



CITY OF WEST LAKE HILLS, TEXAS
NOTICE OF BOARD OF ADJUSTMENT (BOA) REGULAR MEETING
Wednesday, June 12, 2024 at 7:00 PM

Notice is hereby given that the Board of Adjustment (BOA) of the City of West Lake Hills, Texas, will hold a Regular Meeting on the 12th day of June 2024 at 7:00 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:

REMOTE ACCESS - Join Zoom Meeting at <https://us02web.zoom.us/j/3499549035>
Or 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 on to citysec@westlakehills.gov by 1:00 P.M. on June 12, 2024.

1. Call to Order
2. Citizen Communications The Board welcomes public comments at this point on any issue. If the issue is listed on the agenda, the speaker may choose to comment during the Public Comment period or when the specific agenda item is taken up by the Board later in the meeting. The Board cannot respond to or discuss matters not listed on the agenda. The Board may provide factual information, refer the item to a staff member, or request the item be added to a future meeting agenda. Speakers shall limit their comments to five (5) minutes each.
3. Consent Agenda All Consent Agenda items listed are considered to be routine by the Board and will be enacted by one (1) motion. No separate discussion or action on any of the items is necessary unless requested by a Board Member.
 - a. Approval of the May 8, 2024 Regular Meeting Minutes.
4. Administration Discuss and consider action on the selection of a Vice Chairperson.
5. Land Use **406 Redbud Trail**- Discuss and consider action on the proposed variances:

- a. Closed fill of 10 feet, where the maximum allowed is 6 feet (7.4.1 of the Drainage and Erosion Control Manual);
- b. Driveway with an elevation change of greater than 6 feet from natural grade (Section 22.03.175(e)(1)).

Applicant: Bhavani Singal, Workshop No. 5 LLC.

6. Land Use **401 Camp Craft Road** - Discuss and consider action on a variance to the 50-foot front setback for a setback encroachment for a new entry vestibule (Section 22.03.275 and 22.03.281 of the West Lake Hills Code). Applicant: Alan Knox, Reach Architects.
7. Land Use **8 North Peak Road** - Discuss and consider action on a variance to the side setback encroachment of 20 feet into a 20-foot side setback to enclose an open carport (Section 22.03.275 and 22.03.281 of the West Lake Hills Code). Applicant: Charlie and Ellen Kreitler.
8. Adjournment

Approved by: James Vaughan, Chair

Certificate

I certify that the above Notice of the June 12, 2024 Board of Adjustment Regular Meeting was posted on the bulletin board at the Municipal Building, 911 Westlake Drive, West Lake Hills, Texas on Friday, June 7, 2024 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 BOARD OF ADJUSTMENT (BOA) REGULAR MEETING
Wednesday, May 8, 2024 at 7:00 PM

1. Call to Order

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

BOARD MEMBERS PRESENT:

Chair Linda Anthony
Gordon Bowman
Jim O'Connor
Brian Plunkett
Beth South
Darin Walker

CITY STAFF PRESENT:

City Administrator Trey Fletcher (remote)
City Secretary Terry Blanchard
Director of BDS Jennifer Bills
Lieutenant Robert Mills
City Attorney Josh Brockman-Weber

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

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

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

- a. Approval of the April 10, 2024 Regular Meeting Minutes.

MOTION: Upon a motion made by Board Member Plunkett and a second by Board Member O'Connor, the Board voted six (6) for and none (0) opposed to approve the Consent Agenda as presented. Motion carried.

4. Ordinance 3638 Bee Cave Road - Discuss and consider action to approve Ordinance 157-2024-B for a Special Use Permit request to allow the sale of beer and wine beverages in a restaurant for on-premise and off-premise consumption on a property Zoned B-2 Business 2 District (West Lake Hills Code, Section 38.04.031). Applicant: Austin's Pizza Westlake.

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

Public hearing was opened at 7:03 p.m. Director Bills gave a brief summary. Eddy Patterson, owner of Austin's Pizza, provided information to the Council regarding the restaurant's history and compliance with license/permits. Hearing no further comments, the public hearing was closed at 7:08 p.m.

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

5. Land Use **803 Rock Creek Drive** - Discuss and consider action on a variance to allow grading in the setback greater than 18 inches (Section 22.03.170 of the West Lake Hills Code). Applicant: Eric Krause, Property Owner.

Director Bills gave a brief summary. Eric Krause, property owner, spoke to Council about his efforts to prevent erosion over the past two years. If approved, he stated that plans include planting forty-two new trees as well as over one hundred various plants on the terraced areas to help alleviate the erosion and drainage issues.

MOTION: Upon a motion made by Board Member Walker and a second by Board Member Bowman, the Board voted six (6) for and none (0) opposed to approve the variance as requested. Motion carried.

6. Land Use **1511 Wildcat Hollow** - Discuss and consider action on the proposed variances:
 - a. Increase impervious cover to 30% where 25% is the maximum (Section 22.03.281(b) of the West Lake Hills Code).
 - b. Allow for 30 feet encroachment of the building and grading into a 50-foot front setback (Section 22.03.281(b) of the West Lake Hills Code).

Applicant: Matt Sener, Michael Hsu Office of Architecture.

Director Bills gave a brief summary. Matt Sener, project manager for Michael Hsu Office of Architecture, stated that their intent is to minimize impact on the property and to maintain the view.

MOTION: Upon a motion made by Board Member Plunkett and a second by Board Member O'Connor, the Board voted six (6) for and none (0) opposed to approve the variances as requested. Motion carried.

7. Administration **402 Camp Craft Road** - Discuss and consider action on an appeal of the permit expiration determination by the Building Official/City Inspector per Section 22.03.512, Appeals from denial of permits from city inspector.

Mayor Anthony stated that the original proposal was for a single-family home. Director Bills provided a summary of expiration requirements as listed in the Code of Ordinances of

the City of West Lake Hills. Council discussed the need to avoid dormant permits. Staff noted that bonds and some contractor information had expired and would need to be updated.

Ryan Pitylak, applicant, stated that the project was bigger than anticipated, but they are committed to bringing the property back to life. After experiencing unexpected issues in July 2023, they decided to place the project on hold. Applicant takes responsibility for pausing the project and not understanding the requirements. The original plans are intact, and he is asking for the reinstatement of the permits.

Mayor feels that the staff acted correctly in following the Code requirements but does not think it would be appropriate to charge the fees to the applicant again or cause further delays in the project.

MOTION: Upon a motion made by Board Member O'Connor and a second by Board Member Walker, the Board voted six (6) for and none (0) opposed to reinstate the permits contingent upon the submission of PE-stamped drawings attesting to the structural integrity of any of the buildings being remodeled, approved by staff with the drawings submitted to the City within thirty days of this meeting; time period for reinstated permits begins upon staff approval. Motion carried.

8. Adjournment

MOTION: Upon a motion made by Board Member Walker and a second by Board Member O'Connor, the Board voted six (6) for and none (0) opposed to adjourn the meeting at 7:55 p.m. Motion carried.

Respectfully submitted,

JAMES VAUGHAN, MAYOR

ATTEST:

Terry Blanchard, TRMC
City Secretary

These minutes were approved on June 12, 2024.



City of West Lake Hills
Board of Adjustment

AGENDA REPORT

Meeting Date:	June 12, 2024	Item Number:	5
	Building & Development		
Department:	Services		
Prepared By:	Jennifer C. Bills	Cost / Budget:	None
Exhibits:	See Attached	Source of Funds:	N/A

Subject

406 Redbud Trl: Discuss and consider action on the proposed variances:

1. Closed fill of 10 feet where the maximum allowed is 6 feet (7.4.1 of the Drainage and Erosion Control Manual)
2. Driveway with an elevation change of greater than 6 feet from natural grade (Section 22.03.175 (e) (1))

Applicant: Bhavani Singal, Workshop No.5 LLC

Recommendation

Staff recommend approval of the two variances with the justification provided in the analysis below. There is a third variance for the removal of 8 trees that will be considered by the City Council.

This item was reviewed by the Zoning & Planning Commission on May 15, 2024 and recommended for approval by a vote of 3-1 (Attachment 6), due to a hardship driven by the site topography.

Discussion

Property Information, Zoning & Site Characteristics:

Owner: Ashwini Rajah, 406 Red Bud LLC

Legal Description: Lot 8B Skyline Terrace Section 1, Resub of Lots 8, 8A & 9

Lot Size: 1.006 acres

Zoning: R-1 One Family

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

Background:

The applicant is proposing to build a new residential house on an undeveloped lot. As the lot has not been developed the property contains many trees and a hillside that has never been graded before. Given the existing terrain and trees the applicant is asking for variances from three code sections (Attachment 1). At the April 17, 2024 ZAPCO meeting the applicant presented requests for four variances and a license to encroach to use Skyline Drive for driveway access. After additional work with city staff and the Westlake Fire Department, the applicant has revised the request to the three variances above and withdrawn one variance and the license to encroach request to access from Skyline Dr.

Analysis:

Since the April 17, 2024 meeting, the applicant has studied multiple site locations with the driveway taking access off of Redbud Trail (Attachment 3). The current request has the driveway taking access from the northwest corner of the property directly from Redbud Trail. This location allows the driveway to meet Fire Department slope requirements for access, while preserving the site line on the road curve of Redbud Trail.

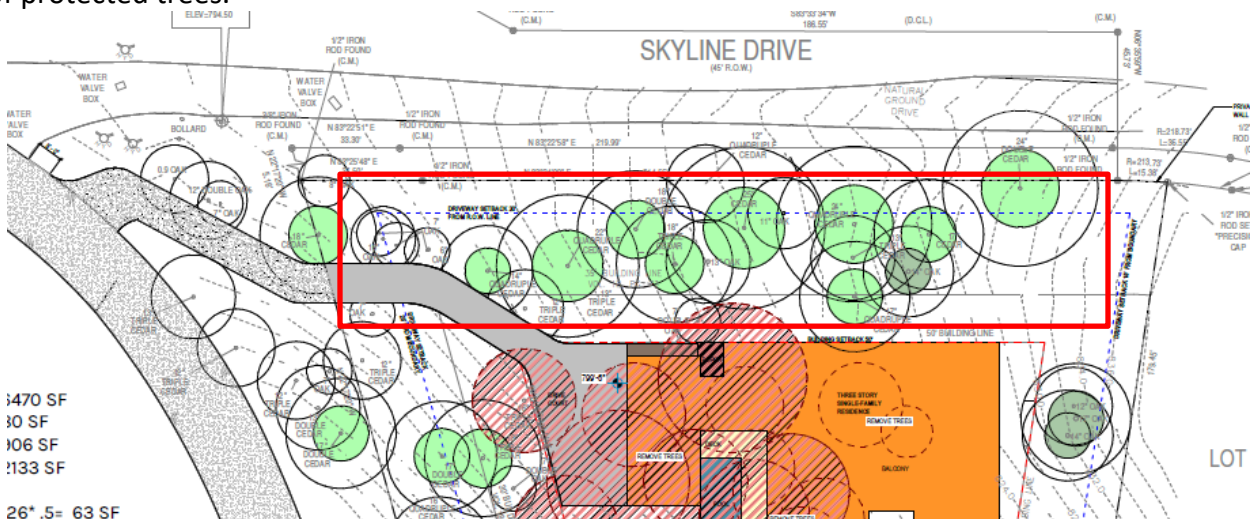
1. Closed fill of 10 feet where maximum allowed is 6 feet (7.4.1 of the Drainage and Erosion Control Manual)

The Drainage and Erosion Control Manual has limits on the amount cutting into or filling in of the natural terrain.

Table 7-1: Maximum Cut and Fill Limits

Slope	Open Cuts and Fills	Closed Cuts	Closed Fill
0 - 15%	3 feet	20 feet	6 feet
15 - 25%	1 foot	15 feet	6 feet
25% - 35%	0 feet	10 feet	6 feet
> 35%	0 feet	0 feet	0 feet

As shown on the existing survey, the property has a considerable slope from northeast to the southwest. The “flattest” part of the property 0-25% slopes, is to the north in the 50-foot setback, that contains a significant stand of protected trees.



The remainder of the lot has slopes between 15% - 35%. The applicant has sited the driveway to meet access requirements and sited the maneuvering area (drive court) to the front of the house, which limits visibility to surrounding neighbors and will be screened by existing trees. In this location, with the slope, the drive court will be cut into the grade 4.5 feet on the north side and filled 10-foot above grade on the south side.

2. Driveway with an elevation change of greater than 6 feet from natural grade (Section 22.03.175 (e (1)))

Staff recommend **approval** of the requested variance. The grade of the property within the buildable area (outside of the setbacks) creates a hardship to provide an adequate driveway maneuvering area. The applicant has provided additional options that demonstrate this is an acceptable deviation from the code versus the alternatives that would require additional variances.

Public Comment:

Page 8 of 80

Several members of the public spoke at the May 15th meeting.

- The property owner at 404 Redbud Trl requested that half of the replacement inch be placed at the southern property line.
- The property owner to the north appreciated the request to use Skyline Dr. was removed but wanted a condition added that the owners of 406 Redbud Trl. be restricted from using the Skyline ROW for any future purposes.

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 currently vacant lot has never been developed. It has 34 trees with a diameter of 14" or greater, and the majority of them are multi-stemmed cedars. Per an arborists assessment, many of the trees are in poor or fair condition due to the steep slopes on the lot. Developing the lot and creating a driveway will necessitate removing 8 trees with a diameter of 14" or more. The design team made an effort to create access at a point where the fewest trees are located. The original draft of the design relied on access from Redbud leading to a garage at grade that required little cut and fill. However, after talks with the city and fire department, it was determined that a driveway off of Redbud would be too steep to allow access for the fire department. All designs for this property require access off of Skyline, an undeveloped right-of-way. All designs for driveway access off of Skyline require us to cut across the slope instead of traveling with it like we would off of Redbud. Without a variance for cut and fill, we cannot create legal access to the residence.
- Additionally, without removing the trees within the buildable area of the lot, development would be difficult because of the steep slope and height restrictions. After several design iterations, we arrived at the current building configuration with the client, balancing accessibility, and the requirements of the steeply sloped site.
- After meetings with the city and fire department, it was determined that a driveway off of Redbud is possible. In order to provide a flat and safe access point for the homeowner and fire vehicles, the drive court was placed inside the building line at the northwest portion of the property, reducing the square footage of the residence. As shown by the multiple site plan exhibits, we considered several locations for the drive court. These design exercises concluded with the knowledge that all garage placements would require variances because of the topography. We believe that we have arrived at a solution that requires the least amount of cut and fill.

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

Per the arborists report, the healthiest trees with the most potential are located along the edges of the property outside of the buildable area. The current design preserves these trees and creates many spaces for new trees and native plantings. The extreme slope of the lot has led to little diversity of flora or fauna, but carefully planned landscaping around the new residence can increase the health and diversity of the plants and animals on the property. Please reference our tree mitigation plan to see proposed plantings with the intent of strengthening the existing flora and fauna.

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

In our exhibits, we show a few design options that all created a need for excessive cut and fill, or excessively high foundation walls. We found that no matter where we placed the drive court or changed the size and placement of the house, the slope made some variance necessary. The final design ensures that the minimum amount of cut and fill is required in order to create safe access to the residence.

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

Our exhibits demonstrate that all garage placements would require variances because of the steep slopes. The proposed design requires the least amount of cut and fill out of the many explored.

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

We acknowledge the "importance of retaining the unique and beautiful environmental quality of the West Lake Hills area" by preserving healthy and mature trees. By assessing the health of the trees and preserving the most vital of them, we are balancing the need to create a home and preserve our natural habitat to the greatest extent. Also, by mitigating the removal of existing trees necessitated by development, we create an opportunity to introduce more native biodiversity and potential habitats. We propose to introduce trees and shrubs such as Anacacho Orchid-tree (*Bauhinia congesta*), Prairie Flameleaf Sumac (*Rhus lanceolata*), Desert-Willow (*Chilopsis linearis*), Yaupon Holly (*Ilex vomitoria*), Texas Mountain-Laurel (*Sophora secundiflora*), Torrey Yucca (*Yucca torreyi*), Texas Redbud (*Cercis canadensis* var. *texensis*), Escarpment Black Cherry (*Prunus serotina* var. *eximia*), Cedar Elm (*Ulmus crassifolia*), Texas Ash (*Fraxinus texensis*), and Western Soapberry (*Sapindus drummondii*) in addition to revegetation with native grasses and groundcovers.

Since the drainage manual is concerned with ensuring that no persons or property are threatened by improper drainage or water flows, we believe we can reduce the impact of the closed fill variance by thoughtful landscaping and engineering of the surrounding topography. The drive court necessary for access to the property will create an opportunity to redirect and thoughtfully disperse the natural water flows on the property. Currently, the speed of runoff down the slope has threatened the health and diversity of plants and animals. The topography drops 80 feet from one corner of the property to the other, with few natural formations to slow or sink the water into the ground. During development, we can slow the water further, creating water retention and rainwater collection systems that can be used to maintain the new native landscaping.

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

The trees that we are proposing to remove are located in the center of the property, and the remaining trees create a thick privacy buffer between neighboring properties. The visual impact of the proposed fill at the drive court will be minimized by boosting the health of the existing trees in that location and adding additional native plants to create vegetative screening.

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 22.03.034 Tree and Vegetation Removal and Replacement](#)

[Section 22.03.170 Site Disturbance \(Excavation, grading or filling\)](#)

[Section 22.03.175 Driveway Parking and Loading Setbacks](#)

[Drainage and Erosion Control Manual](#)

[Section 38.05.031 Variances](#)

[Section 22.03.514 Criteria and process required for granting variance](#)

Zoning:

Aerial:



05/09/2024

Re: 406 Red Bud Trail
Variance Request

ATTN: Robert Meisel, ZAPCO Chair
City of West Lake Hills
911 Westlake Drive
West Lake Hills, TX 78746

Good afternoon,

On behalf of the owner's, we are respectfully submitting a request for variances for the property on 406 Redbud Trail.

We have met with Jennifer Bills and the City of Westlake Hills Development staff several times in order to ensure that the proposed residence will honor the spirit of the City of West Lake Hills Zoning Ordinances. During these meetings we determined that the unique circumstances of the topography and location will necessitate some variances in order to create safe access and to develop a future home.

We are requesting:

1. A variance to remove 8 trees greater than 14" in diameter to develop the currently vacant lot.
2. A variance to limits on closed fill in order to build a drive court with a maximum height of 10 feet above grade.
3. A variance to limits on driveway height in order to build a drive court with a maximum height of 10 feet above grade.

The owner would like to build a large family home oriented to enjoy the natural beauty of the community. The currently vacant lot has 34 trees with a diameter of 14" or greater, and the majority of them are multi-stemmed cedars. Developing the lot and creating a driveway will necessitate removing 8 trees with a diameter of 14" or more. Without removing the trees within the buildable area of the lot, development would be difficult because of the steep slope and height restrictions.

We acknowledge the "importance of retaining the unique and beautiful environmental quality of the Westlake Hills area" by preserving healthy and mature trees. The attached arborist report indicates that the trees that we propose to remove are in fair or poor condition, and we are preserving the trees in the best condition. Mitigation will be with native trees and shrubs that grow well in this area such as Yaupon Holly and Texas Redbud.

After feedback from the community and the ZAPCO board regarding the original request to access the property from Skyline Dr., we met with City of Westlake Hills Development staff and the Travis County Fire Marshall. We determined that a driveway off of Redbud is possible in the northwest corner of the property.

In order to provide a flat and safe access point for the homeowner and fire vehicles, the proposed drive court was placed just inside the building line at the north west portion of the property, reducing the square footage of the residence. We considered several locations for the drive court and through these design exercises we saw that all garage placements would

require variances because of the steep slopes. We believe that we have arrived at a solution that requires the least amount of impact to the natural topography of the site.

Since the drainage manual is concerned with ensuring that no persons or property are threatened by improper drainage or water flows, we believe we can reduce the impact of the closed fill variance by thoughtful landscaping and engineering of the surrounding topography. The drive court necessary for access to the property will create an opportunity to redirect and thoughtfully disperse the natural water flows on the property. We are working closely with our civil engineer to make sure that we are honoring the needs of the neighborhood.

We request that the ZAPCO board consider our variance requests that will allow us to create a new home for a family in this beautiful community.

Sincerely,

Bhavani Singal

Architect
Workshop No.5 LLC



1/31/2022

Tree Evaluations: Epitome Development

406 Redbud Trail
West Lake Hills, TX 78746

Thank you for the opportunity to serve you on this task. Tree identification, measurement, inspection, and arboriculture consultation were performed by a board-certified master arborist team whom through related training and experience are familiar with the techniques and equipment used in such operations.

Summary:

Tree Mann Solutions identified, located, and inspected 26 trees across the site: 18 Ashe juniper and 8 live oaks. Of the trees inspected, 25 were found to be 14" and larger. The site was located on a rocky hillside and most of the trees were assigned a condition rating of "fair." There are multiple live oaks along the eastern edge of the site that would make decent preservation candidates.

Introduction:

Epitome Development contacted TMS regarding a property they were studying for development. The team wanted a better understanding of the trees and their potential impacts/benefits to development of the site.

Assignment:

Tree Mann Solutions to visit site, identify, locate, and assess trees 14" and larger, per City of West Lake code, within boundaries of lot. Tree diameter breast height (DBH), GPS location within 2-4' accuracy, species, and condition rating with supportive notes to be provided. Summaries of all trees rated "Poor" or worse to be provided. Master excel tree inventory with data along with tree assessments and link to individual summary tree reports w/ photos provided for team use. Summary report with tree preservation/mitigation recommendations provided for team use.

Analysis:

Protected trees 10" - 13.9" (and larger non-heritage species) are shown in light yellow. Heritage trees 14" and larger are shown in light red. Undersized trees are shown in light grey. Trees in good or above condition have no special markings. *Fair* condition trees have *italicized* text. **Poor** condition trees have **bolded text**. Trees not evaluated during the inventory are underlined. **DDI (dead, diseased, or imminent hazard)** condition trees have **red text**. **Invasive** trees have **purple text**. An example of the excel file can be seen below.

#	Species	DBH	MS Notes	Condition	Notes	Summary
5574	Ashe Juniper	15	10.5, 9.5	Fair	50% potential canopy, deadwood 30%-50%, fair structure & vigor	Low fair
5573	Ashe Juniper	14	9, 5.5, 5	Fair	50% potential canopy, deadwood 15%-30%, fair structure & vigor	
5572	Ashe Juniper	16	9, 5.5, 5, 3.5	Fair	50% potential canopy, deadwood 15%-30%, fair structure & vigor	
5571	Ashe Juniper	15	7, 6.5, 6, 3.5	Fair	50% potential canopy, deadwood 50%-75%, fair structure & vigor	Low fair
5570	Ashe Juniper	18		DDI		Extensive storm damage.
5569	Live Oak	16.5	12, 9.5	Fair	50% potential canopy, deadwood 15%-30%, fair structure & vigor	Decent tree with minimal defects observed. Preserve if convenient.
5568	Live Oak	13.5		Fair	50% potential canopy, fair structure & vigor, significantly unbalanced	Significant unbalance to SW.
5567	Ashe Juniper	16	Waist	Fair	50% potential canopy, deadwood 30%-50%, fair structure & vigor	
5566	Live Oak	18.5		Fair	50% potential canopy, deadwood 15%-30%, fair structure & vigor, moderately unbalanced	
5565	Live Oak	23.5	16, 15	Fair	50% potential canopy, deadwood 15%-30%, fair structure & vigor, moderate storm damage	This multi stem live oak was found to be in fair condition. It exhibited minimal deadwood throughout the canopy. There was an old decaying juniper trunk between the stems. This tree has preservation potential with tree care plan.
5564	Live Oak	18	12.5, 11	Fair	50% potential canopy, deadwood 30%-50%, fair structure & vigor	
5563	Live Oak	14		Fair	50% potential canopy, deadwood 15%-30%, fair structure & vigor, significantly unbalanced	Unbalanced to SSW.
5562	Live Oak	16		Fair	50% potential canopy, deadwood 15%-30%, fair structure & vigor	No visible connection to adjacent stem 12" stem. Decent tree with upright growth. Tree exhibits a moderately reduced canopy with minimal deadwood and defects observed. Possible preservation candidate alone, or in tandem with adjacent tree.
5561	Ashe Juniper	18	9.5, 9, 5.5, 3	Poor	25% potential canopy, deadwood 30%-50%, poor structure, significant decay, moderate storm damage	Poor due to diminished canopy and signify the decay presence. Not recommended for preservation.
5560	Live Oak	21.5		Fair	50% potential canopy, deadwood 30%-50%, fair structure & vigor, moderately unbalanced	Decent tree found to be in fair condition. Moderate deadwood throughout reduced canopy. Moderately unbalanced to WNW. Swollen base of tree. Preserve if convenient and with investment in tree care plan.

Observations:

- Ashe juniper (~69%) and live oak (~31%) were the only two species inventoried on the lot.
- The site was located on a rocky west/southwestern slope with limited soil volume.
- Most of the trees assessed were found to be in “fair” condition.
 - Those that were determined to be in “poor” or worse condition, were assigned the chosen condition rating based on previous storm damage, diminished canopies, decay presence, and overall lack of vigor.
- There are multiple live oaks along the eastern side of the site that would make decent preservation candidates.
 - **5560**, a 21.5” live oak, was found to be in “fair” condition. It was an overall decent tree with moderate deadwood accumulation throughout a thin canopy. It was moderately unbalanced to the west/northwest and had a swollen base. This tree is a possible preservation candidate if feasible with design and tree care plan implementation.
 - **5562**, a 16” live oak, was found to be “fair” condition. It was an overall decent tree that exhibited an upright growth habit with a moderately reduced canopy and minimal deadwood accumulation; minimal defects observed. This tree shared no visible connection above grade to adjacent 12” stem. This tree is a possible preservation candidate alone, or in tandem with adjacent tree.
 - **5563**, a 14” live oak, was found to be in “fair” condition. It was unbalanced to the south/southwest.
 - **5565**, a 23.5” multi-stem live oak, was found to be in “fair” condition. It exhibited minimal deadwood accumulation throughout the canopy. There was the remainder of an old decaying juniper trunk between the two stems. This tree has preservation potential with implementation of a tree care plan.
 - **5566**, an 18.5” live oak, was found to be in “fair” condition and is a fair preservation candidate. Implementation of tree care plan recommended if preserved.
 - **5569**, a 16.5” multi-stem live oak, was found to be in “fair” condition. It was an overall decent tree with minimal defects observed and is a possible preservation candidate.



Approximate tree locations

Orange indicates decent preservation candidate

Discussion:

Heritage trees (14" and up) in "Good" condition or better on this site should be preserved in most instances unless significantly impacting feasibility. "Fair" condition heritage trees should be preserved if not significantly conflicting with a reasonable site plan. Those that can be saved should be evaluated for possible risks and mitigation care performed. "Poor" condition heritage trees should not be preserved due to risk concerns unless they are sited in greenbelt/lightly used areas with low frequencies of target presence. Poor and/or Fair condition heritage trees may need further study through ISA Level 1, 2, or 3 risk assessments dependent upon tree size, species, location, and intent to preserve or remove per possible city requests.

Protected (10-13.9" – and larger non-heritage species) trees in "Good" condition or better on this site should be preserved unless significantly restricting reasonable development. "Fair" condition protected trees may be preserved if not notably conflicting with desired site plan. Those that can be saved should be evaluated for possible risks and mitigation care performed. "Poor" condition protected trees should not be preserved due to risk concerns unless they are sited in greenbelt/lightly used areas with low frequencies of target presence.

Significant (3-9.9") trees in "Good" condition or better on this site are good preservation candidates unless restricting development. These trees are often more vigorous and resilient to construction impacts than the larger size classes. "Fair" condition protected trees may be preserved if convenient/fitting with desired site plan. Those that can be saved should be evaluated for possible risks and mitigation care performed. "Poor" condition protected trees should not be preserved due to risk concerns unless they are sited in greenbelt/lightly used areas with low frequencies of target presence.

Trees in "Good" condition or better that are designed for removal should be mitigated at full rates per city ordinance. We recommend that trees in "Fair" condition designed for preservation have further study and/or mitigation work performed to make them an asset with minimal risks to introduced targets of a new development. We propose that a 50% reduction in mitigation fees is reasonable for trees in "Poor" condition designed for removal; these trees must have significant further study and/or costly mitigation work performed to make them less a hazard with reduced risks to introduced targets of a new development. However, these trees in low-target areas still hold ecological and environmental value.

When developing, trees to be removed that are located within the critical rootzone of one to be preserved should be carefully removed by an arborist and not by machinery. Trees on construction sites undergo significant stress due to root loss from severing, excavation, and compaction as well canopy loss from necessary construction clearances and machinery impacts. Trees can experience stress from these previously mentioned impacts as well as changed wind loads and soil hydrology, etc. for years following construction.

If preserved trees experience any impacts within the critical root zone (1' radius per 1" trunk diameter), pre and post construction fertilization, professional limb removal/pruning, and decompaction/soil remediation work on an as-needed basis are strongly recommended to maintain tree health, decrease future risks, and improve project performance in the future.

Conclusion:

Tree Mann Solutions located and assessed 26 trees across the rocky, western sloping site. Most of the trees assessed were found to be in "fair" condition. There are multiple trees along the eastern edge of the site that would make decent preservation candidates if convenient and feasible with site design. TMS recommends preservation of the larger, better-condition trees, investment of tree mitigation fees into thorough care plans for existing trees preserved on site where able, and thoughtful design for tree replacement with good-quality mitigation trees that will thrive for decades to come.



- Links to photos of each assessed tree are available in the last column of the tree inventory tab.

If you have any questions and/or concerns regarding tree assessment on this site, please contact me at (512)470-9073 or joe@treemannsolutions.com. We are here to help promote smart planning, aid efficient permitting, and ensure quality urban tree canopy preservation!

Respectfully,

Joe Zaniewski

Joe Zaniewski | Project Manager

Tree Mann Solutions, LLC

ISA TX-4294A, TRAQ, TOWQ

TDA Applicator License No. 0798941

Licensed Irrigator LI0024812

E: joe@treemannsolutions.com | C: [\(512\)470-9073](tel:(512)470-9073)

PROPERTY SURVEY

ADDRESS: 406 REDBUD TRAIL
AUSTIN, TEXAS 78746
ORDERED BY: ASHWINI RAJAH

THIS PROPERTY DOES NOT LIE WITHIN THE
100 YEAR FLOOD PLAIN AS ESTABLISHED
BY THE U.S. DEPT. OF HOUSING & URBAN
DEVELOPMENT.
PANEL NO. 48453C 0445 K
MAP REVISION: 01/22/2020
ZONE X

BASED ONLY ON VISUAL EXAMINATION OF MAPS.
INACCURACIES OF FEMA MAPS PREVENT EXACT
DETERMINATION WITHOUT DETAILED FIELD STUDY.

A SUBSURFACE INVESTIGATION
WAS BEYOND THE SCOPE OF THIS SURVEY



406 REDBUD TRAIL
#2023-14

VARIANCE
PRESENTATION

03.04.2024

PROPERTY SURVEY

The highpoint at the NE corner of the property is 836' and the low point at the SW corner is 758', creating a drop of 78' from corner to corner.

NOTE: ELEVATIONS ARE BASED ON NGS DATA SHEET AG9947
ELEVATION=754.6 FEET NAVD88 2001 ADJ.
NOTE: ALL ELEVATIONS ARE MEASURED IN FEET (').

LEGEND	
T.B.M.	TEMPORARY BENCH MARK
E.A.	EDGE OF ASPHALT
C.R.	CENTERLINE OF ROAD
N.G.	NATURAL GROUND
⊕	MANHOLE
⦿	FIRE HYDRANT

NOTE: MAY BE SUBJECT TO DEED RESTRICTIONS AND/OR
ADDITIONAL GOVERNMENTAL BUILDING REQUIREMENTS.
NOTE: THIS SURVEY WAS PREPARED WITHOUT A TITLE COMMITMENT.
OTHER EASEMENTS AND/OR BUILDING LINES MAY AFFECT THIS TRACT.

I HEREBY CERTIFY THAT THIS SURVEY WAS MADE
ON THE GROUND, THAT THIS PLAT CORRECTLY
REPRESENTS THE FACTS FOUND AT THE
TIME OF SURVEY AND THAT THERE ARE NO
ENCROACHMENTS APPARENT ON THE GROUND.
EXCEPT AS SHOWN HEREON, THIS SURVEY IS
CERTIFIED FOR THIS TRANSACTION ONLY.

JAMES P. WALKOWIAK
PROFESSIONAL LAND SURVEYOR
NO. 5971
JOB NO. SA2023-01509
JUNE 13, 2023
REVISED: OCTOBER 24, 2023

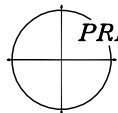


FOR REFERENCE ONLY
NOT TO SCALE
LARGE SCALE DRAWING TO
BE DELIVERED

TOPOGRAPHIC SURVEY
LOT 8B
RESUBDIVISION OF
LOTS 8, 8A AND 9
SKYLINE TERRACE, SECTION 1

ACCORDING TO THE MAP OR PLAT THEREOF RECORDED
IN DOCUMENT NO. 201700312 OF THE OFFICIAL PUBLIC
RECORDS OF TRAVIS COUNTY, TEXAS

D.C.L. = DIRECTIONAL CONTROL LINE
RECORD BEARING: DOC. NO. 201700312, T.C.O.P.R. DRAWN BY: RE/RC



PRECISION SURVEYORS
PROFESSIONAL LAND SURVEYS
1-800-LANDSURVEY
www.precisionlandsurvey.com
281-496-1586 FAX 281-496-1867
850 THREE NEEDLE STREET SUITE 150 HOUSTON, TEXAS 77079
210-829-4941 FAX 210-829-1555
1777 NE LOOP 410 SUITE 800 SAN ANTONIO, TEXAS 78217
FIRM NO. 10063700



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PROPOSED SITE PLAN- IMPERVIOUS CALCULATIONS

1. The currently vacant lot has 34 trees with a diameter of 14" or greater, and the majority of them are multi-stemmed cedars. Per an arborists assessment, many of the trees are in poor or fair condition due to the steep slopes on the lot. Developing the lot and creating a driveway will necessitate removing 8 trees with a diameter of 14" or more.

BUILDING FOOTPRINT	6470 SF
COVERED PORCH	80 SF
COVERED DECK	906 SF
DRIVEWAY	2133 SF
DECOMPOSED GRANITE STEPS	
COUNTED AT 50%	126* .5= 63 SF
POOL	553 SF
TOTAL IMPERVIOUS COVERAGE	10,205 SF
LOT SIZE	43,584 SF
IMPERVIOUS COVERAGE %	23.41%
TOTAL CONDITIONED AREA	9,626 SF

BUILDING FOOTPRINT

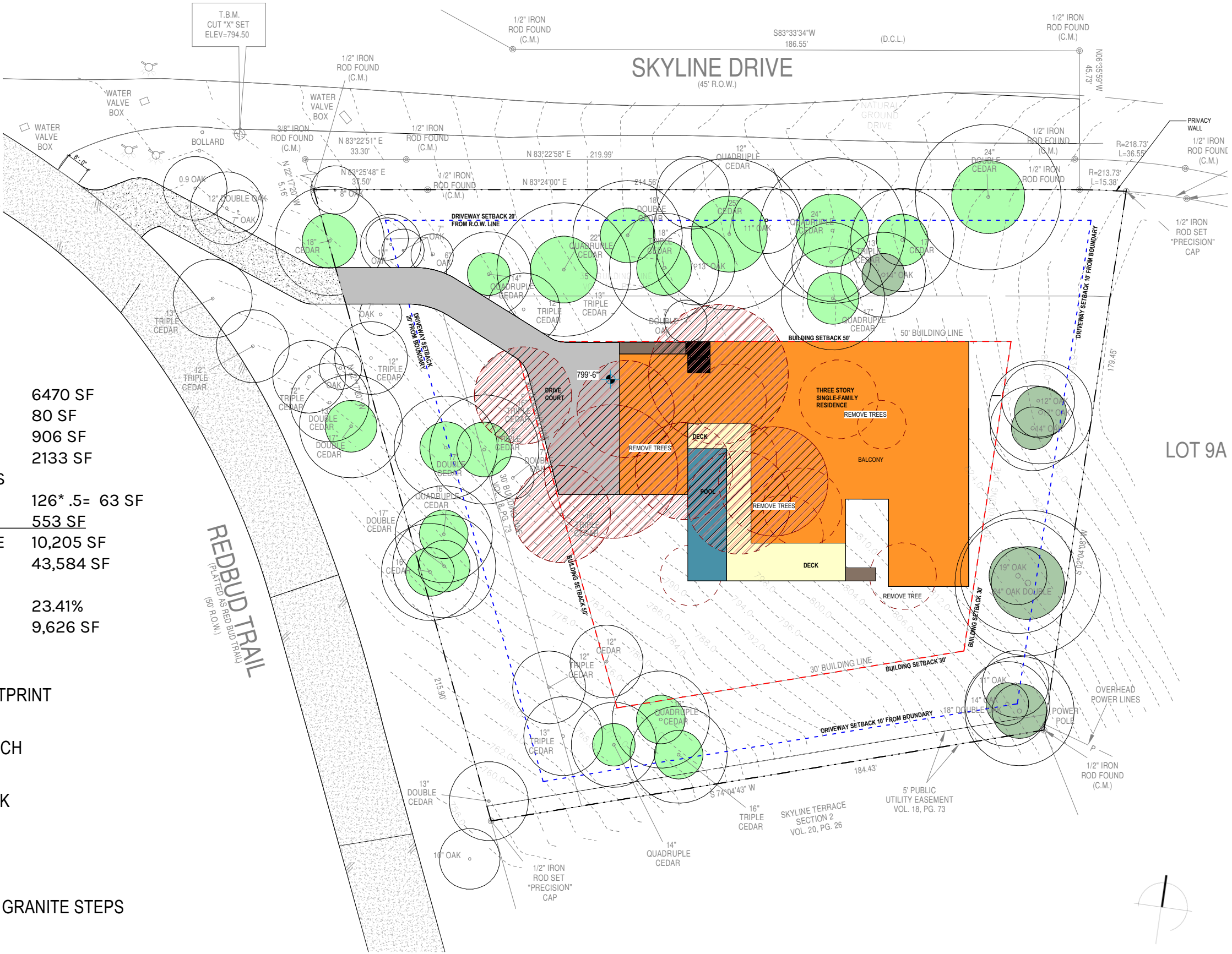
COVERED PORCH

COVERED DECK

DRIVEWAY

DECOMPOSED GRANITE STEPS

POOL



406 REDBUD TRAIL
#2023-14

VARIANCE
PRESENTATION

03.04.2024

PROPOSED SITE PLAN



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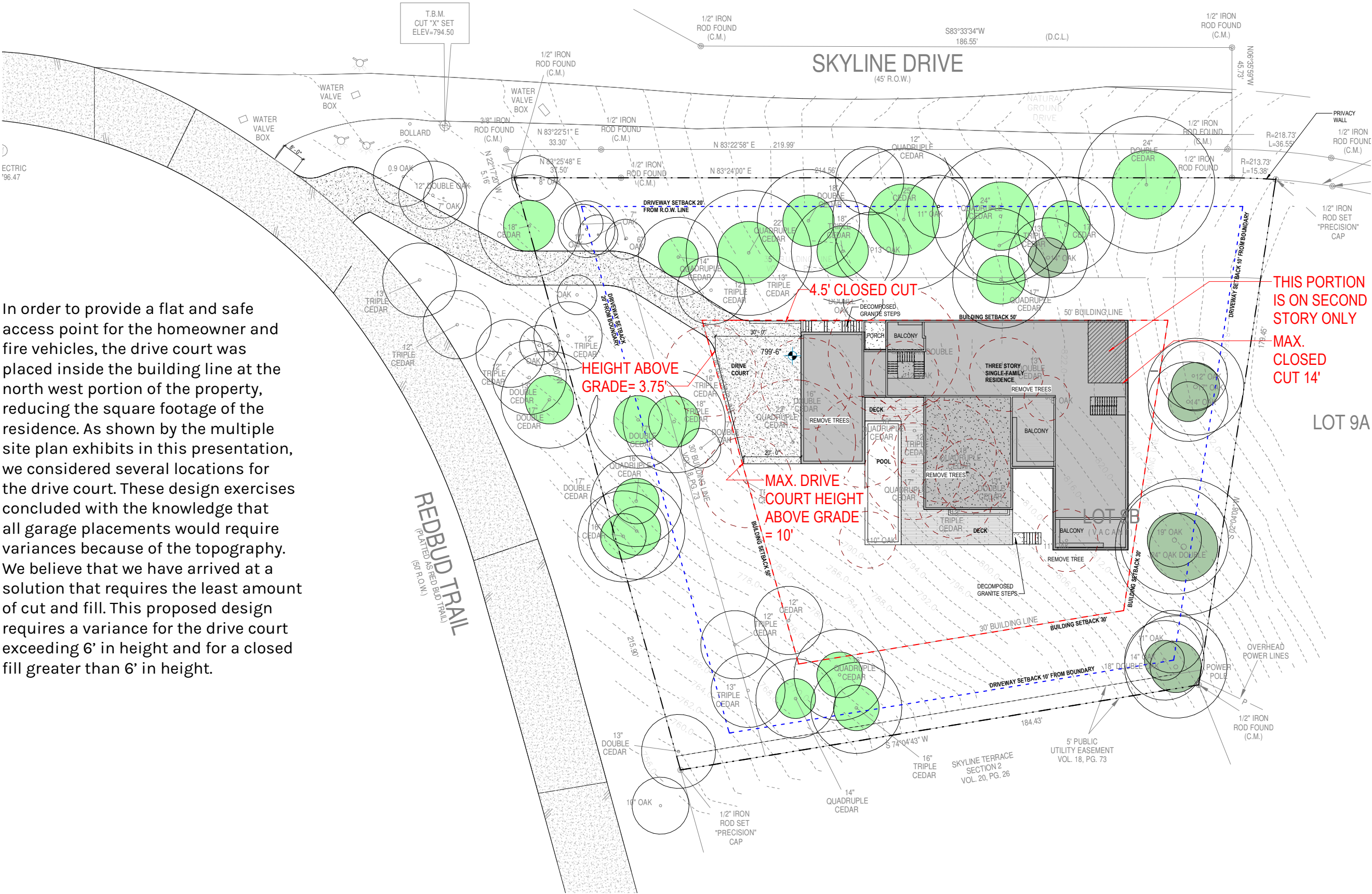
PROPOSED SITE PLAN- CUT AND FILL

406 REDBUD TRAIL
#2023-14

VARIANCE
PRESENTATION

03.04.2024

In order to provide a flat and safe access point for the homeowner and fire vehicles, the drive court was placed inside the building line at the north west portion of the property, reducing the square footage of the residence. As shown by the multiple site plan exhibits in this presentation, we considered several locations for the drive court. These design exercises concluded with the knowledge that all garage placements would require variances because of the topography. We believe that we have arrived at a solution that requires the least amount of cut and fill. This proposed design requires a variance for the drive court exceeding 6' in height and for a closed fill greater than 6' in height.



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TREE MITIGATION AND LANDSCAPING PLAN

Per the arborists report, the healthiest trees with the most potential are located along the East edge of the property outside the buildable area. The current design preserves these trees and creates many spaces for new landscape and native plantings. The extreme slope of the lot has led to little diversity of flora or fauna, but carefully planned landscaping around the new residence can increase the health and diversity of the plants and animals on the property.

406 REDBUD TRAIL
#2023-14

VARIANCE
PRESENTATION

03.04.2024

- PROTECTED TREES TO REMAIN
- PROTECTED TREES TO BE REMOVED
- 1/2 CRZ OF TREES > 14" DIAMETER
- PROPOSED NEW 3" TREES FOR MITIGATION
- PROPOSED UNDERSTORY NATIVE 20 GALLON SHRUB PLANTINGS
- RAIN HARVESTING

TREE TABLE

TREES GREATER THAN 14" = 34 EXISTING ON THE SITE

- # TO BE REMOVED = 8
- 23" DOUBLE OAK (FAIR CONDITION PER ARBORIST)
 - 16" DOUBLE CEDAR
 - 22" QUADRUPLE CEDAR
 - 16" QUADRUPLE CEDAR
 - 17" QUADRUPLE CEDAR
 - 18" QUADRUPLE CEDAR
 - 16" TRIPLE CEDAR
 - 16" TRIPLE CEDAR

TOTAL OF 144 CALIPER INCHES TO BE REMOVED
PROPOSED MITIGATION OF 264 CALIPER INCHES (144 x 1.5= 216)
REPLACEMENT TREES MUST BE > 2" TRUNK DIAMETER

TOTAL # OAKS BETWEEN 6 AND 14 INCHES AND CEDARS BETWEEN 12 AND 14 INCHES= 30 EXISTING ON THE SITE

- # TO BE REMOVED= 7
- 12" OAK
 - 13" DOUBLE CEDAR
 - 8" OAK
 - 11" OAK
 - 13" DOUBLE CEDAR
 - 13" TRIPLE CEDAR
 - 12" TRIPLE CEDAR
 - 10" OAK

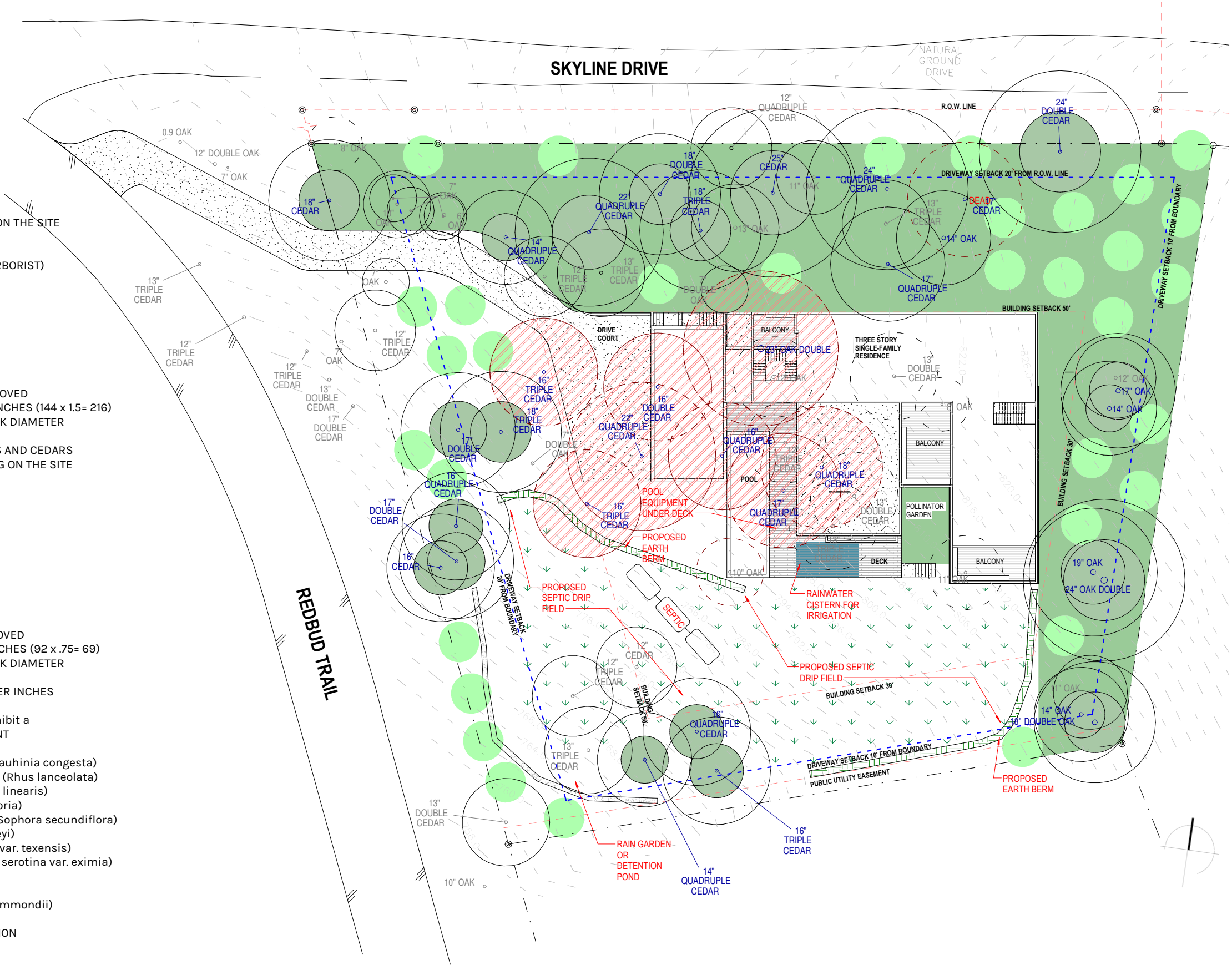
TOTAL OF 92 CALIPER INCHES TO BE REMOVED
PROPOSED MITIGATION OF 80 CALIPER INCHES (92 x .75= 69)
REPLACEMENT TREES MUST BE > 2" TRUNK DIAMETER

TOTAL MITIGATION REQUIRED= 285 CALIPER INCHES

PROPOSED MITIGATION per 22.03.305 exhibit a
ELIGIBLE SPECIES FOR TREE REPLACEMENT

- 10 X 20 GALLON Anacacho Orchid-tree (Bauhinia congesta)
- 10 X 20 GALLON Prairie Flameleaf Sumac (Rhus lanceolata)
- 10 X 20 GALLON Desert-Willow (Chilopsis linearis)
- 10 X 20 GALLON Yaupon Holly (Ilex vomitoria)
- 10 X 20 GALLON Texas Mountain-Laurel (Sophora secundiflora)
- 10 X 20 GALLON Torrey Yucca (Yucca torreyi)
- 8 X 3" Texas Redbud (Cercis canadensis var. texensis)
- 8 X 3" Escarpment Black Cherry (Prunus serotina var. eximia)
- 8 X 3" Cedar Elm (Ulmus crassifolia)
- 8 X 3" Texas Ash (Fraxinus texensis)
- 8 X 3" Western Soapberry (Sapindus drummondii)

300 CALIPER INCHES PROPOSED MITIGATION



PROPOSED MITIGATION
AND NATIVE
LANDSCAPING



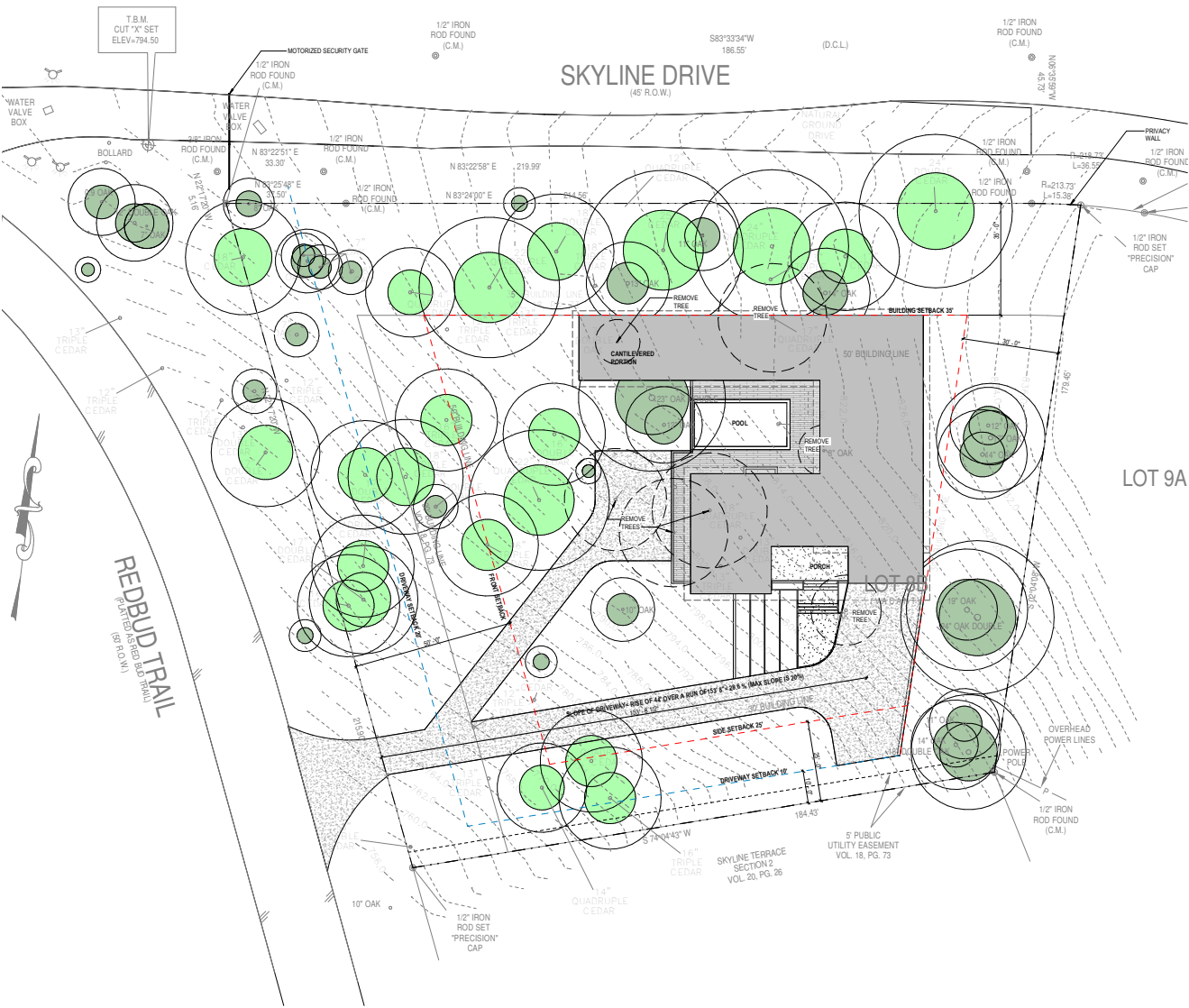
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DISCARDED DESIGNS

ACCESS FROM REDBUD SOUTH PROPERTY LINE



THIS DESIGN EXPLORED GARAGES AT BASEMENT LEVEL OR PRIMARY LIVING LEVEL. THIS WAS DISCARDED BECAUSE OF DANGEROUS SLOPES TO BOTH DRIVEWAYS IN THIS LOCATION (28.2%)- FIRE MARSHALL DISCOURAGED THIS DESIGN BECAUSE WE WERE UNABLE TO MEET FIRE HOSE PULL LENGTH REQUIREMENTS

ACCESS FROM REDBUD NORTH PROPERTY LINE



THIS DESIGN KEPT THE GARAGES AT THE SAME LEVEL AS THE PRIMARY LIVING SPACES BUT THE FFE WAS LOWERED. THIS WAS DISCARDED BECAUSE THE DRIVECOURT REQUIRED A 13 1/2' CLOSED FILL AND THE MAX CLOSED CUT WAS 15'. BOTH VALUES ARE GREATER THAN THE PROPOSED DESIGN.

406 REDBUD TRAIL
#2023-14

VARIANCE
PRESENTATION

03.04.2024

DISCARDED DESIGNS

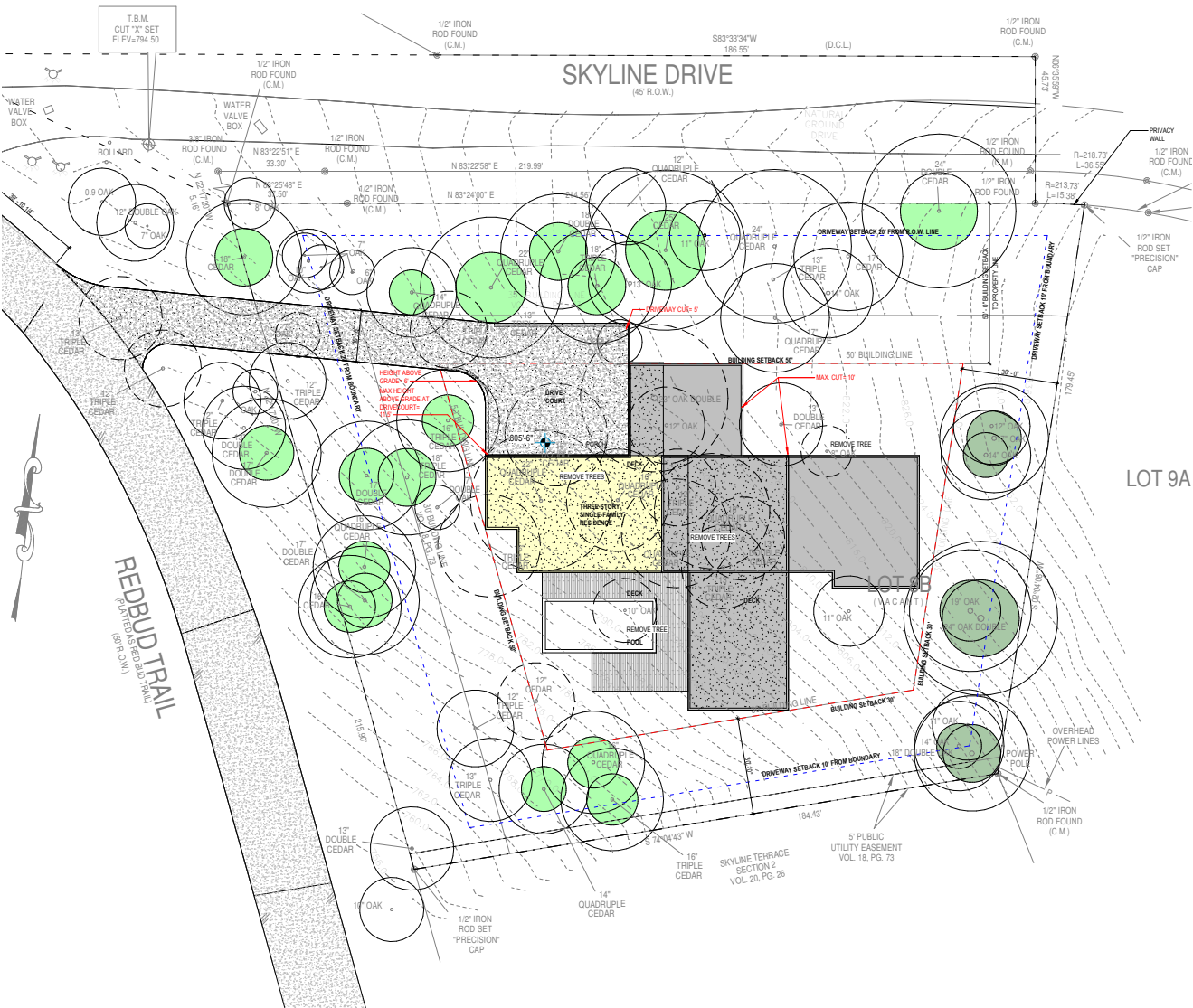


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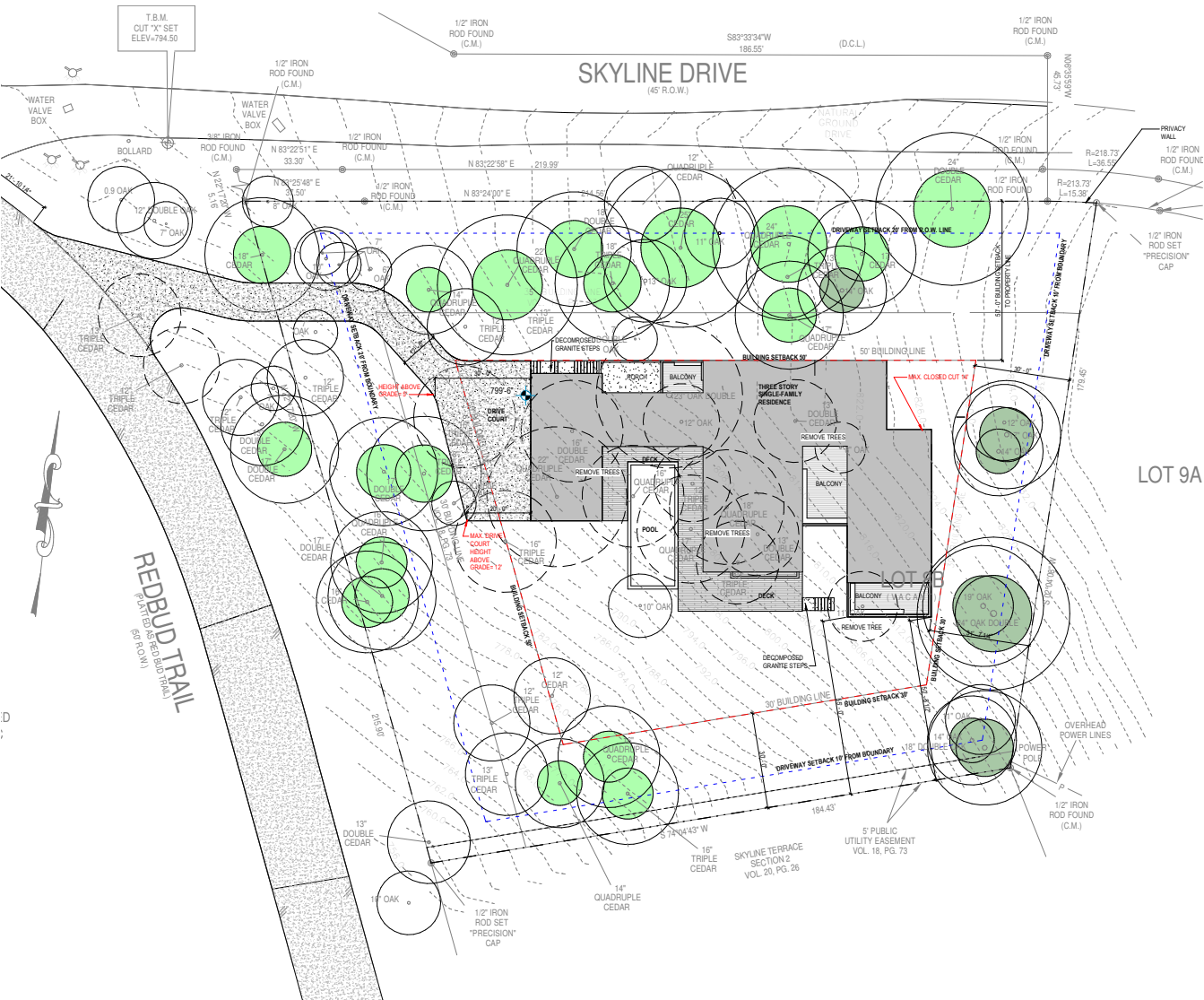
DISCARDED DESIGNS

ACCESS FROM REDBUD NORTH PROPERTY LINE



THIS DESIGN KEPT THE GARAGES AT THE SAME LEVEL AS THE PRIMARY LIVING SPACES BUT THE FFE WAS LOWERED EVEN MORE. THIS WAS DISCARDED BECAUSE THE DRIVECOURT REQUIRED A 11 1/2’ CLOSED FILL AND FLOOR PLAN EXTENDED INTO AREAS WITH STEEPER TOPOGRAPHY CAUSING ISSUES WITH DRAINAGE AND SEPTIC PLACEMENT.

ACCESS FROM REDBUD NORTH PROPERTY LINE



THIS DESIGN IS VERY SIMILAR TO THE PROPOSED DESIGN, BUT THE SQUARE FOOTAGE WAS GREATER. THIS CAUSED THE DRIVE COURT TO CROSS INTO THE SETBACK. THIS WAS DISCARDED BECAUSE THE DRIVECOURT REQUIRED A 12’ CLOSED FILL AND AN ADDITIONAL VARIANCE FOR GRADING IN THE SETBACK GREATER THAN 18".

406 REDBUD TRAIL
#2023-14

VARIANCE
PRESENTATION

03.04.2024

DISCARDED DESIGN



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VIEW OF SCREENING TREES TO REMAIN AT EAST NEIGHBOR



VIEW OF SCREENING TREES TO REMAIN AT SOUTH NEIGHBOR



VIEW OF REDBUD FROM SOUTH PROPERTY LINE



VIEW OF PROTECTED OAKS TO REMAIN AT EAST PROPERTY LINE



VIEW OF PROTECTED OAKS TO REMAIN AT EAST PROPERTY LINE



VIEW OF GRADE CHANGE FROM TOP OF SKYLINE TO BOTTOM OF SKYLINE



VIEW OF CONNECTION AT SKYLINE AND REDBUD

406 REDBUD TRAIL
#2023-14

VARIANCE
PRESENTATION

03.04.2024

EXISTING SITE PHOTOS



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23" OAK TO BE REMOVED- FAIR CONDITION
(TREE 5564 IN ARBORIST REPORT)



16" DOUBLE CEDAR TO BE REMOVED



18" QUAD CEDAR TO BE REMOVED- LOW FAIR
CONDITION (TREE 5571 IN ARBORIST REPORT)



22"QUAD CEDAR TO BE REMOVED- FAIR
CONDITION (TREE 5572 IN ARBORIST REPORT)



16" QUADRUPLE CEDAR TO BE REMOVED



17" QUADRUPLE CEDAR TO BE REMOVED

406 REDBUD TRAIL
#2023-14

VARIANCE
PRESENTATION

03.04.2024

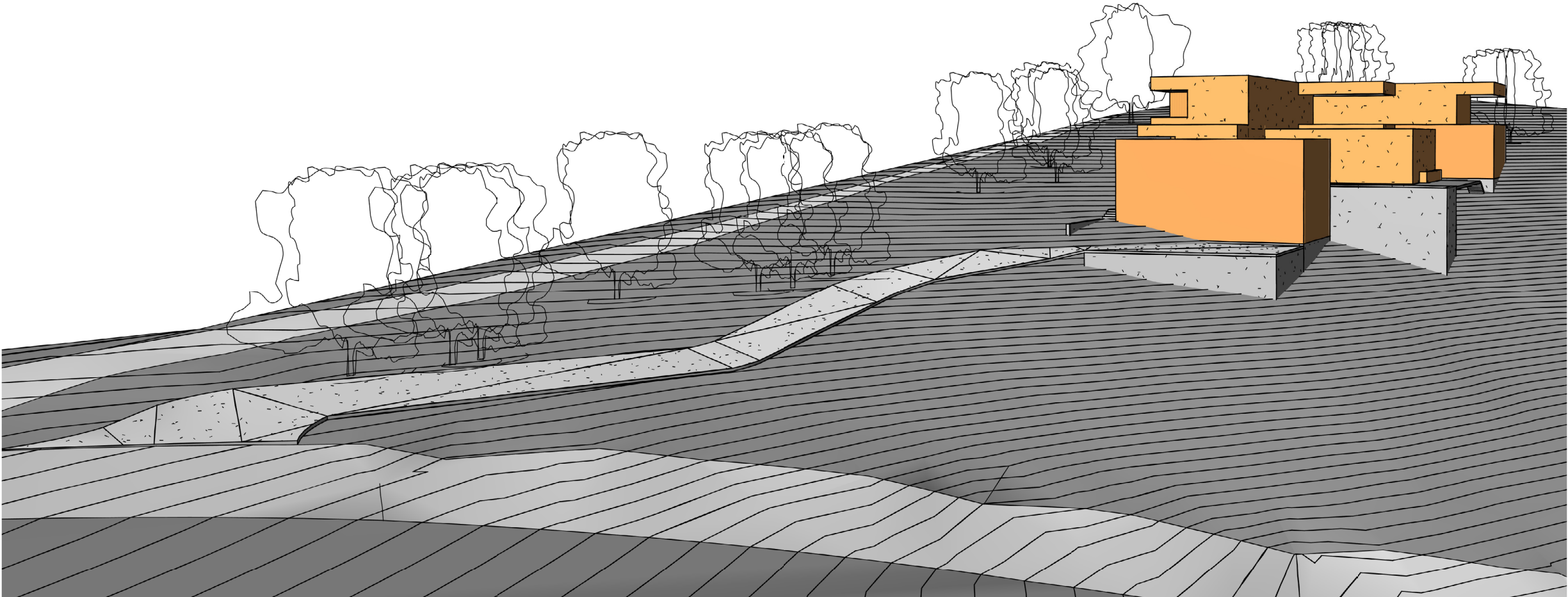
TREES TO BE REMOVED



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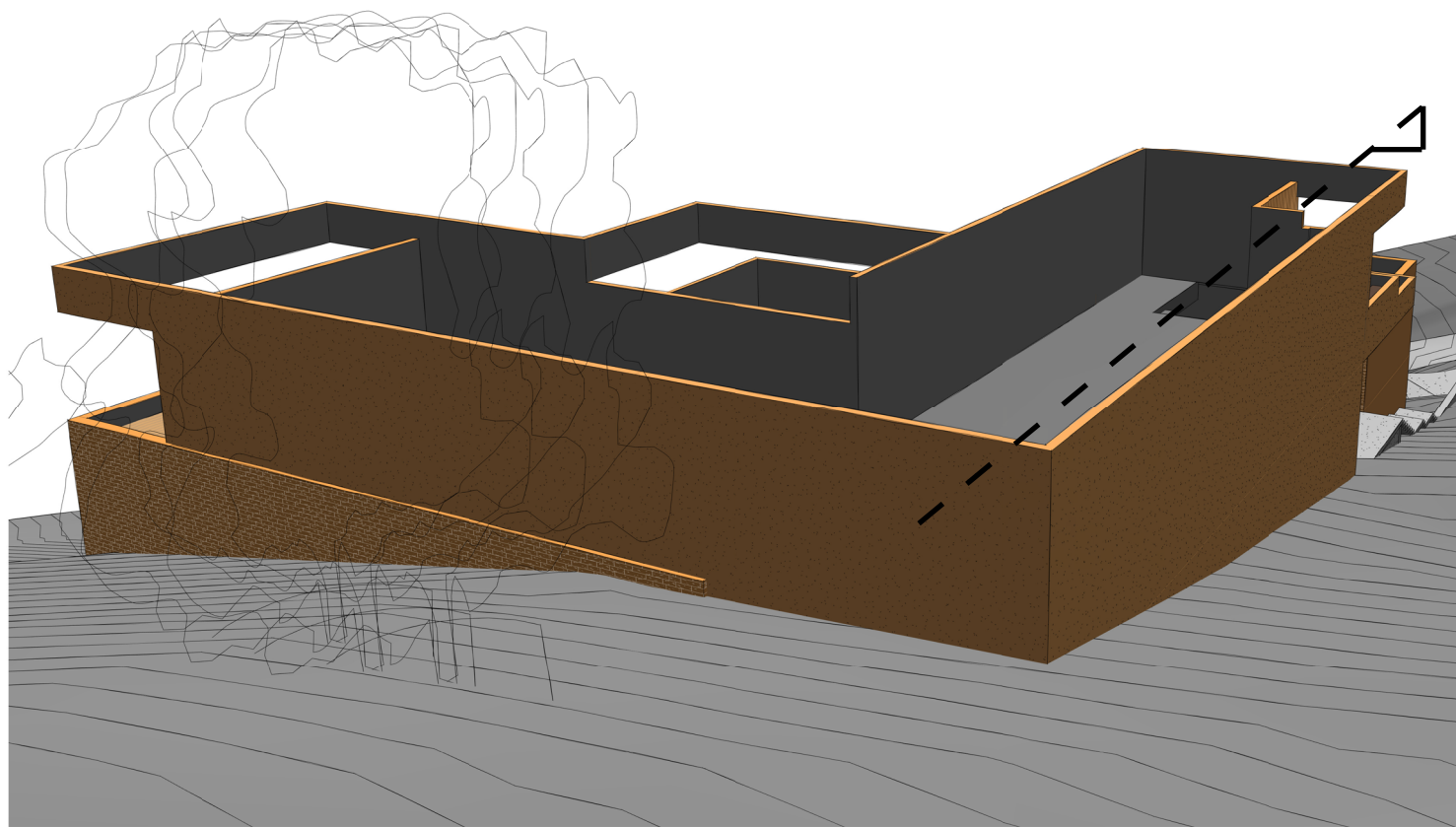


EXTERIOR 3D VIEWS OF
PROPOSED DESIGN

SCHEMATIC 3D VIEW OF THE PROPOSED
DESIGN MASSING.
THIS VIEW SHOWS THE PROPOSED DRIVEWAY
AND DRIVECOURT AS IT RISES WITH THE GRADE
FROM REDBUD.



PROPOSED DESIGN- PRELIMINARY VIEWS



BIRDSEYE VIEW FROM NE CORNER OF THE PROPERTY- THE HIGHPOINT
THE PROPOSED CUT AND FILL IN THIS LOCATION
JOGS IN ON THE FIRST FLOOR, REDUCING THE
AMOUNT OF CUT REQUIRED. THE SECOND
FLOOR ONLY FLOATS OVER THE GRADE IN THIS
HIGH POINT OF THE GRADE. REFERENCE THE
SECTION BELOW FOR MAX CUT.

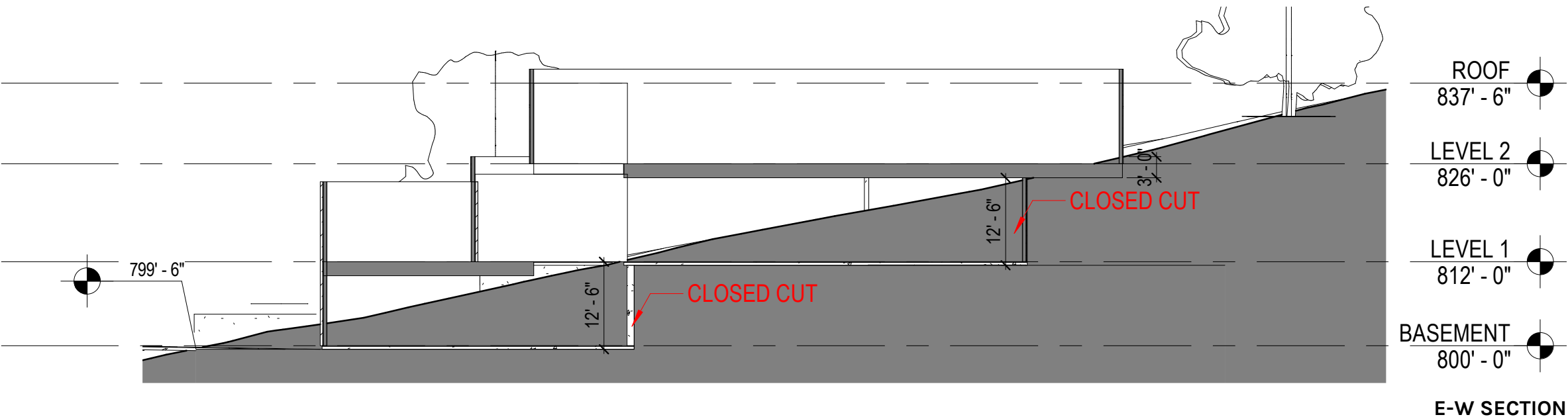
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PROPOSED DESIGN

SITE SECTION



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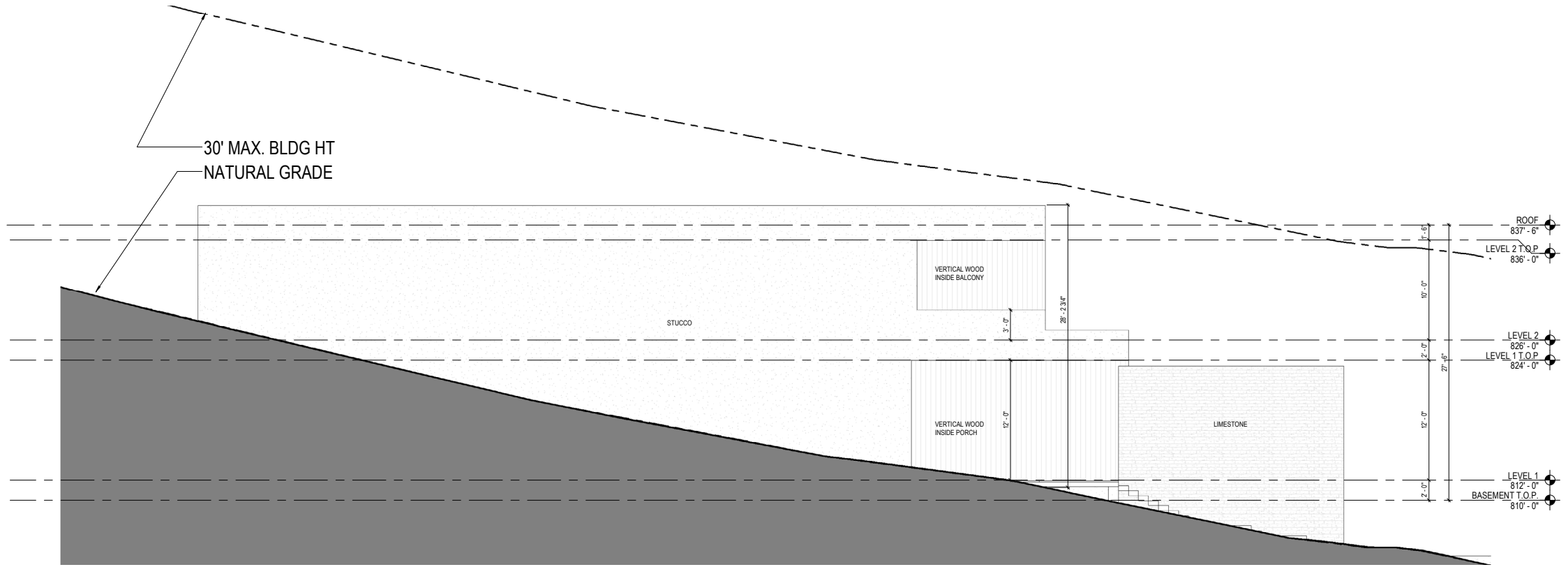
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PROPOSED BUILDING ELEVATIONS

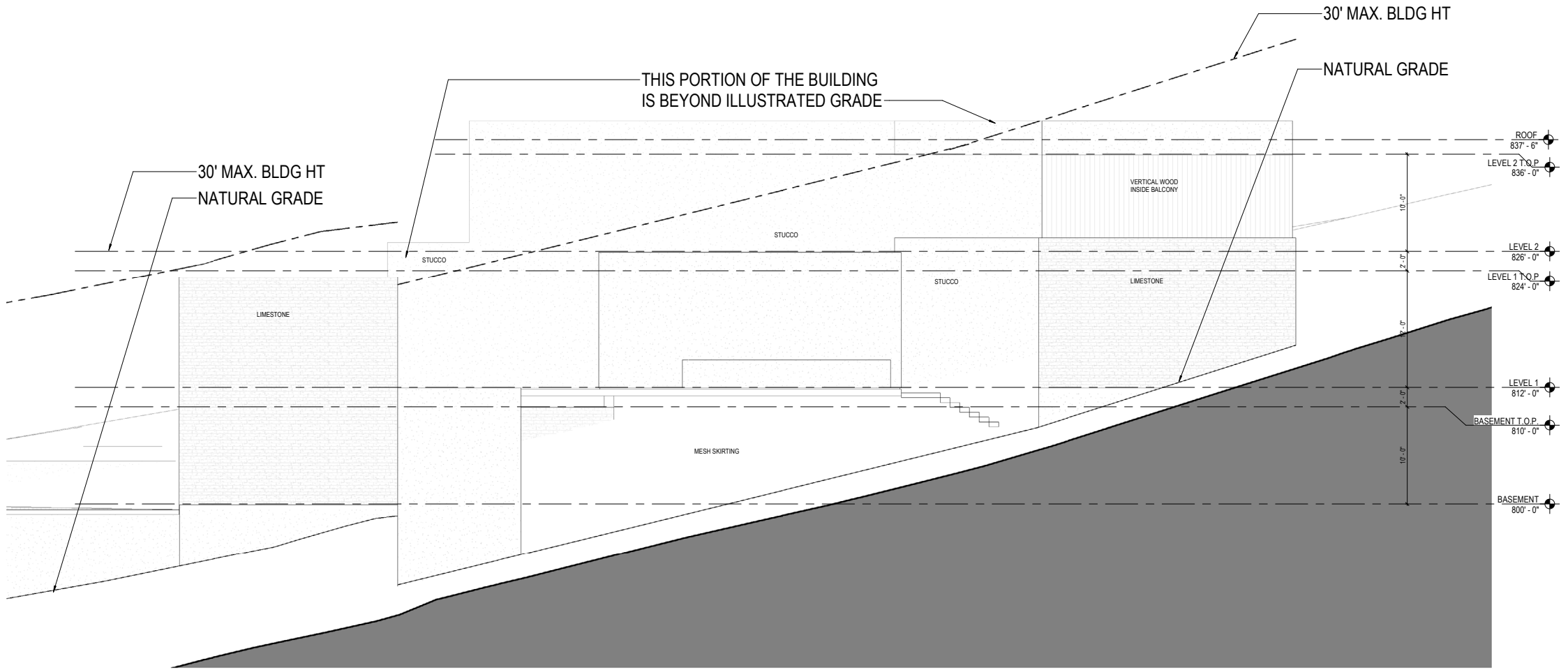
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#2023-14

VARIANCE
PRESENTATION

03.04.2024



NORTH ELEVATION



SOUTH ELEVATION

ELEVATIONS OF
RESIDENCE-
PROPOSED DESIGN



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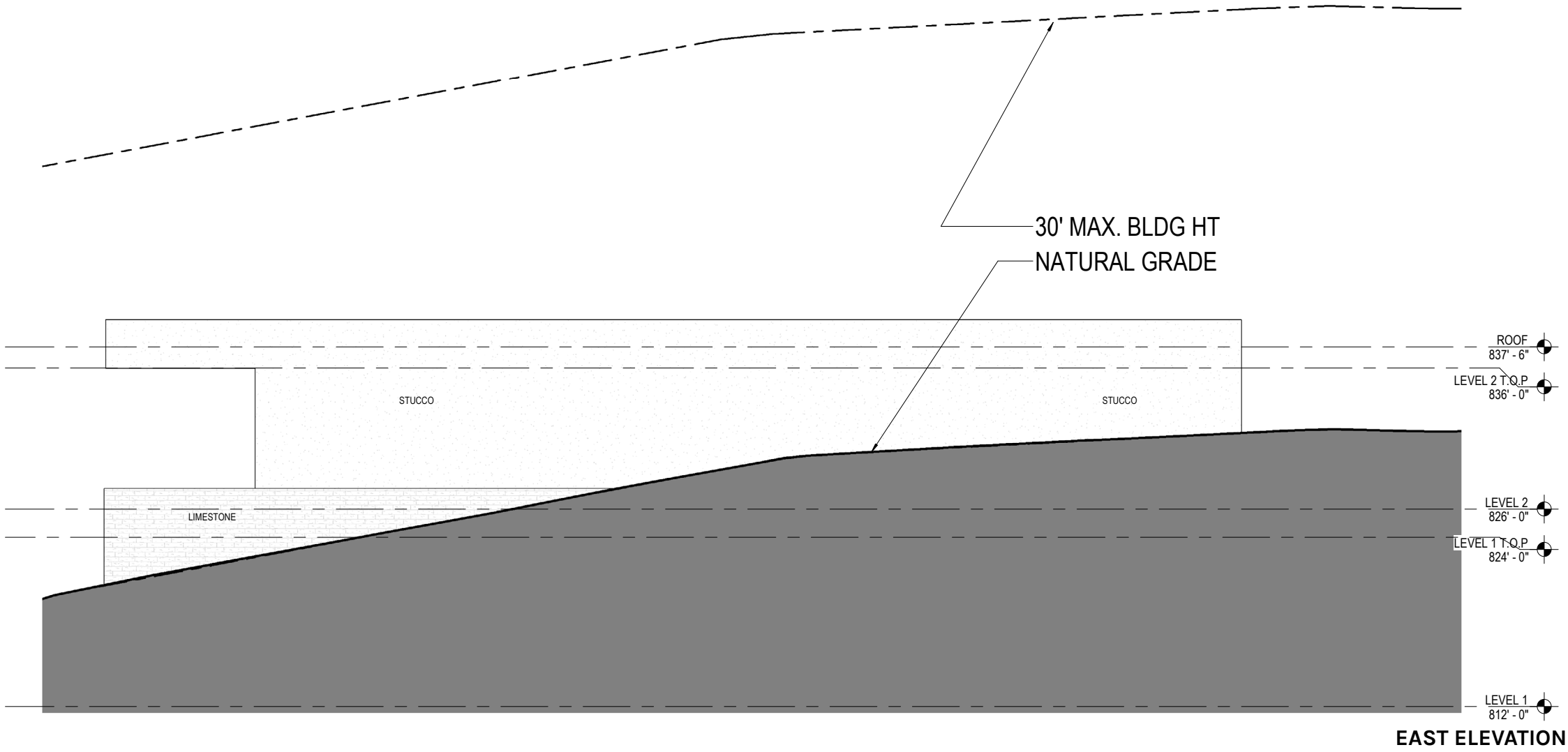
PROPOSED BUILDING ELEVATIONS

406 REDBUD TRAIL
#2023-14

VARIANCE
PRESENTATION

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ELEVATIONS OF
RESIDENCE-
PROPOSED DESIGN



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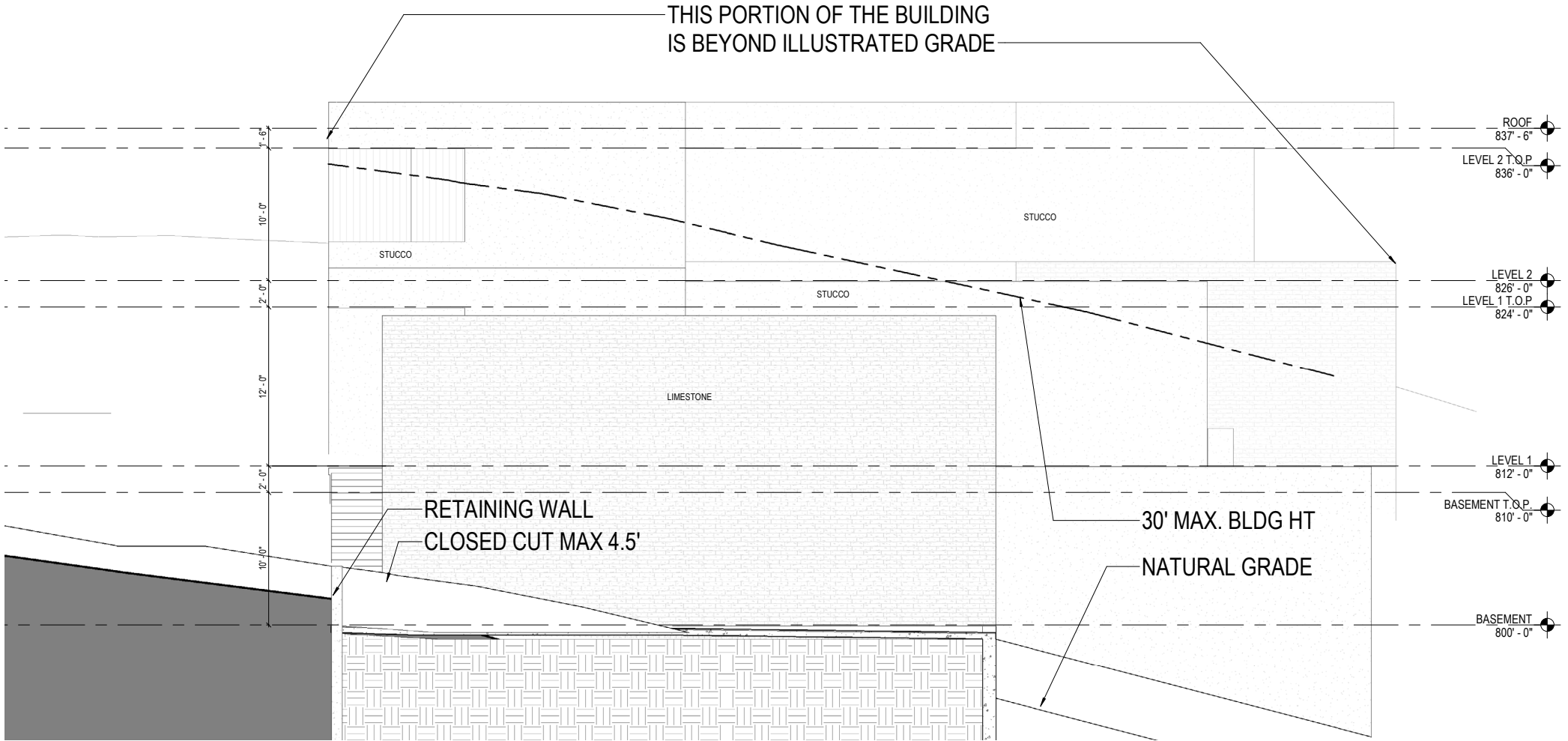
PROPOSED BUILDING ELEVATIONS

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VARIANCE
PRESENTATION

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ELEVATIONS OF
RESIDENCE-
PROPOSED DESIGN



WEST ELEVATION



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RE: VARIANCE REQUESTS OF 406 REDBUD

On behalf of the City of West Lake Hills, Walter P Moore has reviewed the variance requests for the property located at 406 Redbud. This review was performed in the context of the City of West Lake Hills Code of Ordinances which states that no variance shall be granted unless it meets the following criteria:

1. The strict or literal enforcement of the terms of the code, because of special conditions, will result in unnecessary hardship to the applicant.
2. There will not be unreasonable disruption of the natural terrain or unreasonable destruction of existing flora.
3. There is no reasonable alternative to the requisite variance that will alleviate the difficulty or hardship.
4. The variance will not be greater than the minimum required to alleviate the difficulty or hardship.

The following requests were made:

1. Remove 8 trees greater than 14" diameter to develop a currently vacant lot.
2. A variance to the cut/fill limits for 10' of closed fill at the edge of the drive court where maximum allowed is 6 feet.
3. A variance to build a driveway with an elevation change of greater than 6 feet from the natural grade to allow for a maximum height of 10 feet above grade at the edge of the drive court.

The hardships mentioned are as follows:

1. 34 protected trees on the site. Arborist report indicates that many trees are in fair or poor condition.
2. Driveway access location was an iterative process due to the unique site conditions. The designers believe that this is the route that follows the code the closest.

After reviewing the provided documents and the city code, the engineering team on behalf of the City of West Lake Hills recommends the following.

1. Remove 8 trees greater than 14" diameter to develop a currently vacant lot.
 - a. **We suggest that this variance is approved. Document provided indicates that an arborist has ruled the trees are in a poor or fair condition, which was verified by the arborist report. The schematic layout provided appears to attempt to preserve trees which are good candidates for preservation.**
4. A variance to the cut/fill limits for 10' of closed fill at the edge of the drive court where maximum allowed is 6 feet. A variance to build a driveway with an elevation change of greater than 6 feet from the natural grade to allow for a maximum height of 10 feet above grade at the edge of the drive court.
 - a. **We suggest that these variances are approved. The location of the 10' of closed fill is outside of the building setback, hidden behind many large trees which are to remain. We believe that the applicant has done due diligence to determine the least disruptive design for development of the site, and that development of this site would not be possible without the variances which they are applying for.**

April 17, 2024, Westlake Hills Zapco Meeting Recap and Suggested Action Plan for 406 Redbud Trail:

The proposed zoning plan submitted by the applicant for 406 Redbud Trail made certain claims that require more evidence to properly evaluate the zoning board application. The summary below of these claims and counter arguments should be sent to the city and Zapco for further investigation. Also included in this document I will note where there is incomplete information from the applicant, and a suggested alternative design approaches to determine if the property can be developed with less code issues.

Applicant Claims

1. **The driveway slopes are outside of what is allowed by the city.** This is true but allowing this variance eliminates the need for a more intrusive driveway up the skyline right away. The applicant is requesting a 21'ft. of cut and fill variance which has a far greater impact to the site. The city planners should be pushing for this approach. This property has limited development options unless the City abandons their code which will degrade the value to all the adjacent properties. Legal challenges for potential property devaluation damages will certainly become a reality upon Skyline drive being used as a driveway access point.
2. **The driveway cut off Redbud trail will be too dangerous.** This is a false claim supported by no formal analysis. Valbella Drive has a similar sightline issue but was approved by the city without any safety challenges. Never has there been an accident.
3. **Tree variances.** There is very little soil on this property, and we must push to see a detailed replacement plan inclusive of newly constructed planting pockets that give adequate soil for trees. Otherwise, the development will pay into the City tree fund and the trees will never be replaced.
4. **There is a Fire issue with steep sloped drives.** The applicant must provide a detailed signed analysis from Chief Lacy regarding how the fire department will be restricted from reaching the home in the event of an emergency. There is a hydrant on their property which is easily accessible to the fire department. An undeveloped Skyline drive right away can provide access to the firefighters.

Submission Omissions

1. The submitted plan did not have any of the following.

- a. Interiors build out plans showing living spaces and bathrooms.
- b. Septic Plan including Septic field placement.
- c. Tree replacement plan inclusive of soil reports for the planned replanting areas.
- d. Impervious Coverage Calculations to the lot should include all driveway calculations which were not included in the applications. The impervious coverage calculation of 25% is understated. This will become another variance request by the applicant.

Alternative Development Approaches

We request the city to require a new proposed structure from the applicant for a single-family home that would only require a driveway grade variance. The driveway will be sighted within the current lot lines from Redbud trail, and no access from Skyline Drive right away. We, the adjacent neighbors, require the City to push for this solution to minimize the variances required to develop this property. The applicant bought the property knowing the issues, and the City needs to abide by the code and push the applicant towards a no variance submission.

Respectfully submitted by



Stephen Barron & Michelle Barron

1 Valbella Drive

Austin TX 78746

Sbarron6@mac.com

713-906-2204

City of West Lake Hills

MINUTES OF A ZONING & PLANNING COMMISSION (ZAPCO)

REGULAR MEETING

Wednesday, April 17, 2024 at 6:30 PM

1. **Call to Order:** Chairman Robert Chair Meisel.
 - a. Meeting begins at 6:30pm
 - b. Roll Call
 - i. Chair Robert Meisel: Present
 - ii. Vice-Chair Jim Pledger: Present
 - iii. Commissioner Julia Webber: Present
 - iv. Commissioner Karen Bartoletti: Absent (excused)
 - v. Commissioner Patrick Stewart: Present
 - vi. Commissioner Laurie Maccini: Present
2. **Citizen Communications:**
 - a. None
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 items unless a Commission Member or citizen so requests.
 - a. **Action:** Commissioner Pledger moves that all items be approved
 - o Commissioner Stewart Seconds
 - o Motion carries 4:0
4. **Public Hearing:** **406 Redbud:** Discuss and make recommendations on the proposed variances:
 1. The removal of eight (8) trees with trunk diameters of 14 inches or greater (Section 22.03.304 of the West Lake Hills Code)
 2. Closed fill of 10 feet, where the maximum allowed is 6 feet (7.4.1 of the Drainage and Erosion Control Manual)
 3. Driveway with an elevation change of greater than 6 feet from natural grade (Section 22.03.175 (e) (1))

Applicant: Bhavani Singal, Workshop No.5 LLC

a. Staff Report:

- Director Bills detailed the revisions made to the initial variance application and the withdrawal of the License to Encroach
- Commissioner Maccini: Would reducing square footage of the garage meet their needs?
 - Can request more details from the applicant
- Commissioner Pledger: Are there height issues on the property?
 - Plans are not fully-designed. If height does not meet code, project would require redesign or new variance
-

b. Public Comments:

- Will McAshan – Quiddity (civil engineer)
 - Makes presentation on new design.
- Steve Barron
 - Requests forfeiture of future skyline access, but otherwise supportive
- Chris Gunter
 - Voices support on behalf of neighbors
- Pavani Singhal (project architect)
 - Clarifies that homeowner not planning on using skyline due to cost of project.
 - Does not anticipate seeking additional variances.
- Davin Filpot
 - Tree Comments
 - Wants 50% of trees on side of property facing his lot.
 - States minimum replacement trees at 6"
- Ashwanni Raja (owner)
 - Indicated will work closely to meet Davin's request for tree placement

c. Discussion:

- Commissioner Maccini
 - Appreciates variety of native, low-water trees
 - Believes tree removal is design-driven decision
- Commissioner Webber
 - In support of variances despite house size
- Commissioner Stewart
 - Supportive of request

d. Action:

- Commissioner Webber moves that the variance be forwarded to Council with a recommendation of **approval** based on hardship driven by topography.
 - Commissioner Pledger Seconds
 - Motion **carries** (3-1) – Commissioner Maccini opposed

Recommendation will be forwarded to the Board of Adjustment and City Council for final consideration on June 12, 2024.

5. Public Hearing 401 Camp Craft: Discuss and make recommendation on a variance to the 50-foot front setback for a setback encroachment for a new entry vestibule (Section 22.03.275 and 22.03.281 of the West Lake Hills Code).

Applicant: Alan Knox, Reach Architects

- a. **Staff Report:** Director Bills delivers briefing on setback variance for secure entryway vestibule for future Eanes ISD administration site.
 - i. Commissioner Maccini: Are any trees affected?
 - a) No
- b. **Public Comment:**
 - i. Alan Knox – Reach Architects: Applicant
 - a) Discussed interior architectural concerns requiring vestibule be in setback
- c. **Discussion:**
 - i. Commissioner Webber: Is existing circulation being used?
 - a) Alan Knox: Yes
 - ii. Chair Meisel: Does existing building have the large board room?
 - a) Alan Knox: No
 - iii. Commissioner Maccini: How are existing trees impacted?
 - a) None
 - iv. Chair Meisel – why is no entry available from rear of lot?
 - a) Alan Knox: Existing ADA entrance at rear of lot not intended to be public entrance going forward with the new security concerns, so new vestibule will be new ADA-accessible entrance
 - v. Chair Meisel: Building being gutted anyway – new request design driven and not in spirit of ADA with parking and access on opposite sides of building.
 - a) Bo Crocket: Architect
 - Defining the entrance for the public so people know where to go.

- vi. Chair Meisel: If building not suitable for purpose – why did the district buy it?
- vii. Commissioner Webber: Sympathetic to district wanting to use this building.
 - a) Building already non-conforming, and this is small additional encroachment with improved security and wayfinding. Shares Chair Meisel concerns regarding accessibility, but believes request is minor in comparison to other granted variances.
- d. Action:** Commissioner Stewart moves that the variance be forwarded to Council with a recommendation with a recommendation of **approval**.
 - i. Commissioner Webber Seconds
 - ii. Motion Carries Unanimously (4-0)

Recommendation will be forwarded to the Board of Adjustment on June 12, 2024

6. **Public Hearing 8 N Peak:** Discuss and make recommendation on a variance to the side setback encroachment of 20 feet into a 20-foot side setback to enclose an open carport (Section 22.03.275 and 22.03.281 of the West Lake Hills Code).

Applicant: Charlie and Ellen Kreitler

- a.** Staff Report: Director Bills delivers briefing on prior variance for open carport and requested new variance.

b. Public Hearing:

- Charles Kreitler: Applicant
 - Spoke to history of carport and new request
 - Worried about theft – can't lock open carport
- Tom Layman: Neighbor
 - Supportive of variance

c. Discussion:

- Commissioner Maccini:
 - Theft is increasing in WLH
 - Request is small
- Commissioner Stewart:
 - Has experienced theft, and in support
- Webber:
 - Concerned about precedent
 - Gates can be a code-compliant option

- Commissioner Pledger:
 - Has never approved anything directly on a property line, but existing structure is legal and has a pre-existing variance for the location.
- Chair Meisel:
 - Will existing wood building behind house not hold tools and project?
 - Would a lockable storage cabinet fit inside the carport?
 - ZAPCO is supposed to consider whether variance requested is the least variance required.

e. Action: Commissioner Maccini moves that the variance be forwarded to Council with a recommendation with a recommendation of **approval**.

- i. Commissioner Stewart Seconds
- ii. Motion Carries Unanimously (4-0)

Recommendation will be forwarded to the Board of Adjustment on June 12, 2024

7. Adjournment:

Chairman Chair Meisel Adjourns the meeting at **8:08pm**

Respectfully submitted,

ROBERT CHAIR MEISEL, CHAIRMAN

ATTEST:

Development Coordinator Joel Sherrouse

These minutes were approved on _____, 2024.



City of West Lake Hills Board of Adjustment

AGENDA REPORT

Meeting Date:	June 12, 2024	Item Number:	6
	Building & Development		
Department:	Services		
Prepared By:	Jennifer C. Bills	Cost / Budget:	None
Exhibits:	See Attached	Source of Funds:	N/A

Subject

401 Camp Craft: Discuss and consider action on a variance to the 50-foot front setback for a for a setback encroachment a new entry vestibule (Section 22.03.275 and 22.03.281 of the West Lake Hills Code).

Applicant: Alan Knox, Reach Architects

Recommendation

Staff recommends approval of the variance request. The site is currently not conforming to the 50-foot setback. The addition to the front of the building is minimal and will not create an adverse impact to the neighboring properties or street view. The configuration of the existing lot and building layout creates a hardship for strict compliance to the code.

This item was reviewed by the Zoning & Planning Commission on May 15, 2024, and recommended for approval by a vote of 4-0 (Attachment 6). The Commission found that the structure is already nonconforming with encroachment into the front setback, the change to add the vestibule is minimal.

Discussion

Property Information, Zoning & Site Characteristics:

Owner: Eanes Independent School District

Legal Description: Lot 1 * Less N. 0.011 acres Tri Wild Wood Confirming Plat

Lot Size: 1.1070

Zoning: O - Office

The properties surrounding the subject property are zoned O – Office and R-1 One Family Residential.

Background & Analysis:

The applicant is proposing to make a minor addition to the front of the existing structure to add an entry vestibule for the building (Attachment 1) to add a secure entrance. The existing office building will be renovated to house Eanes ISD Administrative offices, including a new board meeting room. The existing lot is a triangle shape, providing a limited buildable area outside of setbacks. The existing building current encroaches into the 50-foot front setback (Attachment 2). The front of the building is currently a stair step format and the addition to the building will not encroach closer to the street than the current building (Attachment 3).

Public Comment:

At the time of this staff report, there have been no comments received.

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 existing building is non-conforming (already encroaching on the setbacks) and lacks the needed secure entry vestibule required for district buildings. The main entry approach will also be improved to become accessible, and improve way finding by marking the entrance. This will further improve security by directing visitors to the correct building entrance.

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

No Trees will be removed in the proposed project. The renovation is mainly an interior project, however, to remove the (3) steps from the front entry sidewalk, the sidewalk will be revised to utilize the grade more efficiently and allow an accessible entry. The redesign of the flat work will be IC neutral, resulting in no additional impervious cover.

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

We considered relocating the main entry to another portion of the building that was not within the setback, however, the access would have required significant disruption of the existing grade. Additionally, this would have distanced the entry from the lobby reducing visibility of persons trying to gain entry to the building.

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

The vestibule is designed as the minimum depth to meet the requirements of an accessible route, and is recessed into the building to minimize the additional setback encroachment.

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

The minimal vestibule addition to the building is a necessary safety and accessibility addition to an existing building to bring it up to code and meet the functional requirements of today's school buildings.

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

The existing building is along a commercial roadway situated within an office park. No single-family residences are proximate to the project. The entry improvements will help to better orient visitors reducing confusion. The vestibule will be within the zone of the already stepped facade of the building, to minimize the visual impact.

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

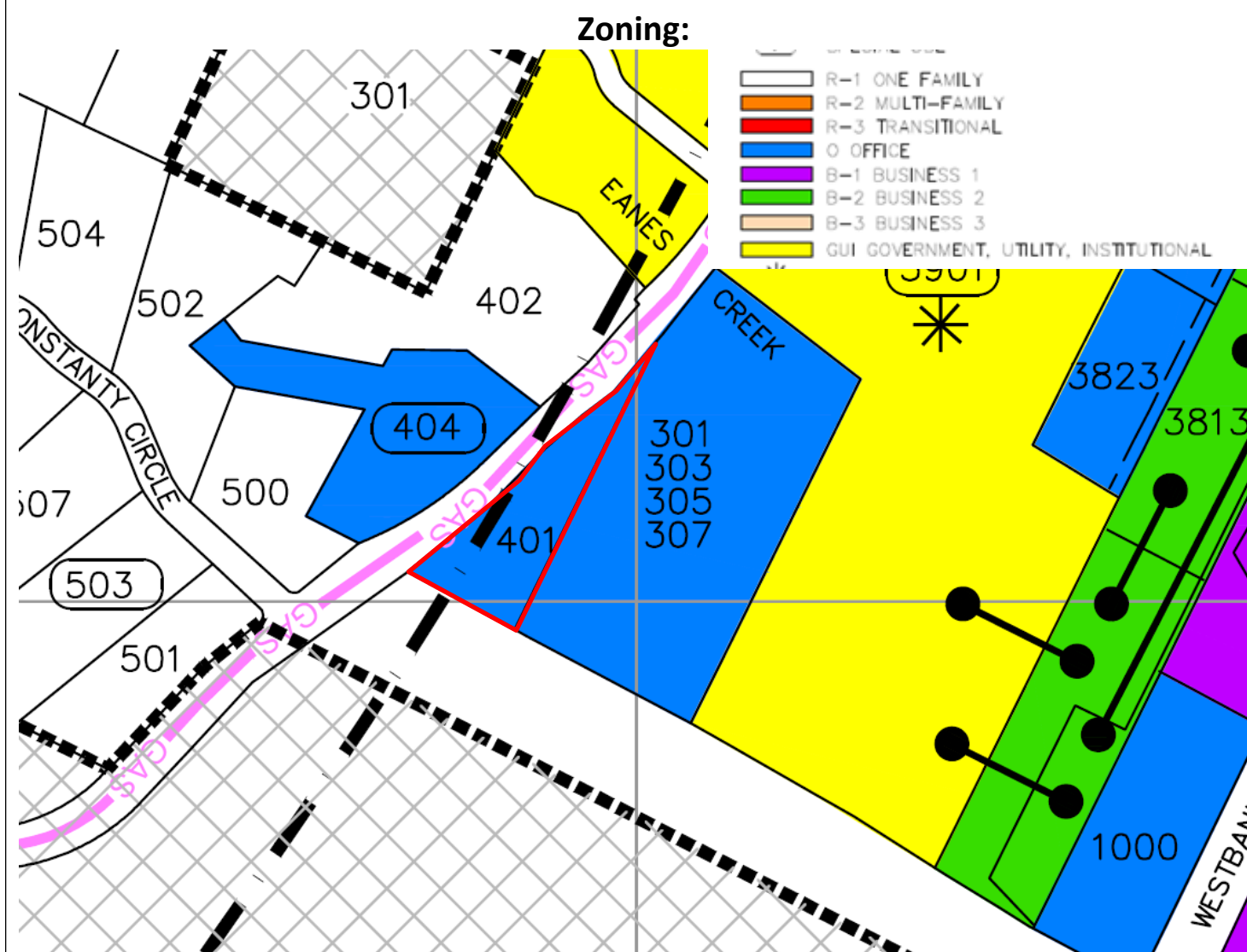
There is no change to the subdivision proposed with this application.

Comprehensive Planning Analysis

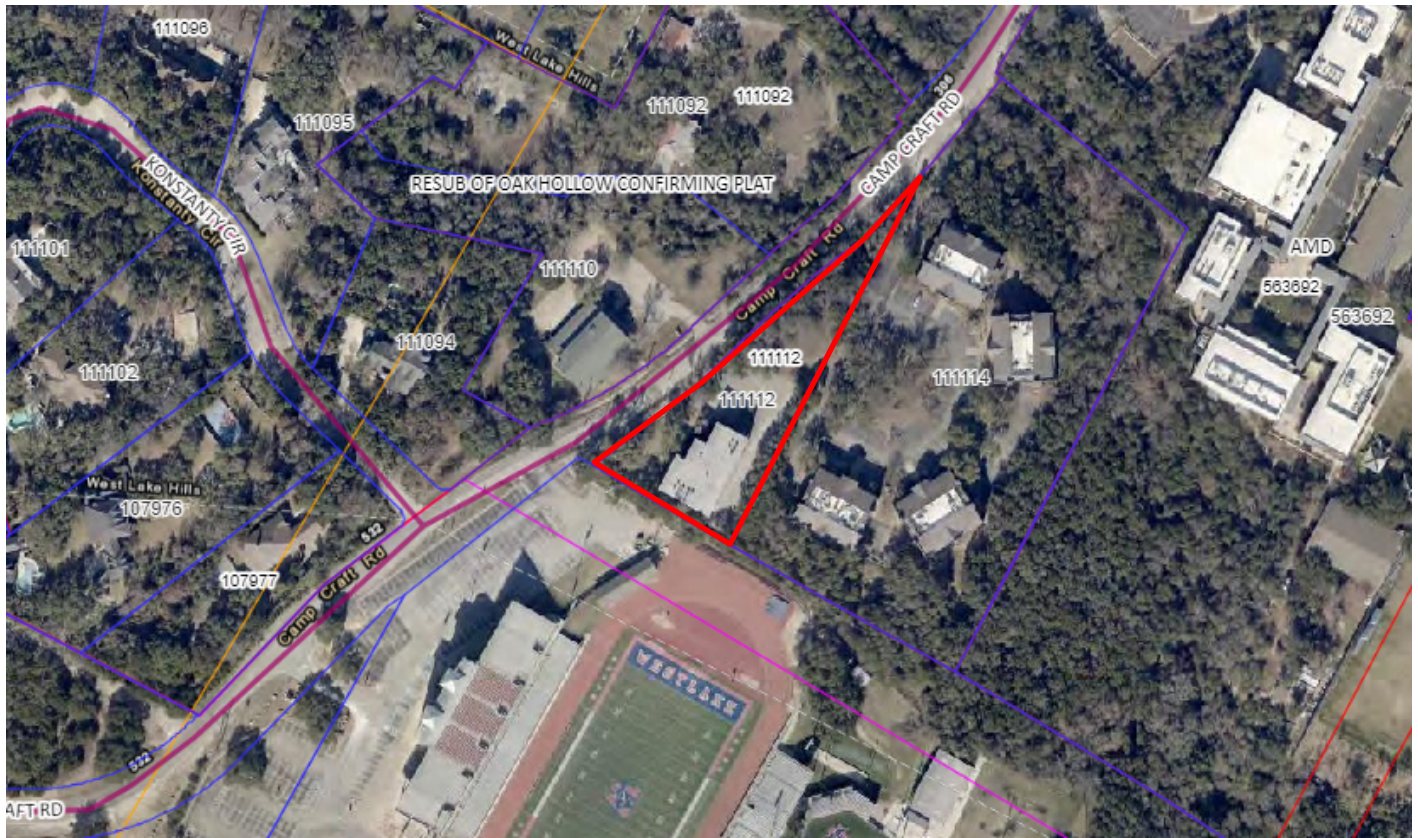
The existing and future land use is in conformance with the City of West Lake Hills Master Plan.

Links to Relevant Code:

- [Section 22.03.275 Building setback distances](#)
- [Section 22.03.281 Schedule of Regulations](#)
- [Section 22.03.170 Site disturbance \(excavation, grading or filling\)](#)
- [Section 38.05.031 Variances](#)
- [Section 22.03.514 Criteria and process required for granting a variance](#)



Aerial:





To: City of West Lake Hills
ZAPCO Chairman Meisel

From: Eanes Innovative School District
Jeremy Trimble, Assistant Superintendent of Operations
601 Camp Craft Rd. West Lake Hills 78746

Subject: Building Variance Request

Chairman Meisel,

In order to free up the existing Administration building to be converted for educational use, EANES ISD has acquired the office building adjacent to Westlake High School at 401 Camp Craft to repurpose as the new Administration offices. Converting this commercial office building into the Administrative Offices will be mostly an interior renovation, however there are three exterior improvements that the District needs to address safety, equal access and wayfinding. The district is seeking a variance to perform the necessary work within the 50' front building setback of adding a secure entry vestibule, adapting the sidewalk to accommodate ADA access, and applying window screening elements to improve the entrance visibility and simplify wayfinding on the property.

The existing building is non-conforming with the front building setback as it punctures the setback plane three times along its sawtoothed front facade by up to 2'-9.5". The requested variance is to allow the new security vestibule and canopy to project up to a maximum of 9'-6" into setback as shown. Because of the orientation of the building, this is the maximum extent of the projection into the setback, however, most of the canopy and vestibule are set back from this point. Additionally, the new security vestibule and canopy are being proposed within the zone of the already stepped facade of the building to minimize its impact within the setback.

601 CAMP CRAFT RD.
AUSTIN, TEXAS 78746

PHONE: (512) 732.9000
FAX: (512) 732.9019

WEB: WWW.EANESISD.NET
EMAIL: INFO@EANESISD.NET



The adapted sidewalk entrance will allow for ADA access to the main building entrance. Although the flatwork will be reworked, the proposed layout is Impervious Cover (IC) neutral. The overall IC on the site will not change.

Lastly, for improved security and wayfinding, the district desires for the front entrance to be more obvious to the public. Manned security will be present in the front lobby and the rear entrance will be secured with keycard access only, however, the arrival sequence and arrangement of parking create a misleading impression that the rear entrance is available to the public. The existing building's main entrance is unmarked on a monotone black glass building, and the suggested improvements will create a visual marker as one pulls into the driveway that clearly locates the public entrance.

The District desires to make these minor exterior changes to create a functional and safe administration building, and looks forward to working with the City of West Lake Hills to secure the necessary approvals.

Best Regards,

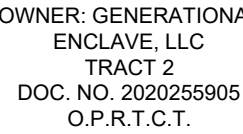
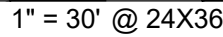
A handwritten signature in blue ink, appearing to read 'J. Trimble', with a long horizontal flourish extending to the right.

Jeremy Trimble
Assistant Superintendent,
Operations and Planning

601 CAMP CRAFT RD.
AUSTIN, TEXAS 78746

PHONE: (512) 732.9000
FAX: (512) 732.9019

WEB: WWW.EANESISD.NET
EMAIL: INFO@EANESISD.NET



GENERAL NOTES:

BASIS OF BEARINGS IS THE TEXAS COORDINATE SYSTEM OF 1983, CENTRAL ZONE (4203). ALL COORDINATES AND DISTANCES SHOWN HEREON ARE SURFACE VALUES. THE SURFACE ADJUSTMENT FACTOR IS 1.00010. THE UNIT OF LINEAR MEASUREMENT IS U.S. SURVEY FEET.

THIS DOC. SHALL NOT
BE RECORDED FOR ANY
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Kimley»»Horn

10814 JOLLYVILLE ROAD, CAMPUS IV
SUITE 200, AUSTIN, TEXAS 78759

TEL. NO. (512) 418-1771
WWW.KIMLEY-HORN.COM

TBPELS FIRM # 10194624

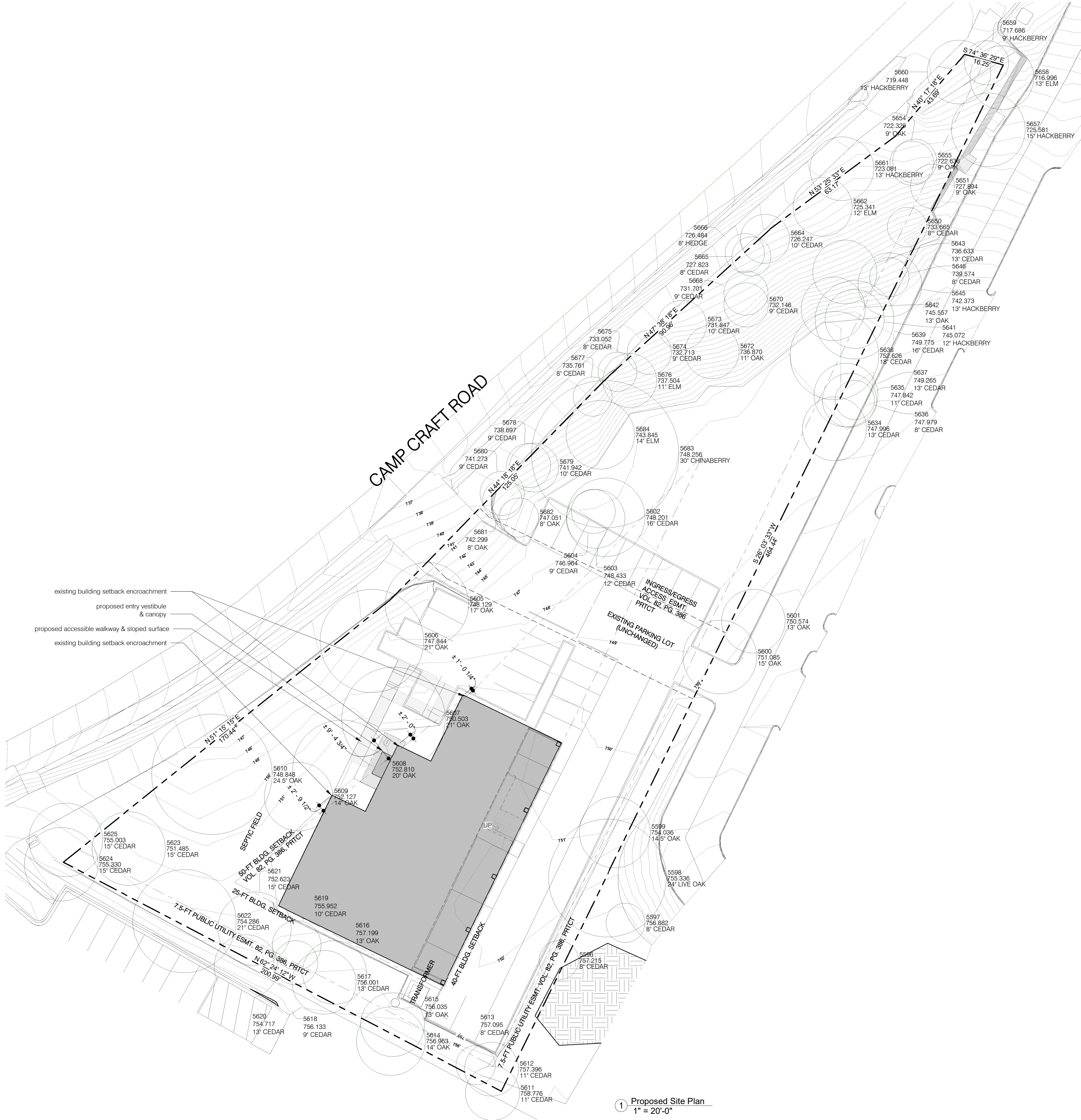
<u>SCALE</u>	<u>DRAWN BY</u>	<u>CHECKED BY</u>	<u>DATE</u>	<u>PROJECT NO.</u>	<u>SHEET NO.</u>
1" = 30'	MSB	MMII	3/22/2024	069428600	1 OF 1

LEGEND

P.O.C. = POINT OF COMMENCEMENT
P.O.B. = POINT OF BEGINNING
 ○ = 1/2" IRON ROD W/ "KHA" CAP SET
 ● = 1/2" IRON ROD FOUND (UNLESS NOTED)
 □ = TYPE 1 CONCRETE MONUMENT SET
 ■ = TYPE 1 CONCRETE MONUMENT FOUND
 □ = TYPE 2 CONCRETE MONUMENT SET
 ■ = TYPE 2 CONCRETE MONUMENT FOUND
 ▲ = CALCULATED POINT
 ▲ = 80D NAIL SET/FOUND AS NOTED
 ▲ = PK NAIL SET/FOUND AS NOTED
 ○ = 1" IRON PIPE FOUND
 IRFC = IRON ROD W/ICAP FOUND
 IPF = IRON PIPE FOUND
 XF = FOUND "X" IN CONCRETE
 XS = SET "X" IN CONCRETE
 D.R.T.C.T. = DEED RECORDS TRAVIS COUNTY TEXAS
 O.P.R.T.C.T. = OFFICIAL PUBLIC RECORDS TRAVIS COUNTY TEXAS
 P.R.T.C.T. = PLAT RECORDS TRAVIS COUNTY TEXAS

LINE TYPE LEGEND

LEGEND



1 Proposed Site Plan
1" = 20'-0"



reach architects

1107 south 8th street
austin, texas 78704
512.970.5669

Eanes ISD Admin Remodel

401 Camp Craft Rd.
West Lake Hills, TX
78746

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alan knox, aia # 21945

03.21.2024

No.	Description	Date

Date 03.21.2024

project number 1150

Drawn by Author

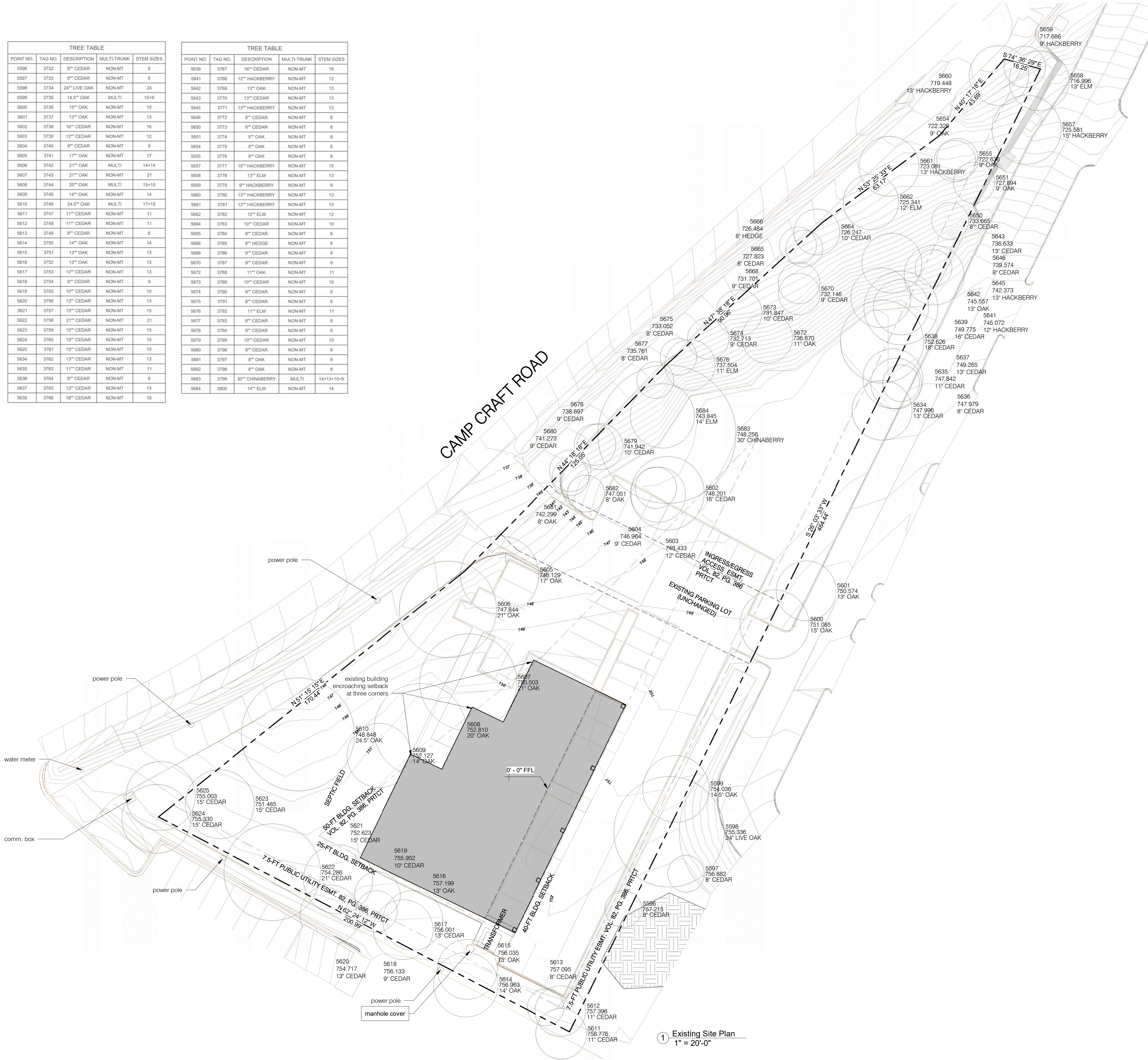
Checked by Checker

Proposed Site Plan

A099.1

TREE TABLE				
POINT NO.	TAG NO.	DESCRIPTION	MULTI-TRUNK	STEM SIZES
5596	3732	8" CEDAR	NON-MT	8
5597	3733	8" CEDAR	NON-MT	8
5598	3734	24" LIVE OAK	NON-MT	24
5599	3735	14.5" OAK	MULTI	10+9
5600	3736	15" OAK	NON-MT	15
5601	3737	13" OAK	NON-MT	13
5602	3738	16" CEDAR	NON-MT	16
5603	3739	12" CEDAR	NON-MT	12
5604	3740	9" CEDAR	NON-MT	9
5605	3741	17" OAK	NON-MT	17
5606	3742	21" OAK	MULTI	14+14
5607	3743	21" OAK	NON-MT	21
5608	3744	20" OAK	MULTI	15+10
5609	3745	14" OAK	NON-MT	14
5610	3746	24.5" OAK	MULTI	17+15
5611	3747	11" CEDAR	NON-MT	11
5612	3748	11" CEDAR	NON-MT	11
5613	3749	8" CEDAR	NON-MT	8
5614	3750	14" OAK	NON-MT	14
5615	3751	13" OAK	NON-MT	13
5616	3752	13" OAK	NON-MT	13
5617	3753	13" CEDAR	NON-MT	13
5618	3754	9" CEDAR	NON-MT	9
5619	3755	10" CEDAR	NON-MT	10
5620	3756	13" CEDAR	NON-MT	13
5621	3757	15" CEDAR	NON-MT	15
5622	3758	21" CEDAR	NON-MT	21
5623	3759	15" CEDAR	NON-MT	15
5624	3760	15" CEDAR	NON-MT	15
5625	3761	15" CEDAR	NON-MT	15
5634	3762	13" CEDAR	NON-MT	13
5635	3763	11" CEDAR	NON-MT	11
5636	3764	8" CEDAR	NON-MT	8
5637	3765	13" CEDAR	NON-MT	13
5638	3766	18" CEDAR	NON-MT	18

TREE TABLE				
POINT NO.	TAG NO.	DESCRIPTION	MULTI-TRUNK	STEM SIZES
5639	3767	16" CEDAR	NON-MT	16
5641	3768	12" HACKBERRY	NON-MT	12
5642	3769	13" OAK	NON-MT	13
5643	3770	13" CEDAR	NON-MT	13
5645	3771	13" HACKBERRY	NON-MT	13
5646	3772	8" CEDAR	NON-MT	8
5650	3773	8" CEDAR	NON-MT	8
5651	3774	9" OAK	NON-MT	9
5654	3775	9" OAK	NON-MT	9
5655	3776	9" OAK	NON-MT	9
5657	3777	15" HACKBERRY	NON-MT	15
5658	3778	13" ELM	NON-MT	13
5659	3779	9" HACKBERRY	NON-MT	9
5660	3780	13" HACKBERRY	NON-MT	13
5661	3781	13" HACKBERRY	NON-MT	13
5662	3782	12" ELM	NON-MT	12
5664	3783	10" CEDAR	NON-MT	10
5665	3784	8" CEDAR	NON-MT	8
5666	3785	8" HEDGE	NON-MT	8
5668	3786	9" CEDAR	NON-MT	9
5670	3787	9" CEDAR	NON-MT	9
5672	3788	11" OAK	NON-MT	11
5673	3789	10" CEDAR	NON-MT	10
5674	3790	9" CEDAR	NON-MT	9
5675	3791	8" CEDAR	NON-MT	8
5676	3792	11" ELM	NON-MT	11
5677	3793	8" CEDAR	NON-MT	8
5678	3794	9" CEDAR	NON-MT	9
5679	3795	10" CEDAR	NON-MT	10
5680	3796	9" CEDAR	NON-MT	9
5681	3797	8" OAK	NON-MT	8
5682	3798	8" OAK	NON-MT	8
5683	3799	30" CHINABERRY	MULTI	14+13+10+9
5684	3800	14" ELM	NON-MT	14



1 Existing Site Plan
1" = 20'-0"



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03.21.2024

No.	Description	Date

Date 03.21.2024

project number 1150

Drawn by Author

Checked by Checker

Existing Site Plan

A010



Existing Impervious Cover:
20,328sf / 48,225sf = 42.15%

Proposed Impervious Cover:
20,229sf / 48,225sf = 41.95%

Impervious Cover Schedule		
Name	Area	
Added IC	119 SF	
Building	6895 SF	
Exist. IC	13215 SF	
Area Removed	245 SF	
Natural Cover	27752 SF	
Site Total	48226 SF	

Building Area Legend

- Added IC
- Area Removed
- Building
- Exist. IC
- Natural Cover

1 Impervious Cover Plan Proposed
1" = 20'-0"

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03.21.2024

No.	Description	Date

Date	03.21.2024
project number	1150
Drawn by	Author
Checked by	Checker

Impervious Cover
Plan

A011



EXISTING FRONT FACADE



EXISTING NORTH EAST FACADE



PROPOSED FRONT FACADE



EXISTING REAR FACADE AND PARKING

Eanes ISD Admin Remodel

401 Camp Craft Rd.
West Lake Hills, TX
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03.21.2024

No.	Description	Date

Date 03.21.2024

project number 1150

Drawn by Author
Checked by Checker

Building Photos



FACADE FACING CAMP CRAFT



NE FACADE FACING PARKING



SE FACADE FACING



SW FACADE FACING WHS



EXISTING ENRRANCE



EXISTING ENTRY DOORS



EXISTING APPROACH

Eanes ISD Admin Remodel

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West Lake Hills, TX
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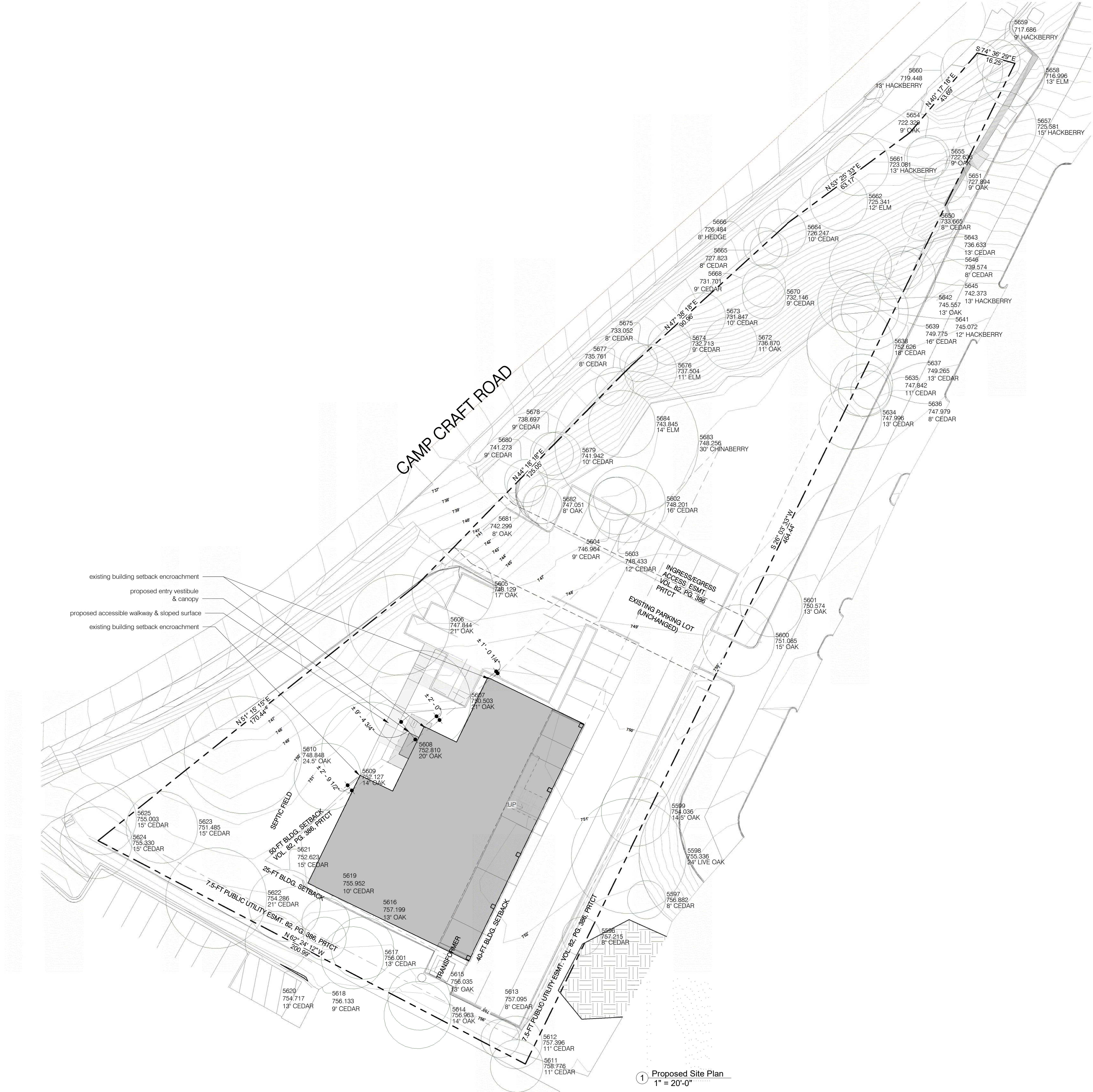
03.21.2024

No.	Description	Date

Date	03.21.2024
project number	1150
Drawn by	Author
Checked by	Checker

Existing Photos

A013



Eanes ISD Admin Remodel

401 Camp Craft Rd.
West Lake Hills, TX
78746

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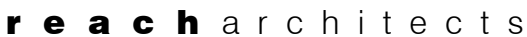
03.21.2024

No.	Description	Date

Date	03.21.2024
project number	1150
Drawn by	Author
Checked by	Checker

Proposed Site Plan

A099.1



1107 south 8th street
austin, texas 78704
512.970.5669

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West Lake Hills, TX
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03.21.2024

[illegible]

Date 03.21.2024

project number 1150

Drawn by _____ Author _____
Checked by _____ Checker _____

First Floor - Construction

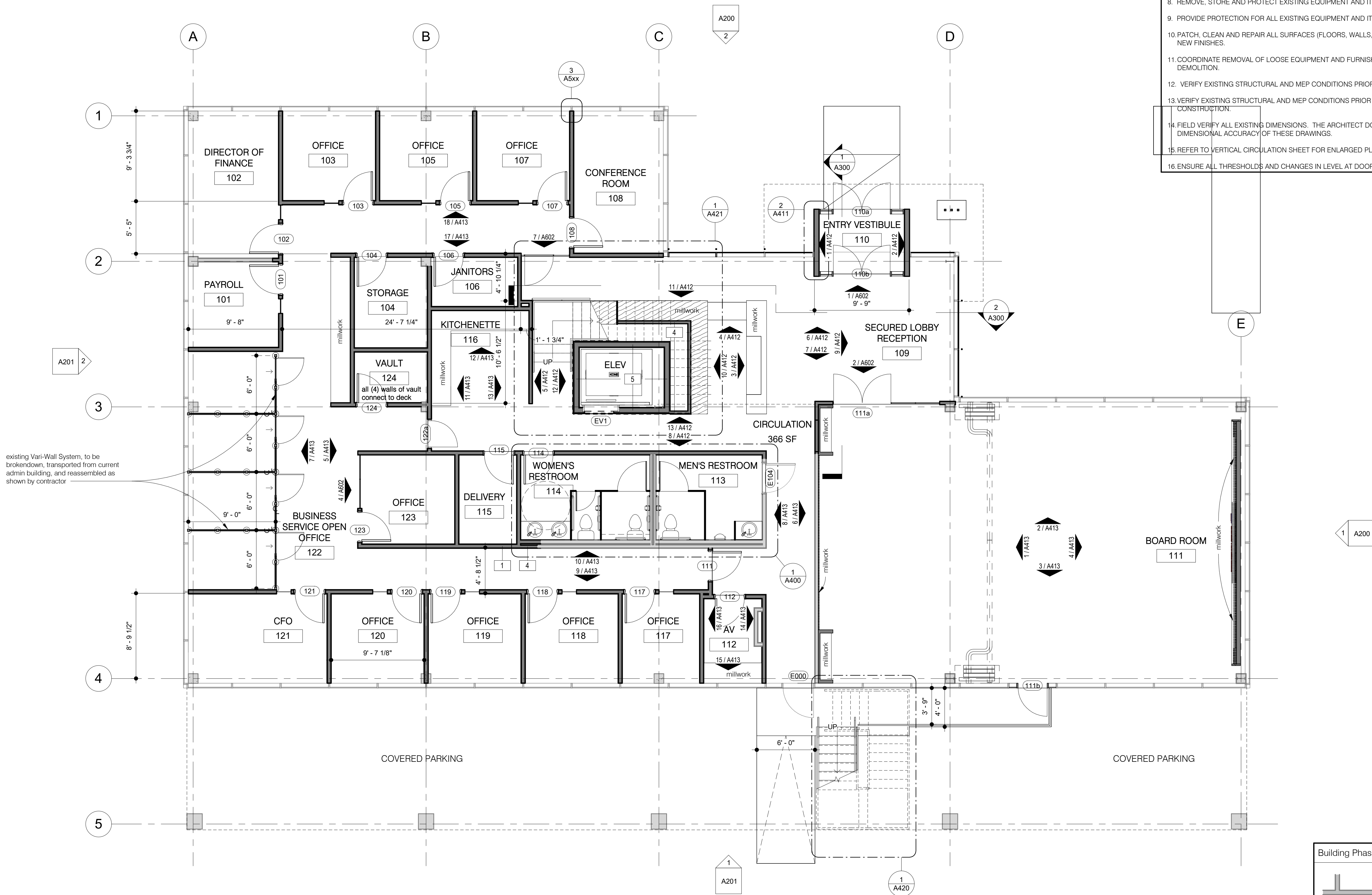
A103

DIMENSION PLAN NOTES

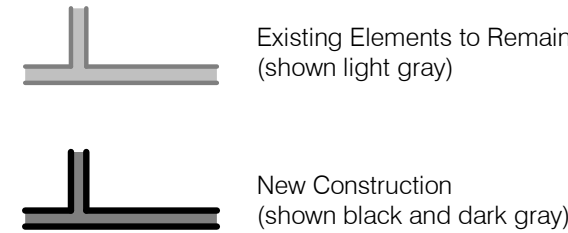
1. FIELD VERIFY DIMENSIONS PRIOR TO START OF THE WORK.
2. DO NOT SCALE DRAWINGS; WRITTEN DIMENSIONS SHALL GOVERN.
3. ALL WINDOWS & DOORS ARE DIMENSIONED TO CENTER LINE UNLESS OTHERWISE NOTED. GLASS SIZE PER MFR SPECS.
4. ALL PLUMBING EQUIPMENT IS DIMENSIONED TO CENTER LINE UNLESS OTHERWISE NOTED.
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6. INTERIOR WALLS SHALL BE CONSTRUCTED OF 3-5/8" MTL STUDS AT 16" O.C. EXCEPT WHERE NOTED OTHERWISE
7. ALL DIMENSIONS SHOWN ON THIS PLAN ARE FROM FINISHED FACE TO FINISHED FACE, UNLESS NOTED OTHERWISE.
8. INTERIOR WALLS ARE TO BE WALL TYPE 1'. U.N.O.

FLOOR PLAN NOTES

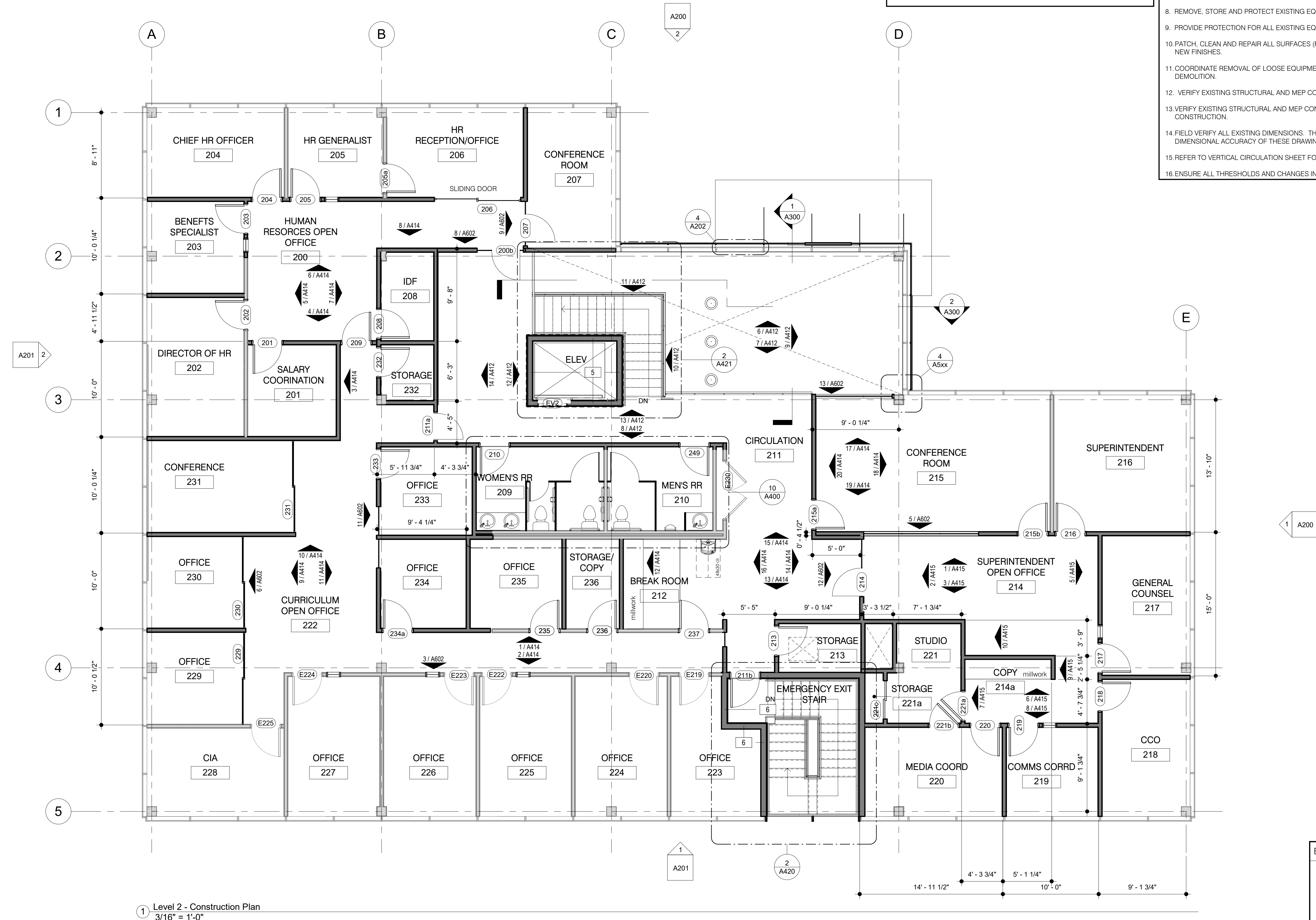
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2. PARTITIONS AND OTHER CONSTRUCTION THAT APPEAR TO ALIGN SHALL BE ASSUMED TO ALIGN FLUSH, UNLESS NOTED OTHERWISE.
3. ALL EXTERIOR SIGNAGE, BY OWNER.
4. PROVIDE APPROVED STREET ADDRESS AND BUILDING NUMBER POSITIONED SUCH TO BE PLAINLY VISIBLE AND LEGIBLE FROM THE STREET, THIS LOCATION BEING ACCEPTABLE TO THOSE HAVING JURISDICTION. NUMBERS SHALL CONTRAST THEIR BACKGROUND WITH A MINIMUM 6" HIGH CHARACTER WITH 3/4" STROKE RECOMMENDED.
5. DOORS TO ELECTRIC ROOM SHALL BE SIGNED SUCH. CIRCUIT BREAKERS SHALL BE LEGIBLY AND DURABLY MARKED.
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8. REMOVE, STORE AND PROTECT EXISTING EQUIPMENT AND ITEMS TO BE RE-USED.
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12. VERIFY EXISTING STRUCTURAL AND MEP CONDITIONS PRIOR TO START OF DEMOLITION.
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14. FIELD VERIFY ALL EXISTING DIMENSIONS. THE ARCHITECT DOES NOT WARRANT THE DIMENSIONAL ACCURACY OF THESE DRAWINGS.
15. REFER TO VERTICAL CIRCULATION SHEET FOR ENLARGED PLANS & SECTIONS.
16. ENSURE ALL THRESHOLDS AND CHANGES IN LEVEL AT DOORWAYS COMPLY WITH TAS 404.2.5



Building Phase Legend - PROPOSED



① Level 1 - Construction Plan
3/16" = 1'-0"

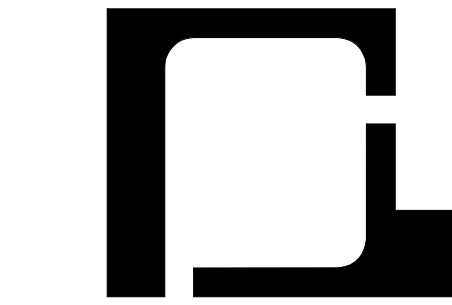


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reach architects

1107 south 8th street
austin, texas 78704
512.970.5669

Eanes ISD Admin Remodel

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West Lake Hills, TX
78746

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03.21.2024

No.	Description	Date

Date 03.21.2024

project number 1150

Drawn by Author

Checked by Checker

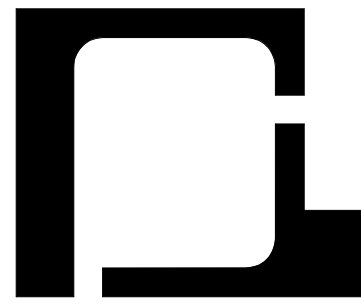
**Second Floor -
Construction**

A104

Building Phase Legend - PROPOSED

- Existing Elements to Remain (shown light gray)
- New Construction (shown black and dark gray)

1 Level 2 - Construction Plan
3/16" = 1'-0"



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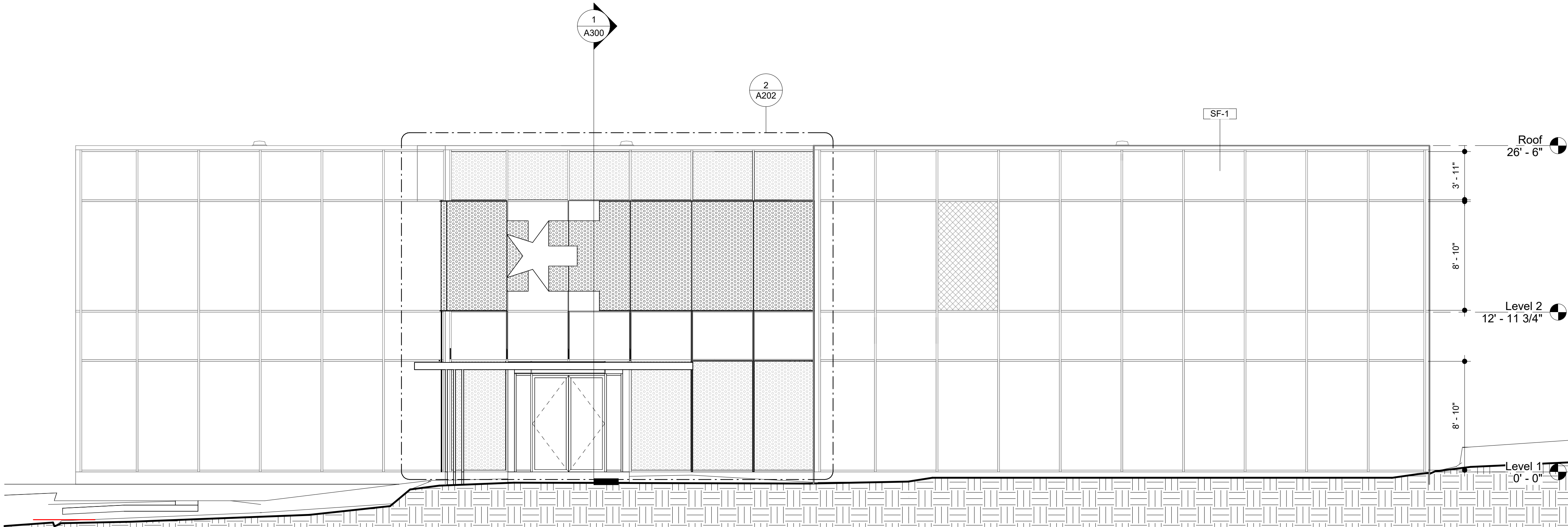
project number 1150

Drawn by NC

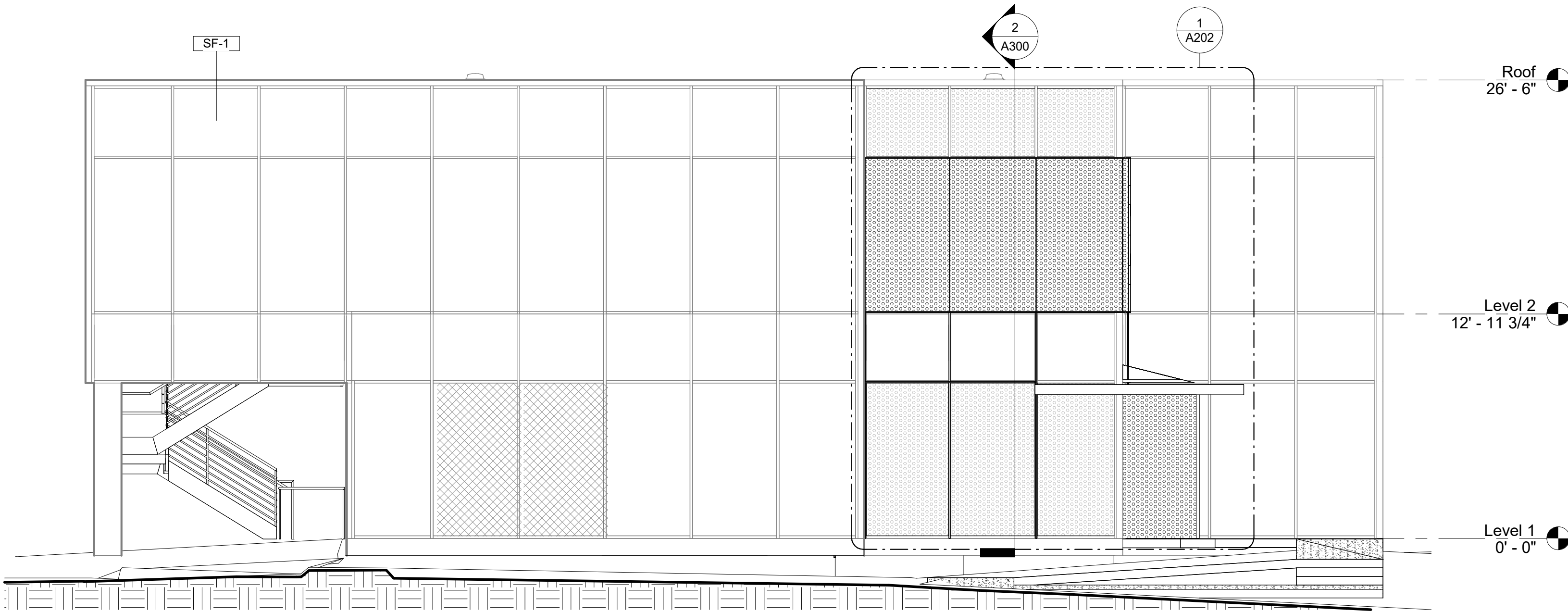
Checked by BC

Exterior Elevations

A200



② North Elevation - Proposed
3/16" = 1'-0"



① East Elevation - Proposed
3/16" = 1'-0"

Building Phase Legend - PROPOSED	
	Existing Elements to Remain (shown light gray)
	New Construction (shown black and dark gray)



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austin, texas 78704
512.970.5669

Eanes ISD Admin Remodel

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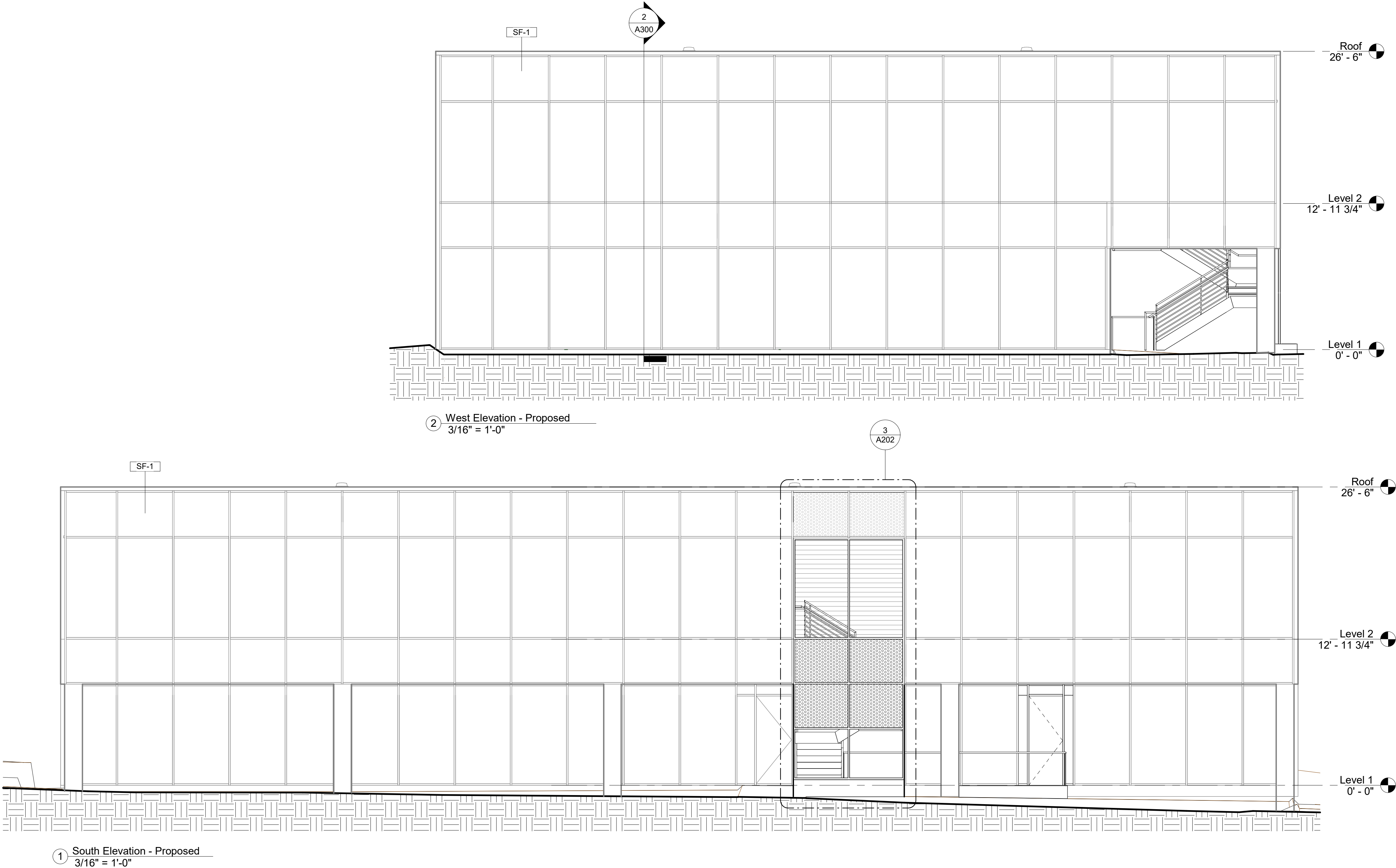
project number 1150

Drawn by NC

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Exterior Elevations

A201



Building Phase Legend - PROPOSED	
	Existing Elements to Remain (shown light gray)
	New Construction (shown black and dark gray)



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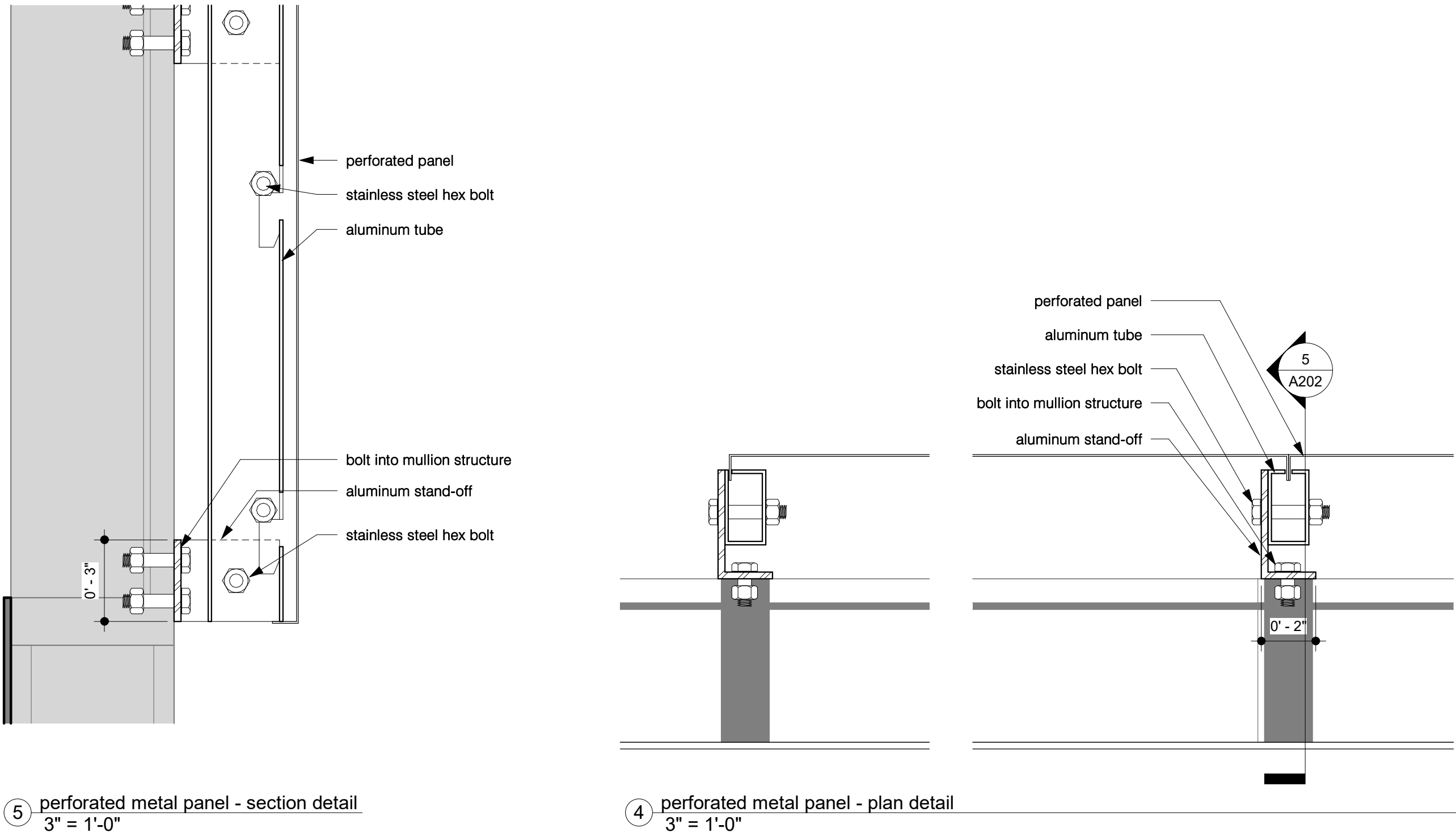
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Drawn by NC

Checked by BC

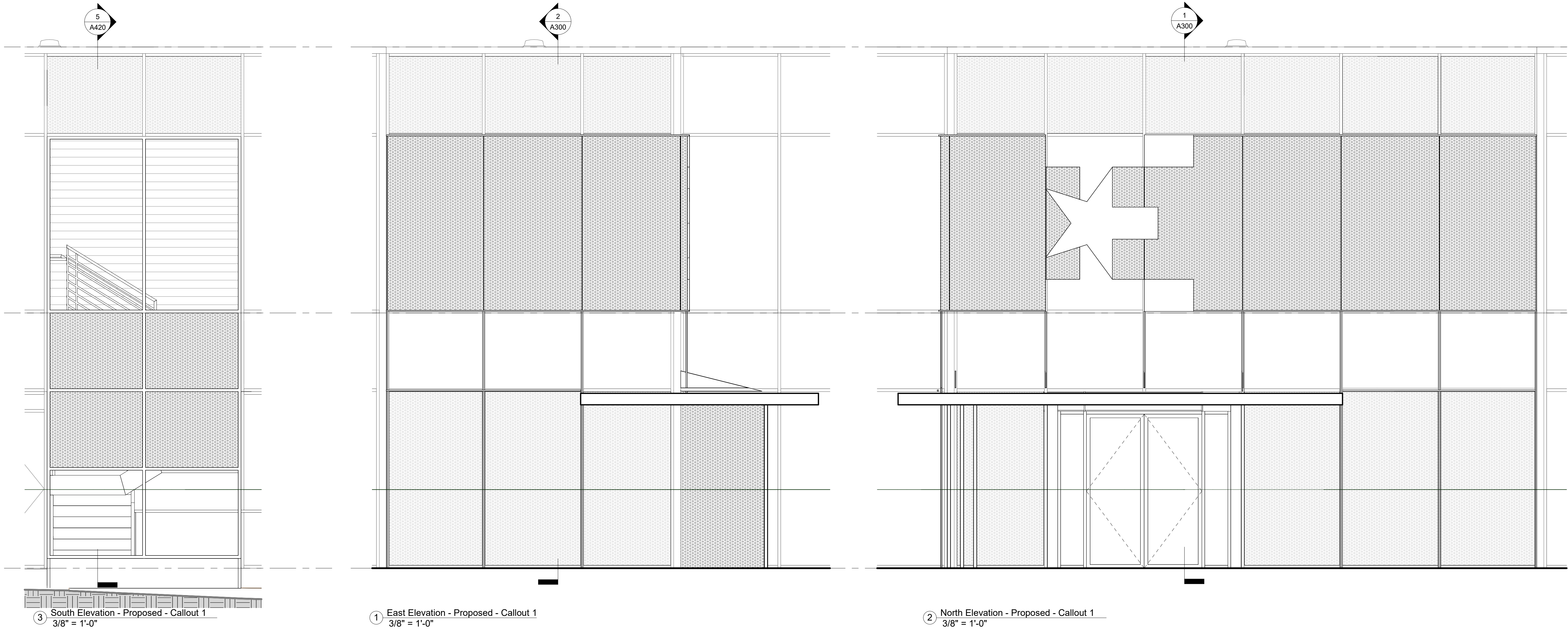
Exterior Elevations -
Enlarged

A202



5 perforated metal panel - section detail
3" = 1'-0"

4 perforated metal panel - plan detail
3" = 1'-0"



3 South Elevation - Proposed - Callout 1
3/8" = 1'-0"

1 East Elevation - Proposed - Callout 1
3/8" = 1'-0"

2 North Elevation - Proposed - Callout 1
3/8" = 1'-0"

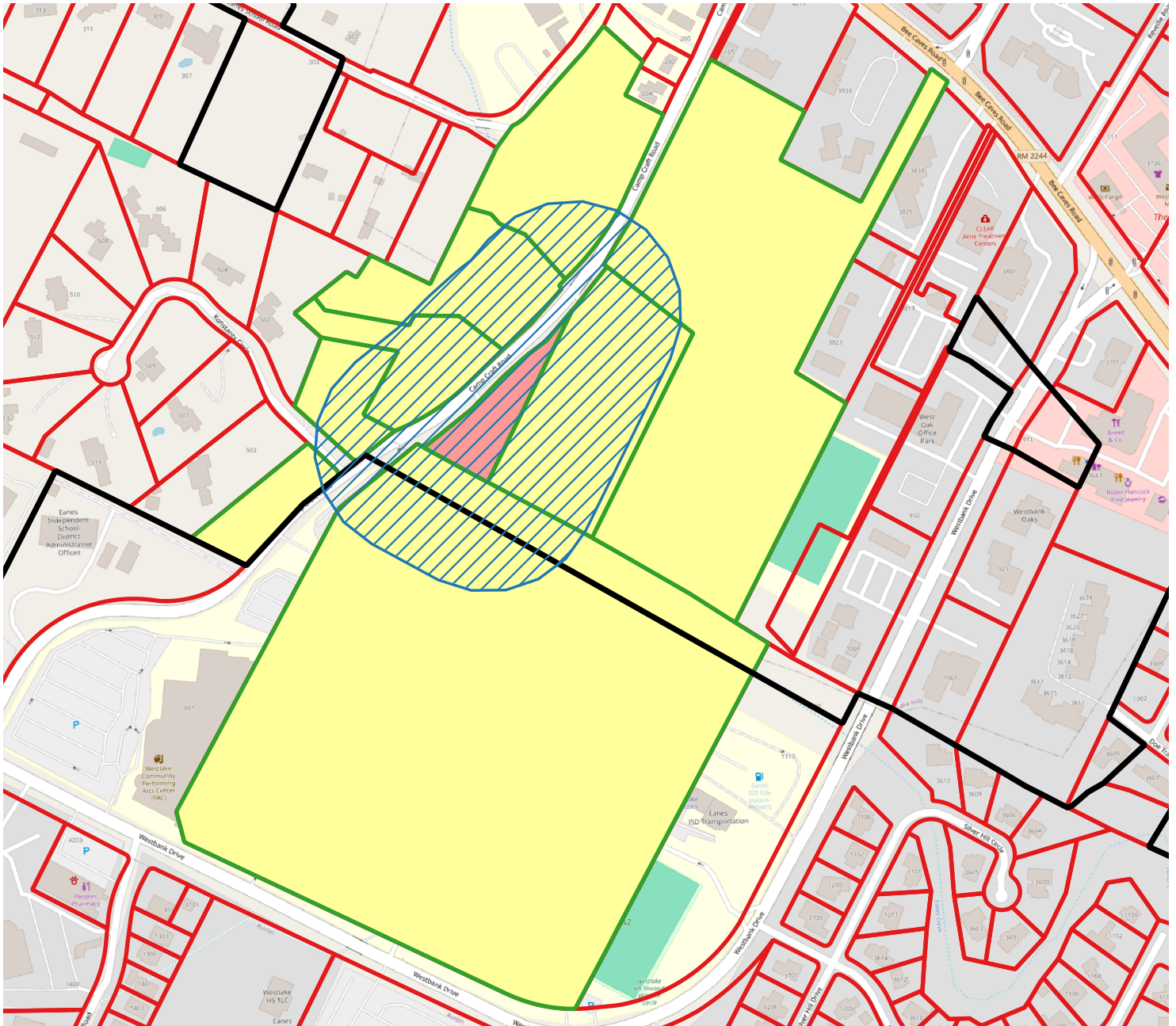
Roof
26' - 6"

Level 2
12' - 11 3/4"

Level 1
0' - 0"

Notification Area

401 Camp Craft Variance



Legend

-  Subject Property
-  Notification Area
-  Notified Properties
-  Parcels
-  West Lake Hills City Limits



To view this and other public notices for upcoming Building and Development cases, use a smart device's QR code scanner or visit the link below.



<https://www.westlakehills.gov/380>

City of West Lake Hills

MINUTES OF A ZONING & PLANNING COMMISSION (ZAPCO)

REGULAR MEETING

Wednesday, April 17, 2024 at 6:30 PM

1. **Call to Order:** Chairman Robert Chair Meisel.
 - a. Meeting begins at 6:30pm
 - b. Roll Call
 - i. Chair Robert Meisel: Present
 - ii. Vice-Chair Jim Pledger: Present
 - iii. Commissioner Julia Webber: Present
 - iv. Commissioner Karen Bartoletti: Absent (excused)
 - v. Commissioner Patrick Stewart: Present
 - vi. Commissioner Laurie Maccini: Present
2. **Citizen Communications:**
 - a. None
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 items unless a Commission Member or citizen so requests.
 - a. **Action:** Commissioner Pledger moves that all items be approved
 - Commissioner Stewart Seconds
 - Motion carries 4:0
4. **Public Hearing:** **406 Redbud:** Discuss and make recommendations on the proposed variances:
 1. The removal of eight (8) trees with trunk diameters of 14 inches or greater (Section 22.03.304 of the West Lake Hills Code)
 2. Closed fill of 10 feet, where the maximum allowed is 6 feet (7.4.1 of the Drainage and Erosion Control Manual)
 3. Driveway with an elevation change of greater than 6 feet from natural grade (Section 22.03.175 (e) (1))

Applicant: Bhavani Singal, Workshop No.5 LLC

a. Staff Report:

- Director Bills detailed the revisions made to the initial variance application and the withdrawal of the License to Encroach
- Commissioner Maccini: Would reducing square footage of the garage meet their needs?
 - Can request more details from the applicant
- Commissioner Pledger: Are there height issues on the property?
 - Plans are not fully-designed. If height does not meet code, project would require redesign or new variance
-

b. Public Comments:

- Will McAshan – Quiddity (civil engineer)
 - Makes presentation on new design.
- Steve Barron
 - Requests forfeiture of future skyline access, but otherwise supportive
- Chris Gunter
 - Voices support on behalf of neighbors
- Pavani Singhal (project architect)
 - Clarifies that homeowner not planning on using skyline due to cost of project.
 - Does not anticipate seeking additional variances.
- Davin Filpot
 - Tree Comments
 - Wants 50% of trees on side of property facing his lot.
 - States minimum replacement trees at 6"
- Ashwanni Raja (owner)
 - Indicated will work closely to meet Davin's request for tree placement

c. Discussion:

- Commissioner Maccini
 - Appreciates variety of native, low-water trees
 - Believes tree removal is design-driven decision
- Commissioner Webber
 - In support of variances despite house size
- Commissioner Stewart
 - Supportive of request

d. Action:

- Commissioner Webber moves that the variance be forwarded to Council with a recommendation of **approval** based on hardship driven by topography.
 - Commissioner Pledger Seconds
 - Motion **carries** (3-1) – Commissioner Maccini opposed

Recommendation will be forwarded to the Board of Adjustment and City Council for final consideration on June 12, 2024.

5. Public Hearing 401 Camp Craft: Discuss and make recommendation on a variance to the 50-foot front setback for a setback encroachment for a new entry vestibule (Section 22.03.275 and 22.03.281 of the West Lake Hills Code).

Applicant: Alan Knox, Reach Architects

- a. **Staff Report:** Director Bills delivers briefing on setback variance for secure entryway vestibule for future Eanes ISD administration site.
 - i. Commissioner Maccini: Are any trees affected?
 - a) No
- b. **Public Comment:**
 - i. Alan Knox – Reach Architects: Applicant
 - a) Discussed interior architectural concerns requiring vestibule be in setback
- c. **Discussion:**
 - i. Commissioner Webber: Is existing circulation being used?
 - a) Alan Knox: Yes
 - ii. Chair Meisel: Does existing building have the large board room?
 - a) Alan Knox: No
 - iii. Commissioner Maccini: How are existing trees impacted?
 - a) None
 - iv. Chair Meisel – why is no entry available from rear of lot?
 - a) Alan Knox: Existing ADA entrance at rear of lot not intended to be public entrance going forward with the new security concerns, so new vestibule will be new ADA-accessible entrance
 - v. Chair Meisel: Building being gutted anyway – new request design driven and not in spirit of ADA with parking and access on opposite sides of building.
 - a) Bo Crocket: Architect
 - Defining the entrance for the public so people know where to go.

- vi. Chair Meisel: If building not suitable for purpose – why did the district buy it?
- vii. Commissioner Webber: Sympathetic to district wanting to use this building.
 - a) Building already non-conforming, and this is small additional encroachment with improved security and wayfinding. Shares Chair Meisel concerns regarding accessibility, but believes request is minor in comparison to other granted variances.
- d. Action:** Commissioner Stewart moves that the variance be forwarded to Council with a recommendation with a recommendation of **approval**.
 - i. Commissioner Webber Seconds
 - ii. Motion Carries Unanimously (4-0)

Recommendation will be forwarded to the Board of Adjustment on June 12, 2024

- 6. **Public Hearing 8 N Peak:** Discuss and make recommendation on a variance to the side setback encroachment of 20 feet into a 20-foot side setback to enclose an open carport (Section 22.03.275 and 22.03.281 of the West Lake Hills Code).

Applicant: Charlie and Ellen Kreitler

- a. Staff Report:** Director Bills delivers briefing on prior variance for open carport and requested new variance.

b. Public Hearing:

- Charles Kreitler: Applicant
 - Spoke to history of carport and new request
 - Worried about theft – can't lock open carport
- Tom Layman: Neighbor
 - Supportive of variance

c. Discussion:

- Commissioner Maccini:
 - Theft is increasing in WLH
 - Request is small
- Commissioner Stewart:
 - Has experienced theft, and in support
- Webber:
 - Concerned about precedent
 - Gates can be a code-compliant option

- Commissioner Pledger:
 - Has never approved anything directly on a property line, but existing structure is legal and has a pre-existing variance for the location.
- Chair Meisel:
 - Will existing wood building behind house not hold tools and project?
 - Would a lockable storage cabinet fit inside the carport?
 - ZAPCO is supposed to consider whether variance requested is the least variance required.

e. Action: Commissioner Maccini moves that the variance be forwarded to Council with a recommendation with a recommendation of **approval**.

- i. Commissioner Stewart Seconds
- ii. Motion Carries Unanimously (4-0)

Recommendation will be forwarded to the Board of Adjustment on June 12, 2024

7. Adjournment:

Chairman Chair Meisel Adjourns the meeting at **8:08pm**

Respectfully submitted,

ROBERT CHAIR MEISEL, CHAIRMAN

ATTEST:

Development Coordinator Joel Sherrouse

These minutes were approved on _____, 2024.



City of West Lake Hills Board of Adjustment

AGENDA REPORT

Meeting Date:	June 12, 2024	Item Number:	7
	Building & Development		
Department:	Services		
Prepared By:	Jennifer C. Bills	Cost / Budget:	None
Exhibits:	See Attached	Source of Funds:	N/A

Subject

8 N. Peak: Discuss and consider action on a variance to the side setback encroachment of 20 feet into a 20-foot side setback to enclose an open carport (Section 22.03.275 and 22.03.281 of the West Lake Hills Code).

Applicant: Charlie and Ellen Kreitler

Recommendation

Staff recommends denial of the variance request. There is no hardship for this variance.

This item was reviewed by the Zoning & Planning Commission on May 15, 2024, and recommended for approval by a vote of 4-0 (Attachment 6). The Commission found that the request is to modify a legally constructed structure and the changes to enclose are minimal.

Discussion

Property Information, Zoning & Site Characteristics:

Owner: Charles and Ellen Kreitler

Legal Description: Henry Hill Survey ABS 14 SUR 21 0.63 acres

Lot Size: 0.63 acres

Zoning: R-1, One Family

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

Background & Analysis:

The applicant is proposing to enclose an existing carport to create a storage building (Attachment 1). The existing carport received a variance in 1994 to place the carport in the side setback in the current location (Attachment 2). As the structure is on the property line, to meet building code requirements, the parts of the structure within 5 feet of the property line will have to be fire rated construction and cannot contain any windows or doors.

Public Comment:

At the time of this staff report, there have been no comments received.

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 owners are retired and living on a fixed income. Since the existing carport already has a foundation, structure, and roof, the cost of enclosing the existing carport would be significantly less expensive than building a completely-new building--which, elsewhere, would also destroy part of their mature landscape.

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

The foundation and roof of the carport already exist, therefore this ensure ZERO destruction of any existing flora and terrain. This will add zero impervious coverage and not affect site drainage or topography at all. This will ensure zero effect on their mature trees and landscape.

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

Due to the location of their house and existing structures, the only place to add a storage shed within the setbacks would be in the middle of their backyard, which would destroy it.

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

This is simply enclosing something that already exists and doesn't add any further encroachment to a setback that wasn't already permitted under the previous variance.

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

Part of the Comprehensive Plan is a priority on the "environmental quality of West Lake Hills" including the "reduction of the impact of continuing development of soils, plant materials and wildlife." This variance would ensure zero impact on the environment beyond what already exists.

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

Since the structure already exists, we believe this will actually be beneficial to the neighbors immediately next door as it will grant them better privacy, better sound-proofing, and a better view of the walls instead of storage.

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

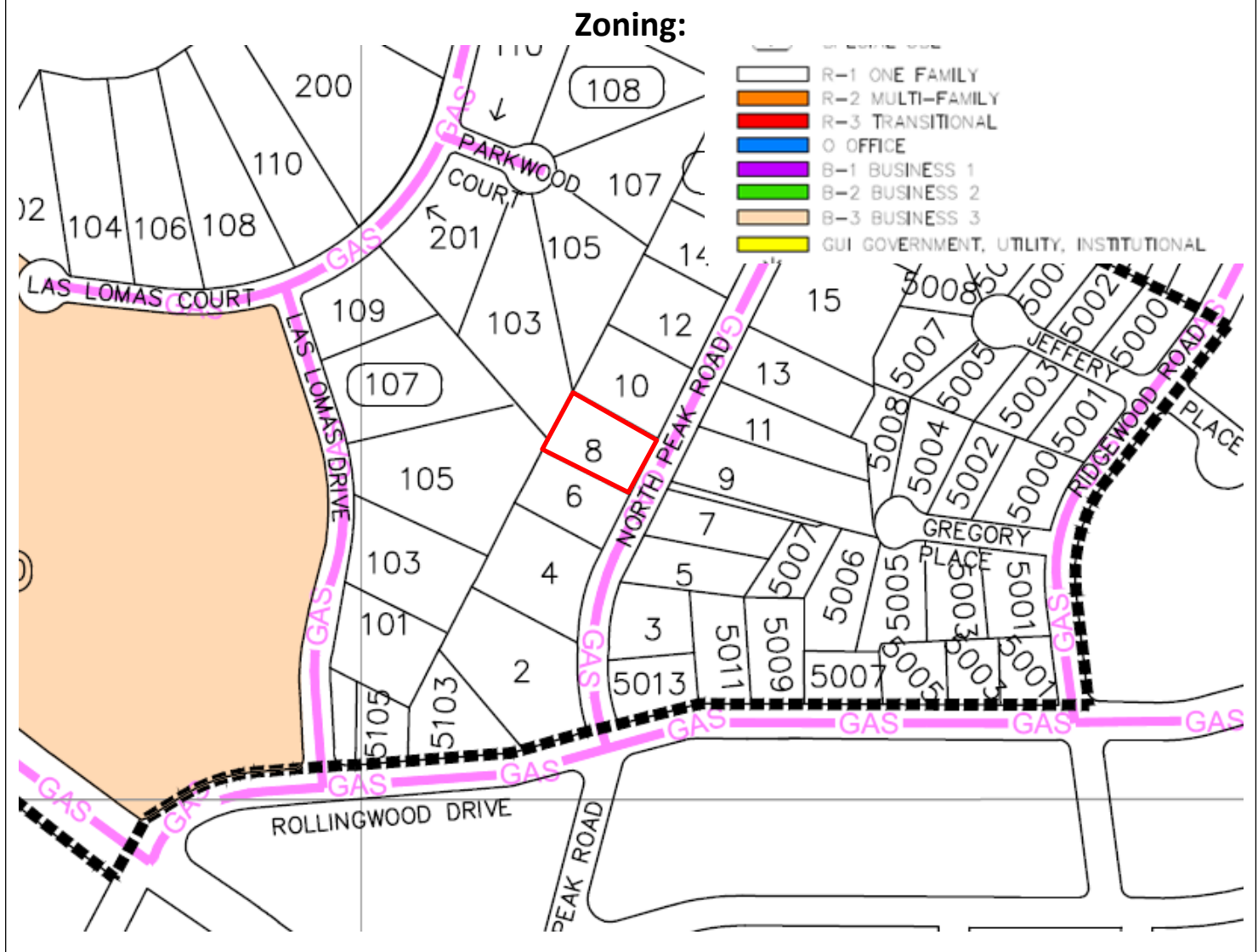
There is no change to the subdivision proposed with this application.

Comprehensive Planning Analysis

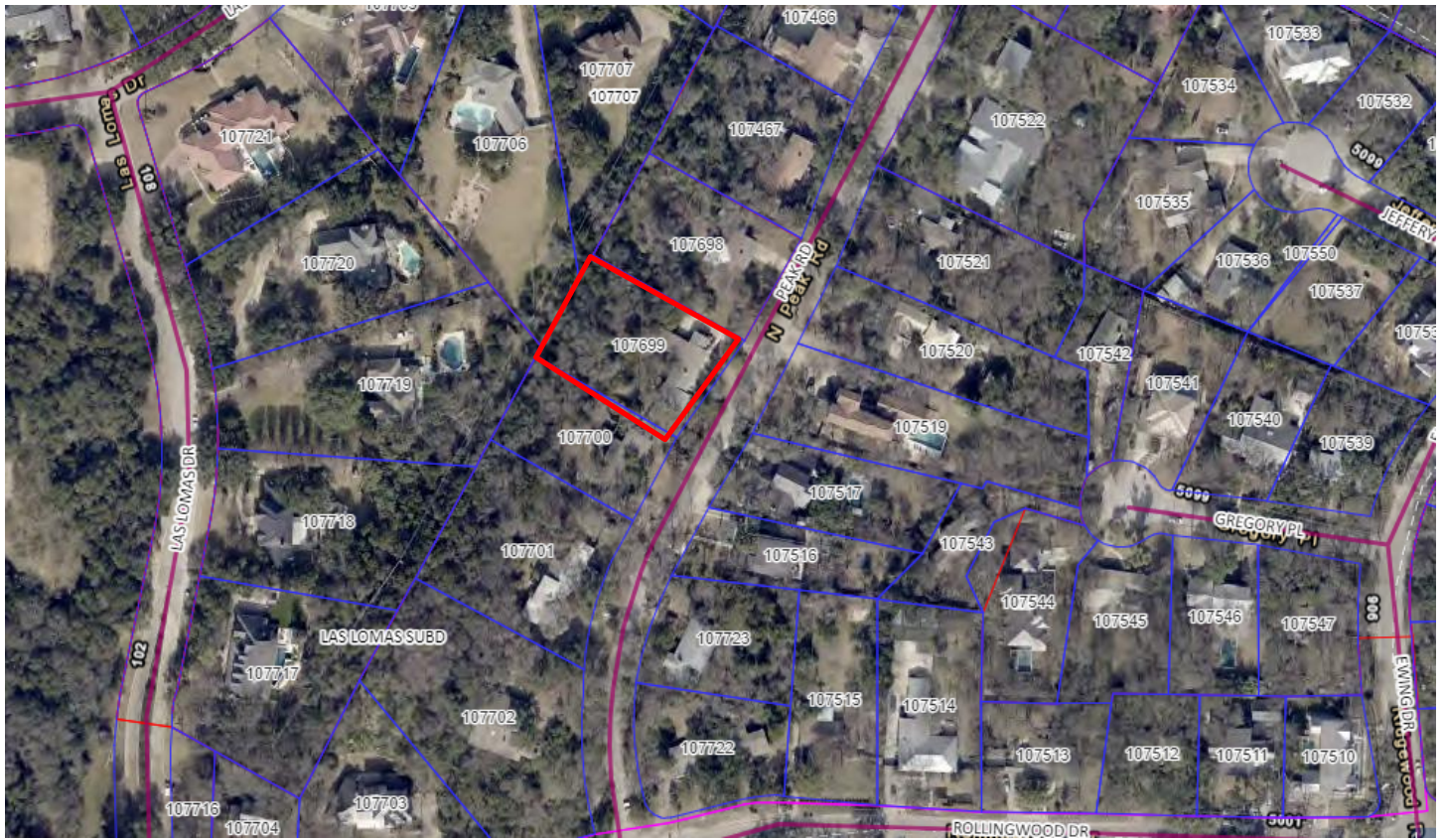
The existing and future land use is in conformance with the City of West Lake Hills Master Plan.

Links to Relevant Code:

- [Section 22.03.275 Building setback distances](#)
- [Section 22.03.281 Schedule of Regulations](#)
- [Section 22.03.170 Site disturbance \(excavation, grading or filling\)](#)
- [Section 38.05.031 Variances](#)
- [Section 22.03.514 Criteria and process required for granting a variance](#)



Aerial:



April 1, 2024

Mr. Robert Meisel
Chair, Zoning and Planning Commission
City of West Lake Hills
911 West Lake Drive
West Lake Hills, TX 7746

Dear Mr. Meisel

My husband, Charles W. Kreidler, and I bought and moved into our property at 8 North Peak Road in 1973. As we have aged and raised our family, our needs and uses for our property have changed. In 1994 we applied for, and were granted, a variance to build an open carport at the end of our driveway on our north property line. At that time our children were students at Westlake High School and used their car for school and work. We had off street parking capability for two cars but we needed a third space to avoid parking a car on our narrow street.

Our children have since graduated and moved away from home. Since then we have used the open carport to park my husband's motorcycles, to store various pieces of equipment, and as a covered area to work on projects. However, with the carport being of an open design, it is not possible to secure it. With the increasing incidence of crime in Austin, as well as in West Lake Hills, we would like to enclose the carport and install doors that can be locked. We no longer feel as safe in our community as we did years ago, so we follow Chief Gerdes nightly admonition and make sure our doors, windows, and cars are locked. We would like to do the same for our carport to safely store items and thwart theft. For this reason we are requesting a variance to enclose our current carport.

This carport enclosure would only involve the current structure. There would be no impact to the surrounding flora. The only impact to the fauna is that it would keep the snakes, skunks, possums, raccoons, and their scat out of our carport. There would be no change to the footprint or height of the structure. Due to the setback requirements and the slope of our property, the only other location to build a new structure would be in the middle of our back yard, negating any vehicle accessibility and the pleasurable use of our yard. Enclosing the carport will minimally change the aesthetics of the structure. In the 1970s and 1980s, Charlie served on the Master Plan Committee, Zoning and Planning Commission, and the Building Design Commission, so he has prior experience with the City of West Lake Hills' philosophy. From his time spent in these capacities, he does not believe that the enclosure represents an intent violation. Additionally, being able to store our various equipment pieces in an enclosed setting will provide a more attractive view for our new neighbors at 10 North Peak Road, as well as others in the neighborhood.

Respectfully,

Ellen B. Kreidler

OWNER:
CHARLES W. KREITLER
ELLEN B. KREITLER

ADDRESS:
8 N. PEAK ROAD

Waterloo Surveyors
SURVEY PLAT
Topographic & Tree

A1599

LEGAL DESCRIPTION:

BEING 0.6262 ACRE OUT OF THE HENRY P. HILL SURVEY 21,
ABSTRACT NO. 14, IN TRAVIS COUNTY, TEXAS, AND BEING THAT
SAME (0.63 AC) CONVEYED TO CHARLES W. KREITLER AND ELLEN
B. KREITLER BY DEED RECORDED IN VOLUME 4631, PAGE 547,
DEED RECORDS, TRAVIS COUNTY, TEXAS.

NOTE:

This survey was made without the benefit
of a title commitment and additional
easements and/or restrictions may apply

LOT 3-B
RESUB LOTS 1 THRU 4 BLOCK A
& LOTS 2 THRU 12 BLOCK C
LAS LOMAS SUBD
V 88/ PG 330
DOC# 2012186644

LOT 6 BLOCK A
LAS LOMAS SUBD
V 85/ PG 159D

LOT 7 BLOCK A
V 85/ PG 159D

TREE NOTE:

Trees as shown on this survey are
measured 4.5' above natural grade;
the circle represents a simulated
root zone with one foot of radius
for one inch of tree diameter.

TREE LEGEND
HACKBERRY hac
LIVE OAK lo
LIGUSTRUM lig
PECAN pec
BUR OAK bo
JUNIPER jun

TREE LIST
T# TYPE SIZE
31 hac 17"
52 lo 11"
57 elm 14"
75 spanish oak 8"
76 hac 22"
79 hac 18"
80 hac 15"
81 hac 9"
118 lo 7 6 6 5"
119 elm 9"
121 lig 7 5 5 4"
148 jun 23"
150 elm 11"
157 elm 15"
172 bo 9"
176 pec 20"
179 jun 29"
180 jun 17"
181 jun 21"
182 jun 14"
183 lo 15"
184 hac 8"
185 lo 12"
195 elm 8 4"
196 elm 8 6 4"
197 elm 12"
203 elm 19"
211 hac 8"
212 elm 10 5"
214 jun 8"
215 elm 17"
219 jun 15"
220 elm 8 4"
221 hac 9"
222 hac 8"
226 hac 12"
227 elm 10 3"
228 elm 8"
229 elm 8"
230 jun 8"
231 jun 8"

SHARON SMITH
0.559 AC
DOC# 2009143457

IMPERVIOUS COVER
HOUSE-- 2360 SQ FT
GREENHOUSE-- 126 SQ FT
WOOD BLDG-- 250 SQ FT
CONCRETE CARPORTS--746 SQ FT
WOOD COOP-- 26 SQ FT
CONCRETE DRIVE--1392 SQ FT
CONC PORCH & AC PADS--222 SQ FT
STONE WALKS & ENTRY--463 SQ FT
TOTAL IMPERVIOUS-- 5585 SQ FT
LOT AREA--27,277 SQ FT
IMPERVIOUS %= 20.48%

BEARING BASE

THE TEXAS COORDINATE SYSTEM OF
1983(NAD83)CENTRAL TEXAS ZONE,
BASED ON LOCAL NETWORK GPS
OBSERVATIONS.

LEGEND

FOUND 1/2" IRON PIPE FIP
FOUND 1/2" IRON ROD FIR
FOUND 1/2" IRON ROD W/AL CAP FIRAC
STAMPED "kent mcmillan surveyor rpls 4341"
FOUND MAG NAIL FMN
HOG WIRE FENCE -X-X-
WOOD FENCE -//--
CHAIN LINK FENCE -o-o-
UTILITY POLE & ELECTRIC LINE
LIGHT POLE
WATER METER
CLEANOUT
SAN SEWER MANHOLE
FIRE HYDRANT
ELECTRIC MANHOLE
WATER VALVE
(RECORD)
TREE SYMBOL
W/DRIP LINE

BENCHMARK BM:

Cotton spindle in asphalt;
Elevation 678.64' NAVD88

FINISHED FLOOR ELEVATIONS FF 680'

State of Texas:
County of Travis:

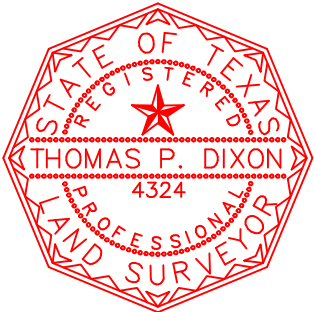
The undersigned does hereby
certify that this survey was
this day made on the
property legally described
hereon and is correct, and
this survey substantially
complies with the current
Texas Society of Professional
Surveyors Standards and
Specifications for a Category
1B, 3 & 6 Condition II Survey.

Dated this the 12TH day
of DECEMBER,
202 3.

And I certify that the property
shown hereon IS NOT
within a special flood hazard
area as identified by the
Federal Insurance Adm.
Department of HUD Flood
hazard boundary map revised
as per Map Number:
48453C0445K

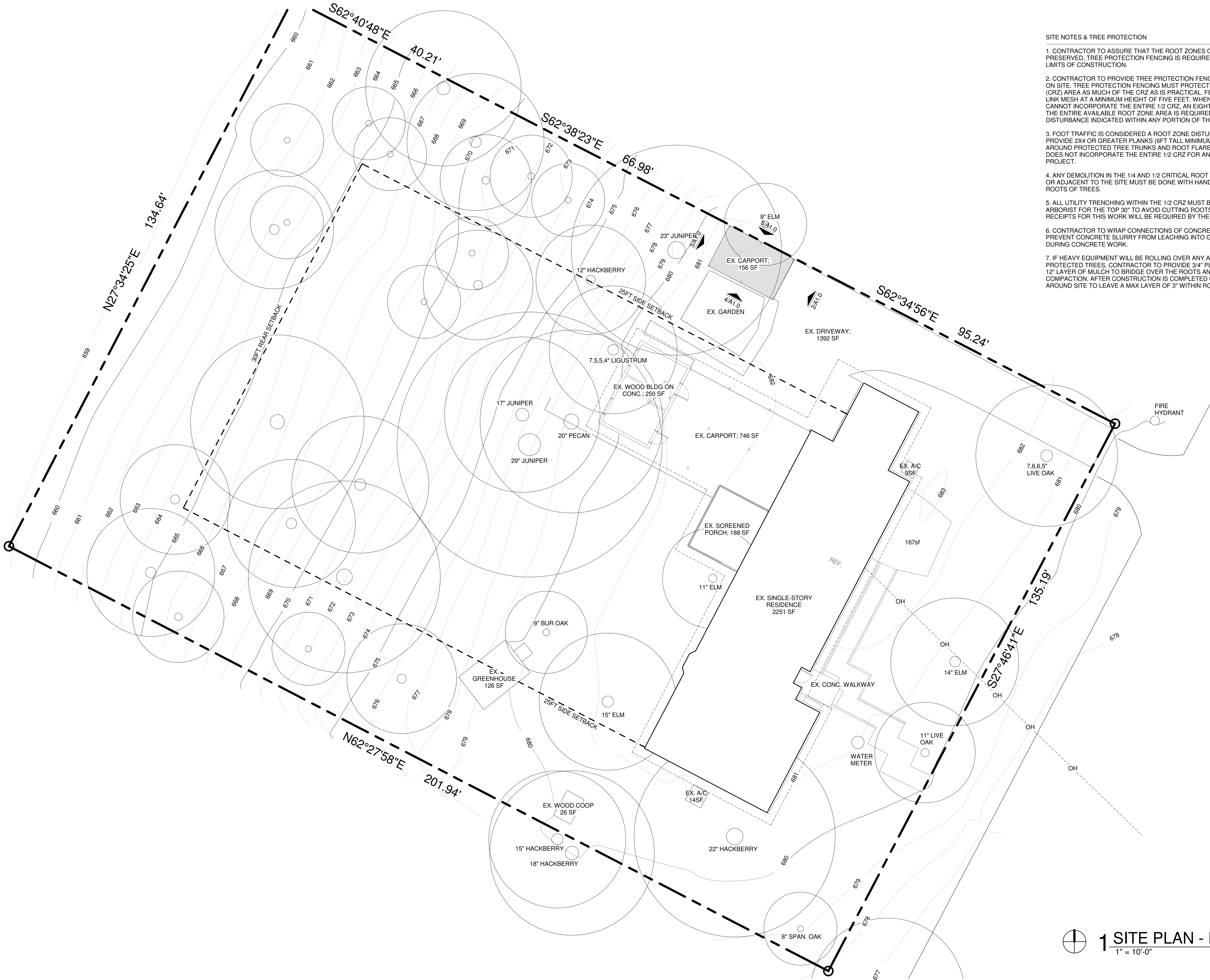
Zone: X
Dated: JANUARY 22, 2020

DAVID KAUFMAN
0.63 AC
DOC# 2022062682



Thomas P. Dixon R.P.L.S. 4324
WATERLOO SURVEYORS LLC
P.O. BOX 160176
AUSTIN, TEXAS 78716-0176
Phone: 512-481-9602
www.waterloosurveyors.com
FIRM# 10124400





- SITE NOTES & TREE PROTECTION
1. CONTRACTOR TO ASSURE THAT THE ROOT ZONES OF ALL TREES ARE ADEQUATELY PRESERVED. TREE PROTECTION FENCING IS REQUIRED FOR ALL TREES WITHIN THE LIMITS OF CONSTRUCTION.
 2. CONTRACTOR TO PROVIDE TREE PROTECTION FENCING FOR ALL PROTECTED TREES ON SITE. TREE PROTECTION FENCING MUST PROTECT THE ENTIRE CRITICAL ROOT ZONE (CRZ) AREA AS MUCH OF THE CRZ AS IS PRACTICAL. FENCING IS REQUIRED TO BE CHAIN-LINK MESH AT A MINIMUM HEIGHT OF FIVE FEET. WHEN THE TREE PROTECTION FENCING CANNOT INCORPORATE THE ENTIRE 1/2 CRZ, AN EIGHT-INCH LAYER OF MULCH WITHIN THE ENTIRE AVAILABLE ROOT ZONE AREA IS REQUIRED FOR ALL TREES WITH HAVE ANY DISTURBANCE INDICATED WITHIN ANY PORTION OF THE CRITICAL ROOT ZONE.
 3. FOOT TRAFFIC IS CONSIDERED A ROOT ZONE DISTURBANCE. CONTRACTOR TO PROVIDE 2X4 OR GREATER PLANKS (6FT TALL MINIMUM) TO BE STRAPPED SECURELY AROUND PROTECTED TREE TRUNKS AND ROOT FLARES WHEN PROTECTIVE FENCING DOES NOT INCORPORATE THE ENTIRE 1/2 CRZ FOR ANY REASON AT ANY TIME IN THE PROJECT.
 4. ANY DEMOLITION IN THE 1/4 AND 1/2 CRITICAL ROOT ZONES OF PROTECTED TREES ON OR ADJACENT TO THE SITE MUST BE DONE WITH HAND TOOLS TO AVOID DAMAGING ROOTS OF TREES.
 5. ALL UTILITY TRENCHING WITHIN THE 1/2 CRZ MUST BE AIR SPADED BY A CERTIFIED ARBORIST FOR THE TOP 30" TO AVOID CUTTING ROOTS 1.5"+ IN DIAMETER. ALL PAID RECEIPTS FOR THIS WORK WILL BE REQUIRED BY THE FINAL TREE INSPECTOR.
 6. CONTRACTOR TO WRAP CONNECTIONS OF CONCRETE LINE PUMP WITH PLASTIC TO PREVENT CONCRETE SLURRY FROM LEACHING INTO GROUND NEAR ROOTS OF TREES DURING CONCRETE WORK.
 7. IF HEAVY EQUIPMENT WILL BE ROLLING OVER ANY AREA OF THE FULL CRZ OF PROTECTED TREES, CONTRACTOR TO PROVIDE 3/4" PLYWOOD OVER 2X4 LUMBER OVER 12" LAYER OF MULCH TO BRIDGE OVER THE ROOTS AND PREVENT SOIL/ROOT COMPACTION. AFTER CONSTRUCTION IS COMPLETED CONTRACTOR TO SPREAD MULCH AROUND SITE TO LEAVE A MAX LAYER OF 3" WITHIN ROOT ZONES.

Sidetracked Studio

6521 Burnet Ln, Ste.105
Austin, Texas 78757
870 219 6942



FIELD INSPECTION REQUIRED

Prior to performing any bidding, new construction, and/or repairs, general contractor shall visit the site, inspect all existing conditions, and report any discrepancies to the architect.

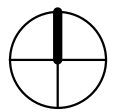
Kreitler Residence

8 N Peak Rd
West Lake Hills, TX 78746

DATE 04.01.24 ISSUED FOR FOR VARIANCE

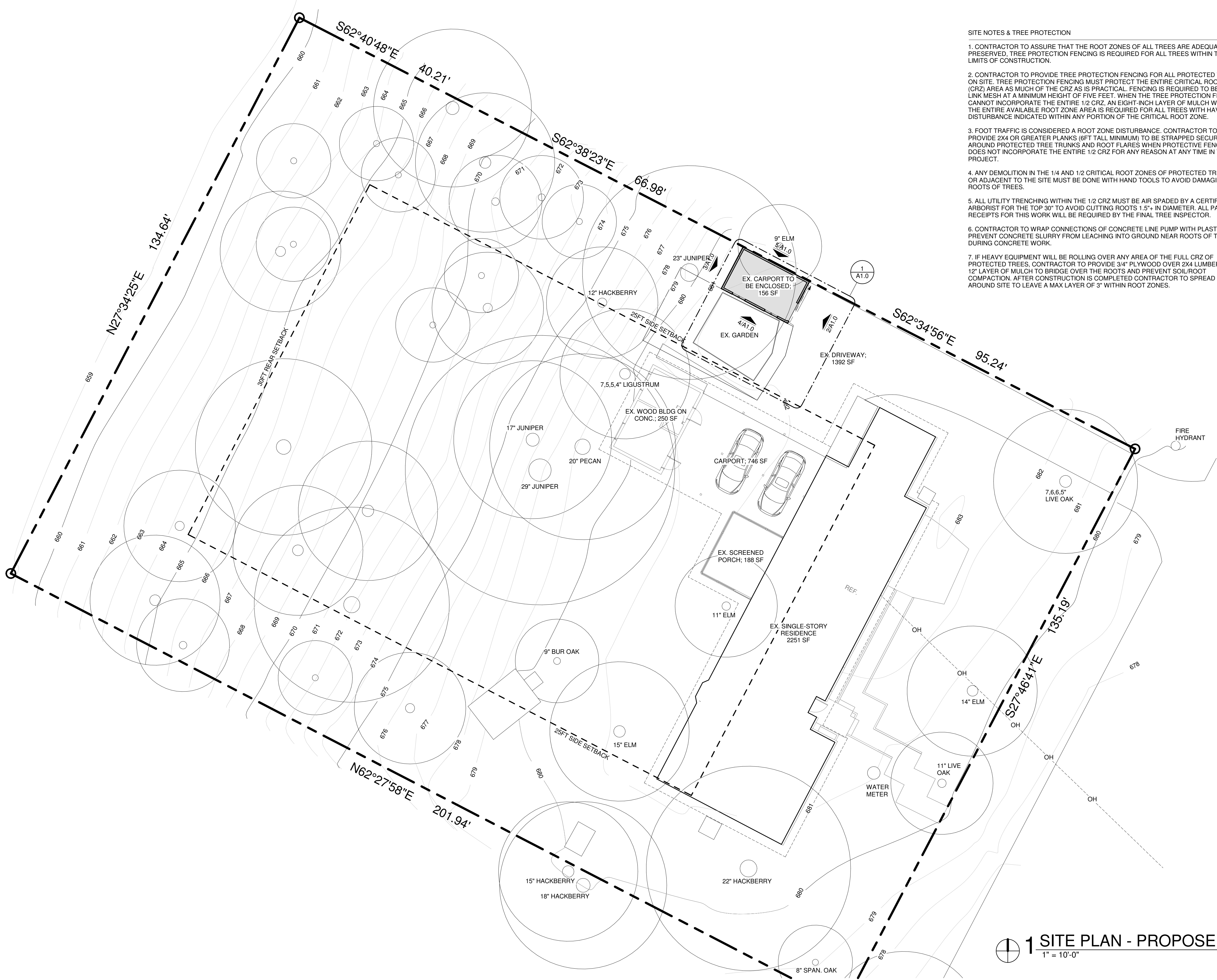
PROJECT 0000

SITE PLAN - EXISTING



1 SITE PLAN - EXISTING
1" = 10'-0"

A0.0



- SITE NOTES & TREE PROTECTION
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1 SITE PLAN - PROPOSED
1" = 10'-0"

Sidetracked Studio

6521 Burnet Ln, Ste.105
Austin, Texas 78757
870 219 6942



FIELD INSPECTION REQUIRED

Prior to performing any bidding, new construction, and/or repairs, general contractor shall visit the site, inspect all existing conditions, and report any discrepancies to the architect.

Kreitler Residence

8 N Peak Rd
West Lake Hills, TX 78746

DATE ISSUED FOR
04.01.24 FOR VARIANCE

PROJECT 0000

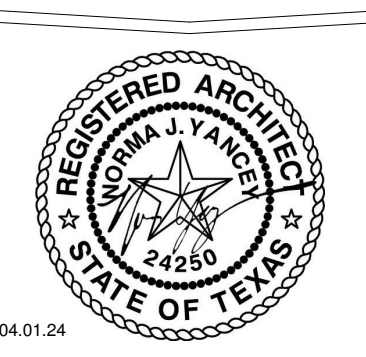
SITE PLAN - PROPOSED

A0.1

WALL LEGEND	
	EXISTING COLUMN TO REMAIN
	NEW FRAMED WALL

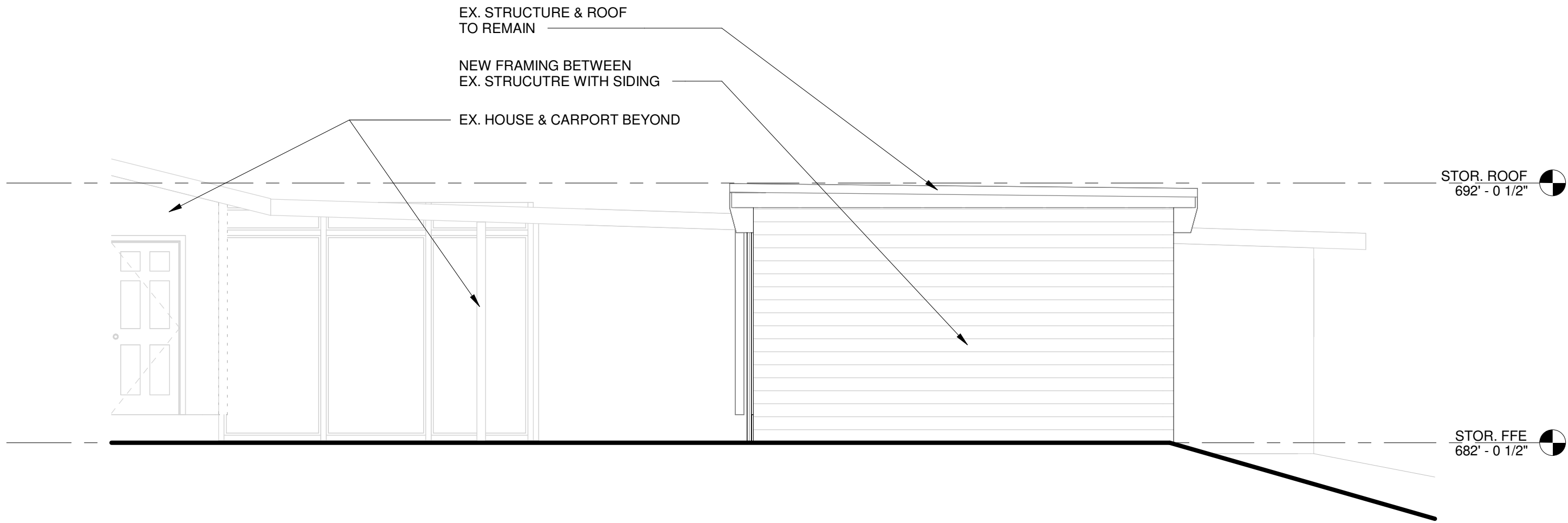
Sidetracked Studio

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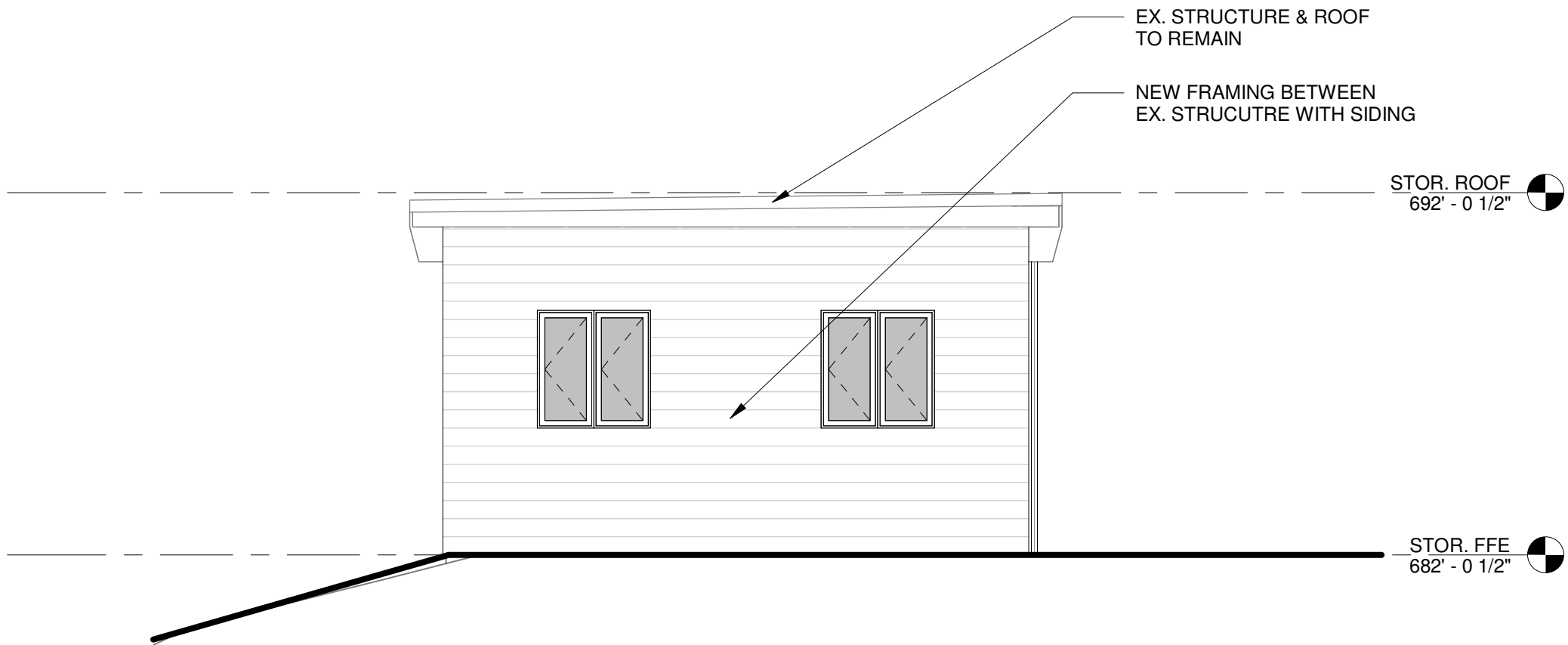


FIELD INSPECTION REQUIRED

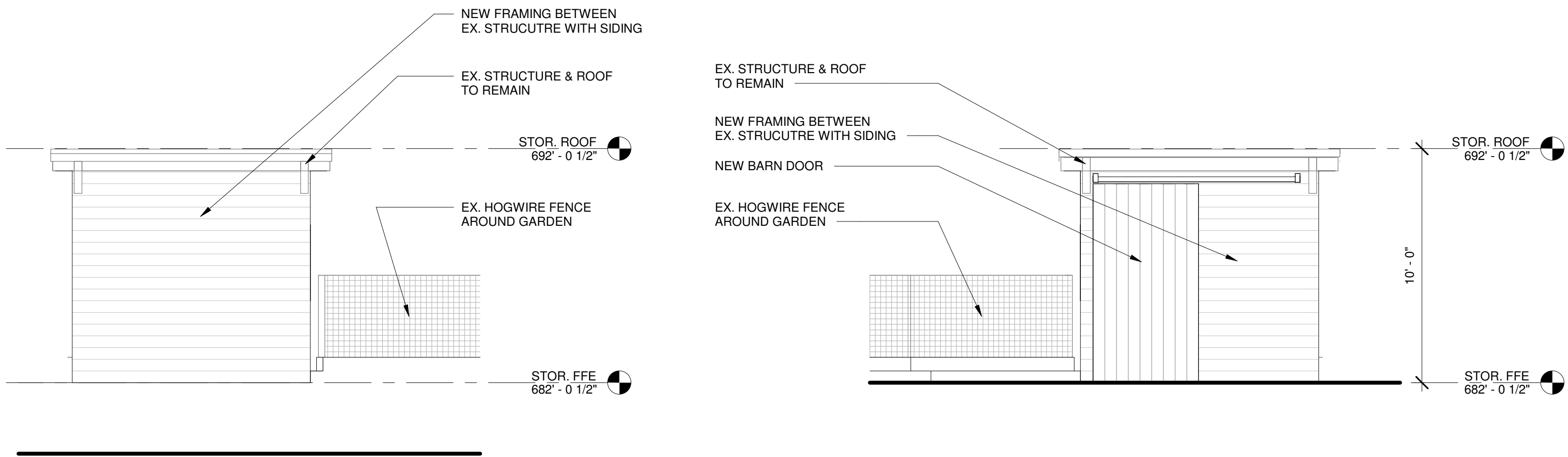
Prior to performing any bidding, new construction, and/or repairs, general contractor shall visit the site, inspect all existing conditions, and report any discrepancies to the architect.



5 NORTH ELEVATION
1/4" = 1'-0"

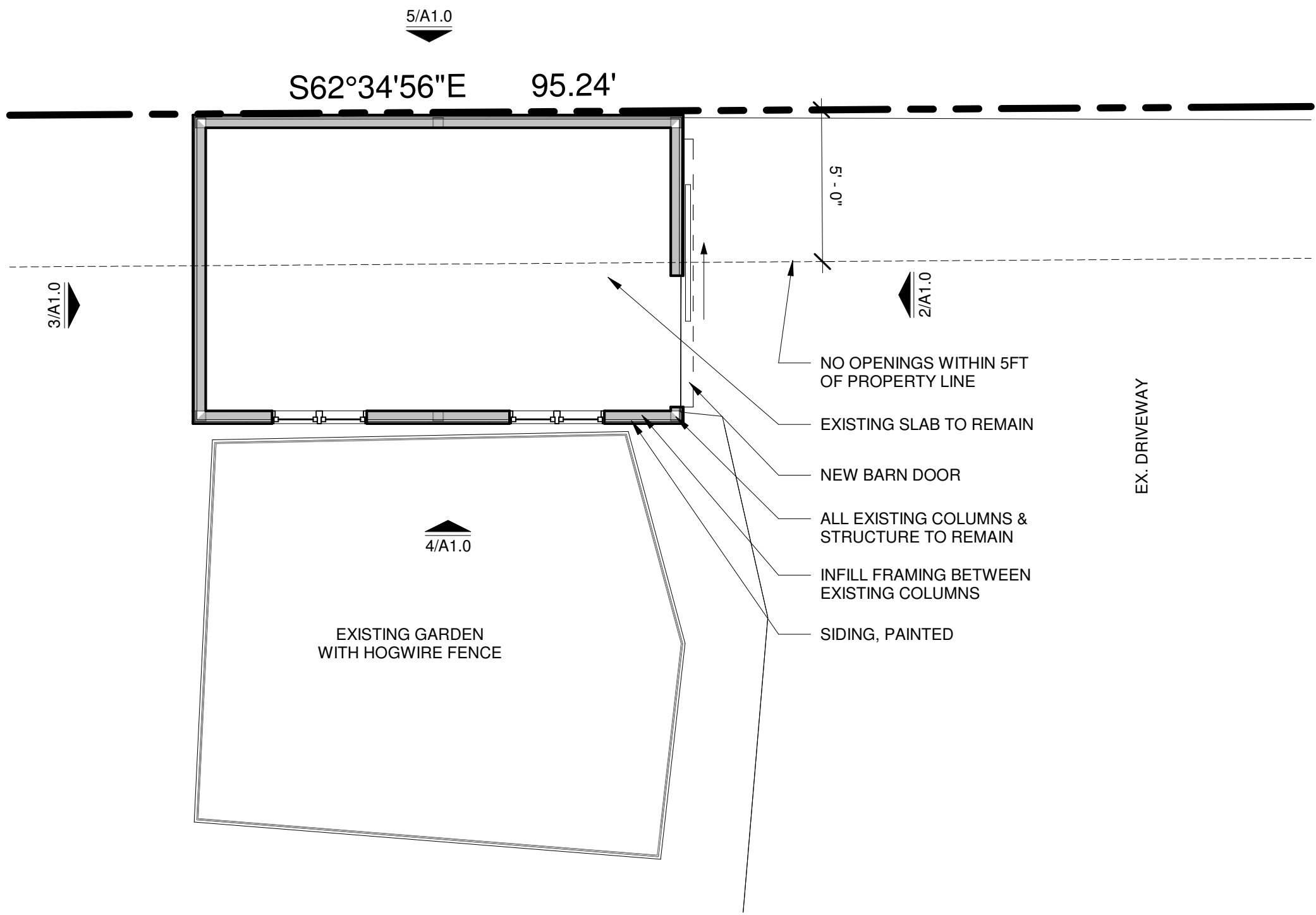


4 SOUTH ELEVATION
1/4" = 1'-0"



3 WEST ELEVATION
1/4" = 1'-0"

2 EAST (FRONT) ELEVATION
1/4" = 1'-0"



1 ENCLOSED STORAGE PLAN
1/4" = 1'-0"

Kreidler Residence

8 N Peak Rd
West Lake Hills, TX 78746

DATE	ISSUED FOR
04.01.24	FOR VARIANCE

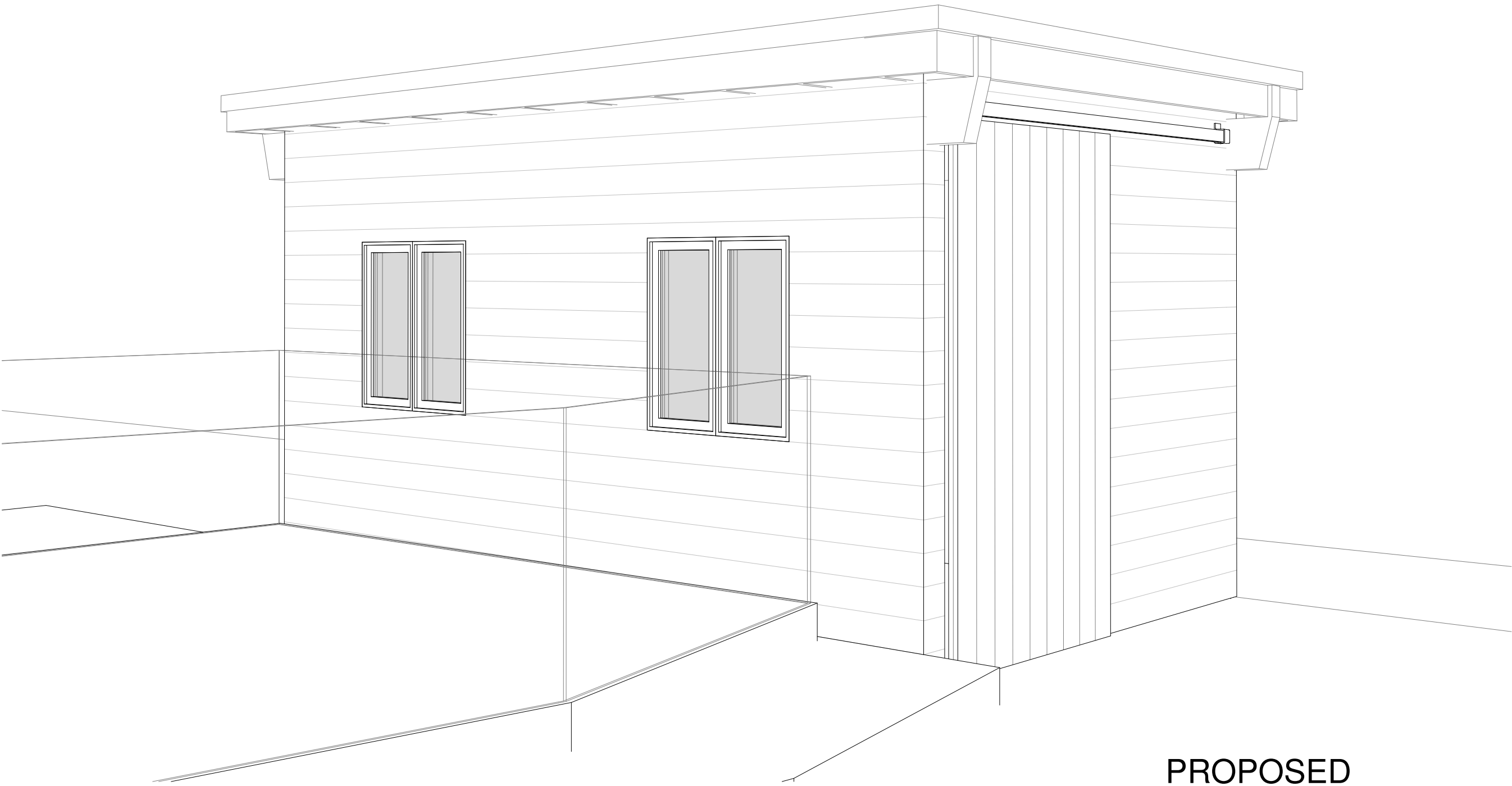
PROJECT 0000

PLAN & ELEVATIONS

A1.0



EXISTING



PROPOSED

1 STORAGE VIEW



FIELD INSPECTION REQUIRED

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Kreitler Residence

8 N Peak Rd
West Lake Hills, TX 78746

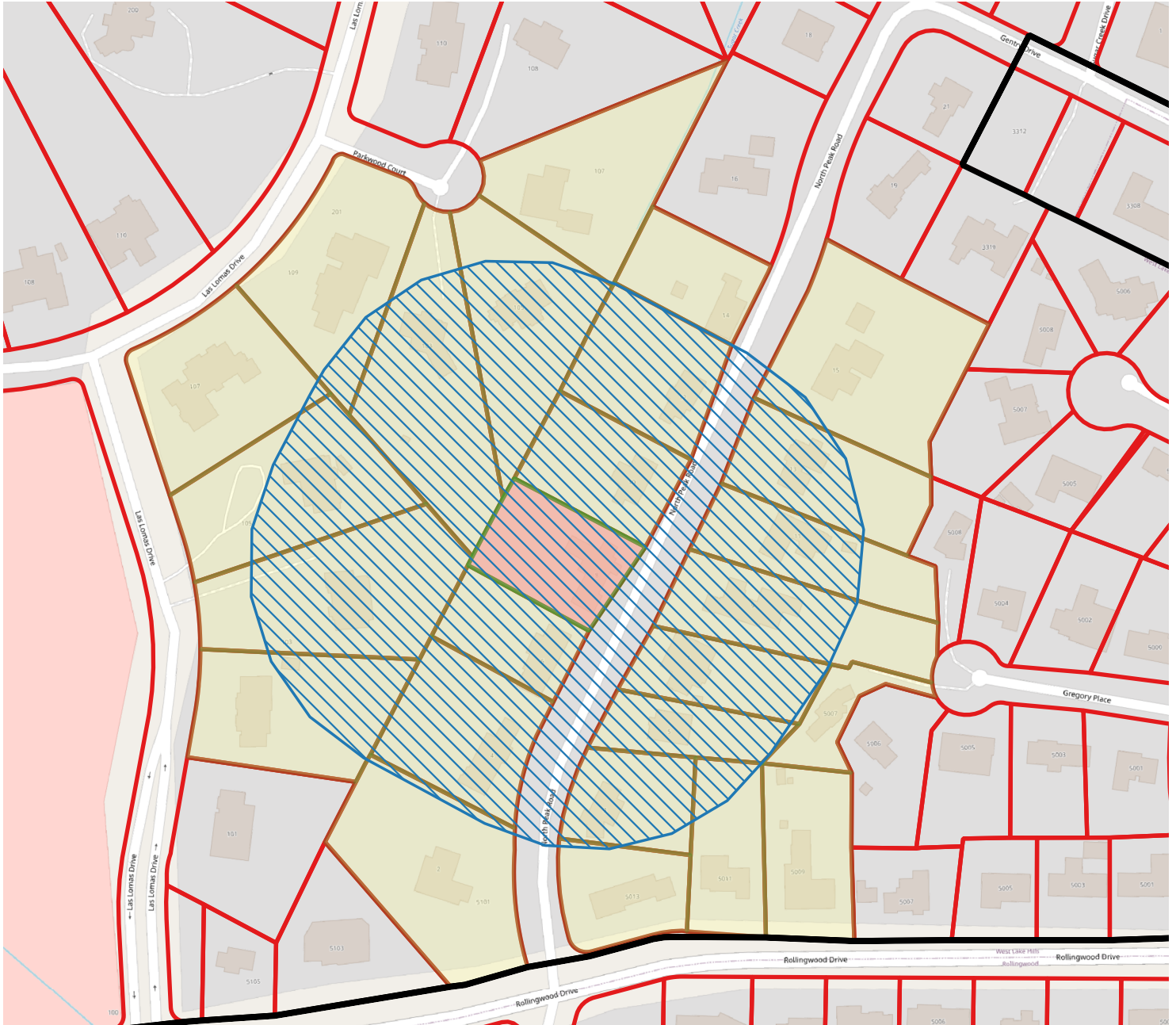
DATE	ISSUED FOR
04.01.24	FOR VARIANCE

PROJECT	0000
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3D VIEWS

Notification Area

8 N Peak variance



Legend

-  Subject Property
-  Notified Properties
-  Notification Area
-  Parcels
-  West Lake Hills City Limits



City of West Lake Hills

MINUTES OF A ZONING & PLANNING COMMISSION (ZAPCO)

REGULAR MEETING

Wednesday, April 17, 2024 at 6:30 PM

1. **Call to Order:** Chairman Robert Chair Meisel.
 - a. Meeting begins at 6:30pm
 - b. Roll Call
 - i. Chair Robert Meisel: Present
 - ii. Vice-Chair Jim Pledger: Present
 - iii. Commissioner Julia Webber: Present
 - iv. Commissioner Karen Bartoletti: Absent (excused)
 - v. Commissioner Patrick Stewart: Present
 - vi. Commissioner Laurie Maccini: Present
2. **Citizen Communications:**
 - a. None
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 items unless a Commission Member or citizen so requests.
 - a. **Action:** Commissioner Pledger moves that all items be approved
 - o Commissioner Stewart Seconds
 - o Motion carries 4:0
4. **Public Hearing:** **406 Redbud:** Discuss and make recommendations on the proposed variances:
 1. The removal of eight (8) trees with trunk diameters of 14 inches or greater (Section 22.03.304 of the West Lake Hills Code)
 2. Closed fill of 10 feet, where the maximum allowed is 6 feet (7.4.1 of the Drainage and Erosion Control Manual)
 3. Driveway with an elevation change of greater than 6 feet from natural grade (Section 22.03.175 (e) (1))

Applicant: Bhavani Singal, Workshop No.5 LLC

a. Staff Report:

- Director Bills detailed the revisions made to the initial variance application and the withdrawal of the License to Encroach
- Commissioner Maccini: Would reducing square footage of the garage meet their needs?
 - Can request more details from the applicant
- Commissioner Pledger: Are there height issues on the property?
 - Plans are not fully-designed. If height does not meet code, project would require redesign or new variance
-

b. Public Comments:

- Will McAshan – Quiddity (civil engineer)
 - Makes presentation on new design.
- Steve Barron
 - Requests forfeiture of future skyline access, but otherwise supportive
- Chris Gunter
 - Voices support on behalf of neighbors
- Pavani Singhal (project architect)
 - Clarifies that homeowner not planning on using skyline due to cost of project.
 - Does not anticipate seeking additional variances.
- Davin Filpot
 - Tree Comments
 - Wants 50% of trees on side of property facing his lot.
 - States minimum replacement trees at 6"
- Ashwanni Raja (owner)
 - Indicated will work closely to meet Davin's request for tree placement

c. Discussion:

- Commissioner Maccini
 - Appreciates variety of native, low-water trees
 - Believes tree removal is design-driven decision
- Commissioner Webber
 - In support of variances despite house size
- Commissioner Stewart
 - Supportive of request

d. Action:

- Commissioner Webber moves that the variance be forwarded to Council with a recommendation of **approval** based on hardship driven by topography.
 - Commissioner Pledger Seconds
 - Motion **carries** (3-1) – Commissioner Maccini opposed

Recommendation will be forwarded to the Board of Adjustment and City Council for final consideration on June 12, 2024.

5. Public Hearing 401 Camp Craft: Discuss and make recommendation on a variance to the 50-foot front setback for a setback encroachment for a new entry vestibule (Section 22.03.275 and 22.03.281 of the West Lake Hills Code).

Applicant: Alan Knox, Reach Architects

- a. **Staff Report:** Director Bills delivers briefing on setback variance for secure entryway vestibule for future Eanes ISD administration site.
 - i. Commissioner Maccini: Are any trees affected?
 - a) No
- b. **Public Comment:**
 - i. Alan Knox – Reach Architects: Applicant
 - a) Discussed interior architectural concerns requiring vestibule be in setback
- c. **Discussion:**
 - i. Commissioner Webber: Is existing circulation being used?
 - a) Alan Knox: Yes
 - ii. Chair Meisel: Does existing building have the large board room?
 - a) Alan Knox: No
 - iii. Commissioner Maccini: How are existing trees impacted?
 - a) None
 - iv. Chair Meisel – why is no entry available from rear of lot?
 - a) Alan Knox: Existing ADA entrance at rear of lot not intended to be public entrance going forward with the new security concerns, so new vestibule will be new ADA-accessible entrance
 - v. Chair Meisel: Building being gutted anyway – new request design driven and not in spirit of ADA with parking and access on opposite sides of building.
 - a) Bo Crocket: Architect
 - Defining the entrance for the public so people know where to go.

- vi. Chair Meisel: If building not suitable for purpose – why did the district buy it?
- vii. Commissioner Webber: Sympathetic to district wanting to use this building.
 - a) Building already non-conforming, and this is small additional encroachment with improved security and wayfinding. Shares Chair Meisel concerns regarding accessibility, but believes request is minor in comparison to other granted variances.
- d. Action:** Commissioner Stewart moves that the variance be forwarded to Council with a recommendation with a recommendation of **approval**.
 - i. Commissioner Webber Seconds
 - ii. Motion Carries Unanimously (4-0)

Recommendation will be forwarded to the Board of Adjustment on June 12, 2024

- 6. **Public Hearing 8 N Peak:** Discuss and make recommendation on a variance to the side setback encroachment of 20 feet into a 20-foot side setback to enclose an open carport (Section 22.03.275 and 22.03.281 of the West Lake Hills Code).

Applicant: Charlie and Ellen Kreitler

- a. Staff Report:** Director Bills delivers briefing on prior variance for open carport and requested new variance.

b. Public Hearing:

- Charles Kreitler: Applicant
 - Spoke to history of carport and new request
 - Worried about theft – can't lock open carport
- Tom Layman: Neighbor
 - Supportive of variance

c. Discussion:

- Commissioner Maccini:
 - Theft is increasing in WLH
 - Request is small
- Commissioner Stewart:
 - Has experienced theft, and in support
- Webber:
 - Concerned about precedent
 - Gates can be a code-compliant option

- Commissioner Pledger:
 - Has never approved anything directly on a property line, but existing structure is legal and has a pre-existing variance for the location.
- Chair Meisel:
 - Will existing wood building behind house not hold tools and project?
 - Would a lockable storage cabinet fit inside the carport?
 - ZAPCO is supposed to consider whether variance requested is the least variance required.

e. Action: Commissioner Maccini moves that the variance be forwarded to Council with a recommendation with a recommendation of **approval**.

- i. Commissioner Stewart Seconds
- ii. Motion Carries Unanimously (4-0)

Recommendation will be forwarded to the Board of Adjustment on June 12, 2024

7. Adjournment:

Chairman Chair Meisel Adjourns the meeting at **8:08pm**

Respectfully submitted,

ROBERT CHAIR MEISEL, CHAIRMAN

ATTEST:

Development Coordinator Joel Sherrouse

These minutes were approved on _____, 2024.