



CITY OF WEST LAKE HILLS, TEXAS
NOTICE OF ZONING & PLANNING COMMISSION (ZAPCO) REGULAR MEETING
Wednesday, January 17, 2024 at 6:30 PM

Notice is hereby given that the Zoning and Planning Commission (ZAPCO) of the City of West Lake Hills, Texas, will hold a Regular Meeting on the 17th day of January 2024 at 6:30 p.m., in the Council Chamber, Municipal Building, 911 Westlake Drive, West Lake Hills, Texas, at which time the following items will be discussed, to-wit:

1. Call to Order. Chairman Robert Meisel.

REMOTE ACCESS: Any citizens or applicants that wish to speak at the meeting are encouraged to attend virtually, as the number of people in the chambers will be limited due to physical distancing.

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 provide your name, phone number, comments, and the item number you wish to speak on to pzsec@westlakehills.gov by 1:00 P.M. on January 17, 2023.

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.
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.
 - a. Minutes from the November 15, 2023 regular Zoning & Planning Commission meeting.

4. **Public Hearing 205 West Spring:** Discuss and make a recommendation on a variance to encroach up to 8.25 feet into the required 15-foot side setback for the addition to an existing one-story non-conforming residential structure. (Section 22.03.275 and 22.03.281 of the West Lake Hills Code).

Applicant: William McAshan, Property Owner

5. **Public Hearing 3421 Bee Cave Road:** Discuss and make recommendations on the following variances from the West Lake Hills Code:
 1. Section 22.03.249(b)(2) Driveway, parking and loading area setback, 30 foot minimum.
 2. Section 22.03.281(b): Schedule of regulations – Minimum side setback distance of 25 feet.
 3. Section 22.03.304(a)(4) Tree and vegetation Removal - 4 trees 14 inches and greater (T246, T221, T868, T095);
 4. Section 22.03.241: Schedule of minimum number of (parking) spaces – 50 spaces required;
 5. Section 22.03.281 IX Exceeding the Impervious Cover maximum for O – Office zoning of 38% with incentive bonuses;
 6. Section 22.03.251 (d) Screening, trees and landscaping – 25-foot buffer along Bee Cave and 25% of the lot remaining in its natural state.

Applicant: Ramon Aguirre, Director of Operations for Clear Terra Group

6. **Administration** Update from staff on items forwarded to BOA and City Council from the previous meeting.
7. Adjournment. Chairman Robert Meisel.

By Jennifer C. Bills, Director of Building & Development Services

Certificate

I certify that the above Notice of the January 17, 2024 Zoning & Planning Commission Meeting was posted on the bulletin board at the Municipal Building, 911 Westlake Drive, West Lake Hills, Texas on Friday, January 12, 2024 at 5:00 pm. and will remain posted continuously until said meeting is convened.

By Joel Sherrouse, Development Coordinator

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

All items on the agenda are for discussion and/or action. ZAPCO 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).