

CITY OF WEST LAKE HILLS, TEXAS
MINUTES OF A BOARD OF ADJUSTMENT (BOA) REGULAR MEETING
Wednesday, December 11, 2024 at 7:00 PM

1. Call to Order

With a quorum present, Chair Vaughan called the meeting to order at 7:06 p.m.

BOARD MEMBERS PRESENT:

Chair James Vaughan
Dana Harmon
Brian Plunkett
Beth South
Katherine Loayza (alternate)

CITY STAFF PRESENT:

City Administrator Trey Fletcher
City Secretary Terry Blanchard
Director of BDS Jennifer Bills
Chief of Police Scott Gerdes
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 Vaughan opened the meeting for public comments. Hearing none, the public comment section was closed.

3. Administration Discuss and consider approval of the November 13, 2024 Regular Meeting Minutes.

MOTION: Upon a motion made by Board Member Plunkett and a second by Board Member South, the Board voted four (4) for and none (0) opposed with one (1) abstention to approve the minutes. Motion carried.

4. Public Hearing 3638 Bee Cave Road, Suite 104 - Discuss and consider action to approve Special Use Permit 157-2024-F request to allow an outdoor digital display on a property Zoned B-2 Business 2 District (West Lake Hills Code, Section 38.04.037 (c)(1)). Applicant: AP ATX Restaurant Holding, LLC (Austin's Pizza Westlake).

Director Bills gave a brief summary. Eddy Patterson (owner) gave a presentation to the Board and was available to answer questions.

MOTION: Upon a motion made by Board Member Plunkett and a second by Board Member Harmon, the Board voted five (5) for and none (0) opposed to approve the Special Use Permit subject to the conditions therein. Motion carried.

5. Public Hearing 1625 Westlake Drive - Discuss and consider action on a variance to encroach approximately 15 feet into the required 25-foot southeast side setback for the expansion of an existing nonconforming structure that is built approximately 17 feet into the 25-foot side setback (Sections 22.03.275 and 22.03.281 of the West Lake Hills Code of Ordinances). Applicant: Lucy Begg, Thoughtbarn LLC.

Director Bills gave a summary. Architect team member Adrian spoke to the Board and was available to answer questions.

MOTION: Upon a motion made by Board Member South and a second by Board Member Plunket, the Board voted five (5) for and none (0) opposed to approve the variance as requested. Motion carried.

6. Public Hearing 804 Canyon Creek - Discuss and consider action on a variance for an encroachment of 18.5 feet into the 25-foot side setback for the placement of a septic tank (Section 22.03.276 and 22.03.281 of the West Lake Hills Code of Ordinances). Applicant: Motoki Hiromatsu, Point B Design Group.

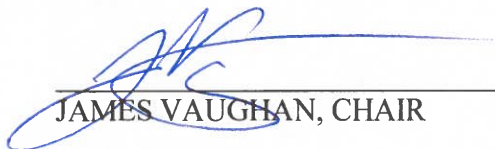
Director Bills gave a summary. Motoki Hiromatsu spoke with the Board and was available to answer questions.

MOTION: Upon a motion made by Board Member Plunkett and a second by Board Member Harmon, the Board voted five (5) for and none (0) opposed to approve the variance as requested. Motion carried.

7. Adjournment

Chair Vaughan adjourned the meeting at 7:45 p.m.

Respectfully submitted,



JAMES VAUGHAN, CHAIR

ATTEST:



Terry Blanchard, TRMC
City Secretary

These minutes were approved on January 8, 2025.

