



CITY OF WEST LAKE HILLS, TEXAS  
NOTICE OF ZONING & PLANNING COMMISSION (ZAPCO) REGULAR MEETING  
Wednesday, August 21, 2024 at 6:30 PM

Notice is hereby given that the Zoning and Planning Commission (ZAPCO) of the City of West Lake Hills, Texas, will hold a Regular Meeting on the 21st day of August 2024 at 6:30 p.m., in the Council Chamber, Municipal Building, 911 Westlake Drive, West Lake Hills, Texas, at which time the following items will be discussed, to-wit:

**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 [planner@westlakehills.gov](mailto:planner@westlakehills.gov) by 1:00 P.M. on August 21, 2024

1. Call to Order. Chairman Robert Meisel.
2. Citizen Communications The Commission welcomes public comments at this point on any issue. If the issue is listed on the agenda, the speaker may choose to comment during the Public Comment period or when the specific agenda item is taken up by the Commission later in the meeting. The Commission cannot respond to or discuss matters not listed on the agenda. The Commission may provide factual information, refer the item to a staff member, or request the item be added to a future meeting agenda. Speakers shall limit their comments to five (5) minutes each.
3. Consent Agenda The following items are considered to be self-explanatory by the Commission and will be enacted with one motion. There will be no separate discussion of these item/s unless a Commission Member or citizen so requests.
  - a. Approval of the June 19, 2024 Zoning and Planning Commission Minutes
  - b. Approval of the July 17, 2024 Zoning and Planning Commission Minutes
  - c. Report of the Previous ZAPCO cases acted on by the BOA/City Council
4. Public Hearing 1501 Wildcat Hollow: Discuss and make recommendations on the proposed variances:

1. Allow up to 6 feet of grading in the 50-foot Harbor View Drive front setback for the

- garage access/drive court where grading greater than 18” is not allowed (Section 22.03.170 (f));
2. Allow a retaining wall up to 6’7” in height above natural grade, where the maximum wall height anywhere on the site is 6 feet. (Section 22.03.170);
  3. Allow an encroachment of 6 feet for a drive court and 8 feet for a side parking area, into the required 20-foot parking setback from Harbor View Drive. (Section 22.03.175);
  4. Allow a 12-foot encroachment into the required 50-foot front setback at Harbor View Drive (Section 22.03.275 and 22.03.281);
  5. Request to maintain the existing nonconforming circle drive with access on Wildcat Hollow and Harbor View Drive, where only one driveway is allowed per lot. (Section 22.03.175).

**Applicant:** Davin Filpot, R&D Architecture

5. **Public Hearing 22 Hull Circle:** Discuss and make recommendation on a variance for an 8-foot encroachment into the 20 foot-side setback for the replacement of a non-conforming deck (Section 22.03.276 and 22.03.281 of the West Lake Hills Code).

**Applicant:** James Odom, Archadeck of Austin

6. **Public Hearing 102 W Spring Dr.:** Discuss and make recommendations on the proposed variances:
  1. To encroach 16’4” feet into the required 20-foot west side setback (Section 22.03.275 and 22.03.281);
  2. Encroach 8’4” feet into the required 20-foot east side setback (Sections 22.03.275 and 22.03.281); and
  3. Maintain the existing impervious cover allowance of 44.1% (Sections 22.03.278 and 22.03.281 of the West Lake Hills Code).

**Applicant:** Michael Deere, Archadia Design

7. Adjournment. Chairman Robert Meisel.

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

### Certificate

I certify that the above Notice of the August 21, 2024 Zoning & Planning Commission Meeting was posted on the bulletin board at the Municipal Building, 911 Westlake Drive, West Lake Hills, Texas on August 16, 2024 at 5:00 pm. and will remain posted continuously until said

meeting is convened.

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By Joel Sherrouse, Development Coordinator

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

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