of the Plat Records of Travis County, Texas, as conveyed to it by Warranty Deed recorded in Document No. 2018116763 of the Official Public Records of Travis County, Texas;

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS: That, the undersigned owner of the land shown on this plat, and designated herein as EAST LEDGEWAY SUBDIVISION (RESUBDIVISION OF LOT 1 BLOCK A, A.F. DELONEY SUBDIVISION) of the City of West Lake Hills, Travis County, Texas, and whose name is subscribed hereto, hereby resubdivides said Lot 1 to be known as EAST LEDGEWAY SUBDIVISION and do hereby dedicate to the use of the public forever all streets, alleys, parks, watercourses, drains, public easements, and public places thereon shown for the purposes and considerations therein expressed.

WITNESS MY HAND this 8 day of July, 20 19.

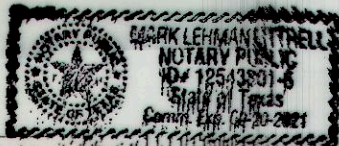
E.P. McCall, Jr.  
E.P. McCall, Jr.  
McCall Realty Holdings, LLC  
P.O. Box 164164  
Austin, Texas 78716

STATE OF TEXAS  
COUNTY OF TRAVIS

BEFORE ME, the undersigned authority, on this day personally appeared E.P. McCall, Jr. known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and considerations therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this 8 day of

July, 20 19.  
Mark Johnson, Notary  
Notary Public in and for Travis County, Texas



9/28/21  
Commission Expires

The tract of land described on this plat is within the boundaries of Travis County Water Control and Improvement District (WCID) No. 10 and has water service available.

DATED: 7-10-19  
Paul C. Baker, P.E.  
President of the Board WCID No. 10

I, the undersigned, City Administrator of the City of West Lake Hills, Texas, hereby certify that this subdivision plat conforms to all requirements of the subdivision regulations of the City for which my approval is required.

DATED: 9 July 2019  
Alan J. Wood  
City Administrator City of West Lake Hills, Texas

THE STATE OF TEXAS  
THE COUNTY OF TRAVIS

I, Dana DeBeauvoir, Clerk of Travis County, Texas, do hereby certify that the foregoing Instrument of Writing and its Certificate of Authentication was filed for record in my office on the 25th day of July, 20 19, A.D., at 2:49 o'clock P.M. and duly recorded on the 25th day of July, 20 19, A.D., at 2:49 o'clock P.M. in the Plat Records of said County and State in Document No. 201900132 Official Public Records of Travis County.

WITNESS MY HAND AND SEAL OF OFFICE OF THE COUNTY CLERK OF SAID COUNTY this the 25th day of July, 20 19, A.D.

DANA DEBEAUVOIR, COUNTY CLERK TRAVIS COUNTY, TEXAS

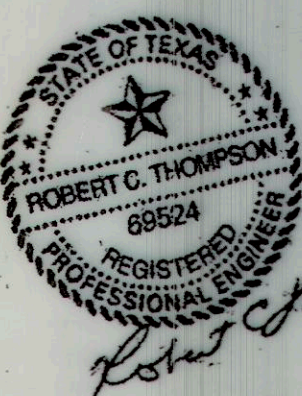
By: [Signature]  
Deputy

This plat has been submitted to and considered by the Zoning and Planning Commission (ZAPCO) of the City of West Lake Hills, Texas.

DATED: Leslie H. Gage  
ZAPCO Chairperson City of West Lake Hills, Texas

Approved and authorized for record by the City Council of the City of West Lake Hills, Texas.

DATED this 8th day of July, 20 19  
Linda Anthony  
Mayor City of West Lake Hills, Texas  
Deborah L. Laesch  
Attest City Secretary



Thompson Land Engineering, LLC  
(F-10220)

**SANITATION CERTIFICATION:**

The lots shown on this preliminary subdivision plat are able to be developed with septic systems, and these systems are to be constructed in accordance with Note 1 shown hereon.

Camille L. King, R.S.  
Registered Sanitarian

7/8/2019  
Date

07-02-2019

**NOTES: CITY OF WEST LAKE HILLS, TEXAS JURISDICTION**

1. Septic systems: Every lot within the City's municipal boundaries in this subdivision is subject to Chapter 18 of the West Lake Hills Code, as amended. No septic system or other private sewage facility may be constructed in the City until the City of West Lake Hills has issued a permit for its construction. No private sewage facility in the City limits may be used until the facility has been approved and licensed by the City. Lot size requirements for residential and commercial private sewage facilities shall conform to construction and development limitations in Chapter 18 of the West Lake Hills Code, as amended.

2. Site clearance, site disturbance, or impervious cover: Every lot in this subdivision is subject to the City of West Lake Hills' site clearance procedures. No site clearance, excavation, grading or landfill shall commence unless a permit shall have first been issued for such work in accordance with the provisions of applicable ordinances. Impervious cover shall not exceed the maximum percentage permitted under City Ordinance. Construction will comply with City's tree and vegetation regulations and will maximize preservation of trees and vegetation.

3. Flood hazard: The Federal Insurance Administration map Panel 48453C 0445 J, for the City of West Lake Hills, Texas, indicate that a portion of the property shown hereon does lie within the 100 Year Flood Plain as defined by said maps dated January 6, 2016.

4. Streets, roads, and other public thoroughfares shown on plat: The building of all streets, roads, and other public thoroughfares shown on this plat, and any bridges or culverts necessary to be constructed or placed in such streets, roads, or other public thoroughfares or in connection therewith, shall be the responsibility of the owner and/or developer of the tract of land covered by this plat in accordance with the plans and specifications prescribed by the City Council of the City of West Lake Hills, Travis County, Texas, if said plat is within the City limits of the City of West Lake Hills, Texas. The City of West Lake Hills, Texas, assumes no responsibility to build any of the streets, roads, or other public thoroughfares shown on this plat or any bridges or culverts in connection therewith. All curb cuts, entrances, and exits onto public streets or highways shall first be approved by the City of West Lake Hills, Texas.

5. Lots in this subdivision are located over the Edwards Aquifer Contributing Zone and subject to the Texas Natural Resource Conservation Commission Edwards Rules, Texas Administrative Code 30 TAC 213. No building permit will be issued by the City of West Lake Hills until the requirements of the Edwards Rules TAC Chapter 313 are fully complied with. The applicant for a building permit is responsible to furnish the City written compliance to the Edwards Aquifer Rules from the Texas Natural Resource Conservation Commission.

6. Restrictions or covenants filed as Document No. \_\_\_\_\_, of the Travis County Official Public Records.

7. All of the land depicted on this subdivision plat is located within the full purpose municipal boundaries of the City of West Lake Hills, Texas on this the 25th day of July, 20 19, A.D.

8. Based on the current design of the WCID 10 infrastructure, all one- and two-family dwellings that exceed 3,600 square feet within the subdivision shall be protected throughout by a National Fire Protection Association 13D-compliant residential fire sprinkler system. The systems shall be designed and installed by a licensed fire protection company or an endorsed plumber. Sprinkler plans shall be submitted to the Emergency Services District No. 9 for review and approval prior to installation.

9. The water supply infrastructure for the subdivision shall provide adequate fire flow in compliance with the International Fire Code Appendix B. For residential structures up to 3,600 square feet, 1000 gallons per minute shall be provided (see qualifications below in item No. 10).

10. All residential structures over 3,600 square feet shall comply with the requirements of Table B105.1 from the International Fire Code. Residential structures with an approved National Fire Protection Association 13D residential fire sprinkler system shall receive a 50% reduction in required fire flow. The resulting fire flow shall not be less than 1000 gallons per minute, unless an exemption is agreed to by the Emergency Service District No. 9 and by Travis County Water Control and Improvement District No. 10.

11. Prior to construction on the lots in this subdivision, drainage plans are to be submitted to the City of Westlake Hills for review demonstrating that rainfall run-off amounts will be held to no greater than the amount existing at the currently developed status through the use of ponds or other approved methods.

12. All adjacent lots are zoned R-1-One-Family Residential.

13. The property depicted on this plat of East Ledge Way Subdivision, dated September 26th 1996, is all of Lot 1, Block A, A.F. Deloney Subdivision, as recorded in Volume 97 Page 277 of the Plat Records of Travis County, Texas.

14. Density in residential subdivision is 8 lots based on 0.67 lots per acre.

15. All lots within this subdivision are zoned R-1-One-Family Residential.

16. The resultant plat is final and cannot be resubdivided.

THE STATE OF TEXAS \*  
THE COUNTY OF TRAVIS \*

I, Robert C. Thompson, P.E. am authorized under the State of Texas to practice of engineering and hereby certify that a portion of this property is within a Special Flood Hazard Area as shown on the Federal Emergency Management Agency Map Community Panel No. 48453C 0445J, dated January 6, 2016.

Robert C. Thompson  
Robert C. Thompson P.E. 69524  
Thompson Land Engineering, LLC  
904 N. Cuernavaca Austin, Texas 78733

07-02-2019

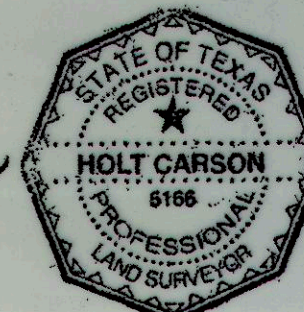
Date

STATE OF TEXAS  
COUNTY OF TRAVIS

I, the undersigned, a Registered Professional Land Surveyor in the State of Texas, hereby certify that this plat is true and correct and was prepared from the actual survey of the property made under my supervision on the ground.

DATED: 7-02-2019

Holt Carson  
Holt Carson  
Registered Professional Land Surveyor No. 5166





# FINAL PLAT

## EAST LEDGEWAY SUBDIVISION (RESUBDIVISION OF LOT 1 BLOCK A A.F. DELONEY SUBDIVISION)

TOTAL SITE ACREAGE 13.00 ACRES

TRAVIS COUNTY, TEXAS

Preparation Date: January 3, 2019

Amended Plat of  
Part of Site C  
Block W  
Stonehedge Estates  
Doc. 201600074

CEDAR OAKS DRIVE  
(30' R.O.W.)

### SUBDIVIDER:

McCall Realty Holdings, LLC  
E.P. McCall, Jr.  
P.O. Box 164164  
Austin, Texas 78716

### ENGINEER:

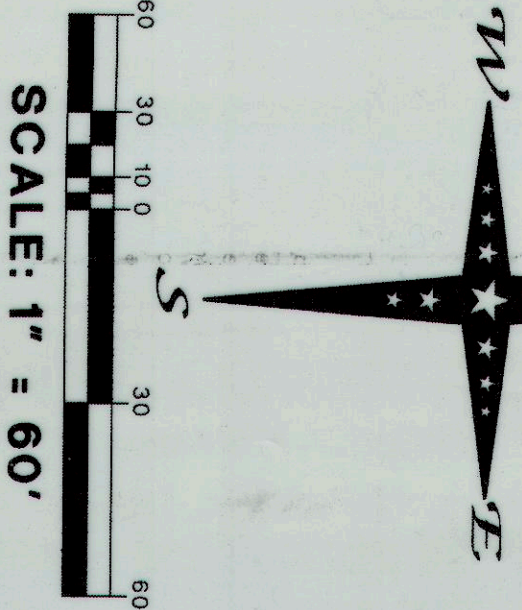
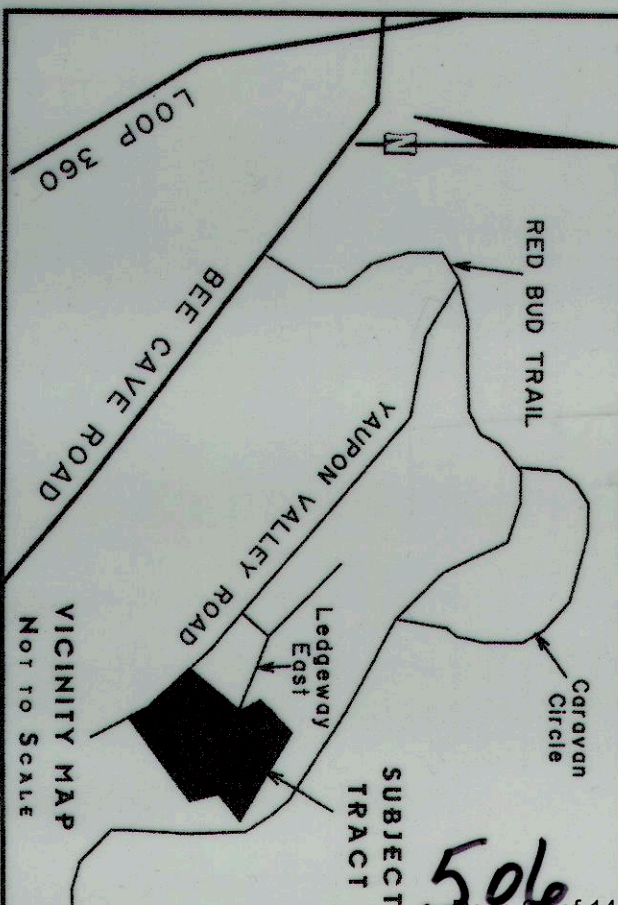
Thompson Land Engineering, LLC  
904 N. Cuernavaca  
Austin, Texas 78733

### SURVEYOR:

Holt Carson, Inc.  
1904 Fortview Road  
Austin, Texas 78704

### Legend

- Calculated Point
- Iron Rod Found (size noted)
- Iron Pipe Found (size noted)
- Iron Rod Set with plastic cap
- 60D Nail Found
- ▲ Minimum Finished Floor Elevation
- BL Building Line
- DE Drainage Easement
- (Record Bearing and Distance)



SCALE: 1" = 60'

①  
Δ = 33°14'34"  
R = 215.00'  
T = 64.18'  
C = 123.00'  
A = 124.74'  
CB = S80°12'43"W

②  
Δ = 29°44'49"  
R = 189.00'  
T = 49.13'  
C = 94.97'  
A = 96.05'  
CB = S81°57'35"W

③  
Δ = 93°29'45"  
R = 21.00'  
T = 22.32'  
C = 30.59'  
A = 34.27'  
CB = S20°20'18"W

④  
Δ = 90°00'00"  
R = 21.00'  
T = 21.00'  
C = 29.70'  
A = 32.99'  
CB = N71°24'34"W

RESIDENTIAL LOT  
DENSITY CALCULATIONS  
(13.02 ACRES) x 10.67 =  
8 ALLOWABLE LOTS

⑤  
Δ = 33°14'34"  
R = 215.00'  
T = 64.18'  
C = 123.00'  
A = 124.74'  
CB = S80°12'43"W

⑥  
Δ = 29°44'49"  
R = 189.00'  
T = 49.13'  
C = 94.97'  
A = 96.05'  
CB = S81°57'35"W

| NUMBERED COURSES           |
|----------------------------|
| L1 S 03°16'03" E - 29.45'  |
| L2 S 44°01'58" W - 20.06'  |
| L3 S 12°48'14" E - 37.51'  |
| L4 S 53°22'18" E - 11.62'  |
| L5 S 16°43'35" W - 20.48'  |
| L6 S 09°58'48" E - 81.90'  |
| L7 S 31°38'30" W - 48.23'  |
| L8 S 05°44'46" W - 60.86'  |
| L9 S 77°40'22" E - 12.65'  |
| L10 S 09°48'51" E - 55.94' |
| L11 S 10°32'55" W - 34.24' |
| L12 S 44°59'31" W - 22.89' |
| L13 S 23°59'01" W - 47.01' |
| L14 S 72°17'16" E - 12.76' |
| L15 S 13°52'40" E - 14.74' |
| L16 S 17°55'14" W - 65.04' |



FILED AND RECORDED  
OFFICIAL PUBLIC RECORDS*Dana DeBeauvoir*Dana DeBeauvoir, County Clerk  
Travis County, Texas

Mar 30, 2020 03:50 PM Fee: \$26.00

2020051569

\*Electronically Recorded\*

**General Warranty Deed with Vendor's Lien  
CORRECTION AFFIDAVIT  
Under Sec. 5.028, Texas Property Code**

Date: March 30, 2020

**Description of Original Instrument:**

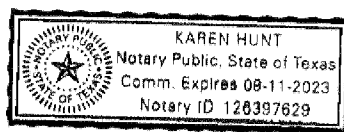
General Warranty Deed with Vendor's Lien ("Original Instrument"), dated March 17, 2020, recorded March 18, 2020, as Document No. 2020045056, Official Public Records, Travis County, Texas. Grantor: McCall Realty Holdings, LLC, a Texas limited liability company; Grantee: Jeffrey Sunshine and Michelle Sunshine

Affiant on oath swears that the following statements are true and correct and are within the personal knowledge of Affiant:

1. My full legal name is ASHLEY COLGAN, and I am over the age of eighteen (18) years and qualified to make this Affidavit.
2. I am employed as an Escrow Officer of Key Title Group. I assisted with the closing of this transaction relating to the Original Instrument and have personal knowledge of the facts relevant to the correction of the Original Instrument, having reviewed all documents.
3. I am making this Affidavit as a correction instrument pursuant to Section §5.028 of the Texas Property Code, regarding the following non-material error in the Original Instrument:  
The Lender's Name is incorrect.
4. The Original Instrument should correctly read as follows with respect to the non-material error described above, this being a non-material change to the Original Instrument:  
"Cash and a note of even date executed by Grantee and payable to the order of First United Bank & Trust Company in the principal amount of \$820,000.00"
5. I have given notice of this correction of the Original Instrument by sending a copy of this Correction Affidavit by first class and/or electronic mail to each party to the Original Instrument in accordance with Section 5.028 (d)(2), Texas Property Code.

*Ashley Colgan*  
\_\_\_\_\_  
ASHLEY COLGAN, Affiant

SWORN TO AND SUBSCRIBED before me on this 30 day of March, 2020, by ASHELY COLGAN, to certify which witness my hand and seal of office.



*Karen Hunt*  
\_\_\_\_\_  
Notary Public, State of Texas

Page 1 of 1

KTGAUS-19-1297



**Bruce Elfant**  
**Assessor And Collector**  
**of Taxes**  
**Travis County Tax Office**  
**2433 Ridgpoint Dr.**  
**Austin, TX 78754-5231**



**P. O. Box 149328**  
**Austin, TX 78714-9328**  
**(512) 854-9473 voice**  
**(512) 854-9235 fax**

## TRAVIS COUNTY TAX BILL

| 1                                                        | TAX YEAR | 2 | BASE TAX DUE | 3 | PENALTY AND INTEREST DUE | 4 | ATTORNEY FEES DUE | 5 | TOTAL DUE |
|----------------------------------------------------------|----------|---|--------------|---|--------------------------|---|-------------------|---|-----------|
|                                                          |          |   |              |   |                          |   |                   |   |           |
| TOTAL BASE TAXES, PENALTY, INTEREST & ATTORNEY FEES DUE: |          |   |              |   |                          |   |                   |   | 6 0.00    |
| TOTAL OTHER FEES DUE:                                    |          |   |              |   |                          |   |                   |   | 7 0.00    |
| TOTAL AMOUNT DUE FOR ALL YEARS:                          |          |   |              |   |                          |   |                   |   | 8 0.00    |
| PRINT DATE: 08/22/2023                                   |          |   |              |   | PRINT TIME: 15:25:51     |   |                   |   |           |

SUNSHINE JEFFREY & MICHELLE

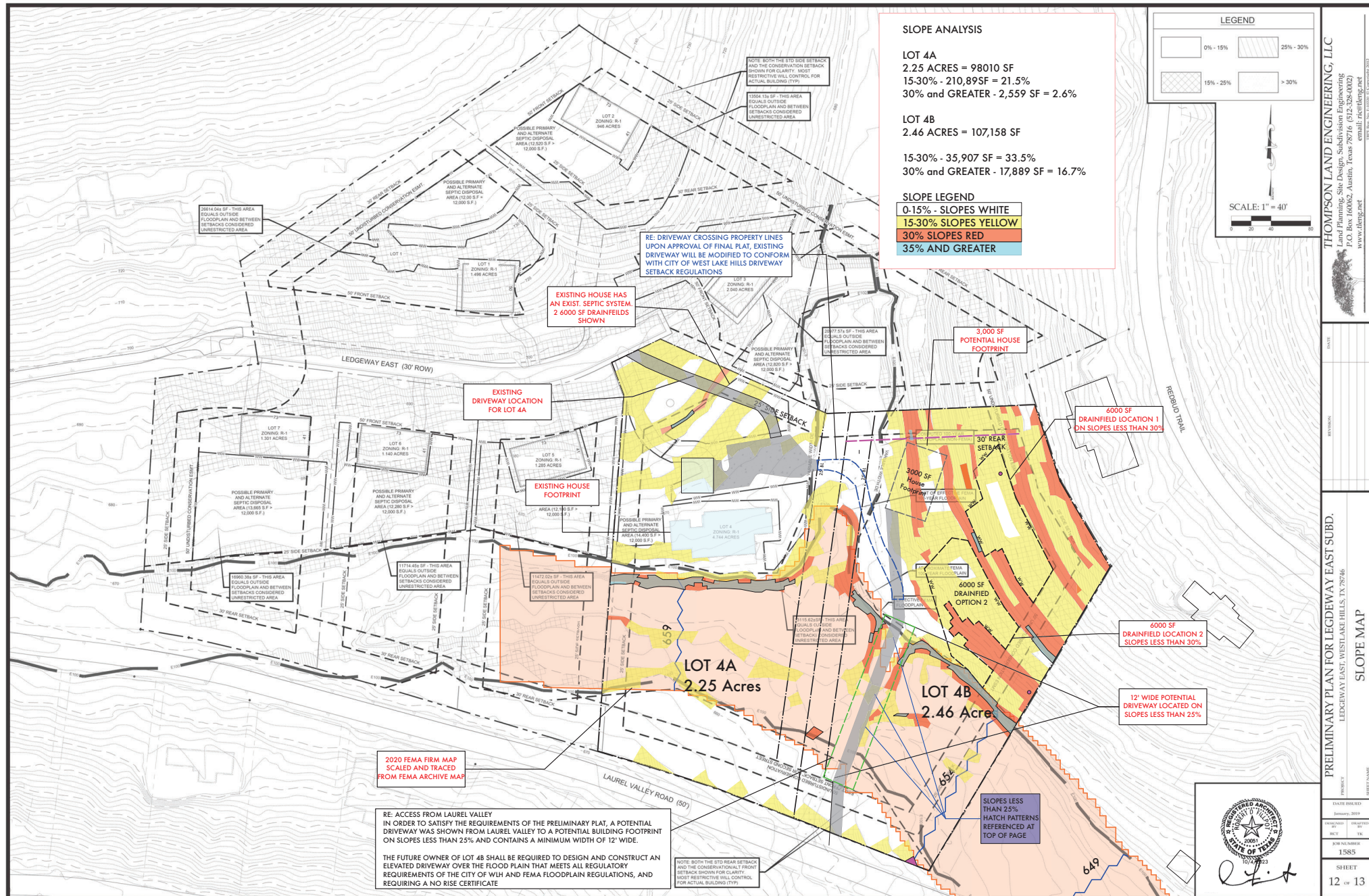
417 LEDGEWAY E

W LAKE HILLS, TX 78746

|                                    |                         |          |
|------------------------------------|-------------------------|----------|
| <b>9 PROPERTY LOCATION ADDRESS</b> |                         |          |
| LEDGEWAY RDG                       |                         |          |
| <b>10 LEGAL DESCRIPTION</b>        |                         |          |
| LOT 4 EAST LEDGEWAY SUBDIVISION    |                         |          |
| <b>11 BILLING NO.</b>              | <b>12 PROPERTY TYPE</b> |          |
| 983708                             | REAL<br>X               | PERSONAL |
| <b>13 PARCEL NUMBER</b>            |                         |          |
| 01151506040000                     |                         |          |

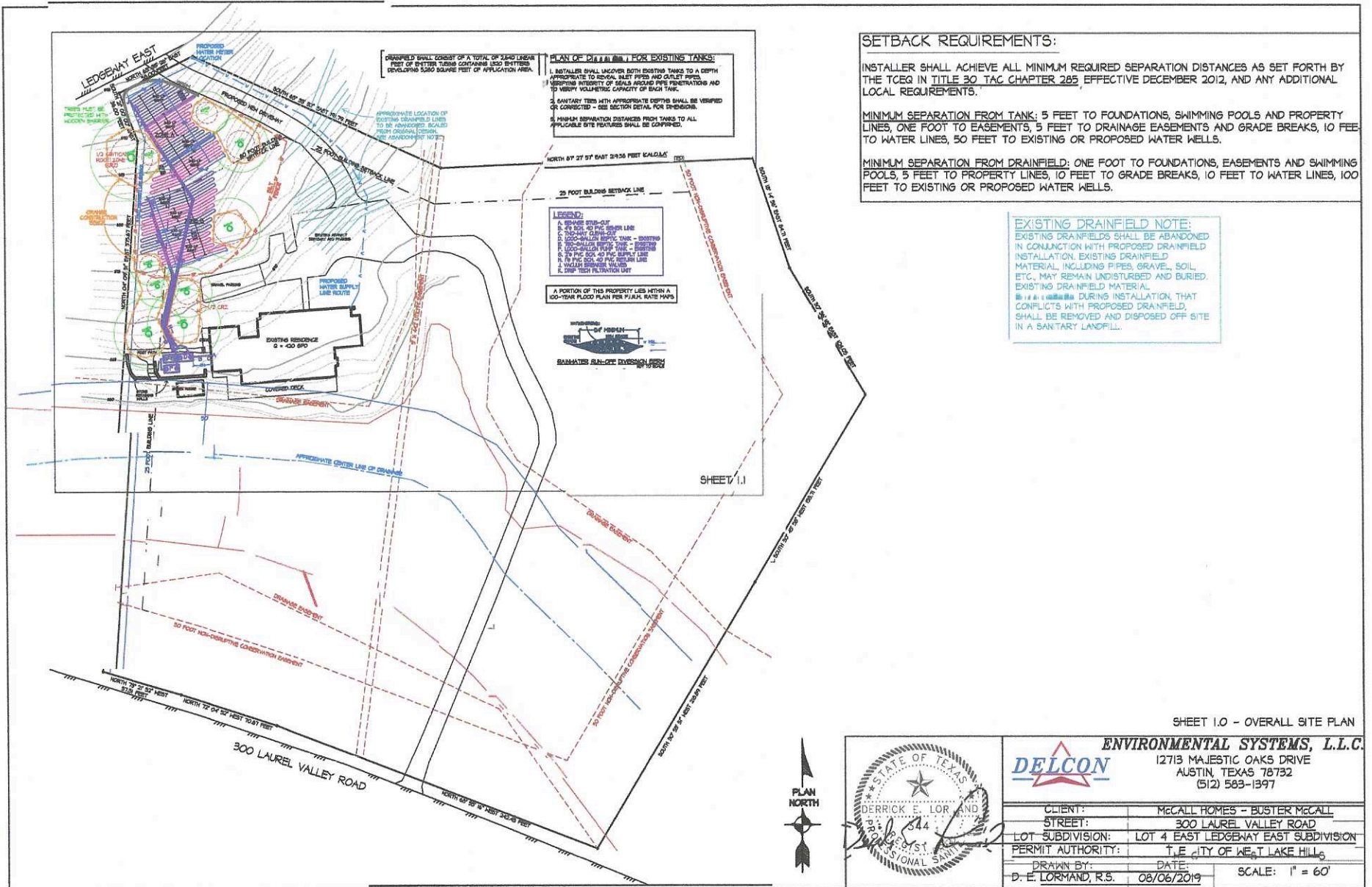
**PRINT**

## Attachment 5





## Attachment 6





Attachment 7

PRELIMINARY PLAT  
RESUBDIVISION OF LOT 4  
EAST LEDGEWAY SUBDIVISION  
TOTAL SITE ACREAGE 4.71 ACRES

TRAVIS COUNTY, TEXAS  
Preparation Date: August 11, 2023

(Zoning R-1)  
Lot 2  
Amended Plat of  
Part of Site C  
Block W  
Stonehedge Estates  
Doc. 201600074

EAST LEDGEWAY SUBDIVISION  
Document No. 201900132

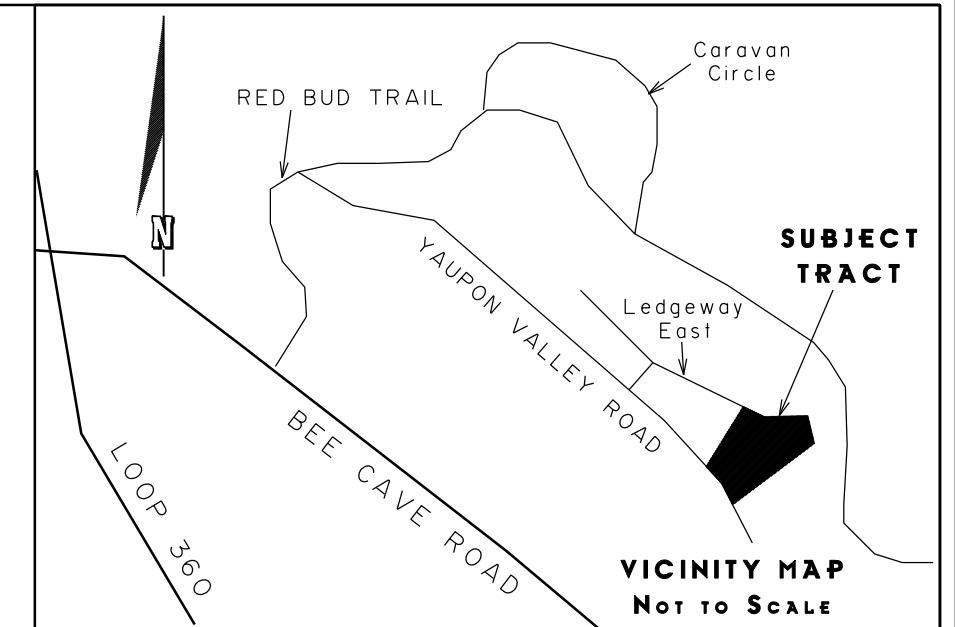
CEDAR OAKS DRIVE  
(30' R.O.W.)

(Zoning R-1)  
Lot 1

OWNER:  
Jeffrey Sunshine  
Michelle Sunshine  
417 LedgeWay Ridge  
West Lake Hills, Texas 78746

SURVEYOR:  
Holt Carson, Inc.  
1904 Fortview Road  
Austin, Texas 78704

ENGINEER:  
CBE Engineering Solutions  
22 Tall Oaks Trail  
Austin, Texas 78737



Legend

- Calculated Point
- ⊙ 1/2" Iron Rod Found
- IPF ⊙ Iron Pipe Found (size noted)
- ⊙ 1/2" Iron Rod Found with plastic cap imprinted with "Holt Carson, Inc."
- 1/2" Iron Rod Set with plastic cap imprinted with "Holt Carson, Inc."
- ▲ 60D Nail Found
- MFE Minimum Finished Floor Elevation
- B.L. Building Line
- D.E. Drainage Easement (Record Bearing and Distance)

LEDGEWAY EAST  
(40' R.O.W.)  
Site B  
Block W  
of  
Stonehedge Estates  
Volume 8 Page 35

LEDGEWAY RIDGE (30' R.O.W.)

EAST LEDGEWAY SUBDIVISION  
Document No. 201900132

Nelle P. Wolfe and  
Jan Oliver  
(1.1965 Acres)  
Warranty Deed  
Volume 9701 Page 203

LOT 7

LOT 6

LOT 5

LOT 2

LOT 3

Red Bud Hills  
Volume 85 Page 175A  
(Zoning R-1)  
Lot 9

(Zoning R-1)  
Lot 1  
Jebel Al-Assad  
Confirming Plat  
Vol. 84 Pg. 93B

REDBUD TRAIL

WILKINSON SPARKS SURVEY

(Zoning R-1)  
Lot 1-A

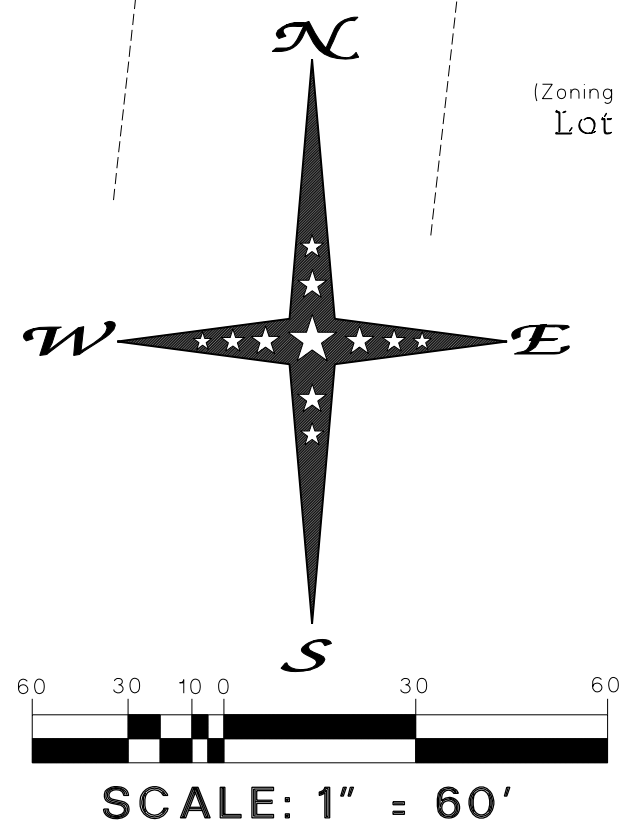
Resubdivision of Lot 1 of  
Harold Burke Subdivision  
Volume 75 Page 57

(Zoning R-1)  
Lot 2-A

Lot 2  
Harold Burke Subdivision  
Volume 64 Page 95

TREE NOTES:

1. Tree "crowns" are only depicted on trees of 13" in caliper or larger.
2. Tree "crowns" shown hereon are drawn as a function of one inch of trunk diameter equals one foot of "crown" radius. Tree "crowns" for trees with multiple trunks are calculated by adding the diameter of the largest trunk plus half the diameter of the smaller trunks.





RESUBDIVISION OF  
LOT 4 BLOCK A  
EAST LEDGEWAY SUBDIVISION  
TRAVIS COUNTY, TEXAS

Preparation Date: August 11, 2023  
PRELIMINARY PLAT

TAG# Size and Species

1397 8" Live Oak  
1398 5" Cedar  
1399 three 9" Cedar  
1400 5" Cedar  
1401 5" Cedar  
  
1403 6" Cedar  
1404 4" Cedar  
1405 7" Cedar  
  
1407 4" Cedar  
1408 4" Cedar  
1409 8" Cedar  
1410 4" and 5" Cedar  
1411 7" and 9" Cedar  
1412 13" Cedar  
1413 9" Cedar  
1414 9" Cedar  
1415 5" Cedar  
1416 7" Cedar  
1417 9" Cedar  
1418 3" Live Oak  
1419 8" Live Oak  
1420 5" Cedar  
1421 10" Cedar  
1422 3" and 5" Live Oaks  
1423 6" Cedar  
1424 4" and 6" Cedar  
1425 7" Cedar  
1426 3" and 4" Cedar  
1427 6" Cedar  
1428 6" Cedar  
1429 5" Cedar  
1430 5" Cedar  
1431 5" Cedar  
1432 7" Cedar  
1433 7" Cedar  
1434 9.5" Live Oak  
1435 6" Cedar  
1436 4" Cedar  
1437 5" Cedar  
  
1438 6" Cedar  
1439 4" and 5" Cedar  
1440 4" Cedar  
1441 6" Cedar  
1442 5" Cedar  
1443 6" Cedar  
1444 4" Cedar  
1445 9" Cedar  
1446 5" Cedar  
1447 5" Cedar  
  
1449 5" Cedar  
1450 4" Cedar  
1451 5" Cedar  
1452 9" Cedar  
1453 4" Cedar  
1454 6" Cedar  
  
1458 10" Cedar  
  
1558 4" Cedar  
1559 7" Cedar  
1560 5" Cedar  
1561 5" Cedar  
1562 3" and 6" Cedar  
1563 7" Cedar  
1564 5" Cedar  
1565 6" Cedar  
1566 6" Cedar  
1567 7" Cedar  
1568 4" Cedar  
1569 6" Cedar  
1570 4" and 8" Live Oak  
1571 9" and 12" Cedar  
1572 5" Cedar  
1573 3" and 5" Cedar  
1574 8" Cedar  
1575 8" Live Oak  
  
1577 4" Cedar  
1578 9" Cedar  
1579 4" Cedar  
1580 4" Cedar  
1581 4" Cedar  
1582 Two 7" Cedars  
1583 4" Cedar  
1584 5" Cedar  
1585 4" Cedar  
1586 4" Cedar  
1587 Two 3" Live Oaks  
1588 4" Cedar  
1589 13" Cedar  
1590 11" Cedar  
1591 4" Cedar  
1592 3" Cedar  
1593 5" Cedar  
1594 11" Cedar  
1595 4" Cedar  
1596 3" and 5" Cedar  
1597 6" Cedar  
1598 6" Cedar  
1599 4" Cedar  
1600 8" Live Oak

TAG# Size and Species

1681 6" Cedar  
1682 5" Cedar  
1683 5" Cedar  
1684 4" Cedar  
1685 5" Cedar  
1686 4" Cedar  
1687 8" Cedar  
1688 4" Cedar  
1689 7" Cedar  
1690 8" Cedar  
1691 7" Cedar  
1692 6" Cedar  
1693 8" Spanish Oak  
1694 6" Cedar  
  
1696 9" Cedar  
1697 6" Cedar  
1698 8" and 11" Spanish Oak  
1699 10" Cedar  
1700 4" and 11" Cedar  
1701 9" Cedar  
1702 8" Cedar  
1703 6" Cedar  
  
1705 4" and 5" Cedar  
1706 5" Cedar  
1707 9" Cedar  
1708 5" Cedar  
1709 6" Cedar  
1710 9" Cedar  
  
1712 6" Cedar  
1713 6" Spanish Oak  
1714 9" Cedar  
1715 5" Cedar  
1716 6" Cedar  
1717 8" Cedar  
1718 3" and 4" Cedar  
1719 14" Live Oak  
1720 5" Cedar  
1721 4" Cedar  
1722 4" Cedar  
1723 5" Cedar  
1724 8" Cedar  
1725 Two 5" and three 6" Cedars  
1726 6" Cedar  
1727 9" Cedar  
1728 4" and 6" Cedar  
1729 4" Cedar  
1730 4" Cedar  
1731 3" Cedar  
1732 5" Cedar  
1733 4" Cedar  
1734 5" Cedar  
1735 4", 5", 6" and 7" Cedar  
1736 9" Cedar  
1737 6" Live Oak  
1738 4" and 5" Cedar  
1739 3" Cedar  
1740 3" Cedar  
1741 5" Cedar  
1742 4" Cedar  
1743 3" Cedar  
1744 3" and 4" Cedar  
1745 7" Cedar  
1746 5" Cedar  
1747 10" Cedar  
1748 9" Cedar  
1749 6" Cedar  
1750 8" Cedar  
1751 6" Cedar  
1752 6" Cedar  
1753 3" Live Oak  
1754 6" Cedar  
1755 4" Live Oak  
1756 5" Cedar  
1757 7" Live Oak  
1758 7" Cedar  
1759 5" and 8" Live Oak  
1760 5" Cedar  
1761 9" Cedar  
1762 8" Live Oak  
1763 8" Live Oak  
1764 5" Cedar  
  
1765 two 4" and 6" Cedars  
1766 4" Cedar  
1767 9" Spanish Oak  
1768 6" Cedar  
1769 6" Cedar  
1770 4" Cedar  
  
1772 4" Cedar  
1773 4" Cedar  
1774 11" Cedar  
1775 4" and 6" Cedar  
1776 9" Live Oak  
  
1778 10" Cedar  
1779 5" Cedar  
1780 3", 4", 5", and 8" Cedar  
1781 9" Cedar  
1782 7" and 11" Live Oak  
1783 9" Live Oak  
1784 4" Cedar

TAG# Size and Species

1786 6" Cedar  
1787 4" Hackberry  
1788 8" Live Oak  
1789 10" Cedar  
1790 14" Sycamore  
1791 16" Spanish Oak  
1792 14" Hackberry  
1793 Two 7" Hackberrys  
1794 5" Cedar  
1795 12" and 13" Live Oak  
1796 6" Cedar  
1797 6" and 8" Live Oak  
1798 6" Cedar  
1799 5" Cedar  
1800 4" and 6" Cedar  
1801 6" Cedar  
1802 9" Cedar  
1803 3" Cedar  
1804 7" and 8" Cedar  
1805 6" Cedar  
1806 3" Cedar  
1807 6" Cedar  
1808 6" Cedar  
1809 5" Cedar  
  
1811 8" Cedar  
1812 11" Cedar  
1813 8" Live Oak  
1814 6" Cedar  
1815 7" and 11" Cedar  
1816 4" Cedar  
1817 9" Cedar  
1818 4" Cedar  
1819 5" Cedar  
1820 4" Cedar  
1821 11" Cedar  
1822 4" and 5" Cedar  
  
1824 6" Cedar  
1825 7" Cedar  
  
1829 12" and 14" Live Oak  
1830 4" Cedar  
1831 15" Live Oak  
1832 5" Cedar  
1833 5" Cedar  
  
1835 6" Cedar  
1836 7" Cedar  
1837 11" Cedar  
1838 8" Cedar  
1839 6" Cedar  
1840 6" and 8" Cedar  
1841 9" Cedar  
1842 11" Cedar  
1843 11" Cedar  
  
1879 25" Live Oak  
  
1881 5", 15", and 18.5" Live Oak  
1882 6" Cedar  
1883 6" Pecan  
  
1885 11" and 14.5" Live Oak  
  
1887 8.5" Live Oak  
1888 11.5" Live Oak  
  
1891 9.5" Cedar  
  
1895 3" Black Cherry  
1896 15.5" and 17" Live Oak  
  
1907 13" Live Oak  
  
1916 9.5" and 11" Live Oak  
  
1918 Two 15" Live Oaks  
1919 7" Cedar  
1920 4" Spanish Oak  
1921 4" Cedar  
1922 3", Two 8" and Three 10" Live Oaks  
1923 Two 10" Cedars  
1924 15" Live Oak  
  
1925 6" Cedar  
  
1962 8" Cedar  
1963 7" Cedar  
1964 5" Cedar  
1965 18" Cedar  
1966 6" Cedar  
1967 6" Live Oak  
1968 11" and 13" Live Oak  
1969 11" Cedar  
  
1974 19" Live Oak  
  
1976 5.5" and 8" Cedar  
1977 7" Live Oak  
1978 8" Live Oak  
1979 Two 7" and 10" Live Oak  
1980 Two 5" Mountain Laurels  
1981 7.5" Live Oak  
1982 6" Live Oak

TAG# Size and Species

1983 3" and 4" Mountain Laurel  
1984 12" Cedar  
1985 3" Mountain Laurel  
1986 4" Redbud  
1987 11" Bur Oak  
1988 17.5" Cottonwood  
1989 9" Live Oak  
1990 9" Cedar  
1991 5" Hackberry  
1992 14" Live Oak  
1993 9.5" Live Oak  
1994 13" Cedar  
1995 6", 7", and 10" Cedar  
1996 7" Cedar  
  
1998 23.5" Live Oak  
1999 6" Chinese Tallow  
2000 3" Live Oak  
  
2896 Two 5" Cedars  
2897 8" Cedar  
2898 5" Cedar  
2899 3" Cedar  
2900 5", 6", and 7.5" Cedar  
  
2948 11" Cedar  
2949 4" Cedar  
2950 6.5" Cedar  
2951 8" Chinaberry  
2952 12" Live Oak  
2953 13.5" Live Oak  
2954 4" Live Oak  
2955 5", 9" and 20" Cedar  
2956 Two 9", 14" and 15" Live Oak  
2957 8" Chinaberry  
2958 5" Cedar  
2959 Two 10" Cedars  
2960 10" and 13" Cedar  
2961 6" Cedar  
2962 Two 3" and 5" Cedar  
2963 6" Cedar  
2964 6" Cedar  
2965 6" Cedar  
2966 10" Cedar  
2967 10" Cedar  
2968 9" Cedar  
2969 8" Cedar  
2970 7" Cedar  
  
2894 7" Cedar  
2895 6" Cedar  
  
3001 3", 4", 5", and 9" Cedar  
3002 10" Cedar  
3003 10" Cedar  
3004 6" Cedar  
3005 6" Cedar  
3006 4" Cedar  
3007 21" Live Oak  
3008 12" Cedar  
3009 Three 8" Cedars  
3010 11" Cedar  
3011 5", 9", and 10" Cedar  
  
3013 5" Cedar  
3014 15" Cedar  
3015 3" and 4" Live Oak  
3016 4" Spanish Oak  
3017 7" Live Oak  
3018 7" Cedar  
3019 3" Cedar  
3020 4" and 6" Cedar  
3021 3" Cedar  
3022 6" Cedar  
3023 4" Cedar  
3024 4" Cedar  
3025 4" Cedar  
3026 4" Cedar  
3027 4" Cedar  
3028 4" Cedar  
3029 4" and 6" Live Oak  
3030 4" Cedar  
3031 6" Cedar  
3032 4" and 7" Live Oak  
3033 5" Cedar  
3034 4" Cedar  
3035 4" Cedar  
3036 5" Cedar  
3037 4" Cedar  
3038 5" Cedar  
3039 3" Cedar  
3040 6" Cedar  
3041 4" Cedar  
3042 5" Cedar  
3043 4" Cedar  
3044 6" Cedar  
3045 3" Cedar  
3046 3" Cedar  
3047 5" Cedar  
3048 4" Cedar  
3049 5" Live Oak  
3050 12" Live Oak  
3051 4" Cedar  
3052 6" Cedar  
3053 10" Cedar  
3054 5" Cedar



RESUBDIVISION OF  
LOT 4 BLOCK A  
EAST LEDGEWAY SUBDIVISION  
TRAVIS COUNTY, TEXAS

PRELIMINARY PLAT

Preparation Date: August 11, 2023

TAG# Size and Species

3055 3" Cedar  
3056 4" Cedar  
3057 4" and 5" Cedar  
3058 6" Cedar  
3059 4" Cedar  
3060 3" Cedar  
3061 5" Cedar  
3062 5" Cedar  
3063 15" Live Oak  
3064 7" Cedar  
3065 4" Cedar  
3066 4" Cedar  
3067 4" Cedar  
3068 4" Cedar  
3069 3" and 4" Cedar  
3070 3" Cedar  
3071 4" Cedar  
3072 4" Cedar  
3073 3" Cedar  
3074 6" Cedar  
3075 3" and 4" Cedar  
3076 7" Cedar  
3077 4" Cedar  
3078 4", 5", and 7" Cedar  
3079 5" Cedar  
3080 4" Cedar  
3081 3" and 5" Live Oak  
3082 5" Cedar  
3083 Two 3" Cedars  
3084 4" Cedar  
3085 6" Cedar  
3086 4" Cedar  
3087 Three 3" Cedars  
3088 8" Cedar  
3089 3" and 4" Cedar  
3090 4" Cedar  
3091 6" Cedar  
3092 5" Cedar  
3093 4" Cedar  
3094 5" Cedar  
3095 4" Cedar  
3096 5" Cedar  
3097 Two 3" and 6" Cedar  
3098 4" Cedar  
3099 4" Live Oak  
3100 3" Cedar  
3101 5" Cedar  
3102 3" Cedar  
3103 6" Cedar  
3104 5" Cedar  
3105 4" Cedar  
3106 9" Live Oak  
3107 4" Cedar  
3108 3" and 5" Cedar  
3109 3" Cedar  
3110 5" Cedar  
3111 3", 4", and 6" Cedar  
3112 4" Spanish Oak  
3113 5" Cedar  
3114 4" Cedar  
3115 4" Cedar  
3116 8" and 9" Cedar  
3117 4" Cedar  
3118 4" Cedar  
3119 3" Cedar  
3120 5" Live Oak  
3121 5" Live Oak  
3122 7" Cedar  
3123 6", 8", 9", and 10" Cedar  
3124 4" Cedar  
3125 12" Cedar  
3126 Two 5" Cedars  
3127 11" Cedar  
3128 19" Cedar  
3129 4", 5", and 8" Live Oak  
3130 3" Cedar  
3131 3" and 7" Cedar  
3132 11" Cedar  
3133 5" Cedar  
  
3135 4" and 5" Cedar  
3136 4" Cedar  
3137 3" and 4" Cedar  
3138 11" Cedar  
3139 3" Live Oak  
3140 4" Live Oak  
3141 5" Cedar  
3142 3" Live Oak  
3143 8" Cedar  
3144 5" Live Oak  
3145 7" Cedar  
3146 15" Cedar  
3147 3" and 5" Cedar  
3148 13" Cedar  
3149 4" Cedar  
3150 3" and 6" Cedar  
3151 8" Spanish Oak

3153 10" Cedar  
3154 Two 7" Cedars  
3155 8" and 11" Cedar  
3156 7" Cedar  
3157 8" Live Oak  
3158 Two 10" Cedars

TAG# Size and Species

3159 5" Cedar  
3160 4" Cedar  
3161 4" Texas Ash  
3162 4" and 5" Cedar  
3163 6" Live Oak  
3164 5" and 8" Cedar  
  
3165 3" and 4" Live Oak  
3166 Two 3", 4", and 7" Cedar  
3167 6" Live Oak  
3168 5" Cedar  
3169 4" and 7" Cedar  
3170 8" Cedar  
3171 6" Cedar  
3172 3" Cedar  
3173 3" Cedar  
3174 5" Cedar  
3175 4" Cedar  
3176 6" Cedar  
3177 6" Cedar  
3178 5" Cedar  
3179 Two 4" Cedars  
3180 5" Cedar  
3181 4" Cedar  
3182 5" Cedar  
3183 5" Cedar  
3184 3", two 4", and 5" Cedar  
3185 5" Cedar  
3186 4" and 5" Cedar  
3187 5" Cedar  
3188 4" Cedar  
3189 3", two 4", and 5" Cedar  
3190 12" Cedar  
3191 10" Cedar  
3192 8" Cedar  
3193 8" Cedar  
  
3195 7" Cedar  
3196 10", 14", and 15" Live Oak  
3197 5" Cedar  
3198 6.5" Cedar  
3199 5.5" Cedar  
3200 4" Cedar  
3201 8" Cedar  
3202 15" Cedar  
3203 13" Cedar  
3204 10.5" Cedar  
3205 12" Cedar  
  
3207 9" Cedar  
3208 5" Cedar  
3209 7.5" Cedar  
3210 6" Cedar  
3211 21.5" Chinese Tallow  
3212 10" Cedar  
3213 7.5" Cedar  
3214 9" Cedar  
3215 36.5" Live Oak  
3216 6" Spanish Oak  
3217 7.5" Box Elder  
3218 9" Cedar  
3219 7" Cedar  
3220 7" Live Oak  
3221 7.5" Cedar  
3222 14" Live Oak  
  
3224 9" Chinese Tallow  
3225 8.5" Live Oak  
3226 11" Cedar  
3227 13" Chinese Tallow  
3228 16" Chinese Tallow  
  
3230 22" Cedar  
3231 10" Chinese Tallow  
  
3235 13", three 14", and 20" Live Oak  
3236 8" Cedar  
3237 5" and 7" Cedar  
3238 4" Cedar  
3239 9" Cedar  
3240 12" Cedar  
  
3242 11" Hackberry  
3243 10" Hackberry  
  
3245 19" Sycamore  
3246 8" Cedar  
3247 12.5" Cedar  
3248 7" Spanish Oak  
3249 8" Live Oak  
3250 11" Cedar  
3251 6" Cedar  
3252 14" Cedar  
3253 8" and 13" Cedar  
  
3263 13.5" Cedar  
  
3318 4" Cedar  
3319 4", 5", and 6" Cedar  
3320 11.5" Cedar  
3321 9" Live Oak  
3322 13.5" and 16" Willow

TAG# Size and Species

3730 7" Hackberry  
3731 12" Cedar Elm  
3732 4" Hackberry  
3733 9" Cedar Elm  
3734 14", 15", and 16" Sycamore  
3735 6", 8", and 10" Cedar Elm  
3736 6" Hackberry  
3737 3" Hackberry  
3738 6" Hackberry  
3739 9" Sycamore  
3740 6", 9", and 20" Sycamore  
  
3742 22" Sycamore  
3743 4" Sycamore  
3744 9" Chinese Tallow  
3745 16" Chinese Tallow  
3746 9", 12", and 17" Sycamore  
3747 13" Sycamore  
3748 5" Cedar Elm  
3749 two 3" and 5" Cedar  
3750 4" Cedar  
3751 5" Cedar  
3752 3" and 5" Cedar  
3753 5" Cedar  
3754 5" and 6" Cedar  
3755 Two 5" Cedars  
3756 7" and 19" Sycamore  
3757 6" and 17" Sycamore  
3758 3" Cedar Elm  
3759 5" and 6" Cedar  
3760 Two 3" and two 4" Persimmons  
3761 6", 7", and 9" Cedar  
3762 Two 3" Peach  
3763 Two 3" Peach  
3764 4" Chinaberry  
  
3767 5" Peach  
3768 3" Peach  
3769 4" Chinkapin Oak  
3770 4" and 6" Chinkapin Oak  
3771 3" Peach  
3772 4" Peach  
3773 4" Cedar  
  
3775 6", 7", and 9" Cedar  
  
3777 7" Cedar  
3778 6" Cedar  
3779 9" Cedar  
3780 3" Cedar  
3781 4" Cedar  
3782 9" Cedar  
3783 9" Cedar  
3784 Two 3" and 5" Cedar  
3785 3" Cedar  
3786 17" Live Oak  
3787 23" Live Oak  
3788 19" Live Oak  
3789 19" Sycamore  
  
3792 8" Cedar  
3793 7", 11", 12", and 13" Live Oak  
3794 7" Cedar  
3795 11" Live Oak  
3796 22" Live Oak  
3797 19" and 24" Live Oak  
3798 5" and 6" Cedar  
3799 11" Cedar  
3800 6" and 13" Hackberry  
3801 13.5" Hackberry  
  
3803 4" Cedar  
3804 5" Cedar  
3805 8" and 9" Cedar  
3806 7" and 11" Cedar  
3807 4", 6", and 10" Cedar  
  
3809 12.5" Cedar  
3810 16" and 17" Live Oak  
3811 4" and 7" Cedar  
3812 8", and 10" Cedar  
3813 7 and 8" Cedar  
3814 4" Cedar  
3815 5" Cedar  
3816 7" Cedar  
3817 15" Chinese Tallow  
3818 12" Hackberry  
3819 16" Sycamore  
3820 7" Chinese Tallow  
3821 9" Sycamore  
3822 5" Hackberry  
3823 5" and 9" Hackberry  
3824 10" Hackberry  
3825 8" Cedar  
3826 7" Cedar  
3827 9" Cedar  
3828 9" Cedar  
  
3893 6" Cedar  
3894 8" Cedar  
3895 4" Cedar  
3896 3" Cedar  
3897 5" Cedar  
3898 4" and 5" Cedar  
3899 5" Cedar  
3900 5" Cedar

TAG# Size and Species

3901 3" Cedar  
3902 5" Cedar  
3903 4" and 6" Cedar  
3904 5" Cedar  
3905 5" Cedar  
3906 5" Cedar  
3907 6" Cedar  
3908 4" Cedar  
3909 5" Cedar  
3910 4" Cedar  
3911 5" Cedar  
3912 4" Cedar  
3913 6" Cedar  
3914 6" Cedar  
3915 5" Cedar  
3916 7" Cedar  
3917 5" Cedar  
3918 6" and 7" Cedar  
3919 8" Cedar  
3920 8" Cedar  
3921 8" Cedar  
3922 6" Live Oak  
3923 4" Cedar  
3924 6" Cedar  
3925 6" Cedar  
3926 4" Cedar  
3927 6" Cedar  
3928 5" Cedar  
3929 11" Cedar  
3930 3" and 4" Cedar  
3931 Two 7" Spanish Oaks  
3932 9" Spanish Oak  
3933 13" Cedar  
3934 6" Cedar  
3935 7" Cedar  
3936 6" Cedar  
3937 9" Cedar  
3938 6" Cedar  
3939 6", 8", and 13" Cedar  
3940 5" and 6" Cedar  
3941 7" Cedar  
3942 9" and 12" Cedar  
3943 8" Cedar  
3944 5" and 7" Cedar  
3945 5" Cedar  
3946 Two 5", 4", and 8" Cedar  
3947 7" Cedar  
3948 4" Cedar  
3949 4" Cedar  
3950 5" Cedar  
3951 8" Cedar  
3952 12" Cedar  
3953 4" and 6" Cedar  
3954 8" Cedar  
3955 7" Cedar  
3956 5" Cedar  
3957 6" Cedar  
3958 9" Cedar  
3959 5" Cedar  
3960 5" Cedar  
3961 7" Cedar  
3962 4" Cedar  
3963 6" Cedar  
  
3965 3" Cedar  
3966 5" Cedar  
3967 4" Cedar  
3968 8" Cedar  
  
3970 9" Cedar  
  
3972 8" Cedar  
3973 9" Cedar  
3974 8" Cedar  
3975 10" Cedar  
3976 5" Cedar  
3977 5" Cedar  
3978 5" Cedar  
  
3980 5" Cedar  
3981 Two 3" Cedars  
3982 16" Cedar  
3983 3" Cedar  
3984 5" Cedar  
3985 Two 5" and 8" Cedar  
3986 4" Cedar  
3987 4" and 5" Cedar  
3988 5" Cedar  
3989 6" Cedar  
3990 9" Cedar  
3991 9" Cedar  
3992 6" Cedar  
3993 9" Cedar  
3994 Two 6" Cedars  
3995 5" and 7" Cedar  
3997 5" Cedar  
3998 9" Cedar  
3999 4" Cedar  
4000 8" Cedar  
4001 10" Cedar  
4002 8" Cedar  
4003 8" Cedar  
4004 10" Live Oak  
4005 12" Cedar  
4006 7" Cedar  
4007 7" Cedar



RESUBDIVISION OF  
LOT 4 BLOCK A  
EAST LEDGEWAY SUBDIVISION  
TRAVIS COUNTY, TEXAS

Preparation Date: August 11, 2023  
PRELIMINARY PLAT

| TAG# Size and Species |                            |
|-----------------------|----------------------------|
| 4008                  | 9" Cedar                   |
| 4009                  | 5" Cedar                   |
| 4010                  | 14", 15" and 16" Live Oak  |
| 4011                  | 10" Cedar                  |
| 4012                  | 4" Cedar                   |
| 4013                  | 5" Cedar                   |
| 4014                  | 6" Cedar                   |
| 4015                  | 4" Cedar                   |
| 4016                  | 13" Cedar                  |
| 4017                  | 4" and 6" Cedar            |
| 4018                  | 5" Cedar                   |
| 4019                  | 7" Cedar                   |
| 4020                  | 7" Cedar                   |
| 4021                  | 5" Cedar                   |
| 4022                  | 5" Cedar                   |
| 4023                  | 6" Cedar                   |
| 4024                  | 5" Cedar                   |
| 4025                  | 9" Cedar                   |
| 4026                  | 4" Cedar                   |
| 4027                  | 17" Live Oak               |
| 4028                  | 4" Cedar                   |
| 4029                  | 4" Cedar                   |
| 4030                  | 8" Cedar                   |
| 4031                  | 4" Cedar                   |
| 4032                  | 6" Cedar                   |
| 4033                  | 5" Cedar                   |
| 4034                  | 3" and 4" Cedar            |
| 4035                  | 4" Cedar                   |
| 4036                  | 4" and 8" Cedar            |
|                       |                            |
| 4100                  | 9" Cedar                   |
| 4101                  | 5" Cedar                   |
| 4102                  | 4" and 8" Cedar            |
| 4103                  | 3" and 7" Cedar            |
| 4104                  | 5.5" Cedar                 |
|                       |                            |
| 4106                  | 12" Cedar                  |
| 4107                  | 7" Cedar                   |
| 4108                  | 7" Cedar                   |
| 4109                  | 4" Cedar                   |
| 4110                  | 5" Cedar                   |
| 4111                  | 7" Spanish Oak             |
| 4112                  | 10", 12", and 16" Live Oak |
| 4113                  | 5" Texas Ash               |
| 4114                  | 9" and 12" Cedar           |
| 4115                  | 4" Spanish Oak             |
| 4116                  | 13" Cedar                  |
| 4117                  | 6" Cedar                   |
| 4118                  | 9" Cedar                   |
|                       |                            |
| 4120                  | 16" Cedar                  |
| 4121                  | 7" Cedar                   |
| 4122                  | 7" Cedar                   |
| 4123                  | 11" Cedar                  |
| 4124                  | 4" Cedar                   |
| 4125                  | 9" Cedar                   |
| 4126                  | 6" Cedar                   |
| 4127                  | 5" Cedar                   |
| 4128                  | 6" and 8" Cedar            |
| 4129                  | 5" Cedar                   |
| 4130                  | 4" Cedar                   |
| 4131                  | 3" Cedar                   |
| 4132                  | 9" Cedar                   |
| 4133                  | 3" Cedar                   |
| 4134                  | 6" Cedar                   |
| 4135                  | 4" Spanish Oak             |
| 4136                  | 9.5" Cedar                 |
| 4137                  | 3", 5", and 7" Cedar       |
| 4138                  | 9" and 11" Cedar           |
| 4139                  | 4" Cedar                   |
| 4140                  | 8" Cedar                   |
| 4141                  | 4" Cedar                   |
| 4142                  | 12" Cedar                  |
| 4143                  | 8" Cedar                   |
| 4144                  | 5" Cedar                   |
| 4145                  | 5" Cedar                   |
| 4146                  | 5" and 8" Cedar            |





## Attachment 8 EMERGENCY PREVENTION DIVISION

Travis County Emergency Services District No. 9  
1301 S. Capital of Texas Highway, Suite B-123  
West Lake Hills, TX 78746

Headquarters 512-539-3400  
Facsimile 512-327-2780  
P. O. Box 162170 Austin, TX 78716-2170

[www.WestlakeFD.org](http://www.WestlakeFD.org)

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September 26<sup>th</sup>, 2023

Michelle Sunshine  
471 Ledgeway East  
West Lake Hills, TX 78746  
[Michellesunshine@gmail.com](mailto:Michellesunshine@gmail.com)

**Re:** Resubdivision of Lot 4 East Ledgeway Subdivision

Dear Michelle Sunshine,

I have reviewed the proposed replat you submitted to our office via West Lake Hills for the resubdivision of Lot 4 East Ledgeway Subdivision.

Based on the information you provided, it is our understanding that the proposed plat changes are intended to split the current large lot into two for a total of two single family residential lots. Both lots will have access to a city street that has existing hydrant infrastructure provided. It is also our understanding that any future development will be designed and will comply with all applicable codes and standards including the following items:

- **TRAVIS COUNTY ESD No. 9 - RESIDENTIAL FIRE SPRINKLER SYSTEM REQUIREMENT** - A residential fire sprinkler system shall be installed throughout the new residence constructed in the future on the new lot in compliance with (NFPA 13D – Standard for the Installation of Sprinkler Systems in One- and Two- Family Dwellings and Manufactured Homes). The sprinkler system shall be designed and installed by a firm registered by the State Fire Marshal's Office and a responsible managing employee (RME) licensed by the State Fire Marshal's Office in compliance with Texas Insurance Code Chapter 6003 and Texas Administrative Code Section 34.700 or a licensed Texas plumber that has the proper endorsements from the Texas State Board of Plumbing Examiners to install residential fire sprinkler systems.
- The residential fire sprinkler system design drawings shall be submitted to our office for review and approval prior to installation via our site [WFDPermits.com](http://WFDPermits.com).

**Please Note:** This letter does not constitute a formal site development or building plan review and/or approval. Upon completion of such a review, plan review comments will be issued indicating the status of compliance with adopted codes and standards.

Based on the aforementioned review of the proposed replat and an understanding that compliance with the fire code and the items noted above will be addressed during the site development and building plan review phase where applicable, **I recommend to the City of West Lake Hills that the proposed plat changes be approved.**



We look forward to working with you and your staff on the proposed project. If you have any questions or require any additional information, please do not hesitate to contact our office.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael Lacey". The signature is fluid and cursive, with the first name "Michael" and last name "Lacey" clearly distinguishable.

District Chief Michael Lacey  
Fire Marshal  
Emergency Prevention Division  
Travis County Emergency Services Districts No. 9



August 8, 2023

Jeffrey Sunshine  
300 Laurel Valley Rd.  
West Lake Hills, TX 78746

Dear Mr. Sunshine:

The District is in receipt of your request for water service availability verification for the following property description:

LOT 4 East Ledgeway Subdivision  
*Travis County Appraisal District, Property ID 937064*

The District office at this time can confirm that the above referenced parcel is within District boundaries and is eligible for water service.

Additional Notes:

Prior to receiving water service approval from the Water District, you will be required to:

- Grant all necessary easements
- Submit plans for review and approval

In the case of inadequate water availability, the developer would be responsible for upgrading the District infrastructure based on measures identified by the District's engineer. All new homes must be protected by a fire suppression system approved by ESD 9. Plumbing inspections are required through the District offices.

Sincerely,

Louise Winder  
Executive Assistant to the General Manager  
Travis County WC&ID#10





Jeffrey Sunshine <jeffrey.sunshine@gmail.com>

---

**Your trees dont have Oak Wilt!**

---

**Tracy Allison** <tracy@goodmorningtreeservice.com>  
To: Jeffrey.sunshine@gmail.com

Mon, Oct 2, 2023 at 7:14 PM

Hi Jeff,  
Thanks for having me out today... just wanted to confirm if you had a better map - but you can put my signature line- that Oak Wilt was not present on your property.  
my signature name is Tracy Allison #207929  
let me know when you want me to do it on your legal line.

If you have any questions please don't hesitate to get in contact with us.

Thanks and having a good morning,  
Tracy A



A Good Morning Tree Service  
737-200-7272 Office  
512-934-1889 Cell  
737-717-0220 Fax

CITY OF WEST LAKE HILLS, TEXAS  
MINUTES OF A ZONING & PLANNING COMMISSION (ZAPCO) REGULAR MEETING  
Wednesday, October 18, 2023 at 6:30 PM

1. Call to Order. Chairman Robert Meisel.

**With a quorum present, Chairman Meisel called the meeting to order at 6:30 p.m.**

**ZAPCO Members Present**

**Chairman Robert Meisel  
Julia Webber  
Laurie Maccini  
Karen Bartoletti  
Patrick Stewart**

**City Staff Present**

**Dir. of Building & Development Jennifer Bills  
ZAPCO Secretary Mark Littrell  
Asst. City Attorney Josh Brockman-Weber**

2. Citizen Communications The Commission 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 Commission later in the meeting. The Commission cannot respond to or discuss matters not listed on the agenda. The Commission 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.

**Chairman Meisel opened the meeting for public comments. Hearing none, the public comment section was closed.**

3. Consent Agenda The following items are considered to be self-explanatory by the Commission and will be enacted with one motion. There will be no separate discussion of these item/s unless a Commission Member or citizen so requests.

- Approval of the September 20, 2023 Zoning and Planning Commission Meeting Minutes

**Motion for Approval made by Commissioner Julia Webber with a Second by Commissioner Karen Bartoletti.**

**Motion for Approval carried unanimously by a vote of 4 ayes to 0 nays.**

4. Land Use 5 North Peak - Discuss and make a recommendation on a variance for encroachment into the side setbacks by 4.5 feet for replacement and expansion of the pool and placement of pool equipment (Section 22.03.275 and 22.03.281 of the West Lake Hills Code). Applicant: Jennifer Smith, Permit Solutions LLC

**Staff Briefing**

**Director Bills gives the staff briefing.**



**Staff Recommendation: Approval. No comments have been received from the public.**

**Commissioner Webber: The elevation shown isn't existing? What is the elevation at its highest?**

**Director Bills: The applicant is here.**

**Presentation by Applicant**

**Jennifer Smith is the applicant representing the property owner who is also present. The elevation will be at the same level.**

**Commissioner Bartoletti: What about looking at people from the end of the pool?**

**Commissioner Webber: How high is the fence?**

**James Bass is the property owner: The fence is 6'.**

**Jennifer Smith: It tappers will the property.**

**Commissioner Webber: The dimensions need to be shown. Privacy is an issue.**

**James Bass: You can't see over the fence from the pool.**

**Commissioner Maccini: Is there any screening?**

**James Bass: We have trees and no direct vision toward the neighbors.**

**Chairman Meisel: You have shrubs at the end of the pool?**

**James Bass: Yes.**

**Jennifer Smith: It's a very gradual slope. Notes from the previous meeting were addressed.**

**Commissioner Maccini: Is the equipment part of the variance?**

**Director Bills: Yes.**

**Public Hearing**

**Chairman Meisel opened the meeting for public comments. Hearing none, the public hearing section was closed.**

**Discussion/Recommendation**

**Commissioner Stewart: Are you reducing impervious cover?**

**Jennifer Smith: Yes.**

**Commissioner Maccini: Has anything been received from the other neighbors?**

**Director Bills: No.**

**Motion for Recommended Approval made by Commissioner Bartoletti with a Second by Commissioner Maccini.**

**Motion for Recommended Approval carried unanimously by a vote of 4 ayes to 0 nays.**

5. **Land Use 904 Old Stonehedge** - Discuss and make a recommendation on two variances to allow the reconstruction of a non-conforming privacy fence 1. To encroach into the 30-foot front fence setback approximately 15 feet, and 2. the front yard fence to be a solid wood privacy style fence where 80% transparency is required (Section 22.03.173 of the West Lake Hills Code). Applicant Dan Littlejohn.

**Staff Briefing**

**Director Bills gives the staff briefing.**

**Staff Recommendation: Denial. No comments received from the public.**

**Commissioner Bartoletti: If it is a repair it's okay. Replacing is a variance?**

**Director Bills: Yes.**

**Commissioner Webber: The denial recommendation is because of the encroachment or the 80% screening requirement?**

**Director Bills: Both. They would use yard space if it is moved back.**

**Commissioner Bartoletti: Wouldn't it look awkward?**

**Director Bills: There would be a gap.**

**Commissioner Webber: Is there a timeframe for 50% repair?**

**Director Bills: No.**

**Presentation by Applicant**

**Dan Littlejohn is the applicant. The red circle on Redbud Trail, we can do 30'. The one in front is the neighbor's yard, that is weird. It makes a hardship on them.**

**Chairman Meisel: Redbud can conform?**

**Dan: Redbud is a very busy street. Old Stonehedge is a single lane.**



**Chairman Meisel:** A hardship would be imposed on the neighbor.

### **Public Hearing**

**Chairman Meisel** opened the meeting for public comments. Hearing none, the public comment section was closed.

### **Discussion/Recommendation**

**Commissioner Maccini:** I'm fine with it because it's a busy on Redbud Trail. It affects the quality of life.

**Commissioner Webber:** The 80% transparency requirement; I've not been on the board long enough to know the past discussions.

**Chairman Meisel:** We want to keep from having a wall tunnel.

**Commissioner Webber:** If this was a new construction project it wouldn't be acceptable?

**Commissioner Bartoletti:** This is an old neighborhood.

**Motion for Recommended Approval made by Commissioner Bartoletti with a Second by Commissioner Webber.**

**Motion for Recommended Approval carried unanimously by a vote of 4 ayes to 0 nays.**

6. **Land Use 1200 Westlake Drive** - Discuss and make a recommendation on variances for the installation of a fence on a vacant lot and the development of a turf sport field on a vacant lot and within the 30-foot rear setback (Section 22.03.173 & 38.03.032 (b) of the West Lake Hills Code). Applicant Hughes Holland

### **Staff Briefing**

**Director Bills** gives the staff briefing.

**Staff Recommendation:** Denial. Properties should be re-platted.

**Commissioner Bartoletti:** Is there an order in which we accept permits? Does the applicant have any guidance? We have a process to go through.

**Commissioner Webber:** Can you identify the encroachment?

**Director Bills:** The rear setbacks.

### **Presentation by Applicant**

**Hughes Holland** is the applicant. This location would require grading. The soccer

**field is for the kids. Re-platting is not discussed.**

**Commissioner Webber: There is no survey with the topography lines?**

**Hughes: No.**

**Commissioner Webber: What would they apply for for that? Grading?**

**Director Bills: It's artificial turf.**

**Commissioner Webber: Grading is more of the issue.**

**Director Bills: Yes. Fences are not allowed on vacant lots.**

**Commissioner Maccini: Any lighting?**

**Hughes: No lighting. Three gates on the fence and just the field.**

**Brent Wilshire is the landscape architect. There is currently a fence on two sides. His current lot is his septic field.**

#### **Public Hearing**

**Chairman Meisel opened the meeting for public comments. Hearing none, the public comment section was closed.**

#### **Discussion/Recommendation**

**Commissioner Webber: I'm not opposed to having a place for kids.**

**Chairman Meisel: Neither are platted?**

**Director Bills: All 3 acres. That was done in 2017.**

**Commissioner Maccini: Would it require separate entrances?**

**Director Bills: No.**

**Commissioner Maccini: I'd like to see all the information.**

**Commissioner Stewart: It feels incomplete.**

**Chairman Meisel: Is there a solution that doesn't require variances? That is the solution.**

**Director Bills: No variances but they would require permits.**

**Commissioner Webber: The topography is missing.**



**Commissioner Bartoletti:** These are big variances that aren't necessary.

**Commissioner Stewart:** What variance are we talking about?

**Director Bills:** Fence on a vacant lot.

**Motion for Recommended Denial made by Commissioner Maccini with a Second by Commissioner Webber.**

**Motion for Recommended Denial carried unanimously by a vote of 4 ayes to 0 nays.**

7. Land Use 100 Redbud Trail - Discuss and make a recommendation on variances for a 33-foot encroachment into the 50 foot front yard setback and impervious cover allowance greater than 25% to demolish and reconstruct a pool house and storage building (Section 22.03.275 and 22.03.281 of the West Lake Hills Code). Applicant James Hughes Holland  
Staff Briefing

**Director Bills gives the staff briefing.**

**Staff recommendation: Denial. No comments received from the public.**

**Commissioner Webber:** How does an application reach this level with not enough information?

**Director Bills:** Notification requirements.

**Commissioner Webber:** This needs to be re-submitted.

**Director Bills:** No drainage study.

**Commissioner Webber:** This highlights the submittal requirements. Allowing them to submit building plans.

#### Presentation by Applicant

**Hughes Holland is the applicant. 1957 is when this house was built. We're trying to do improvements. The 50' on Redbud is really the side. The drainage report just became available. Our demolition triggered the variances.**

#### Public Hearing

**Chairman Meisel opened the meeting for public comments. Hearing none, the public comment section was closed.**

#### Discussion/Recommendation

**Commissioner Webber:** I feel we have incomplete information.

**Motion for Recommended Postponement made by Commissioner Webber with a Second by Commissioner Maccini.**

**Motion for Recommended Postponement carried unanimously by a vote of 4 ayes to 0 nays.**

8. Land Use 300 Block of Laurel Valley - Discuss and make recommendation a replat of Ledge way East, Lot 4 to create two lots, Lot 4A and 4B (Section 36.01.004 of the West Lake Hills Code). Applicants Jeff and Michelle Sunshine.

**Staff Briefing**

**Director Bills gives the staff briefing.**

**Staff recommendation: Denial until 4 listed conditions are met.**

**Commissioner Bartoletti: Once the conditions are met, the approval is mandatory. Four items make it compliant.**

**Commissioner Webber: The easement is from the top if a Laurel Valley driveway is not done?**

**Presentation by Applicant**

**Jeff and Michelle Sunshine are the applicants. It's more a clarification approval with conditions before it goes to city council?**

**Director Bills: City Council.**

**Michelle: We have items to submit with changes to the plat notes. We didn't realize we have to refer to two re-plats. These are just wording.**

**Public Hearing**

**Chairman Meisel opened the meeting for public comments. Hearing none, the public comment section was closed.**

**Discussion/Recommendation**

**Commissioner Maccini: I was excited it was going to be large lots. It makes me sad to see it.**

**Chairman Meisel: We need to move it.**

**Motion for Recommended Denial made by Commissioner Bartoletti due to the 4 conditions, with a Second by Commissioner Maccini.**

**Motion for Recommended Denial carried by a vote of 3 ayes to 1 nays. Commissioner Stewart opposed.**



9. Land Use Update from staff on items forwarded to BOA and City Council from the previous meeting.

**Director Bills gives the update. Reminder there will be a joint ZAPCO/Council meeting either November 29th or December 6th to discuss the new city hall.**

10. Adjournment. Chairman Robert Meisel.

**Chairman Meisel adjourns the meeting at 8:03 p.m.**

Respectfully submitted,

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ROBERT MEISEL, CHAIRMAN

ATTEST:

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ZAPCO Secretary Mark Littrell

These minutes were approved on \_\_\_\_\_, 20\_\_.



# City of West Lake Hills City Council

## AGENDA REPORT

|               |                                 |                  |      |
|---------------|---------------------------------|------------------|------|
| Meeting Date: | November 8, 2023                | Item Number:     | 7    |
| Department:   | Building & Development Services |                  |      |
| Prepared By:  | Jennifer C. Bills               | Cost / Budget:   | None |
| Exhibits:     | See Attached                    | Source of Funds: | N/A  |

### Subject

**900 Live Oak Circle:** Discuss and consider action on a variance to replace an existing fence approximately 20 feet from the street edge (30 feet is required) and an 8-foot-tall side yard fence along the western side property line (6-foot height maximum) (Section 22.03.173 of the West Lake Hills Code).

Applicant: Leah Romero, Word + Carr Design Group

### Recommendation

Staff recommend approval of the variance requests.

This was reviewed and recommended for approval by the Zoning and Planning Commission at the August 16, 2023 regular meeting by a vote of 4-0 (Bartoletti absent) (Attachment 5 – Meeting Minutes).

### Discussion

#### Property Information, Zoning & Site Characteristics:

Owner: Jason and Jessica Karp

Legal Description: Mayo Addition, Lot 20A, Amended Plat of Lots 20 and 34

Lot Size: 4.06 acres

Zoning: R-1 One Family

The properties surrounding the subject property are zoned R-1 and developed with single-family residences.

#### Background & Analysis (provided at September 13, 2023 meeting):

The applicant is requesting to install a new fence in the nonconforming location of the existing fence (Attachment 1). The Code requires a fence to be set back 30 feet from the edge of pavement for a lot that is greater than 0.75 acres. The existing fence is set back approximately 20 feet from the edge of pavement along Live Oak Circle, which borders the property on three sides. They wish to replace the fence due to disrepair and to change the style of the fence because the current black picket fence has open pickets at the top that pose a hazard to deer. The new fence would go in the same location and would be a mix of welded wire mesh fence and capped black picket fence that meets code requirements (Attachment 2). The second request is to exceed the 6-foot height limit on the west side of the property that borders 904 Live Oak Ridge with a new fence that is 8 feet in height over the natural grade.



The applicant has provided letters of no-objection from three neighbors across the street from the property (Attachment 3), and from the neighbor bordering the west property line (Attachment 4). Staff agrees that installing the fence in the same location would minimize the disruption to the natural vegetation and that the existing fence has not had an adverse impact on the neighboring properties.

**Updated Information (for November 8, 2023 meeting):**

This item was postponed from the September 13, 2023, meeting pending more information from the applicant on the impact of locating the fence at the required 30-foot fence setback from the edge of pavement and about the original fence approval. Attachment 6 is a new exhibit provided by the applicant showing the location of the fence at the 30-foot setback from the street. The exhibit shows 46 trees that would be impacted in the ½ Critical Root Zone (CRZ) area.

The applicant provided the original variance request for the fence (Attachment 7). This variance was approved by the City Council on January 26, 2005, and approved the location up to 10 feet from the property line but a minimum of 20 feet from the street edge (Attachment 9).

**Variance Criteria Review:**

*When applying for a variance, the applicant has provided the following evidence:*

1. *The strict or literal enforcement of the terms of this chapter, because of special conditions, will result in unnecessary hardship to the applicant.*

900 Live Oak Circle has excessive street frontage. 80% of the property line has street frontage. The existing fence is in disrepair (photos attached) and is a danger to the deer in the neighborhood. Many deer have been injured or killed trying to jump the existing fence. The property is heavily populated with protected live oak trees. To build a fence on the 30' setback would be a disruption to countless root zones. The neighbor at 904 Live Oak Ridge Road would prefer to maintain the height of the existing privacy fence between the two properties, 8' tall. The house and pool are close to the property line.

2. *There will not be unreasonable disruption of the natural terrain or unreasonable destruction of existing flora.*

Building the new fence (both fences requested in this variance application) in the location of the existing fence will minimize the amount of disruption to the existing live oak trees and natural terrain.

3. *There is no reasonable alternative to the requisite variance that will alleviate the difficulty or hardship complained of.*

The existing fence cannot remain due to its poor condition and danger to the wildlife in the area. Moving the fencing at the street frontage to the 30' setback will be disruptive to the protected trees. Moving the fence to the 30' setback along 80% of the property line will put an excessive amount of the land at 900 Live Oak Circle on the outside of the fence. A new 8' fence in the existing location between 900 Live Oak Circle and 904 Live Oak Ridge Road will maintain the existing privacy levels.

4. *The variance will not be greater than the minimum required to alleviate the difficulty or hardship complained of.*

The request to match the existing location of the fencing (average 20' from the road) will allow the least amount of impact to the live oak canopy on the property.

5. *The variance does not violate the intent of the Zoning Ordinance or goals of the Comprehensive Plan.*

The type of fencing proposed is within the design vernacular of the surrounding properties (photos attached). Due to the heavily landscaped right of way and the existing topography, the fencing will not be a visible presence from the street. It does not violate the intent of the Zoning Ordinance or the goals

of the City's Comprehensive Plan. The existing fencing (average 20' from the road) was permitted and approved by the City of WLH when the house was built.

6. *The variance will not adversely affect neighboring properties or interfere with the enjoyment of these properties by their owners.*

The variance will not have an adverse effect on the neighboring properties. It will be built well within the 900 Live Oak Circle property line. We have attached several letters of support from owners of neighboring properties.

#### **Outdoor Lighting**

Outdoor lighting is not proposed with this variance request. Any outdoor lighting will comply with the City's Code.

#### **Compliance with Adopted International Building Code**

The property and future construction will have to comply with all applicable City codes.

#### **Subdivision**

There is no change to the subdivision proposed with this application.

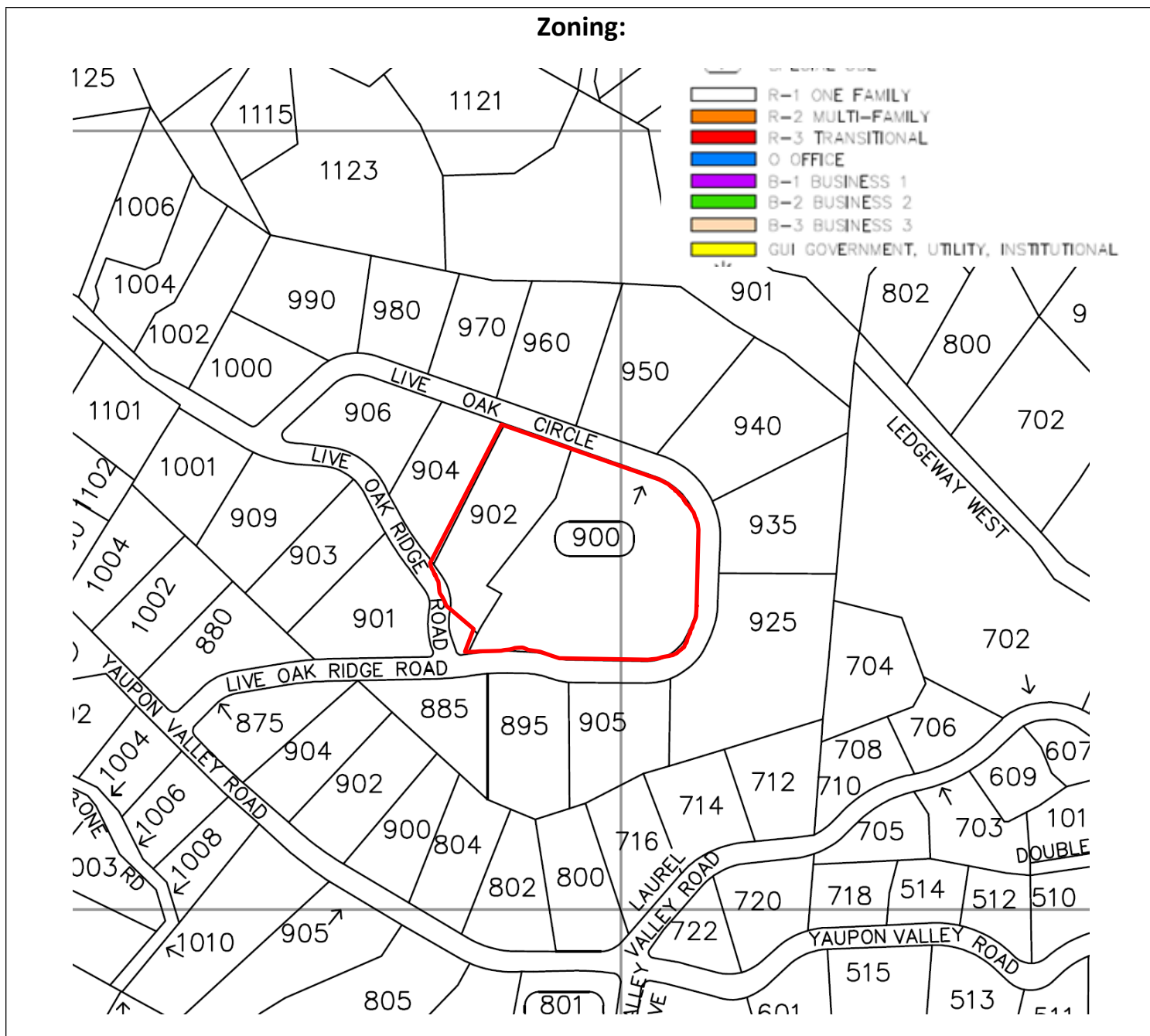
#### **Comprehensive Planning Analysis**

The existing and future land use is in conformance with the City of West Lake Hills Master Plan.

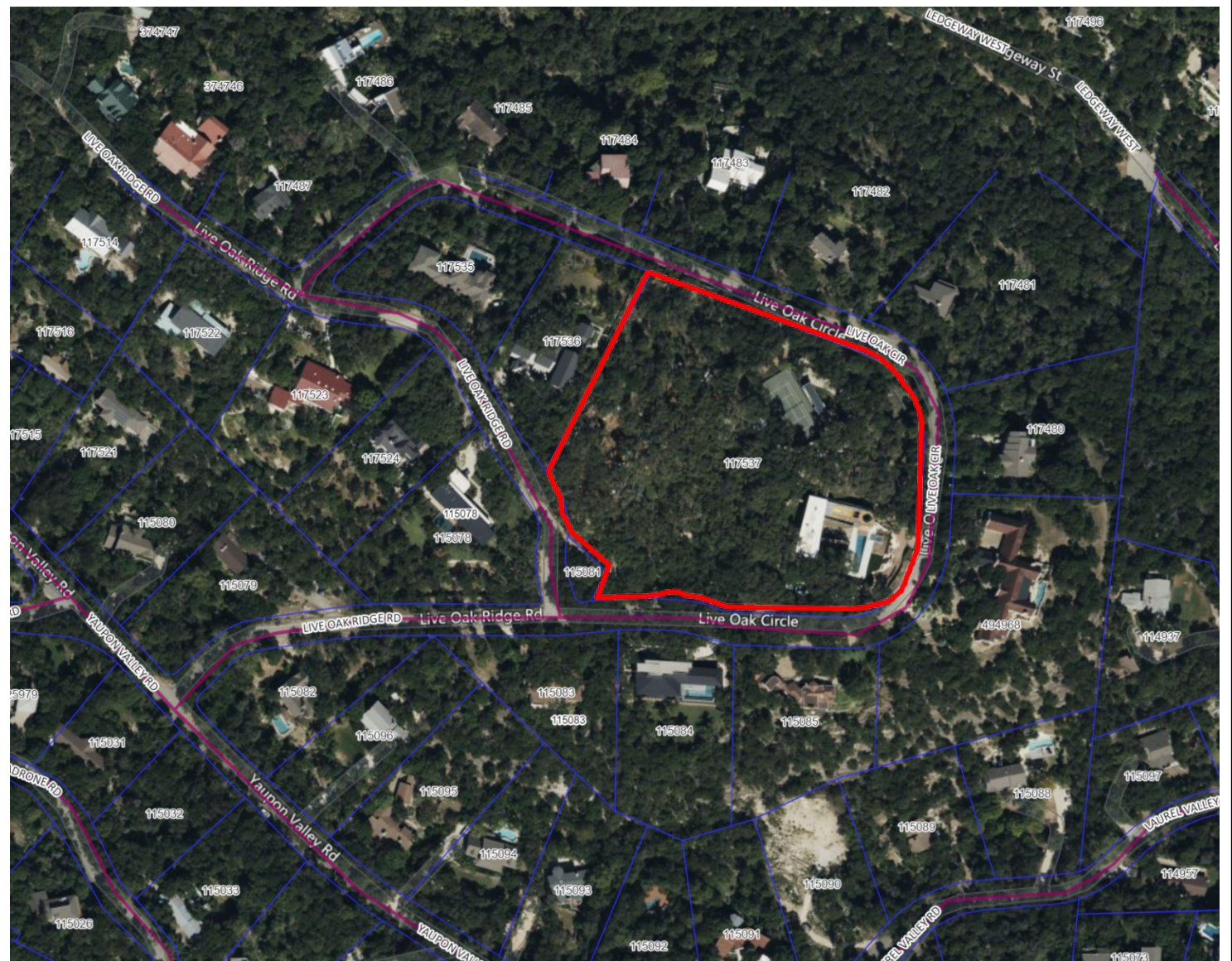
#### **Links to Relevant Code:**

- [Section 22.03.173: Fences \(Residential\)](#)
- [Section 38.05.031: Variances](#)
- [Section 22.03.511: Criteria and process required for granting variance](#)





Aerial:





June 12, 2023

Chairman Robert Meisel  
West Lake Hills Zoning and Planning Commission  
911 Westlake Drive  
West Lake Hills, TX 78746

Dear Mr. Chairman,

We are seeking a variance to build a fence along the street front of the property at 900 Live Oak Circle that is in the same location as the existing fence (average 20' from street). We are also seeking a variance to build an 8' tall fence between 900 Live Oak Circle and the adjacent neighbor at 904 Live Oak Ridge Road.

The fencing at 900 Live Oak Circle needs to be replaced as it is in disrepair from age and it is a danger to the deer in the neighborhood. This lot has excessive street frontage due to its location on a bend in the road. The existing fence, which was permitted and installed when the house was built in 2005, is well within the property line but does not meet the required 30' setback. To move the new fencing to a different location would cause an immense amount of the lot to be on the outside of the fencing. Moving the fence to comply with the ordinance would also cause a major disruption to the vast network of tree roots on site.

The section of fencing between 900 Live Oak Circle and 904 Live Oak Ridge Road is currently an 8' wood privacy fence. The two owners would propose to replace it with a more aesthetically pleasing transparent steel fence (to be planted with vines) at the same height. The house and pool at 904 Live Oak Ridge Road are very near to the property line and it would be ideal to maintain the existing privacy levels.

Two fence types are proposed for the fencing along the street. The first is a steel mesh fence identical to other neighbors on the street. The second fence type is a safer version of the existing black picket with an added top rail. Neither fence will interfere with the neighbors' view, nor will it change their experience of the neighborhood from the street.

By maintaining the existing location, installing the proposed fencing will have the least possible impact on the existing vegetation. The fence has been designed to blend in with the surrounding vegetation and match the surrounding neighbors.

Sincerely,

*Leah Romero*



PROJECT SEAL

ISSUE DATE  
6/12/23 FENCE PERMIT

NOT FOR CONSTRUCTION

FULL SCALE WHEN PRINTED  
AT 12 X 18

SURVEY PLAN  
900 LIVE OAK

LS 1.00

900 LIVE OAK CIRCLE SITE IMPROVEMENTS  
900 LIVE OAK CIRCLE  
WEST LAKE HILLS, TEXAS 78746  
OVERALL PROJECT  
LAYOUT

| REVISIONS | DATE        |
|-----------|-------------|
| NO.       | DESCRIPTION |
|           |             |
|           |             |
|           |             |
|           |             |
|           |             |
|           |             |
|           |             |
|           |             |
|           |             |

DATE: DESIGNED BY: DRAWN BY: CHECKED BY: DRAWING NAME:



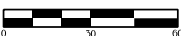
**LJA Engineering, Inc.**  
7500 Rialto Boulevard  
Building II, Suite 100  
Austin, Texas 78735  
Phone 512.439.4700  
FRNF-1386

JOB NUMBER:  
A596-1001

PL0

SHEET NO.  
04

OF 17 SHEETS



- LEGEND :
- ACCESSIBLE ROUTE
  - CURB & GUTTER
  - FIRE LANE
  - SIDEWALK
  - BUILDING CORNER
  - DIMENSION LINE

| SITE DATA                 | ACRES | SQ. FT. | PERCENT | PERMITTED/REQUIRED |
|---------------------------|-------|---------|---------|--------------------|
| TOTAL SITE AREA           | 4.165 | 131,440 | 100%    |                    |
| BUILDING COVERAGE         | 0.07  | 2,961   | 1.63%   |                    |
| SIDEWALK IMPERVIOUS COVER | 0.37  | 16,085  | 8.87%   |                    |
| PAVEMENT IMPERVIOUS COVER | 0.24  | 10,269  | 5.66%   |                    |
| TENNIS COURT              | 0.17  | 7,271   | 4.01%   |                    |
| FUTURE BUILDING           | 0.03  | 1,469   | 0.81%   |                    |
| TOTAL IMPERVIOUS COVER    | 0.87  | 38,055  | 20.97%  | 25.00%             |

LOCATION OF EXISTING  
UNDERGROUND AND OVERHEAD  
UTILITIES ARE APPROXIMATE  
LOCATIONS ONLY. THE CONTRACTOR  
SHALL DETERMINE THE EXACT  
LOCATION OF ALL EXISTING  
UTILITIES PRIOR TO BEGINNING  
WORK AND SHALL BE FULLY  
RESPONSIBLE FOR ANY AND ALL  
DAMAGES WHICH MIGHT OCCUR.



PERMIT #15493



| TREE DATA |              |                      |
|-----------|--------------|----------------------|
| NO.       | SPECIES      | DIAMETER (IN INCHES) |
| 1         | Live Oak     | 8                    |
| 2         | Live Oak     | 17                   |
| 3         | Live Oak     | 12                   |
| 4         | Live Oak     | 8                    |
| 5         | Live Oak     | 13                   |
| 6         | Live Oak     | 10                   |
| 7         | Live Oak     | 3                    |
| 8         | Live Oak     | 8                    |
| 9         | Live Oak     | 3                    |
| 10        | Live Oak     | 13                   |
| 11        | Live Oak     | 20                   |
| 496       | Live Oak     | 26                   |
| 497       | American Elm | 4                    |
| 498       | American Elm | 4                    |
| 499       | American Elm | 5                    |
| 500       | American Elm | 3                    |

| TREE DATA |                  |                      |
|-----------|------------------|----------------------|
| NO.       | SPECIES          | DIAMETER (IN INCHES) |
| 501       | Oak              | 18                   |
| 502       | Eastern Redcedar | 6                    |
| 503       | Eastern Redcedar | 5                    |
| 504       | Eastern Redcedar | 6                    |
| 505       | Eastern Redcedar | 10                   |
| 506       | Oak              | 6                    |
| 507       | Eastern Redcedar | 5                    |
| 508       | Eastern Redcedar | 13                   |
| 509       | Eastern Redcedar | 6                    |
| 510       | Eastern Redcedar | 7                    |
| 511       | Live Oak         | 10                   |
| 512       | Eastern Redcedar | 12                   |
| 513       | Eastern Redcedar | 6                    |
| 514       | Live Oak         | 20                   |
| 515       | Eastern Redcedar | 3                    |
| 516       | Eastern Redcedar | 7                    |
| 517       | Eastern Redcedar | 10                   |
| 518       | Yaupon           | 3                    |
| 519       | Oak              | 3                    |
| 520       | Oak              | 10                   |
| 521       | Eastern Redcedar | 4                    |
| 522       | Eastern Redcedar | 8                    |
| 523       | Oak              | 20                   |
| 524       | Eastern Redcedar | 9                    |
| 525       | Eastern Redcedar | 7                    |
| 526       | Live Oak         | 25                   |
| 527       | Eastern Redcedar | 6                    |
| 528       | Live Oak         | 10                   |
| 529       | Eastern Redcedar | 6                    |
| 530       | Eastern Redcedar | 13                   |
| 531       | Eastern Redcedar | 4                    |
| 532       | Eastern Redcedar | 3                    |
| 533       | Eastern Redcedar | 16                   |
| 534       | Eastern Redcedar | 6                    |
| 535       | Live Oak         | 8                    |
| 536       | Oak              | 3                    |
| 537       | Eastern Redcedar | 10                   |
| 538       | Eastern Redcedar | 18                   |
| 539       | Oak              | 36                   |
| 540       | Eastern Redcedar | 10                   |
| 541       | Live Oak         | 5                    |
| 542       | Eastern Redcedar | 11                   |
| 543       | Eastern Redcedar | 10                   |
| 544       | Oak              | 33                   |
| 545       | Eastern Redcedar | 3                    |
| 546       | Eastern Redcedar | 9                    |
| 547       | Eastern Redcedar | 3                    |
| 548       | Japanese Privet  | 5                    |
| 549       | Eastern Redcedar | 6                    |
| 550       | Oak              | 18                   |
| 551       | Oak              | 18                   |
| 552       | Yaupon           | 3                    |
| 553       | Oak              | 12                   |
| 554       | Yaupon           | 6                    |
| 555       | Eastern Redcedar | 5                    |
| 556       | Eastern Redcedar | 4                    |
| 557       | Eastern Redcedar | 18                   |
| 558       | Eastern Redcedar | 24                   |
| 559       | Eastern Redcedar | 5                    |
| 560       | Eastern Redcedar | 3                    |
| 561       | Eastern Redcedar | 6                    |
| 562       | Eastern Redcedar | 12                   |
| 563       | Eastern Redcedar | 8                    |
| 564       | Yaupon           | 6                    |
| 565       | Eastern Redcedar | 12                   |
| 566       | Eastern Redcedar | 6                    |
| 567       | Oak              | 8                    |
| 568       | Eastern Redcedar | 32                   |
| 569       | Oak              | 21                   |
| 570       | Japanese Privet  | 4                    |
| 571       | Eastern Redcedar | 8                    |
| 572       | Japanese Privet  | 4                    |
| 573       | Japanese Privet  | 5                    |
| 574       | Japanese Privet  | 3                    |
| 575       | Eastern Redcedar | 10                   |
| 576       | Oak              | 15                   |
| 577       | Oak              | 6                    |
| 578       | Oak              | 22                   |
| 579       | Eastern Redcedar | 8                    |
| 580       | Eastern Redcedar | 4                    |
| 581       | Oak              | 10                   |
| 582       | Oak              | 14                   |
| 583       | Eastern Redcedar | 18                   |
| 584       | Oak              | 10                   |
| 585*      | Eastern Redcedar | 18                   |
| 586       | Live Oak         | 3                    |
| 587       | Live Oak         | 10                   |
| 588       | Live Oak         | 19                   |
| 589       | Live Oak         | 22                   |
| 590       | Eastern Redcedar | 4                    |
| 591       | Eastern Redcedar | 3                    |
| 592       | Japanese Privet  | 6                    |
| 593       | Eastern Redcedar | 8                    |
| 594*      | Eastern Redcedar | 4                    |
| 595       | Hackberry        | 9                    |
| 596       | Oak              | 6                    |
| 597       | Hackberry        | 6                    |
| 598       | Hackberry        | 4                    |
| 599       | Eastern Redcedar | 8                    |
| 600       | Oak              | 8                    |

| TREE DATA |                       |                      |
|-----------|-----------------------|----------------------|
| NO.       | SPECIES               | DIAMETER (IN INCHES) |
| 601       | Oak                   | 4                    |
| 602       | Live Oak              | 6                    |
| 603       | Texas Mountain Laurel | 3                    |
| 604       | Eastern Redcedar      | 6                    |
| 605       | Yaupon                | 3                    |
| 606       | Eastern Redcedar      | 6                    |
| 607       | Live Oak              | 10                   |
| 608       | Eastern Redcedar      | 8                    |
| 609       | Live Oak              | 6                    |
| 610       | Eastern Redcedar      | 12                   |
| 611       | Live Oak              | 38                   |
| 612       | Yaupon                | 3                    |
| 613       | Eastern Redcedar      | 4                    |
| 614       | Yaupon                | 5                    |
| 615       | Eastern Redcedar      | 5                    |
| 616       | ---                   | ---                  |
| 617       | Eastern Redcedar      | 5                    |
| 618       | Live Oak              | 14                   |
| 619       | Live Oak              | 21                   |
| 620       | Eastern Redcedar      | 3                    |
| 621       | Eastern Redcedar      | 5                    |
| 622       | Eastern Redcedar      | 4                    |
| 623       | Eastern Redcedar      | 6                    |
| 624       | Eastern Redcedar      | 5                    |
| 625       | Eastern Redcedar      | 8                    |
| 626       | Texas Mountain Laurel | 4                    |
| 627       | Live Oak              | 20                   |
| 628       | Live Oak              | 23                   |
| 629       | Live Oak              | 12                   |
| 630       | Eastern Redcedar      | 12                   |
| 631       | Eastern Redcedar      | 8                    |
| 632       | Live Oak              | 12                   |
| 633       | Live Oak              | 10                   |
| 634       | Yaupon                | 3                    |
| 635       | Live Oak              | 19                   |
| 636       | Ash                   | 4                    |
| 637       | Eastern Redcedar      | 12                   |
| 638       | Live Oak              | 9                    |
| 639       | Eastern Redcedar      | 7                    |
| 640       | Eastern Redcedar      | 12                   |
| 641       | Texas Mountain Laurel | 3                    |
| 642       | Texas Mountain Laurel | 3                    |
| 643       | Texas Mountain Laurel | 3                    |
| 644       | Eastern Redcedar      | 4                    |
| 645       | Eastern Redcedar      | 5                    |
| 646       | Live Oak              | 8                    |
| 647       | Eastern Redcedar      | 6                    |
| 648       | Eastern Redcedar      | 10                   |
| 649       | Eastern Redcedar      | 10                   |
| 650       | Eastern Redcedar      | 6                    |
| 651       | Live Oak              | 14                   |
| 652       | Eastern Redcedar      | 8                    |
| 653       | Texas Mountain Laurel | 3                    |
| 654       | Eastern Redcedar      | 7                    |
| 655       | Eastern Redcedar      | 4                    |
| 656       | Eastern Redcedar      | 6                    |
| 657       | Eastern Redcedar      | 10                   |
| 658       | Live Oak              | 22                   |
| 659       | Eastern Redcedar      | 12                   |
| 660       | Eastern Redcedar      | 12                   |
| 661       | Live Oak              | 28                   |
| 662       | Texas Mountain Laurel | 4                    |
| 663       | Eastern Redcedar      | 7                    |
| 664       | Yaupon                | 3                    |
| 665       | Texas Mountain Laurel | 6                    |
| 666       | Live Oak              | 15                   |
| 667       | Eastern Redcedar      | 10                   |
| 668       | Live Oak              | 13                   |
| 669       | Eastern Redcedar      | 10                   |
| 670       | Live Oak              | 6                    |
| 671       | Eastern Redcedar      | 14                   |
| 672       | Yaupon                | 5                    |
| 673       | Texas Mountain Laurel | 3                    |
| 674       | Live Oak              | 28                   |
| 675       | Eastern Redcedar      | 8                    |
| 676       | Eastern Redcedar      | 8                    |
| 677       | Hackberry             | 5                    |
| 678       | Live Oak              | 34                   |
| 679       | Eastern Redcedar      | 12                   |
| 680       | Eastern Redcedar      | 10                   |
| 681       | Eastern Redcedar      | 8                    |
| 682       | Eastern Redcedar      | 8                    |
| 693       | Eastern Redcedar      | 5                    |
| 684       | Live Oak              | 10                   |
| 685       | Eastern Redcedar      | 11                   |
| 686       | American Elm          | 5                    |
| 687       | Yaupon                | 3                    |
| 688       | Texas Mountain Laurel | 4                    |
| 689       | Live Oak              | 14                   |
| 690       | Eastern Redcedar      | 7                    |
| 691       | Eastern Redcedar      | 3                    |
| 692       | Eastern Redcedar      | 3                    |
| 693       | Eastern Redcedar      | 5                    |
| 694       | Eastern Redcedar      | 5                    |
| 695       | Yaupon                | 5                    |
| 696       | Eastern Redcedar      | 6                    |
| 697       | Eastern Redcedar      | 5                    |
| 698       | Live Oak              | 17                   |
| 699       | Eastern Redcedar      | 4                    |
| 700       | Eastern Redcedar      | 6                    |

| TREE DATA |                       |                      |
|-----------|-----------------------|----------------------|
| NO.       | SPECIES               | DIAMETER (IN INCHES) |
| 701       | Eastern Redcedar      | 4                    |
| 702       | Eastern Redcedar      | 3                    |
| 703       | Live Oak              | 18                   |
| 704       | Eastern Redcedar      | 5                    |
| 705       | Eastern Redcedar      | 6                    |
| 706       | Eastern Redcedar      | 9                    |
| 707       | Eastern Redcedar      | 6                    |
| 708       | Eastern Redcedar      | 6                    |
| 709       | Live Oak              | 8                    |
| 710       | Crape Myrtle          | 5                    |
| 711       | Live Oak              | 18                   |
| 712       | Live Oak              | 20                   |
| 713       | Live Oak              | 20                   |
| 714       | Live Oak              | 16                   |
| 715       | Live Oak              | 12                   |
| 716       | Live Oak              | 19                   |
| 717       | Crape Myrtle          | 5                    |
| 718       | Crape Myrtle          | 5                    |
| 719       | Live Oak              | 11                   |
| 720       | Live Oak              | 18                   |
| 721       | Live Oak              | 22                   |
| 722       | Live Oak              | 8                    |
| 723       | Live Oak              | 17                   |
| 724       | Texas Mountain Laurel | 6                    |
| 725       | Maple                 | 4                    |
| 726       | Live Oak              | 8                    |
| 727       | Live Oak              | 10                   |
| 728       | Live Oak              | 8                    |
| 729       | Live Oak              | 12                   |
| 730       | Live Oak              | 18                   |
| 731       | Live Oak              | 16                   |
| 732       | Texas Mountain Laurel | 3                    |
| 733       | Texas Mountain Laurel | 3                    |
| 734       | Live Oak              | 18                   |
| 735       | Yaupon                | 5                    |
| 736       | Eastern Redcedar      | 9                    |
| 737       | Yaupon                | 4                    |
| 738       | Eastern Redcedar      | 9                    |
| 739       | Live Oak              | 7                    |
| 740       | Live Oak              | 10                   |
| 741       | Sugarberry            | 3                    |
| 742       | Crape Myrtle          | 6                    |
| 743       | Texas Mountain Laurel | 8                    |
| 744       | Yaupon                | 4                    |
| 745       | Eastern Redcedar      | 13                   |
| 746       | Live Oak              | 25                   |
| 747       | Live Oak              | 15                   |
| 748       | Live Oak              | 21                   |
| 749       | Live Oak              | 10                   |
| 750       | Crape Myrtle          | 12                   |
| 751       | Live Oak              | 25                   |
| 752       | Live Oak              | 12                   |
| 753       | Crape Myrtle          | 4                    |
| 754       | Yaupon                | 3                    |
| 755       | Live Oak              | 12                   |
| 756       | Texas Mountain Laurel | 5                    |
| 757       | Crape Myrtle          | 5                    |
| 758       | Crape Myrtle          | 6                    |
| 759       | Eastern Redcedar      | 12                   |
| 760       | Eastern Redcedar      | 9                    |
| 761       | Crape Myrtle          | 5                    |
| 762       | Eastern Redcedar      | 9                    |
| 763       | Eastern Redbud        | 3                    |
| 764       | Live Oak              | 9                    |
| 765       | Live Oak              | 13                   |
| 766       | Eastern Redcedar      | 12                   |
| 767       | Live Oak              | 19                   |
| 768       | Eastern Redcedar      | 6                    |
| 769       | Live Oak              | 12                   |
| 770       | Eastern Redcedar      | 16                   |
| 771       | Live Oak              | 19                   |
| 772       | Eastern Redcedar      | 6                    |
| 773       | Live Oak              | 7                    |
| 774       | Live Oak              | 10                   |
| 775       | Eastern Redcedar      | 8                    |
| 776       | Eastern Redcedar      | 8                    |
| 777       | Eastern Redcedar      | 7                    |
| 778       | Live Oak              | 16                   |
| 779       | Eastern Redcedar      | 7                    |
| 780       | Eastern Redcedar      | 10                   |
| 781       | Eastern Redcedar      | 8                    |
| 782       | Eastern Redcedar      | 6                    |
| 783       | Live Oak              | 10                   |
| 784       | Live Oak              | 19                   |
| 785       | Live Oak              | 36                   |
| 786       | Live Oak              | 12                   |
| 787       | Live Oak              | 10                   |
| 788       | Live Oak              | 20                   |
| 789       | Live Oak              | 19                   |
| 790       | Live Oak              | 18                   |
| 791       | Live Oak              | 14                   |
| 792*      | Live Oak              | 14                   |
| 793*      | Live Oak              | 18                   |
| 794       | Eastern Redcedar      | 13                   |
| 795       | Live Oak              | 27                   |
| 796       | Live Oak              | 13                   |
| 797       | Live Oak              | 18                   |
| 798       | Live Oak              | 12                   |
| 799       | Live Oak              | 12                   |
| 800       | Yaupon                | 12                   |

NOTE: \* = NO TAG

| TREE DATA |                       |                      |
|-----------|-----------------------|----------------------|
| NO.       | SPECIES               | DIAMETER (IN INCHES) |
| 801       | Live Oak              | 9                    |
| 802       | Live Oak              | 8                    |
| 803       | Live Oak              | 18                   |
| 804       | Live Oak              | 20                   |
| 805       | Live Oak              | 12                   |
| 806       | Live Oak              | 28                   |
| 807       | Live Oak              | 18                   |
| 808       | Live Oak              | 16                   |
| 809       | Live Oak              | 8                    |
| 810       | Live Oak              | 24                   |
| 811       | Live Oak              | 19                   |
| 812       | Live Oak              | 15                   |
| 813       | Live Oak              | 19                   |
| 814       | Live Oak              | 14                   |
| 815       | Live Oak              | 22                   |
| 816       | Live Oak              | 24                   |
| 817       | Live Oak              | 22                   |
| 818       | Live Oak              | 16                   |
| 819       | Live Oak              | 18                   |
| 820       | Live Oak              | 18                   |
| 821       | Live Oak              | 22                   |
| 822       | Live Oak              | 17                   |
| 823       | Live Oak              | 11                   |
| 824       | Live Oak              | 20                   |
| 825       | Live Oak              | 12                   |
| 826       | Live Oak              | 8                    |
| 827       | Live Oak              | 16                   |
| 828       | Live Oak              | 17                   |
| 829       | Live Oak              | 11                   |
| 830       | Live Oak              | 20                   |
| 831       | Live Oak              | 56                   |
| 832       | Crape Myrtle          | 35                   |
| 833       | Crape Myrtle          | 29                   |
| 834       | Eastern Redbud        | 3                    |
| 835       | Yaupon                | 5                    |
| 836       | Yaupon                | 4                    |
| 837       | Live Oak              | 44                   |
| 838       | Live Oak              | 8                    |
| 839       | Live Oak              | 10                   |
| 840       | Sugarberry            | 3                    |
| 841       | Texas Mountain Laurel | 8                    |
| 842       | Live Oak              | 9                    |
| 843       | Live Oak              | 17                   |
| 844       | Live Oak              | 4                    |
| 845       | Live Oak              | 13                   |
| 846       | Live Oak              | 26                   |
| 847       | Live Oak              | 18                   |
| 848       | Texas Mountain Laurel | 9                    |
| 849       | Live Oak              | 24                   |
| 850       | Live Oak              | 15                   |
| 851       | Live Oak              | 10                   |
| 852       | Live Oak              | 13                   |
| 853       | Texas Mountain Laurel | 6                    |
| 854       | Southern Magnolia     | 5                    |
| 855       | Eastern Redcedar      | 10                   |
| 856       | Live Oak              | 18                   |
| 857       | Live Oak              | 10                   |
| 858       | Live Oak              | 10                   |
| 859       | Texas Mountain Laurel | 6                    |
| 860       | Live Oak              | 13                   |
| 861       | Eastern Redcedar      | 5                    |
| 862       | Texas Mountain Laurel | 6                    |
| 863       | Yaupon                | 8                    |
| 864       | Live Oak              | 12                   |
| 865       | Live Oak              | 18                   |
| 866       | Texas Mountain Laurel | 5                    |
| 867       | Live Oak              | 19                   |
| 868       | Live Oak              | 43                   |
| 869       | Live Oak              | 16                   |
| 870       | Live Oak              | 10                   |
| 871       | Live Oak              | 19                   |
| 872       | Live Oak              | 20                   |
| 873       | Live Oak              | 9                    |
| 874       | Live Oak              | 11                   |
| 875       | Live Oak              | 12                   |
| 876       | Live Oak              | 9                    |
| 877       | Live Oak              | 14                   |
| 878       | Live Oak              | 8                    |
| 879       | Live Oak              | 10                   |
| 880       | Live Oak              | 10                   |
| 881       | Live Oak              | 12                   |
| 882       | Live Oak              | 21                   |
| 883       | Live Oak              | 27                   |
| 884       | Live Oak              | 15                   |
| 885       | Live Oak              | 30                   |
| 886       | Live Oak              | 22                   |
| 887       | Live Oak              | 10                   |
| 888       | Live Oak              | 11                   |
| 889       | Live Oak              | 11                   |
| 890       | Live Oak              | 64                   |
| 891       | Live Oak              | 15                   |
| 892       | Live Oak              | 17                   |
| 893       | Live Oak              | 34                   |
| 894       | Live Oak              | 20                   |
| 895       | Live Oak              | 30                   |
| 896       | Live Oak              | 8                    |
| 897       | Live Oak              | 13                   |
| 898       | Live Oak              | 8                    |
| 899       | Live Oak              | 16                   |
| 900       | Live Oak              | 10                   |

| TREE DATA |                       |                      |
|-----------|-----------------------|----------------------|
| NO.       | SPECIES               | DIAMETER (IN INCHES) |
| 901       | Live Oak              | 10                   |
| 902       | Live Oak              | 13                   |
| 903       | Live Oak              | 17                   |
| 904       | Live Oak              | 8                    |
| 905       | Live Oak              | 9                    |
| 906       | Live Oak              | 11                   |
| 907       | Live Oak              | 17                   |
| 908       | Live Oak              | 13                   |
| 909       | Live Oak              | 18                   |
| 910       | Crape Myrtle          | 8                    |
| 911       | Live Oak              | 8                    |
| 912       | Live Oak              | 7                    |
| 913       | Live Oak              | 11                   |
| 914       | Live Oak              | 9                    |
| 915       | Live Oak              | 9                    |
| 916       | Live Oak              | 6                    |
| 917       | Live Oak              | 8                    |
| 918       | Live Oak              | 10                   |
| 919       | Live Oak              | 21                   |
| 920       | Live Oak              | 18                   |
| 921       | Live Oak              | 14                   |
| 922       | Live Oak              | 8                    |
| 923       | Live Oak              | 40                   |
| 924       | Live Oak              | 10                   |
| 925       | American Elm          | 6                    |
| 926       | Live Oak              | 9                    |
| 927       | Live Oak              | 8                    |
| 928       | Live Oak              | 12                   |
| 929       | Live Oak              | 11                   |
| 930       | Live Oak              | 5                    |
| 931       | American Elm          | 3                    |
| 932       | Crape Myrtle          | 8                    |
| 933       | Crape Myrtle          | 9                    |
| 934       | Live Oak              | 8                    |
| 935       | Live Oak              | 6                    |
| 936       | Live Oak              | 8                    |
| 937       | Live Oak              | 13                   |
| 938       | Eastern Redcedar      | 3                    |
| 939       | Live Oak              | 60                   |
| 940       | Yaupon                | 6                    |
| 941       | Live oak              | 9                    |
| 942       | Crape Myrtle          | 8                    |
| 943       | Texas Mountain Laurel | 5                    |
| 944       | Live Oak              | 9                    |
| 945       | Live Oak              | 14                   |
| 946       | Live Oak              | 8                    |
| 947       | Live Oak              | 20                   |
| 948       | Texas Mountain Laurel | 8                    |
| 949       | Maple                 | 3                    |
| 950       | Live Oak              | 17                   |
| 951       | Yaupon                | 3                    |
| 952       | Live Oak              | 34                   |
| 953       | Live Oak              | 13                   |
| 954       | Live Oak              | 16                   |
| 955       | Live Oak              | 10                   |
| 956       | Live Oak              | 9                    |
| 957       | Maple                 | 4                    |
| 958       | Eastern Redcedar      | 20                   |
| 959       | Eastern Redcedar      | 7                    |
| 960       | Oak                   | 9                    |
| 961       | American Elm          | 3                    |
| 962       | Yaupon                | 5                    |
| 963       | Eastern Redcedar      | 5                    |
| 964       | Eastern Redcedar      | 63                   |
| 965       | Eastern Redbud        | 3                    |
| 966       | Live Oak              | 9                    |
| 967       | Eastern Redcedar      | 14                   |
| 968       | Yaupon                | 6                    |
| 969       | Eastern Redcedar      | 6                    |
| 970       | Yaupon                | 6                    |
| 971       | Yaupon                | 6                    |
| 972       | Live Oak              | 30                   |
| 973       | Eastern Redcedar      | 15                   |
| 974       | Eastern Redcedar      | 6                    |
| 975       | Texas Mountain Laurel | 3                    |
| 976       | Eastern Redcedar      | 6                    |
| 977       | Crape Myrtle          | 9                    |
| 978       | Eastern Redcedar      | 22                   |
| 979       | Texas Mountain Laurel | 8                    |
| 980       | Texas Mountain Laurel | 4                    |
| 981       | American Elm          | 8                    |
| 982       | Live Oak              | 20                   |
| 983       | Crape Myrtle          | 5                    |
| 984       | -                     | -                    |
| 985       | -                     | -                    |
| 986       | -                     | -                    |
| 987       | -                     | -                    |
| 988       | American Elm          | 3                    |
| 989       | -                     | -                    |
| 990       | -                     | -                    |
| 991       | -                     | -                    |
| 992       | -                     | -                    |
| 993       | -                     | -                    |
| 994       | Eastern Redcedar      | 14                   |
| 995       | Eastern Redcedar      | 10                   |
| 996       | Live Oak              | 10                   |
| 997       | Live Oak              | 132                  |
| 998       | Live Oak              | 16                   |
| 999       | Live Oak              | 15                   |
| 1000      | Eastern Redcedar      | 8                    |





BOUNDARY, TOPOGRAPHIC AND TREE LOCATION SURVEY

Reference: Warriner Construction Address: 902 Live Oak Ridge, Austin, Texas  
Lot 20, MAYO ADDITION, a subdivision in Travis County, Texas according to the map or  
plot as recorded in Vol. 70, Pg. 95, Plat Records, Travis County, Texas.

BENCHMARK:

Found 100d spike nail with washer marked "RPLS 4341 K McMillan" at North edge of asphalt  
near the Northwest corner of the subject property.

Elevation: 862.17 (NAVD83 datum per Trimble RTK Network).

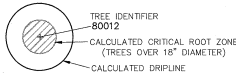
ATS Job # 21051904s

TREES: HARDWOODS 14" AND LARGER;  
(CEDAR 18" AND LARGER)  
PER WARRINER CONSTRUCTION

| TREE LEGEND |                                     |
|-------------|-------------------------------------|
| TREE #      | TREE TYPE & DIAMETER SIZE IN INCHES |
| 8093        | LIVE OAK 16                         |
| 8094        | LIVE OAK 10.5-10                    |
| 8095        | LIVE OAK 14-13                      |
| 8096        | LIVE OAK 15                         |
| 8097        | LIVE OAK 13.5-10.5                  |
| 8098        | LIVE OAK 18.5-12                    |
| 8099        | LIVE OAK 17                         |
| 8100        | LIVE OAK 24                         |
| 8101        | LIVE OAK 11.5-8.5                   |
| 8102        | LIVE OAK 17.5                       |
| 8103        | LIVE OAK 15                         |
| 8104        | LIVE OAK 12.5-12-10.5               |
| 8105        | LIVE OAK 26-19.5                    |
| 8106        | LIVE OAK 14                         |
| 8107        | LIVE OAK 31                         |
| 8108        | LIVE OAK 25                         |
| 8109        | LIVE OAK 29                         |
| 8110        | LIVE OAK 26.5                       |
| 8111        | LIVE OAK 15.5-14                    |
| 8112        | LIVE OAK 18                         |
| 8113        | LIVE OAK 16.5-9.5-9                 |
| 8142        | LIVE OAK 15.5 15                    |
| 8143        | LIVE OAK 15                         |
| 8213        | LIVE OAK 22.5                       |
| 8214        | LIVE OAK 15.5                       |
| 8215        | LIVE OAK 16.5                       |
| 8216        | LIVE OAK 17.5                       |
| 8217        | LIVE OAK 14                         |
| 8218        | LIVE OAK 18.5-15                    |
| 8219        | LIVE OAK 11.5-11.5                  |
| 8220        | LIVE OAK 15                         |
| 8221        | LIVE OAK 21                         |
| 8222        | LIVE OAK 15                         |
| 8223        | LIVE OAK 18.5                       |
| 8224        | LIVE OAK 15.5                       |

| TREE LEGEND |                                     |
|-------------|-------------------------------------|
| TREE #      | TREE TYPE & DIAMETER SIZE IN INCHES |
| 8225        | HACKBERRY 14                        |
| 8226        | LIVE OAK 23                         |
| 8227        | LIVE OAK 16.5                       |
| 8228        | CEDAR 18.5                          |
| 8229        | CEDAR 17                            |
| 8230        | LIVE OAK 22.5                       |
| 8231        | LIVE OAK 20.5                       |
| 8232        | LIVE OAK 21.5                       |
| 8233        | CEDAR 18.5                          |
| 8234        | LIVE OAK 25                         |
| 8235        | LIVE OAK 15.5                       |
| 8282        | LIVE OAK 12-11.5                    |
| 8267        | CEDAR 26.5                          |
| 8268        | LIVE OAK 22.5                       |
| 8286        | HACKBERRY 14.5                      |
| 8323        | LIVE OAK 19                         |
| 8324        | CEDAR 13-5.5-5-4                    |
| 8325        | LIVE OAK 14.5                       |
| 8326        | LIVE OAK 23                         |
| 8328        | CEDAR 22                            |
| 8329        | POST OAK-13-11-10                   |
| 8350        | LIQUIDSTRUM 18.5                    |
| 8365        | LIVE OAK 19-9                       |
| 8366        | LIVE OAK 15                         |
| 8367        | LIVE OAK 14.5                       |
| 8368        | LIVE OAK 15                         |
| 8369        | LIVE OAK 18                         |
| 8370        | LIVE OAK 14.5-7                     |
| 8371        | CEDAR 11-5.5-3-5                    |
| 8372        | CEDAR 9.5-6-4-3-3                   |
| 8373        | CEDAR 12-5-5-3-3                    |
| 8374        | CEDAR 18.5-15-ng                    |
| 8375        | CEDAR 22-ng                         |
| 8376        | CEDAR 18.5-ng                       |
| 8377        | CEDAR 15                            |

GRAPHIC REPRESENTATION OF TREE DRIPLINE  
EXAMPLE: A TRIPLE STEM TREE WITH STEMS  
10", 8", 6" SHALL RENDER A GRAPHICAL  
RADIUS OF 10 + (8/2) + (6/2) = 17 FEET



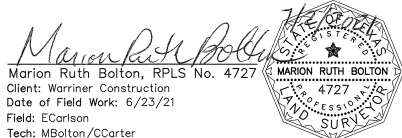
Surveyor's Note:  
Bearings shown hereon are based on the plat of  
MAYO ADDITION, according to the map or plat as  
recorded in Vol. 70, Pg. 95, Plat Records, Travis  
County, Texas.

\* This lot is subject to easements, setbacks and  
restrictions per Vol. 70, pg. 95, Plat Records, Travis  
County, Texas and Vol. 5060, pg. 2024 and Vol. 5061,  
pg. 406, Deed Records, Travis County, Texas.

Notes:

- 1) This map and the survey on which it is based have  
been prepared without the benefit of a title report and  
are not intended to reflect all easements, encumbrances  
or other circumstances affecting the title to the  
property shown hereon.
- 2) Per the clients request, NO improvements where  
located on this lot except what is shown.

I, Marion Ruth Bolton, HEREBY CERTIFY that a survey was made on  
the ground of the property shown hereon; that there are no visible  
discrepancies, conflicts, shortages in area, boundary line conflicts,  
encroachments, overlapping of improvements, easements or  
right-of-way, except as shown; that said property has access to  
and from a public roadway; and that this plot is an accurate  
representation of the property to the best of my knowledge.



Marion Ruth Bolton, RPLS No. 4727  
Client: Warriner Construction  
Date of Field Work: 6/23/21  
Field: ECarleton  
Tech: MBolton/CCarter  
Date Drawn: 7/2/21  
Path: Projects\BULK\G-L\LiveOakRidge902\Production\dwgs\Design-LiveOakRidge902-210628.dwg

GREENBELT  
(0.096 ACRE)  
CITY OF WESTLAKE  
(GREENBELT)  
VOL. 5064, PG. 2012  
O.P.R.T.C.T.

LIVE OAK CIRCLE  
(50' R.O.W.)

| LEGEND |                                |
|--------|--------------------------------|
| ●      | 5" (RF) IRON ROD FOUND         |
| ○      | CONCRETE NAIL FOUND            |
| —      | B.S.L. BUILDING SETBACK LINE   |
| —      | P.U.E. PUBLIC UTILITY EASEMENT |
| —      | R.O.W. RIGHT OF WAY            |
| ( )    | RECORD INFORMATION             |
| ⊗      | WATER METER                    |
| ⊕      | WATER VALVE                    |
| ⊙      | TELEPHONE RISER                |
| ⊕      | POWER POLE                     |
| —      | OVERHEAD ELECTRIC LINE         |

| CURVE DATA TABLE |          |                 |                         |
|------------------|----------|-----------------|-------------------------|
| CURVE            | RADIUS   | CHORD DIRECTION | CHORD LENGTH/ARC LENGTH |
| C1               | 110.85   | N 17°12'22" W   | 83.57' / 85.69'         |
| C2               | 110.85   | S 14°39' E      | (82.09') / (84.09')     |
| C3               | 110.85   | N 11°42'08" E   | 13.38' / 13.39'         |
| C4               | 110.85   | S 10°19' W      | (12.52') / (12.53')     |
| C5               | 111.15   | N 01°04'13" W   | 55.32' / 55.90'         |
| C6               | 111.15   | S 00°51' E      | (55.35') / (55.93')     |
| C7               | 15.00    | N 52°34'42" W   | 19.78' / 21.60'         |
| C8               | (15.00') | S 14°39' E      | (82.09') / (84.09')     |

| LINE DATA TABLE |               |          |
|-----------------|---------------|----------|
| LINE            | BEARING       | DISTANCE |
| L1              | N 50°55'59" W | 81.12'   |
| L2              | S 51°55' E    | (80.64') |
| L3              | N 36°15'44" W | 30.05'   |
| L4              | (N 36°25' W)  | (30.00') |
| L5              | S 61°58'20" W | 9.34'    |
| L6              | (N 82°25' E)  | (9.39')  |
| L7              | N 15°03'43" W | 25.26'   |
| L8              | (N 15°18' W)  | (25.24') |

1

SURVEY: 902 LIVE OAK CIRCLE  
Scale: NTS

NOTE: #8328, #8324, #8330, #8267  
DIED IN FEBRUARY 2023 FREEZE



WORD  
+ CARR  
DESIGN GROUP

WORD + CARR DESIGN GROUP  
2201 NORTH LAMAR BLVD.  
AUSTIN, TEXAS 78705  
TEL (512) 440-0013  
WORDANDCARR.COM

KARP  
RESIDENCE  
900 LIVE OAK CIRCLE  
WESTLAKE HILLS, TX 78746  
TRUE  
NORTH

PROJECT SEAL

ISSUE DATE  
6/12/23 FENCE PERMIT

NOT FOR CONSTRUCTION

FULL SCALE WHEN PRINTED  
AT 12 X 18

SURVEY PLAN  
902 LIVE OAK

LS 1.02



| FENCING PERMIT SCHEDULE |                                       |        |
|-------------------------|---------------------------------------|--------|
| FENCING                 |                                       |        |
| SYMBOL                  | MATERIAL                              | QTY.   |
| F1-A                    | WELDED WIRE MESH FENCE                |        |
|                         | 6' HT                                 | 818 LF |
| F1-B                    | WELDED WIRE MESH FENCE                |        |
|                         | 8' HT                                 | 312 LF |
| F2                      | BLACK PICKET FENCE                    |        |
|                         | 6' HT, MATCH EXISTING PERIMETER FENCE | 585 LF |

NOTES:  
1. POSTS INSTALLED WITHIN 1/2 CRZ. WILL BE AIR SPADED AND INSTALLED IN LOCATION TO AVOID ROOTS.  
2. SEE FENCING SECTIONS ON LS 2.21

**LEGEND:**

PERIMETER CRITICAL ROOT ZONE  
50% CRITICAL ROOT ZONE  
TRUNK

EXISTING TREES  
SEE TREE NUMBERS  
ON LS 1.00, LS 1.01, LS 1.02



**WORD  
+ CARR**  
DESIGN GROUP

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2201 NORTH LAMAR BLVD.  
AUSTIN, TEXAS 78705  
TEL (512) 440-0013  
WORDANDCARR.COM

**KARP  
RESIDENCE**

900 LIVE OAK CIRCLE  
WESTLAKE HILLS, TX 78746



PROJECT SEAL

ISSUE DATE  
6/12/23 FENCE PERMIT

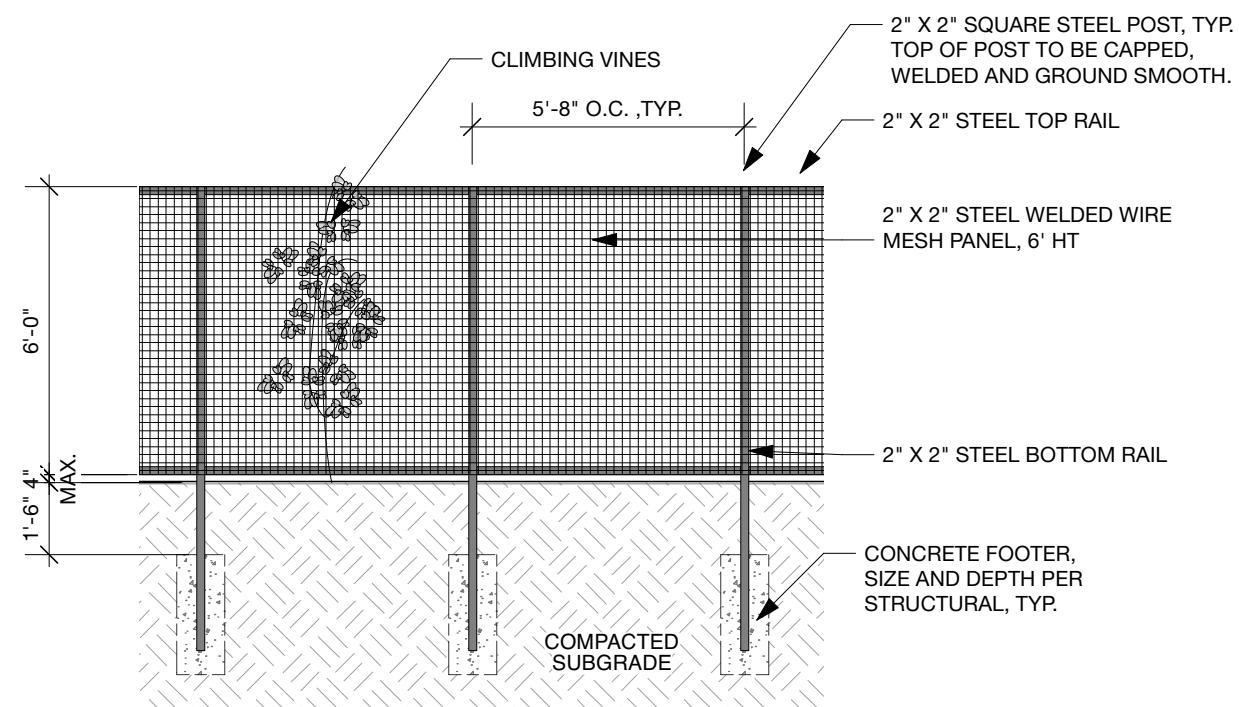
NOT FOR CONSTRUCTION

FULL SCALE WHEN PRINTED  
AT 12 X 18

FENCING PERMIT PLAN

**LS 2.10**

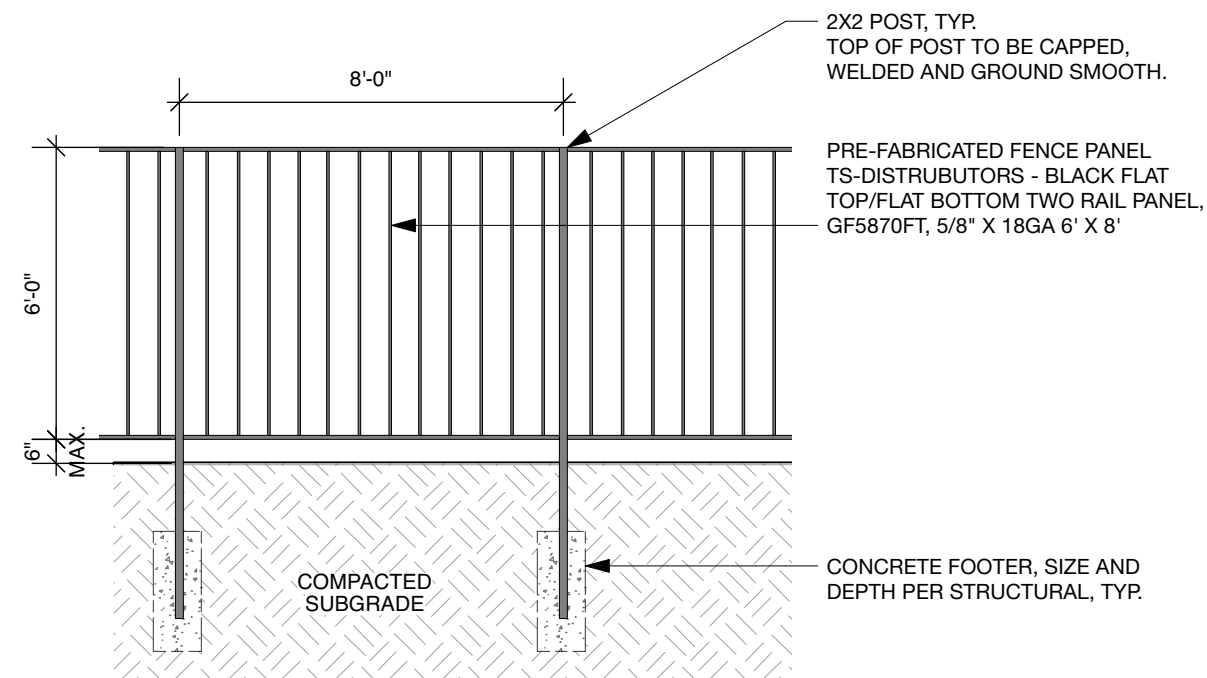




1

### SECTION: FENCE TYPE F1 A

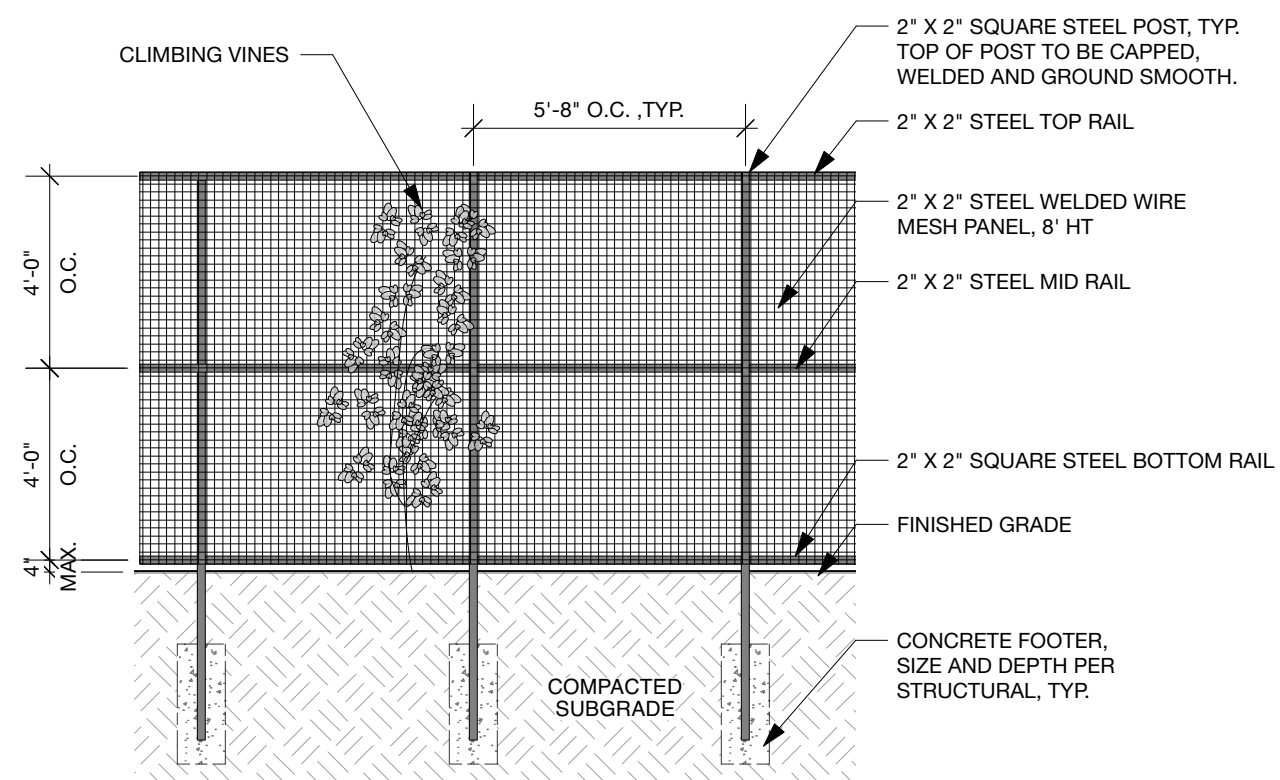
Scale: 1/4" = 1'-0"



3

### SECTION: BLACK PICKET FENCE (F2)

Scale: 1/4" = 1'-0"



2

### SECTION: FENCE TYPE F1 B

Scale: 1/4" = 1'-0"



PRECEDENT FENCE IMAGERY



FENCE TYPE F1-A, 6' HT. AVERAGE  
WELDED WIRE MESH FENCING



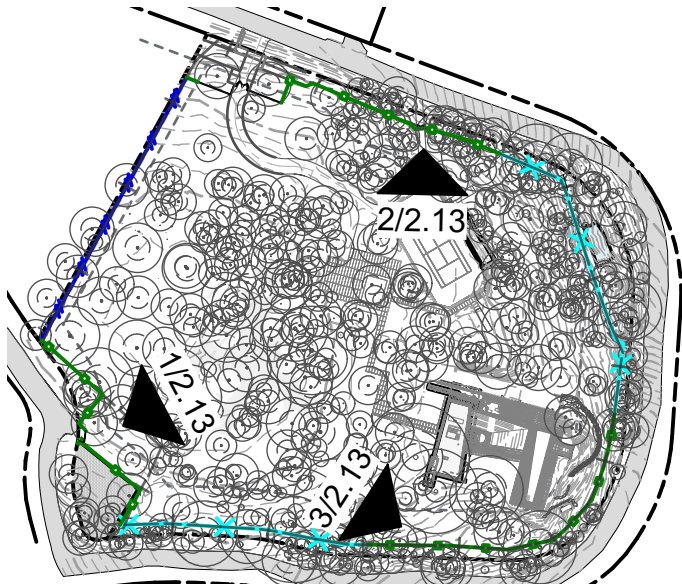
FENCE TYPE F1-B, 8' HT. AVERAGE  
WELDED WIRE MESH FENCING WITH SCREENING SHRUBS AND  
VINES



FENCE TYPE F2, 6' HT. AVERAGE  
BLACK PICKET FENCE TO MATCH EXISTING STYLE WITH FLAT  
TOP AND BOTTOM RAILS



FENCE TYPE F1-A EXISTING CONDITIONS



1 KEY PLAN: FENCING  
Scale: 1:2400



1. GREENBELT AND DRIVEWAY EASEMENT AREA



2. EXISTING 900 LIVE OAK CIRCLE DRIVEWAY FRONTAGE



3. LIVE OAK CIRCLE & SURROUNDING NEIGHBORHOOD





FENCE TYPE F1-B EXISTING CONDITIONS



1 KEY PLAN: FENCING  
Scale: 1:2400

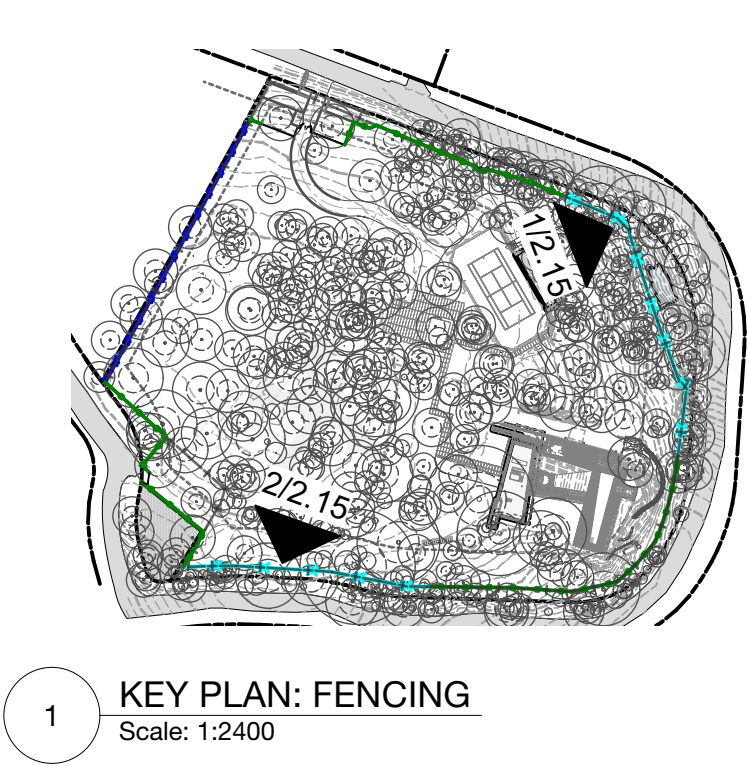


1. 902 / 904 LIVE OAK CIRCLE PROPERTY LINE FENCING





FENCE TYPE F2 EXISTING CONDITIONS



1. EXISTING BLACK PICKET FENCE AMONG TREES AND SHRUBS



2. PLANTING AND SCREENING IN PROXIMITY TO FENCING



NEIGHBORHOOD EXISTING CONDITIONS

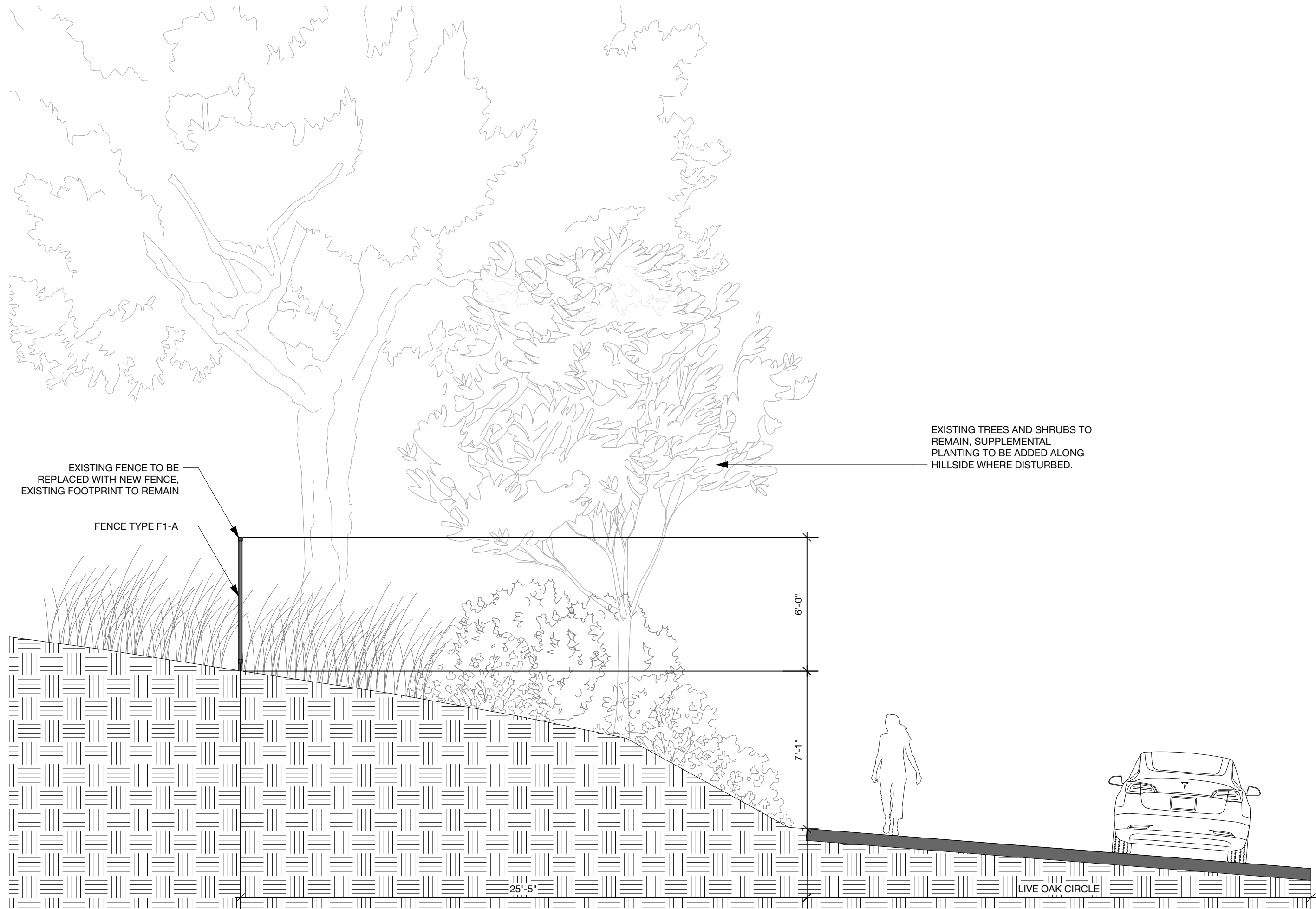


1. PERIMETER STEEL FENCING WITH WELDED WIRE MESH PANEL



2. WELDED WIRE MESH FENCE IS CONSITENT WITH NEIGHBORHOOD CHARACTER



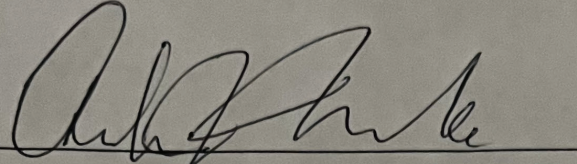


1 FENCE SECTION  
Scale: 1/4" = 1'-0"



This is to advise that I AJ Meade do not object to my neighbor, Jason and Jessica Karp, of 900 Live Oak Circle receiving a variance from the City of West Lake Hills to install a new 8' tall, transparent steel fence adjacent to my property line but within their property boundaries.

Signature



Date

6-7-2023

Print Your address

904 Live Oak Ridge Road  
Westlake, TX 78746



### Attachment 3

This is to advise that I Thomas Seifert \* do not object to my neighbor, Jason and Jessica Karp, of 900 Live Oak Circle receiving a variance from the City of West Lake Hills to install a new 6' tall, transparent steel fence in the same location as the existing black picket fencing.

Signature 

Date 06/07/2023

Print Your address

905 Live Oak Circle

West Lake Hills, TX 78746

\* Full Owner of 905 Live Oak Circle LLC who has ownership of 905 Live Oak Circle



This is to advise that I Gesine Seifert do not object to my neighbor, Jason and Jessica Karp, of 900 Live Oak Circle receiving a variance from the City of West Lake Hills to install a new 6' tall, transparent steel fence in the same location as the existing black picket fencing.

Signature G. Seifert

Date 06/07/2023

Print Your address

895 Live Oak Circle

West Lake Hills, TX 78746

This is to advise that I Alexis Viator do not object to my neighbor, Jason and Jessica Karp, of 900 Live Oak Circle receiving a variance from the City of West Lake Hills to install a new 6' tall, transparent steel fence in the same location as the existing black picket fencing.

Signature Alexis Viator

Date 06/07/23

Print Your address

1000 Live Oak Circle  
West Lake Hills, TX  
78746



CITY OF WEST LAKE HILLS, TEXAS  
MINUTES OF A ZONING & PLANNING COMMISSION (ZAPCO) REGULAR MEETING  
Wednesday, August 16, 2023 at 6:30 PM

1. Call to Order. Chairman Robert Meisel.

**With a quorum present, Chairman Miesel called the meeting to order at 6:33 p.m.**

**ZAPCO Members Present**

**Chairman Robert Meisel  
Vice-Chairman Jim Pledger  
Julia Webber  
Laurie Maccini  
Patrick Stewart**

**City Staff Present**

**Director of BDS Jennifer Bills  
ZAPCO Secretary Mark Littrell  
Asst. City Attorney Nicole Warren**

2. Citizen Communications The Commission 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 Commission later in the meeting. The Commission cannot respond to or discuss matters not listed on the agenda. The Commission 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.

**Chairman Meisel opened the meeting for public comments. Hearing none, the public comment section was closed.**

3. Consent Agenda The following items are considered to be self-explanatory by the Commission and will be enacted with one motion. There will be no separate discussion of these item/s unless a Commission Member or citizen so requests.

- Approval of the July 19, 2023 Zoning and Planning Commission Meeting Minutes

**Motion for Approval made by Vice-Chairman Pledger with a Second by Commissioner Julia Webber.**

**Motion for Approval carried unanimously by a vote of 4 yes to 0 nays.**

4. Land Use 900 Live Oak Circle - Discuss and make a recommendation on a variance to allow a fence approximately 20 feet from the street edge (30 feet is required) and to allow an 8-foot-tall side yard fence along the western side property line (6-foot height maximum). (Section 22.03.173 of the West Lake Hills Code). Applicant: Leah Romero, Word + Carr Design Group

**Staff Briefing**

**Director Bills give the staff briefing.**

**Staff Recommendation: Approval with letters of support from the neighbors.**

**Commissioner Stewart: Is the fence a stand-alone permit?**

**Director Bills: Yes.**

**Presentation by Applicant**

**Leah Romero is an architect from Word + Carr is representing the property owners. First of all, we are canceling the driveway permit.**

**The property is covered with Live Oaks and to move the fence back another 10' is an extreme amount.**

**Public Hearing**

**Chairman Meisel opened the meeting for public comments. Hearing none, the public comment section was closed.**

**Discussion/Recommendation**

**Vice-Chairman Pledger: The graphic on Page 23, is that associated with the proposed fence?**

**Director Bills: It represents the side view of where the fence would be.**

**Commissioner Maccini: I'm fine with it. The fence is established with the trees. Moving it would be disruptive.**

**Vice-Chairman Pledger: It's currently 8'?**

**Director Bills: Yes.**

**Motion for Recommended Approval made by Commissioner Maccini with a Second by Commissioner Stewart.**

**Motion for Recommended Approval carried unanimously by a vote of 4 ayes to 0 nays.**

5. **Land Use 3736 Bee Cave Road Suite #3** - Discuss and make a recommendation on a variance to allow a 28.17 square foot commercial hanging sign that exceeds the 12 square foot maximum and allow corporate colors for the sign background (Section 32.03.009 of the West Lake Hills Code). Applicant Michael Haran (i Fratelli Pizza)

**Staff Briefing**

**Director Bills gives the Staff Briefing. The request is to allow a 28.1 sq. ft. sign with red background. The Sign Ordinances are explained and measurements were taken from other tenants. Two tenants have signs that are slightly over 15 sq. ft.**

**Staff Recommendation: Approval conditioned on letter color and background color**



**meets Code.**

**Commissioner Maccini: It's not lit?**

**Director Bills: No.**

**Commissioner Webber: Could they be allowed 15 sq. ft.?**

**Director Bills: Yes.**

**Presentation by Applicant**

**Michael Haran is representing i Fratelli Pizza. Can we go up to 15 sq. ft.?**

**Chairman Meisel: That's reasonable.**

**Michael: Would like to change the request to allow red and black are company colors for the letters with off-white background not to exceed 15.28 sq. ft.**

**Chairman Meisel: Modify the application. None is unreasonable.**

**Michael: I'm amending the application with off-white background and 15 sq. ft. consistent with the largest sign measured.**

**Commissioner Maccini: Two other signs are slightly larger 15 sq. ft. Business signs are very small.**

**Public Hearing**

**Chairman Meisel opened the meeting for public comments. Hearing none, the public comment section was closed.**

**Discussion/Recommendation**

**Commissioner Maccini: I would support up to 15.28 sq. ft.**

**Commissioner Stewart: As amended.**

**Commissioner Webber: This highlights the need to change the Sign Ordinance.**

**Vice-Chairman Pledger: I think we need to re-visit the Ordinance.**

**Motion for Recommended Approval made by Commissioner Maccini with a Second by Commissioner Stewart as amended.**

**Motion for Recommended Approval carried by a vote of 3 ayes to 1 nays. Vice-Chairman Pledger opposed.**

6. Announcements Reminder to ZAPCO Commissioners to complete required cybersecurity training

**Director Bills reminded the Commissioners to do required Cybersecurity Training.**

7. Staff Briefing Update from staff on items forwarded to BOA and City Council from the previous meeting.

**Director Bills gave updates on 1425 Redbud approval at Board Adjustment.  
Drainage revisions are still be updated.**

8. Adjournment. Chairman Robert Meisel.

**Chairman Meisel adjourns the meeting at 7:05 p.m.**

Respectfully submitted,

---

ROBERT MEISEL, CHAIRMAN

ATTEST:

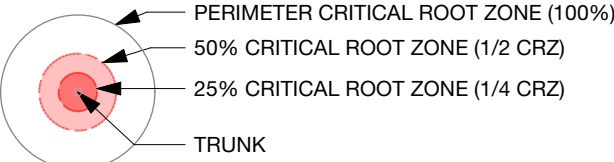
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ZAPCO Secretary Mark Littrell

These minutes were approved on \_\_\_\_\_, 2023.



LEGEND:



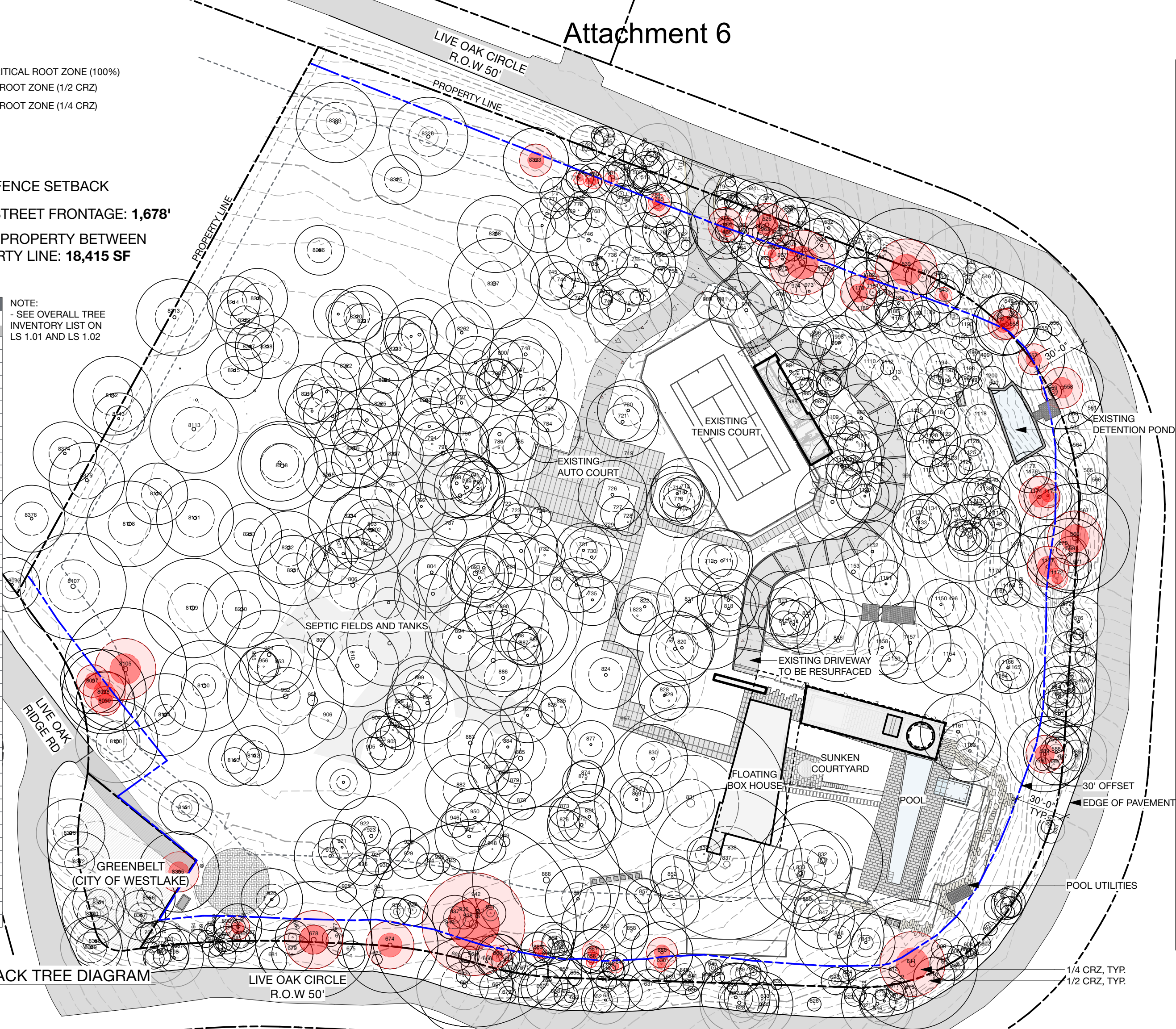
EXISTING TREE  
30 FOOT FENCE SETBACK

LINEAR FOOTAGE OF STREET FRONTAGE: 1,678'  
SQUARE FOOTAGE OF PROPERTY BETWEEN SETBACK AND PROPERTY LINE: 18,415 SF

| TREE LIST                    |                       |          |
|------------------------------|-----------------------|----------|
| TREES AFFECTED BY 30' OFFSET |                       |          |
| TREE #                       | NAME                  | SIZE DBH |
| 8105                         | LIVE OAK              | 35.5     |
| 8097                         | LIVE OAK              | 19       |
| 8098                         | LIVE OAK              | 24.5     |
| 8099                         | LIVE OAK              | 17       |
| 8365                         | LIVE OAK              | 23.5     |
| 688                          | TEXAS MOUNTAIN LAUREL | 4        |
| 915                          | LIVE OAK              | 9        |
| 678                          | LIVE OAK              | 34       |
| 674                          | LIVE OAK              | 28       |
| 939                          | LIVE OAK              | 60       |
| 940                          | YAUPON                | 6        |
| 668                          | LIVE OAK              | 13       |
| 865                          | LIVE OAK              | 18       |
| 866                          | TEXAS MOUNTAIN LAUREL | 8        |
| 861                          | CRAPE MYRTLE          | 8        |
| 656                          | EASTERN REDCEDAR      | 6        |
| 646                          | LIVE OAK              | 8        |
| 856                          | LIVE OAK              | 9        |
| 638                          | LIVE OAK              | 9        |
| 611                          | LIVE OAK              | 38       |
| 589                          | LIVE OAK              | 22       |
| 568                          | EASTERN REDCEDAR      | 32       |
| 1171                         | LIVE OAK              | 13       |
| 1172                         | EASTERN REDCEDAR      | 18       |
| 1174                         | LIVE OAK              | 8        |
| 1175                         | EASTERN REDCEDAR      | 8        |
| 558                          | EASTERN REDCEDAR      | 24       |
| 557                          | EASTERN REDCEDAR      | 18       |
| 553                          | OAK                   | 12       |
| 550                          | OAK                   | 18       |
| 543                          | EASTERN REDCEDAR      | 10       |
| 539                          | OAK                   | 36       |
| 1182                         | EASTERN REDCEDAR      | 10       |
| 1179                         | EASTERN REDCEDAR      | 17       |
| 972                          | LIVE OAK              | 30       |
| 971                          | YAUPON                | 6        |
| 526                          | LIVE OAK              | 25       |
| 959                          | EASTERN REDCEDAR      | 7        |
| 960                          | OAK                   | 9        |
| 764                          | LIVE OAK              | 9        |
| 765                          | LIVE OAK              | 13       |
| 781                          | EASTERN REDCEDAR      | 8        |
| 780                          | EASTERN REDCEDAR      | 10       |
| 779                          | EASTERN REDCEDAR      | 7        |
| 776                          | EASTERN REDCEDAR      | 8        |
| 8323                         | LIVE OAK              | 19       |

NOTE:  
- SEE OVERALL TREE INVENTORY LIST ON LS 1.01 AND LS 1.02

1 FENCE SETBACK TREE DIAGRAM  
Scale: 1" = 50'-0"



WORD  
+ CARR  
DESIGN GROUP

WORD + CARR DESIGN GROUP  
2201 NORTH LAMAR BLVD.  
AUSTIN, TEXAS 78705  
TEL (512) 440-0013  
WORDANDCARR.COM

KARP  
RESIDENCE  
900 LIVE OAK CIRCLE  
WESTLAKE HILLS, TX 78746



PROJECT SEAL

ISSUE DATE  
10/05/23 EXHIBIT

NOT FOR CONSTRUCTION

FULL SCALE WHEN PRINTED  
AT 12 X 18

FENCING PERMIT PLAN

LS 0.40



# Attachment 7

Peter L. Gluck and Partners, Architects

646 West 131<sup>st</sup> Street  
New York, New York 10027  
512 656 9726 Tel  
512 347 1001 Fax  
arcs@sbcglobal.net

ORIGINAL FENCE  
DOCUMENTATION  
2002

RE: Wesner Residence filing set (West Lake Hills No. 3005)  
900 Live Oak Ridge, West Lake Hills, TX

February 19, 2002

Jim Pledger  
**Chairperson - Zoning & Planning Commission**  
**City of West Lake Hills, Texas**  
911 Westlake Hills Drive  
West Lake Hills, Texas 78746

Dear Mr. Pledger:

In our efforts to finish the new construction at 900 Live Oak Ridge in spring, I am writing seeking approval for the installation of a front-yard fence about the property. As you may know, the subject property is a four acre parcel of land in the Mayo Subdivision that is fronted on the majority of its perimeter by Live Oak Circle. As the attached siteplan shows, we will need to be installing approximately 1025 linear feet of front yard fence.

The attached 8 1/2" X 11" drawing (No. SK-C-1) shows the makeup of the fence. Each panel comprises a perimeter of 1" square steel tube with 5/8" square tubes between at 4" on center. The ultimate finish of the fence will be a black paint. The fence is approximately 82% transparent. It will be largely obscured by the dense existing vegetation and will be further covered by Carolina Jasmine to be planted at the time of the installation. The gate will match the fence and will slide to provide passage of vehicles. Per West Lake Hills ordinances, the gate will be outfitted with a battery backup. In both its open and closed position, the gate will allow the full length of a vehicle to remain entirely within the property.

The fence and gate are 4'-0" above existing grade and are held a minimum of 10' from the property line (this is greater than 20' from the paved street in all locations). Much like the house itself, it is our wish that the fence be essentially invisible from the street and we intend to plant as necessary to achieve this result. With your approval, we would be able to begin installing and *planting* in early February which would allow the full spring for the Carolina Jasmine to take root and begin covering the fence.

Thank you for your consideration of this matter.

Sincerely,

R. Burton Baldridge





# Attachment 8

MINUTES OF CITY COUNCIL PUBLIC HEARINGS AND REGULAR MEETING  
CITY OF WEST LAKE HILLS, TEXAS  
Wednesday, January 26, 2005  
7:00 P.M.

PRESENT: Mayor Dwight Thompson, Mayor Pro Tem Kit Webster, Council Members Cathy McElroy, Jane Noble, and Harry Vine

ABSENT: Council Member Earl Broussard, Jr.

1. Call to Order. Mayor Dwight Thompson.

Mayor Thompson called the meeting to order at 7:00 p.m. A quorum of Council Members was present. Council Member McElroy had not arrived yet.

2. Council action on staff recommended consent items. Mayor Thompson.

Mayor Thompson read into the record the following items that Council presented for consent approval:

3. Approve January 12, 2005 meeting minutes.

4. Quarterly Financial report. Assistant City Treasurer Al Prinz.

5. Decision on front yard fence permit for 900 Live Oak Ridge. (Section 14-201 of the West Lake Hills Code.) Representative Burton Baldrige. Zoning and Planning Commission (ZAPCO) report.

8. Decision on commercial building permit for exterior remodel at Jason's Deli, located at 3300 Bee Cave Road, Suite 150. (Chapter 14 of the West Lake Hills Code.) Representative Forrest Jackson. ZAPCO report.

13. Monthly Public Safety Report. Chief of Police Spratlan.

14. Monthly Municipal Court Report. Court Clerk Dianna Williams.

15. Monthly Building Report. City Administrator Stump Sowada.

COUNCIL MEMBER VINE MADE A MOTION, SECONDED BY COUNCIL MEMBER NOBLE, TO APPROVE BY CONSENT ITEMS 3, 4, 5, 8, 13, 14, AND 15, REFERENCED ABOVE. MOTION PASSED BY UNANIMOUS (3-0) VOTE.

6. Public Hearing: Front yard fence permit with variance to exceed 4' height maximum to 5' at 1213 Redbud Trail. (Section 14-201(9) of the West Lake Hills Code.) Applicant Jane Stott. All persons wishing to speak for or against shall be heard.

Applicant Jane Stott was present to speak regarding her front yard fence request.

Ms. Stott stated that the fence would virtually disappear by blending in with the existing landscape. She said the fence variance is being requested to provide a visual, auditory screen from Redbud Trail so cars are not as visible. The fence will be made out of cedar.



CITY COUNCIL MEETING MINUTES  
JANUARY 26, 2005  
PAGE TWO

Mayor Thompson opened the Public Hearing stating all persons wishing to speak for or against the variance would be heard.

7. Reconvene Meeting: Decision on front yard fence permit with variance to exceed 4' height maximum to 5' at 1213 Redbud Trail. ZAPCO report.

There being no one present to speak for or against the proposed variance, Mayor Thompson closed the Public Hearing and reconvened the Regular Meeting.

ZAPCO Member David Frederick was present to give the ZAPCO report. He stated that there is a lot of traffic on Redbud Trail and that the fence is really innocuous. ZAPCO did not have a problem with the fence since it was on Redbud Trail.

For the record, Council Member McElroy arrived at 7:10 p.m.

When Mayor Thompson asked the applicant if she was going to plant a vegetative screen for the fence, Ms. Stott said no, that there is existing vegetation.

MAYOR PRO TEM WEBSTER MADE A MOTION, SECONDED BY COUNCIL MEMBER VINE, TO APPROVE THE FRONT YARD FENCE PERMIT WITH VARIANCE TO EXCEED 4' HEIGHT MAXIMUM TO 5' AT 1213 REDBUD TRAIL, SUBJECT TO THE APPLICANT MAINTAINING A VEGETATIVE SCREEN (EXISTING OR PLANTED). MAYOR PRO TEM WEBSTER AND COUNCIL MEMBERS NOBLE AND VINE VOTED FOR THE MOTION AND COUNCIL MEMBER MCELROY VOTED AGAINST. MOTION PASSED WITH A (3-1) VOTE.

9. Decision on sign permit for Sav-on Pharmacy with variance to allow a second sign at Albertson's, located at 701 Capital of Tx. Hwy., Bldg. C. (No applicable sign category in the West Lake Hills Code or Uniform Sign Agreement for The Village.) Representative Dick Brady. ZAPCO report.

Representative Dick Brady was present to answer questions. He stated that the request is to put the proposed Sav-on sign below the Albertson's sign. He said that Sav-on is a brand name pharmacy that Albertson's has brought into their store. The sign does not conform to the City's sign ordinance, or the uniform sign agreement between the City and The Village. He stated that they are not asking for a tremendous amount of signage here. The sign is about one-third the size of the Albertson's sign and the proposed color is off-red.

When Mayor Thompson asked Mr. Brady if the plan is to take the *pharmacy* sign letters down and replace with the Sav-on sign, Mr. Brady said no.

ZAPCO Member Frederick reported that ZAPCO didn't see the need for this sign in addition with the existing pharmacy sign. This request was like the request by Starbucks to put their sign on the Randalls building, and since they did not have a separate entrance outside the store, they were not allowed to put up their sign.

COUNCIL MEMBER MCELROY MADE A MOTION, SECONDED BY COUNCIL MEMBER NOBLE, TO ACCEPT ZAPCO'S RECOMMENDATION OF DENIAL FOR THE SIGN PERMIT FOR SAV-ON PHARMACY WITH VARIANCE TO ALLOW A SECOND SIGN AT ALBERTSON'S, LOCATED AT 701 CAPITAL OF TX. HWY., BLDG. C. MOTION PASSED BY UNANIMOUS (4-0) VOTE.

CITY COUNCIL MEETING MINUTES  
JANUARY 26, 2005  
PAGE THREE

10. Sign permit for Westlake Fire Department located at 1109 Westlake Drive. (Section 6-92 of the West Lake Hills Code.) Representative Ben Rife. ZAPCO report.

There was no one present to speak regarding the above request.

ZAPCO Member Frederick reported that ZAPCO recommended denial of the proposed sign permit, mainly because of the sign color.

Mayor Thompson recommended that Council postpone the item to the next meeting since the applicant was not present.

COUNCIL MEMBER VINE MADE A MOTION, SECONDED BY COUNCIL MEMBER MCELROY, TO POSTPONE TO FEBRUARY 9, 2005, THE SIGN PERMIT FOR WESTLAKE FIRE DEPARTMENT LOCATED AT 1109 WESTLAKE DRIVE. MOTION PASSED BY UNANIMOUS (4-0) VOTE.

11. Public Hearing: Request for termination of the joint use driveway easement on Lots 24 and 23 of the Cortona Subdivision conditioned on the creation of a joint use driveway easement on lots 23 and 20. Applicants Cam and Susan McMartin. All persons wishing to speak for or against shall be heard.

AND

12. Reconvene Meeting: Decision regarding request for termination of the joint use driveway easement on Lots 24 and 23 of the Cortona Subdivision conditioned on the creation of a joint use driveway easement on lots 23 and 20.

Applicant Cam McMartin asked Council if they could postpone the above items to the next meeting.

COUNCIL MEMBER NOBLE MADE A MOTION, SECONDED BY COUNCIL MEMBER MCELROY, TO POSTPONE THE ABOVE ITEMS TO FEBRUARY 9, 2005. MOTION PASSED BY UNANIMOUS (4-0) VOTE.

16. EXECUTIVE SESSION: The City Council will announce it will go into Executive Session, if necessary, pursuant to Chapter 551 of the Texas Government Code, to receive advice from Legal Counsel to discuss matters of land acquisition, litigation, and personnel matters as specifically listed on this agenda. The City Council may also announce it will go into Executive Session, if necessary, to receive advice from Legal Counsel regarding any other item on this agenda.

An Executive Session was not held.

17. Reports and comments to and from Council.

Mayor Thompson reported that the firetruck that has been parked temporarily in the City's parking lot has been removed, along with one of the Fire Dept.'s trailers and that by Friday, the other trailer will be gone.

Mayor Thompson gave a progress report on each phase of the sewer project.



CITY COUNCIL MEETING MINUTES  
JANUARY 26, 2005  
PAGE FOUR

Council Member Vine announced that the period for filing for a Place on the Ballot for City's General Election was coming up and that he has decided not to run. Mayor Thompson thanked Council Member Vine for his service to the City and other members stated that they would miss having him on Council.

18. Adjournment. Mayor Thompson.

MAYOR THOMPSON ADJOURNED THE MEETING AT 7:35 P.M., AFTER MOTION MADE BY COUNCIL MEMBER VINE AND SECONDED BY COUNCIL MEMBER NOBLE. MOTION PASSED BY UNANIMOUS (4-0) VOTE.

ATTEST:



  
\_\_\_\_\_  
DWIGHT THOMPSON, MAYOR

  
\_\_\_\_\_  
Janet Rogers, City Secretary



# City of West Lake Hills City Council

## AGENDA REPORT

|               |                                         |                  |                         |
|---------------|-----------------------------------------|------------------|-------------------------|
| Meeting Date: | November 8, 2023                        | Item Number:     | 8                       |
| Department:   | Administration                          |                  |                         |
| Prepared By:  | Trey Fletcher,<br>City Administrator    | Cost / Budget:   | \$348,810.00            |
| Exhibits:     | Task Order Contract and<br>Fee Proposal | Source of Funds: | Street Maintenance Fund |

### Subject

Discuss and consider approving a Task Order contract with Walter P Moore Engineering for 2023-2024 Street and Drainage Improvements and authorizing the City Administrator to execute the same.

### Recommendation

Approve the Task Order contract as presented authorizing the design of street and drainage projects.

### Discussion

The purpose of this item is to present a scope of services for a task order contract with Walter P Moore (City Engineering firm) authorizing the design of the 2023-2024 Street and Drainage Improvements. Earlier this year, RAS was retained to perform a base line pavement management report of all streets for which the city is responsible for operation and maintenance. Projects were assessed and the anticipated completion of the bond projects were considered next year. During this process, Roadrunner Road revealed a point of failure related to a drainage culvert condition and design has been underway over the last several weeks. Other projects that include a drainage component include Spurlock Valley, Las Lomas and Rollingwood Drive, North Peak, Cedar Park, and Bent Tree Court. Twenty-eight other streets were identified and prioritized for pavement improvements in which the scope ranges from crack sealing, surface preservation, mill and overlay to full depth reconstruction. These projects also tie back to the West Lake Hills Drainage Master Plan documents prepared by K Friese & Associates in 2016-2017.

While many infrastructure projects will be underway in the community, the projects need to be designed and may be bid, awarded and implemented in a manner that fully considers this circumstance so as not to overly burden any one portion of the community related to the inconveniences and disruption that implementation of these projects may entail.

Further, funding for these projects is derived from the Street Maintenance Fund. This fund was established as a result of voter approval in 2021 creating a dedicated funding source of a half-cent sales tax for this purpose.





CITY OF WEST LAKE HILLS

TASK ORDER NO. X

2023-2024 STREET AND DRAINAGE IMPROVEMENTS

SCOPE OF SERVICES

This project scope includes the design and development of construction plans, specifications, and construction cost estimates for the following:

**a) Roadrunner Road culvert Replacement and Pavement Rehabilitation**

This project, previously unidentified, is to address a recent road failure due to erosion from a failing corrugated metal pipe culvert. This project is not listed in the drainage master plan.

Pavement rehabilitation - 2023 Surface Preservation + Patching x1.

**b) Spurlock Valley Road Culvert Replacement and Pavement Rehabilitation. (AOI 140)**

Replace existing 36" corrugated metal pipe culvert crossing the Spurlock Valley Road cul-de-sac.

Pavement rehabilitation - 2024 surface preservation.

- Moderate risk to public safety, includes flooding of local roadways.
- Low risk to adjacent infrastructure, may cause damage during a large rain event
- Public Awareness, Highly visible or discussed frequently at Council meetings
- Reoccurring Maintenance, AOI is problematic (requires maintenance less than every 2 years)

**c) Las Lomas and Rollingwood Drive Stormwater Conveyance Improvements and Pavement Rehabilitation. (AOI 114)**

Stormwater flow channelization from Westbank Market to culvert at Rollingwood Drive and Las Lomas Drive intersection.

Pavement rehabilitation - 2026 Mill and overlay + Patching x1.

- Risk to public Safety, Moderate risk to public safety, includes flooding of local roadways.
- Damage to Infrastructure, Low risk to adjacent infrastructure, may cause damage during a large rain event
- Public Awareness, Source of multiple/repeated calls for service
- Reoccurring Maintenance, Maintenance needed more than expected (every 2-5 years)



**d) North Peak Swale and Driveway Improvements and Pavement Rehabilitation. (AOI 149)**

Stormwater conveyance improvements on east side of street to alleviate ponding and stormwater street flow down driveways.

Pavement rehabilitation - 2024 Mill and Overlay and Patching Rollingwood to Gentry.

- Risk to public Safety, Low risk to public safety, includes flooding of local low traffic roadways
- Damage to Infrastructure, Low risk to adjacent infrastructure, may cause damage during a large rain event
- Public Awareness, Not visible/reported very locally only
- Reoccurring Maintenance, Design met or exceeded (maintenance every 25 years)

**e) Cedar Park Stormwater Outfall Improvements and Pavement Rehabilitation. (AOI 110)**

Stormwater junction structure to replace multi pipe outlet and channel stabilization.

Pavement Rehabilitation 2024 from oak ridge to forest view mill and overlay and patching x2.

- Risk to public Safety, No risk to public safety
- Damage to Infrastructure, Low risk to adjacent infrastructure, may cause damage during a large rain event
- Public Awareness, Not visible/reported very locally only
- Reoccurring Maintenance, Maintenance needed more than expected (every 2-5 years)

**f) Bent Tree Court Street Reconstruction (AOI 127)**

Regrade to alleviate drainage issues and replace cul-de-sac pavers with asphalt.

Pavement Rehabilitation, 2024 mill and overlay 415 LF and patching x2. 475 SY demolition and full depth repair.

- Risk to public Safety, No risk to public safety
- Damage to Infrastructure, Low risk to adjacent infrastructure, may cause damage during a large rain event
- Public Awareness, Not visible/reported very locally only
- Reoccurring Maintenance, Design met or exceeded (maintenance every 25 years)

**h) Pavement Rehabilitation.**

The following streets have been identified for 2023-2024 pavement rehabilitation.

| <b>STREET</b>            | <b>LIMITS (FROM - TO)</b>    | <b>REHABILITATION METHOD</b>       |
|--------------------------|------------------------------|------------------------------------|
| ROCKY RIVER ROAD         | WESTLAKE DR - OAK RIDGE DR   | MILL & OVERLAY                     |
| ROCKY RIVER CV           | ROCKY RIVER RD - END         | SURFACE PRESERVATION               |
| WREN VALLEY CV           | REDBUD TRL - END             | FULL DEPTH RECONSTRUCTION          |
| LIVE OAK RIDGE RD        | REDBUD TRL - LIVE OAK CIRCLE | SURFACE PRESERVATION + PATCHING X2 |
| PARKWOOD CT              | LAS LOMAS DR - END           | SURFACE PRESERVATION + PATCHING X1 |
| HARBOR VIEW DR           | WILDCAT HOLLOW - END         | SURFACE PRESERVATION + PATCHING X1 |
| OLD STONEHEDGE           | REDBUD TRL - BUTLER CV       | SURFACE PRESERVATION               |
| OLD STONEHEDGE           | LIMERICK LNR - BUTLER CV     | FULL DEPTH RECONSTRUCTION          |
| BUTLER CV                | OLD STONEHEDGE - END         | SURFACE PRESERVATION               |
| SPRAGUE LN               | BLACKACRE TRL - END          | CRACK SEAL                         |
| CORTONA DR               | CARRARA - END                | CRACK SEAL                         |
| CORTONA CV               | CORTONA DR - END             | CRACK SEAL                         |
| CARRARA                  | WESTLAKE DR - CORTONA DR     | CRACK SEAL                         |
| WEST SPRING DR           | MC CONNELL - WESTHAVEN DR    | CRACK SEAL                         |
| MC CONNELL DR            | BEE CAVE RD - END            | CRACK SEAL                         |
| BLACK ACRE TRL           | REDBUD TRL - SPRAGUE LN      | CRACK SEAL                         |
| BLACKACRE TRL            | SPRAGUE LN - END             | MILL & OVERLAY + PATCHING X1       |
| LITTLE BEND RD           | REDBUD TRL - CIRCLE RIDGE DR | CRACK SEAL                         |
| CIRCLE RIDGE DR          | LITTLE BEND RD - END         | CRACK SEAL                         |
| SKYLINE DR (AOI 102/103) | REDBUD TRL - NOB HILL CIR    | CRACK SEAL                         |
| CANYON CREEK             | BASIN LDG - END              | CRACK SEAL                         |
| HULL CIR (AOI 104)       | WESTLAKE DR - END            | SURFACE PRESERVATION + PATCHING X1 |
| HIDDEN CV                | WESTLAKE DR - END            | SURFACE PRESERVATION + PATCHING X1 |
| MADRONE RD               | YAUPON VALLEY - END          | SURFACE PRESERVATION               |
| ALLEGRO LN               | YAUPON VALLEY - END          | MILL & OVERLAY + PATCHING X1       |
| CANYON VW                | TERRACE MTN - END            | MILL & OVERLAY + PATCHING X1       |
| BASIN LEDGE EAST         | BASIN LEDGE - END            | MILL & OVERLAY + PATCHING X1       |
| WESTLAKE DRIVE           | SKYLINE -HARBOR VIEW         | SURFACE PRESERVATION + PATCHING X1 |



## PROJECT TASKS

### **Task 1 - Project Management (Overall)**

- a) Administration - WPM will manage the project and provide administrative services, communication, and coordination with the City and Subconsultants.
- b) Meetings - it is anticipated that 6 meetings will be required to complete the design of these projects.
- c) Stakeholder Engagement – If required WPM will create exhibits and attend up to 2 stakeholder meetings

### **Task 2 – Design Phase, Standard Documents (Overall)**

- a) WPM will develop the standard cover sheet, standard notes, and standard detail sheets that can be used utilized universally on street and drainage bid packages.
- b) WPM will develop standard specifications that can be used utilized universally on street and drainage bid packages.
- c) WPM will develop standard bid documents that can be used utilized universally on street and drainage bid packages.

### **Task 3 - Design Phase Roadrunner Road Culvert Replacement and Street Rehabilitation (AOI n/a)**

This project is to address road failure due to erosion from a failing CMP culvert. Improvements include the design of a new pre-cast concrete box culvert, associated retaining wall, gabion and/or rip rap channel armoring, and street pavement design.

Under this task the design team will develop the plans, specifications and construction cost estimates required for the removal and replacement of the existing CMP culvert. The two adjacent culverts (also CMP) seem to be in good condition with the exception of damaged inlets, design will also include new inlet structures for these culverts, to be bid as an alternate.

Pavement rehabilitation - 2023 street is identified for Surface Preservation + Patching x1.

- a) Geotechnical – 2 borings to a depth of 15 feet deep. For retaining wall design and pavement design.
- b) Topographic Survey – Surveyor will obtain right of way and easement information. Set four control points and perform topographic and tree survey for the length of the culvert plus 100 feet upstream and downstream of each headwall.
- c) Environmental – Project is located in The Edwards Aquifer contributing zone and is under 5 acres, no permit is required.
- d) Easement Metes and Bounds – Construction activities are to remain within the street right-of-way.
- e) Civil – Develop demolition, culvert plan and profile, outfall stabilization, and pavement rehabilitation plan sheets. Create inlet details specific to this project.
- f) Structural – A concrete wall with tie back anchors to permanently fix the soil erosion/pavement settlement/drainage issue will be designed.
- g) Traffic Control – it is anticipated that a full lane closure will be required, and a detailed traffic control plan will not be required.

- h) QAQC – Jeff Frison, PE from our Dallas office will be available throughout the project for technical assistance and will review the interim and final deliverables for this project.
- i) Deliverables will include an interim and final submittal of construction plans, specifications unique to the project and construction cost estimate.
- j) Bid Phase – Assist with development of bid documents, advertising, issuing clarifications, and/or addendums, creating certified bid tab, and recommending award.
- k) Construction phase is not in contract.

#### **Task 4 - Design Phase Spurlock Valley Culvert Replacement and Pavement Rehabilitation (AOI 140)**

Under this task the design team will develop the plans, specifications and construction cost estimates required for the removal and replacement of the existing CMP culvert. Specifically replace existing 36" corrugated metal pipe culvert crossing the Spurlock Valley Rd cul-de-sac. Improvements will also include the installation of associated headwalls and stone riprap protection upstream and downstream of the proposed culvert crossing, and the removal of deposited sediment from the upstream channel.

A 7'x3' concrete box culvert would be required to convey the 25-yr storm event. Consideration of a smaller culvert to convey a 10-year storm event will be considered during the design of the project. Design flows will be based on the drainage study performed by KFA.

It is anticipated that land and/or easement acquisition may be required for the culvert improvements.

Pavement rehabilitation - 2024 surface preservation.

- a) Geotechnical – 1 boring to a depth of 15 feet deep. For culvert and wing wall design and pavement design.
- b) Topographic Survey – Surveyor will obtain right of way and easement information. Set four control points and perform topographic and tree survey for the length of the culvert plus 100 feet us/ds of each headwall.
- c) Environmental – Project is located in the Edwards Aquifer contributing zone and is under 5 acres, no permit is required.
- d) Easement Metes and Bounds – Current investigations indicate that there is no drainage easement on the downstream end of the culvert. It is anticipated that a drainage easement will be required to replace the culvert.
- e) Civil – Develop demolition, culvert plan and profile, and outfall stabilization plan sheets. Project road rehabilitation is scheduled for surface preservation. WPM will investigate pavement materials for the culvert including concrete to keep future erosion to a minimum.
- f) Structural – Standard TxDOT or Austin details will be utilized for the culvert. No additional structural engineering will be required.
- g) Traffic Control – Project is located at the end of a culvert a detailed traffic control plan will not be required.
- h) QAQC – Jeff Frison, PE from our Dallas office will be available throughout the project for technical assistance and will review the interim and final deliverables for this project.
- i) Deliverables will include an interim and final submittal of construction plans, specifications unique to the project and construction cost estimate.



- l) Bid Phase – Assist with development of bid documents, advertising, issuing of clarifications, and/or addendums, creating certified bid tab, and recommending award.
- m) Construction phase is not in contract.

#### **Task 5 – Design Phase Las Lomas & Rollingwood Drive Drainage Improvements and Pavement Rehabilitation (AOI 114)**

Flow from Westbank Market discharges into a gravel bottom drainage channel towards the intersection of Las Lomas Drive and Rollingwood Drive. Just before the culvert under Rollingwood Drive, the flow becomes un-channelized and spreads out. A vegetated berm along Rollingwood Drive and Las Lomas Drive attempts to funnel the flow into the culvert entrance; however, the erosion of the berm along Las Lomas Drive allows flow to pass over the berm flood the intersection with Rollingwood Drive.

Under this task the design team will develop the plans, specifications and construction cost estimates required to improve the drainage at the intersection and convey the stormwater to the existing culvert inlet. Topographic survey will assist in the development of recommendations which will include drainage channel improvements and the possible addition of an area inlet.

Pavement rehabilitation - 2026 Mill and overlay + Patching x1.

- a) Geotechnical – 1 boring to a depth of 15 feet deep for possible inlet and pavement design.
- b) Topographic Survey – Surveyor will obtain right of way and easement information. Set four control points and perform topographic and tree survey.
- c) Environmental – Project is located in Edwards Aquifer recharge zone. A geological assessment will be required as well as a WPAP submitted to TCEQ.
- d) Easement Metes and Bounds – Construction activities are to remain within the street right-of-way.
- e) Civil – Develop demolition, drainage, grading and possible stormwater inlet plan sheets. Project road rehabilitation is scheduled for Pavement rehabilitation - 2026 Mill and overlay + Patching x1.
- f) Structural – Standard Austin details will be utilized for the inlet if necessary. No additional structural engineering will be required.
- g) Traffic Control – Project is located at a commercial intersection and a detailed traffic control plan will be required.
- h) QAQC – Jeff Frison, PE from our Dallas office will be available throughout the project for technical assistance and will review the interim and final deliverables for this project.
- i) Deliverables will include an interim and final submittal of construction plans, specifications unique to the project and construction cost estimate.
- j) Bid Phase – Assist with development of bid documents, advertising, issuing of clarifications, and/or addendums, creating certified bid tab, and recommending award.
- k) Construction phase is not in contract.

#### **Task 6 - Design Phase North Peak Swale and Driveway Improvements and Pavement Rehabilitation (AOI 149)**

North Peak Road generally slopes from west to east with the lots on the west side lying on a local high point. The lack of roadside swales is causing ponding in the front yards of the properties on the east

side of the roadway. In addition, the driveways do not provide conveyance causing the water to flow down the driveways.

Under this task the design team will develop the plans, specifications and construction cost estimates required to create roadside swales to stop ponding in the front yards on the east side of the roadway. In addition, the instillation of driveway culverts or dips to convey flow.

Improvements will include establishing bar ditch and the instillation of driveway culverts or dips to convey flow.

Pavement rehabilitation - 2024 Mill and Overlay and Patching Rollingwood to Gentry

- a) Geotechnical – not required.
- b) Topographic Survey – Surveyor will obtain right of way and easement information. Set four control points and perform topographic and tree survey for the length of the east side of the roadway.
- c) Environmental – Project is located in the Edwards Aquifer recharge zone. A geological assessment will be required as well as a WPAP submitted to TCEQ.
- d) Easement Metes and Bounds – Construction activities are to remain within the street right-of-way.
- e) Civil – Develop demolition, drainage, grading plan sheets. Project road rehabilitation is scheduled for 2024 Mill and Overlay and Patching Rollingwood to Gentry
- f) Structural – Standard Austin details will be utilized for the driveway culverts if necessary. No additional structural engineering will be required.
- g) Traffic Control – Project is located on a residential street and a traffic control plan will be required.
- h) QAQC – Jeff Frison, PE from our Dallas office will be available throughout the project for technical assistance and will review the interim and final deliverables for this project.
- i) Deliverables will include an interim and final submittal of construction plans, specifications unique to the project and construction cost estimate.
- n) Bid Phase – Assist with development of bid documents, advertising, issuing of clarifications, and/or addendums, creating certified bid tab and recommending award.
- o) Construction phase is not in contract.

#### **Task 7 - Design Phase Cedar Park Stormwater Outfall Improvements and Pavement Rehabilitation (AOI 110)**

Three street inlets discharge downstream through three separate pipes under the roadway. The pipes are various materials and outfall at various elevations. There is minor erosion along the left side of the concrete apron from local drainage and approximately 2 feet of down cutting at the end of the concrete apron; however, large rocks located downstream of the apron are providing erosion protection. Further erosion could compromise the integrity of the outfall structure. In addition, a tree is located immediately downstream of the pipes, and is restricting the flow. Under this task the design team will develop the plans, specifications and construction cost estimates required to replace the existing outlet structure with a junction box and outfall structure. Design will also include rip rap armoring downstream of outlet



Pavement Rehabilitation 2024 from oak ridge to forest view mill and overlay and patching x2)

- a) Geotechnical – 1 boring to a depth of 15 feet deep for junction box and pavement design.
- b) Topographic Survey – Surveyor will obtain right of way and easement information. Set four control points and perform topographic and tree survey for the length of the east side of the roadway.
- c) Environmental – Project is located in the Edwards Aquifer recharge zone. A geological assessment will be required as well as a WPAP submitted to TCEQ.
- d) Easement Metes and Bounds – Construction activities are to remain within the street right-of-way.
- e) Civil – Develop demolition, drainage, grading plan sheets. Project road rehabilitation is scheduled for Pavement Rehabilitation 2024 from oak ridge to forest view mill and overlay and patching x2.
- f) Structural – Standard Austin details will be utilized for junction structure and outfall. No additional structural engineering will be required.
- g) Traffic Control – Project is located on a residential street a traffic control plan will be required.
- h) QAQC – Jeff Frison, PE from our Dallas office will be available throughout the project for technical assistance and will review the interim and final deliverables for this project.
- i) Deliverables will include an interim and final submittal of construction plans, specifications unique to the project and construction cost estimate.
- j) Bid Phase – Assist with development of bid documents, advertizing, issuing of clarifications, and/or addendums, creating certified bid tab, and recommending award.
- k) Construction phase is not in contract.

**Task 8 - Design Phase Bent Tree Court Street Reconstruction (AOI 127)**

The cul-de-sac of Brent Tree Court is curb and gutter with pavers in lieu of asphalt. The pavers in the cul-de-sac are damaged and several areas have experienced settling. Field investigations revealed the cul-de-sac does not have positive drainage. During rain events, water ponds against the center island of the cul-de-sac and has removed the material between the pavers. Debris and sediment was also observed against the gutter line of the center island. Under this task the design team will develop the plans, specifications and construction cost estimates required to remove the pavers, regrade the street and full depth repair. Pavers will be replaced with asphalt.

- a) Geotechnical – 1 boring to a depth of 15 feet deep pavement design.
- b) Topographic Survey – Surveyor will obtain right of way and easement information. Set four control points and perform topographic survey of the roadway.
- c) Environmental – Project is located in the Edwards Aquifer recharge zone. A geological assessment will be required as well as a WPAP submitted to TCEQ.
- d) Easement Metes and Bounds – Construction activities are to remain within the street right-of-way.
- e) Civil – Develop demolition, grading plan sheets and pavement design.
- f) Structural –No additional structural engineering will be required.
- g) Traffic Control – Project is located on a residential cul-de-sac street. A detailed sequencing plan will be developed to avoid impacts to residents.

- h) QAQC – Jeff Frison, PE from our Dallas office will be available throughout the project for technical assistance and will review the interim and final deliverables for this project.
- i) Deliverables will include an interim and final submittal of construction plans, specifications unique to the project and construction cost estimate.
- j) Bid Phase – Assist with development of bid documents advertisement, issuing of clarifications, and/or addendums, creating certified bid tab and recommending award.
- k) Construction phase is not in contract.



## **Task 9 - Design Phase Pavement Rehabilitation**

Under this task the design team will develop the plans, specifications and construction cost estimates required to rehabilitate the streets. Scope will include site visits to clearly identify limits of each type of rehabilitation. Using GIS, construction plans will be developed showing limits for full depth repair, mill and overlay, seal coat, and crack seal. Quantity take offs will be completed and bid documents developed. A detailed sequence of construction will be developed to minimize impacts to residents. Geotechnical borings from the other street and drainage projects will be utilized for full depth repair and mill and overlay requirements unless site visits raise a concern that there is insufficient depth for mill and overlay project areas.

- a) Geotechnical – borings from other projects herein will be utilized for this project unless site visits raise a concern that there is not sufficient base for mill and overlay project areas.
- b) Topographic Survey – Plans will be created utilizing GIS, no survey will be required.
- c) Environmental – Street Rehabilitation is exempt from the Edwards Aquifer regulations.
- d) Easement Metes and Bounds – Construction activities are to remain within the street right-of-way.
- e) Civil – Develop plan sheets showing the limits of each type of pavement repair.
- f) Structural –No additional structural engineering will be required.
- g) Traffic Control – Construction sequencing and guidelines on road closures will be prepared.
- h) QAQC – Susan Turrieta, PE from our Austin office will be available throughout the project for technical assistance and will review the interim and final deliverables for this project. Quantities will be double checked by engineering interns.
- i) Deliverables will include an interim and final submittal of construction plans, specifications unique to the project and construction cost estimate.
- j) Bid Phase – Assist with development of bid documents advertisement, issuing of clarifications, and/or addendums, creating certified bid tab and recommending award.
- k) Construction phase is not in contract.

FEE: WALTER P MOORE - 2023-2024 DRAINAGE AND STREET REHABILITATION  
November/2/2023

| Task                                                                                     | Principal<br>\$ 315.00 | Sr. PM<br>\$ 260.00 | PM<br>\$ 190.00 | Eng<br>\$ 170.00 | Grad Eng<br>\$ 140.00 | Sr CAD<br>\$ 150.00 | CAD Tech<br>\$ 115.00 | Project<br>\$ 145.00 | Total Hours | Labor Budget | Sub-Consultant<br>Direct Cost | Total Budget        |
|------------------------------------------------------------------------------------------|------------------------|---------------------|-----------------|------------------|-----------------------|---------------------|-----------------------|----------------------|-------------|--------------|-------------------------------|---------------------|
| <b>Task 1 Project Management (4 months)</b>                                              |                        |                     |                 |                  |                       |                     |                       |                      |             |              |                               | <b>\$ 15,880.00</b> |
| Administration                                                                           |                        |                     | 8               |                  |                       |                     |                       | 8                    |             | \$ 2,680     |                               |                     |
| Meetings                                                                                 | 12                     |                     | 12              |                  |                       |                     |                       |                      |             | \$ 6,060     |                               |                     |
| Stakeholder engagement                                                                   | 4                      |                     | 4               | 16               |                       | 16                  |                       |                      |             | \$ 7,140     |                               |                     |
| Subtotal                                                                                 | 16                     | 0                   | 24              | 16               | 0                     | 16                  | 0                     | 8                    | 80          | \$ 15,880    | \$ -                          |                     |
|                                                                                          |                        |                     |                 |                  |                       |                     |                       |                      |             | \$ -         |                               |                     |
| <b>Task 2 Design Phase Standard Documents</b>                                            |                        |                     |                 |                  |                       |                     |                       |                      |             |              |                               | <b>\$ 5,550.00</b>  |
| Cover sheet(s)                                                                           |                        |                     |                 |                  | 2                     |                     | 2                     |                      |             | \$ 510       |                               |                     |
| Key map                                                                                  |                        |                     |                 |                  | 2                     |                     | 2                     |                      |             | \$ 510       |                               |                     |
| Standard notes                                                                           |                        |                     |                 | 2                |                       |                     | 4                     |                      |             | \$ 800       |                               |                     |
| Standard details                                                                         |                        |                     |                 | 2                | 2                     |                     | 4                     |                      |             | \$ 1,080     |                               |                     |
| Standard specifications                                                                  |                        |                     |                 | 4                | 2                     |                     |                       |                      |             | \$ 960       |                               |                     |
| Bid documents                                                                            |                        |                     | 2               | 4                |                       |                     |                       |                      |             | \$ 1,060     |                               |                     |
| QAQC                                                                                     | 2                      |                     |                 |                  |                       |                     |                       |                      |             | \$ 630       |                               |                     |
| Subtotal                                                                                 | 2                      | 0                   | 2               | 12               | 8                     | 0                   | 12                    | 0                    | 36          | \$ 5,550     | \$ -                          |                     |
|                                                                                          |                        |                     |                 |                  |                       |                     |                       |                      |             | \$ -         |                               |                     |
| <b>Task 3 Design Phase Roadrunner Road Culvert Replacement and Street Rehabilitation</b> |                        |                     |                 |                  |                       |                     |                       |                      |             |              |                               | <b>\$ 35,420.00</b> |
| Survey                                                                                   |                        |                     |                 |                  |                       |                     |                       |                      |             | \$ -         | \$ 3,000                      |                     |
| Geotechnical                                                                             |                        |                     |                 |                  |                       |                     |                       |                      |             | \$ -         | \$ 5,920                      |                     |
| Site Visits (completed)                                                                  |                        |                     |                 |                  |                       |                     |                       |                      |             | \$ -         |                               |                     |
| Civil Design                                                                             |                        |                     | 8               | 16               | 12                    |                     | 32                    |                      |             | \$ 9,600     |                               |                     |
| Structural Design                                                                        | 4                      | 8                   | 12              | 16               |                       |                     | 16                    |                      |             | \$ 10,180    |                               |                     |
| Traffic Control                                                                          |                        |                     |                 |                  |                       |                     |                       |                      |             | \$ -         |                               |                     |
| Issue Plans (interim & final) address comments                                           |                        |                     | 8               |                  |                       |                     | 8                     |                      |             | \$ 2,440     |                               |                     |
| Specifications (final)                                                                   |                        |                     | 2               | 4                |                       |                     |                       |                      |             | \$ 1,060     |                               |                     |
| Engineers Opinion of Probable Construction Cost (interim & final)                        |                        |                     | 2               | 6                | 4                     |                     |                       |                      |             | \$ 1,960     |                               |                     |
| QAQC Review (kickoff, interim & final)                                                   | 4                      |                     |                 |                  |                       |                     |                       |                      |             | \$ 1,260     |                               |                     |
| Subtotal                                                                                 | 8                      | 8                   | 32              | 42               | 16                    | 0                   | 56                    | 0                    | 162         | \$ 26,500    | \$ 8,920                      |                     |
|                                                                                          |                        |                     |                 |                  |                       |                     |                       |                      |             | \$ -         |                               |                     |



**FEE: WALTER P MOORE - 2023-2024 DRAINAGE AND STREET REHABILITATION**  
**November/2/2023**

| Task                                                                                                           | Principal<br>\$ 315.00 | Sr. PM<br>\$ 260.00 | PM<br>\$ 190.00 | Eng<br>\$ 170.00 | Grad Eng<br>\$ 140.00 | Sr CAD<br>\$ 150.00 | CAD Tech<br>\$ 115.00 | Project<br>\$ 145.00 | Total Hours | Labor Budget | Sub-Consultant<br>Direct Cost | Total Budget        |
|----------------------------------------------------------------------------------------------------------------|------------------------|---------------------|-----------------|------------------|-----------------------|---------------------|-----------------------|----------------------|-------------|--------------|-------------------------------|---------------------|
| <b>Task 4 Design Phase Spurlock Valley Culvert Replacement and Pavement Rehabilitation</b>                     |                        |                     |                 |                  |                       |                     |                       |                      |             |              |                               | <b>\$ 85,620.00</b> |
| Survey                                                                                                         |                        |                     |                 |                  |                       |                     |                       |                      |             | \$ -         | \$ 6,500                      |                     |
| Geotechnical                                                                                                   |                        |                     |                 |                  |                       |                     |                       |                      |             | \$ -         | \$ 5,920                      |                     |
| Easement Acquisition (3 properties)                                                                            |                        |                     | 2               |                  | 8                     |                     |                       |                      |             | \$ 1,500     | \$ 9,000                      |                     |
| Site Visits                                                                                                    |                        |                     | 4               |                  | 4                     |                     |                       |                      |             | \$ 1,320     |                               |                     |
| WPAP                                                                                                           |                        |                     |                 |                  |                       |                     |                       |                      |             | \$ -         |                               |                     |
| Civil Design                                                                                                   |                        |                     | 8               | 32               | 24                    |                     | 32                    |                      |             | \$ 14,000    |                               |                     |
| Structural Design                                                                                              |                        |                     |                 |                  |                       |                     |                       |                      |             | \$ -         |                               |                     |
| Traffic Control                                                                                                |                        |                     |                 | 4                |                       |                     | 4                     |                      |             | \$ 1,140     |                               |                     |
| Issue Plans (interim & final)                                                                                  |                        |                     | 8               |                  |                       |                     | 8                     |                      |             | \$ 2,440     |                               |                     |
| Specifications (final)                                                                                         |                        |                     |                 | 6                |                       |                     |                       |                      |             | \$ 1,020     |                               |                     |
| Engineers Opinion of Probable Construction Cost (interim & final)                                              |                        |                     | 2               | 6                | 4                     |                     |                       |                      |             | \$ 1,960     |                               |                     |
| QAQC Review (kickoff, interim & final)                                                                         | 4                      |                     |                 |                  |                       |                     |                       |                      |             | \$ 1,260     |                               |                     |
| Subtotal                                                                                                       | 4                      | 0                   | 24              | 48               | 40                    | 0                   | 44                    | 0                    | 160         | \$ 24,640    | \$ 14,920                     |                     |
|                                                                                                                |                        |                     |                 |                  |                       |                     |                       |                      |             | \$ -         |                               |                     |
| <b>Task 5 Design Phase Las Lomas &amp; Rollingwood Drive Drainage Improvements and Pavement Rehabilitation</b> |                        |                     |                 |                  |                       |                     |                       |                      |             |              |                               | <b>\$ 40,800.00</b> |
| Survey                                                                                                         |                        |                     |                 |                  |                       |                     |                       |                      |             | \$ -         | \$ 6,500                      |                     |
| Geotechnical                                                                                                   |                        |                     |                 |                  |                       |                     |                       |                      |             | \$ -         | \$ 5,000                      |                     |
| Environmental (Geological assessment)                                                                          |                        |                     |                 |                  |                       |                     |                       |                      |             | \$ -         | \$ 1,900                      |                     |
| Site Visits                                                                                                    |                        |                     | 2               | 4                |                       |                     |                       |                      |             | \$ 1,060     |                               |                     |
| WPAP                                                                                                           |                        |                     |                 | 24               | 8                     |                     |                       |                      |             | \$ 5,200     |                               |                     |
| Civil Design                                                                                                   |                        |                     | 8               | 16               | 32                    |                     | 32                    |                      |             | \$ 12,400    |                               |                     |
| Traffic Control                                                                                                |                        |                     | 4               |                  | 6                     |                     | 4                     |                      |             | \$ 2,060     |                               |                     |
| Issue Plans (interim & final)                                                                                  |                        |                     | 8               |                  |                       |                     | 8                     |                      |             | \$ 2,440     |                               |                     |
| Specifications (final)                                                                                         |                        |                     |                 | 6                |                       |                     |                       |                      |             | \$ 1,020     |                               |                     |
| Engineers Opinion of Probable Construction Cost (interim & final)                                              |                        |                     | 2               | 6                | 4                     |                     |                       |                      |             | \$ 1,960     |                               |                     |
| QAQC Review (kickoff, interim & final)                                                                         | 4                      |                     |                 |                  |                       |                     |                       |                      |             | \$ 1,260     |                               |                     |
| Subtotal                                                                                                       | 4                      | 0                   | 24              | 56               | 50                    | 0                   | 44                    | 0                    | 178         | \$ 27,400    | \$ 13,400                     |                     |
|                                                                                                                |                        |                     |                 |                  |                       |                     |                       |                      |             | \$ -         |                               |                     |
| <b>Task 6 Design Phase North Peak Swale and Driveway Improvements and Pavement Rehabilitation</b>              |                        |                     |                 |                  |                       |                     |                       |                      |             |              |                               | <b>\$ 40,350.00</b> |
| Survey                                                                                                         |                        |                     |                 |                  |                       |                     |                       |                      |             | \$ -         | \$ 6,500                      |                     |
| Geotechnical                                                                                                   |                        |                     |                 |                  |                       |                     |                       |                      |             | \$ -         | \$ 5,000                      |                     |
| Environmental (Geological assessment)                                                                          |                        |                     |                 |                  |                       |                     |                       |                      |             | \$ -         | \$ 1,900                      |                     |
| Site Visits                                                                                                    |                        |                     | 2               |                  | 2                     |                     |                       |                      |             | \$ 660       |                               |                     |
| WPAP                                                                                                           |                        |                     |                 | 24               | 8                     |                     |                       |                      |             | \$ 5,200     |                               |                     |
| Civil Design                                                                                                   |                        |                     | 16              | 24               | 8                     |                     | 32                    |                      |             | \$ 11,920    |                               |                     |
| Structural Design                                                                                              |                        |                     |                 | 16               |                       |                     |                       |                      |             | \$ 2,720     |                               |                     |
| Traffic Control                                                                                                |                        |                     |                 | 6                | 4                     |                     | 4                     |                      |             | \$ 2,040     |                               |                     |
| Issue Plans (interim & final)                                                                                  |                        |                     | 4               |                  | 4                     |                     |                       |                      |             | \$ 1,320     |                               |                     |
| Specifications (final)                                                                                         |                        |                     | 2               | 6                |                       |                     |                       |                      |             | \$ 1,400     |                               |                     |
| Engineers Opinion of Probable Construction Cost (interim & final)                                              |                        |                     | 2               | 4                |                       |                     |                       |                      |             | \$ 1,060     |                               |                     |
| QAQC Review (kickoff, interim & final)                                                                         | 2                      |                     |                 |                  |                       |                     |                       |                      |             | \$ 630       |                               |                     |
| Subtotal                                                                                                       | 2                      | 0                   | 26              | 80               | 26                    | 0                   | 36                    | 0                    | 170         | \$ 26,950    | \$ 13,400                     |                     |
|                                                                                                                |                        |                     |                 |                  |                       |                     |                       |                      |             | \$ -         |                               |                     |

**FEE: WALTER P MOORE - 2023-2024 DRAINAGE AND STREET REHABILITATION**  
**November/2/2023**

| Task                                                                                   | Principal<br>\$ 315.00 | Sr. PM<br>\$ 260.00 | PM<br>\$ 190.00 | Eng<br>\$ 170.00 | Grad Eng<br>\$ 140.00 | Sr CAD<br>\$ 150.00 | CAD Tech<br>\$ 115.00 | Project<br>\$ 145.00 | Total Hours  | Labor Budget      | Sub-Consultant<br>Direct Cost | Total Budget         |
|----------------------------------------------------------------------------------------|------------------------|---------------------|-----------------|------------------|-----------------------|---------------------|-----------------------|----------------------|--------------|-------------------|-------------------------------|----------------------|
| <b>Task 7 Design Phase Cedar Park Stormwater Outfall Improvements and Pvmt. Rehab.</b> |                        |                     |                 |                  |                       |                     |                       |                      |              |                   |                               | <b>\$ 35,300.00</b>  |
| Survey                                                                                 |                        |                     |                 |                  |                       |                     |                       |                      |              | \$ -              | \$ 6,500                      |                      |
| Geotechnical                                                                           |                        |                     |                 |                  |                       |                     |                       |                      |              | \$ -              | \$ 5,000                      |                      |
| Environmental (Geological Assessment)                                                  |                        |                     |                 |                  |                       |                     |                       |                      |              | \$ -              | \$ 1,900                      |                      |
| Site Visits                                                                            |                        |                     | 2               | 4                |                       |                     |                       |                      |              | \$ 1,060          |                               |                      |
| WPAP                                                                                   |                        |                     |                 | 24               | 8                     |                     |                       |                      |              | \$ 5,200          |                               |                      |
| Civil Design                                                                           |                        |                     | 8               | 24               |                       |                     | 24                    |                      |              | \$ 8,360          |                               |                      |
| Structural Design                                                                      |                        |                     |                 |                  |                       |                     |                       |                      |              | \$ -              |                               |                      |
| Traffic Control                                                                        |                        |                     | 2               | 4                |                       |                     | 4                     |                      |              | \$ 1,520          |                               |                      |
| Issue Plans (interim & final)                                                          |                        |                     | 6               |                  |                       |                     | 8                     |                      |              | \$ 2,060          |                               |                      |
| Specifications (final)                                                                 |                        |                     | 2               |                  | 6                     |                     |                       |                      |              | \$ 1,220          |                               |                      |
| Engineers Opinion of Probable Construction Cost (interim & final)                      |                        |                     | 2               |                  | 6                     |                     |                       |                      |              | \$ 1,220          |                               |                      |
| QAQC Review (kickoff, interim & final)                                                 | 4                      |                     |                 |                  |                       |                     |                       |                      |              | \$ 1,260          |                               |                      |
| Subtotal                                                                               | 4                      | 0                   | 22              | 56               | 20                    | 0                   | 36                    | 0                    | 138          | \$ 21,900         | \$ 13,400                     |                      |
| <b>Task 8 Design Phase Bent Tree Court Street Reconstruction</b>                       |                        |                     |                 |                  |                       |                     |                       |                      |              |                   |                               | <b>\$ 39,400.00</b>  |
| Survey                                                                                 |                        |                     |                 |                  |                       |                     |                       |                      |              | \$ -              | \$ 6,500                      |                      |
| Geotechnical                                                                           |                        |                     |                 |                  |                       |                     |                       |                      |              | \$ -              | \$ 5,000                      |                      |
| Environmental (Geological assessment)                                                  |                        |                     |                 |                  |                       |                     |                       |                      |              | \$ -              | \$ 1,900                      |                      |
| Site Visits                                                                            |                        |                     | 2               | 4                |                       |                     |                       |                      |              | \$ 1,060          |                               |                      |
| WPAP                                                                                   |                        |                     |                 | 24               | 8                     |                     |                       |                      |              | \$ 5,200          |                               |                      |
| Civil Design                                                                           |                        |                     | 8               | 16               | 24                    |                     | 40                    |                      |              | \$ 12,200         |                               |                      |
| Structural Design                                                                      |                        |                     |                 |                  |                       |                     |                       |                      |              | \$ -              |                               |                      |
| Traffic Control                                                                        |                        |                     |                 | 4                |                       |                     |                       |                      |              | \$ 680            |                               |                      |
| Issue Plans (interim & final)                                                          |                        |                     | 8               |                  |                       |                     | 8                     |                      |              | \$ 2,440          |                               |                      |
| Specifications (final)                                                                 |                        |                     | 2               | 2                | 6                     |                     |                       |                      |              | \$ 1,560          |                               |                      |
| Engineers Opinion of Probable Construction Cost (interim & final)                      |                        |                     | 4               |                  | 6                     |                     |                       |                      |              | \$ 1,600          |                               |                      |
| QAQC Review (kickoff, interim & final)                                                 | 4                      |                     |                 |                  |                       |                     |                       |                      |              | \$ 1,260          |                               |                      |
| Subtotal                                                                               | 4                      | 0                   | 24              | 50               | 44                    | 0                   | 48                    | 0                    | 170          | \$ 26,000         | \$ 13,400                     |                      |
| <b>Task 9 Design Phase Street Rehabilitation</b>                                       |                        |                     |                 |                  |                       |                     |                       |                      |              |                   |                               | <b>\$ 50,490.00</b>  |
| Geotechnical (could use reports from other scopes)                                     |                        |                     |                 |                  |                       |                     |                       |                      |              | \$ -              | \$ 6,000                      |                      |
| Site Visits                                                                            |                        |                     | 8               | 24               | 32                    |                     |                       |                      |              | \$ 10,080         |                               |                      |
| Civil Design                                                                           |                        |                     | 8               | 32               | 16                    | 24                  | 60                    |                      |              | \$ 19,700         |                               |                      |
| Traffic Control (construction Sequencing)                                              |                        |                     | 12              | 8                |                       |                     |                       |                      |              | \$ 3,640          |                               |                      |
| Issue Plans (interim & final)                                                          |                        |                     | 8               |                  |                       |                     | 8                     |                      |              | \$ 2,440          |                               |                      |
| Specifications (final)                                                                 |                        |                     | 4               |                  | 16                    |                     |                       |                      |              | \$ 3,000          |                               |                      |
| Engineers Opinion of Probable Construction Cost (interim & final)                      |                        |                     | 6               |                  | 12                    |                     | 8                     |                      |              | \$ 3,740          |                               |                      |
| QAQC Review (kickoff, interim & final)                                                 | 6                      |                     |                 |                  |                       |                     |                       |                      |              | \$ 1,890          |                               |                      |
| Subtotal                                                                               | 6                      | 0                   | 46              | 64               | 76                    | 24                  | 76                    | 0                    | 292          | \$ 44,490         | \$ -                          |                      |
| <b>Total Hours</b>                                                                     | <b>50</b>              | <b>8</b>            | <b>224</b>      | <b>424</b>       | <b>280</b>            | <b>40</b>           | <b>352</b>            | <b>8</b>             | <b>1,386</b> |                   |                               |                      |
| <b>TOTAL BUDGET</b>                                                                    |                        |                     |                 |                  |                       |                     |                       |                      |              | <b>\$ 219,310</b> | <b>\$ 77,440</b>              | <b>\$ 348,810.00</b> |





# City of West Lake Hills City Council

## AGENDA REPORT

|               |                           |                  |                                 |
|---------------|---------------------------|------------------|---------------------------------|
| Meeting Date: | <u>November 8, 2023</u>   | Item Number:     | <u>9</u>                        |
| Department:   | <u>Administration</u>     |                  |                                 |
|               | <u>Trey Fletcher,</u>     |                  |                                 |
| Prepared By:  | <u>City Administrator</u> | Cost / Budget:   | <u>See 'Discussion' section</u> |
| Exhibits:     | <u>none</u>               | Source of Funds: | <u>2022 GO Bonds</u>            |

### Subject

Discussion and update on bond items regarding Proposition A (new municipal complex) and Proposition B (street and drainage projects).

### Recommendation

Receive the report and provide direction as appropriate.

### Discussion

The purpose of this item is to provide the City Council with an update regarding both bond project initiatives regarding project scope and development status, schedule and budget and costs.

Prop A authorized \$13.2 million and due to land acquisition and cost escalation considerations. City Council has authorized an additional \$9.5 million in certificates of obligation which closed in September. Following the acceptance of the Design Development Plans, the 100% Site Civil plans have been completed and submitted to the City and others for regulatory review. These plans will be submitted to the TCEQ after incorporating the comments resulting from the first round review by the City and other local agencies. Architectural plans have also advanced. The 50% set of construction documents have been completed and will be the basis of the Guaranteed Maximum Price (GMP) contract to be considered by City Council on December 13.

A community meeting was held on November 2 to update stakeholders on the status of the project.

A joint meeting of the Zoning & Planning Commission (ZAPCO) and City Council / BOA will be held to conduct public hearings and consider variances related to the project.

Prop B authorized \$11.8 million. Projects are fully designed, pending remaining easement acquisitions. Regulatory approvals have been received from the TCEQ and the US Army Corps of Engineers. A preliminary bid schedule will be presented.