

CITY OF WEST LAKE HILLS, TEXAS
MINUTES OF A CITY COUNCIL , BOA AND ZAPCO JOINT SPECIAL MEETING
Wednesday, December 6, 2023 at 7:00 PM

1. Call to Order

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

ZAPCO PRESENT:

Chair Robert Meisel
Julia Webber
Laurie Maccini
James Pledger
Karen Bartoletti
Patrick Stewart

CITY STAFF PRESENT:

City Administrator Trey Fletcher
City Secretary Terry Blanchard
Director of BDS Jennifer Bills
Chief of Police Scott Gerdes
City Attorney Patty Akers
Asst City Attorney Josh Brockman-Weber

CITY COUNCIL PRESENT:

Mayor Linda Anthony
Mayor Pro Tem Gordon Bowman
James Vaughan
Brian Plunkett
Beth South
Darin Walker

BOA PRESENT:

Chair Linda Anthony
Gordon Bowman
James Vaughan
Brian Plunkett
Beth South
Darin Walker

2. Administration Receive a presentation and discuss actions necessary for the new municipal complex to be located at 4010 Bee Cave Road.

City Administrator Fletcher gave a brief summary and presentation. Director Bills continued the presentation reviewing the four variances requested by the City. She pointed out that three of the requests are due to site considerations and the other variance is due to requests from residents.

3. Land Use ZAPCO VARIANCE REQUEST NO. 1 - Discuss and consider action on a variance request for the removal of up to 50 trees with diameters of 14 inches or greater (Section 22.03.304(a)(4) of the West Lake Hills Code).
- a. Public Hearing - All persons wishing to speak for or against shall be heard.
 - b. ZAPCO - Discussion and action regarding Variance Request No. 1.

Chair Meisel opened the item for public comments. Hearing none, the public comment section was closed.

MOTION: Upon a motion made by Commissioner Pledger and a second by Commissioner Stewart, the Commission voted five (5) for and one (1) opposed to recommend approval of Variance Request No. 1. Voting against the motion was Maccini. Motion carried.

4. Land Use ZAPCO VARIANCE REQUEST NO. 2 - Discuss and consider action on a variance request to provide fewer replacement inches than required on-site or fee-in-lieu (Section 22.03.304(d)(4) of the West Lake Hills Code).
 - a. Public Hearing - All persons wishing to speak for or against shall be heard.
 - b. ZAPCO - Discussion and action regarding Variance Request No. 2.

Chair Meisel opened the item for public comments. Hearing none, the public comment section was closed.

MOTION: Upon a motion made by Commissioner Pledger and a second by Commissioner Webber, the Commission voted six (6) for and none (0) opposed to recommend approval of Variance Request No. 2. Motion carried.

5. Land Use ZAPCO VARIANCE REQUEST NO. 3 - Discuss and consider action on variance requests to allow an 8-foot-tall fence/wall (where 6-foot maximum is allowed) and to allow the fence to go to the front property line (where a 30-foot setback from the pavement edge is required) (Sections 22.03.216 and 22.03.173 of the West Lake Hills Code).
 - a. Public Hearing - All persons wishing to speak for or against shall be heard.
 - b. ZAPCO - Discussion and action regarding Variance Request No. 3.

Chair Meisel opened the item for public comments. Hearing none, the public comment section was closed.

MOTION: Upon a motion made by Commissioner Webber and a second by Commissioner Bartoletti, the Commission voted six (6) for and none (0) opposed to recommend approval of Variance Request No. 3. Motion carried.

6. Land Use ZAPCO VARIANCE REQUEST NO. 4 - Discuss and consider action on a variance request for site disturbance of greater than 18 inches of grading over the natural grade in the setback (Section 22.03.170 of the West Lake Hills Code).
 - a. Public Hearing - All persons wishing to speak for or against shall be heard.
 - b. ZAPCO - Discussion and action regarding Variance Request No. 4.

Chair Meisel opened the item for public comments. Hearing none, the public comment section was closed.

MOTION: Upon a motion made by Commissioner Pledger and a second by Commissioner Webber, the Commission voted six (6) for and none (0) opposed to recommend approval of Variance Request No. 4. Motion carried.

7. Adjournment Adjournment of Zoning and Planning Commission meeting.

Chair Meisel declared the ZAPCO portion of the Joint Meeting to be adjourned at 7:56 p.m.

At this time, the City Council / Board of Adjustment will be seated at the dais to consider items and recommendations from the Zoning and Planning Commission.

With a quorum present, Mayor Anthony called the City Council meeting to order at 8:02 p.m.

8. **Land Use CITY COUNCIL VARIANCE REQUEST NO. 1** - Discuss and consider action on a variance request for the removal of up to 50 trees with diameters of 14 inches or greater (Section 22.03.304(a)(4) of the West Lake Hills Code).
 - a. **Public Hearing** - All persons wishing to speak for or against shall be heard.
 - b. **City Council** - Discussion and action regarding Variance Request No. 1.

Mayor Anthony opened the item for public comments. Hearing none, the public comment section was closed.

MOTION: Upon a motion made by Councilmember Plunkett and a second by Councilmember South, the Council voted five (5) for and none (0) opposed to approve Variance Request No. 1. Motion carried.

9. **Land Use CITY COUNCIL VARIANCE REQUEST NO. 2** - Discuss and consider action on a variance request to provide fewer replacement inches than required on-site or fee-in-lieu (Section 22.03.304(d)(4) of the West Lake Hills Code).
 - a. **Public Hearing** - All persons wishing to speak for or against shall be heard.
 - b. **City Council** - Discussion and action regarding Variance Request No. 2.

Mayor Anthony opened the item for public comments. Hearing none, the public comment section was closed.

MOTION: Upon a motion made by Councilmember Walker and a second by Councilmember Bowman, the Council voted five (5) for and none (0) opposed to approve Variance Request No. 2. Motion carried.

10. **Land Use CITY COUNCIL VARIANCE REQUEST NO. 3** - Discuss and consider action on variance requests to allow an 8-foot-tall fence/wall (where 6-foot maximum is allowed) and to allow the fence to go to the front property line (where a 30-foot setback from the pavement edge is required) (Sections 22.03.216 and 22.03.173 of the West Lake Hills Code).
 - a. **Public Hearing** - All persons wishing to speak for or against shall be heard.
 - b. **City Council** - Discussion and action regarding Variance Request No. 3.

Mayor Anthony opened the item for public comments. Erica Alejandro (201 Westhaven Drive) stated that the fence/wall would be more attractive if both sections were consistent in design (either stone or wood pattern, but not both). Hearing no further comments, the public comment section was closed.

MOTION: Upon a motion made by Councilmember Vaughan and a second by Councilmember Bowman, the Council voted five (5) for and none (0) opposed to approve Variance Request No. 3. Motion carried.

MOTION: Upon a motion made by Councilmember Walker and a second by Councilmember South, the Council voted five (5) for and none (0) opposed to adjourn the City Council portion of the joint meeting at 8:15 p.m. Motion carried.

With a quorum present, Chair Anthony called the BOA meeting to order at 8:15 p.m.

11. Land Use BOA VARIANCE REQUEST NO. 4 - Discuss and consider action on a variance request for site disturbance of greater than 18 inches of grading over the natural grade in the setback (Section 22.03.170 of the West Lake Hills Code).
 - a. Public Hearing - All persons wishing to speak for or against shall be heard.
 - b. BOA - Discussion and action regarding Variance Request No. 4.

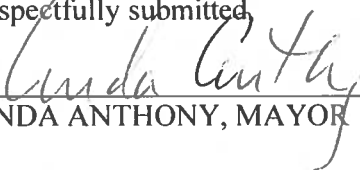
Chair Anthony opened the item for public comments. Hearing none, the public comment section was closed.

MOTION: Upon a motion made by Board Member Vaughan and a second by Board Member South, the Board voted six (6) for and none (0) opposed to approve Variance Request No. 4. Motion carried.

12. Adjournment of City Council / Board of Adjustment meeting.

MOTION: Upon a motion made by Board Member Walker and a second by Board Member Plunkett, the Board voted six (6) for and none (0) opposed to adjourn the meeting at 8:19 p.m. Motion carried.

Respectfully submitted,


LINDA ANTHONY, MAYOR

ATTEST:


Terry Blanchard, TRMC
City Secretary



These minutes were approved on December 13, 2023.