

City of West Lake Hills

MINUTES OF A ZONING & PLANNING COMMISSION (ZAPCO) REGULAR MEETING

Wednesday, January 15, 2025 at 6:30 PM

1. Call to Order: Robert Meisel

- a. Meeting begins at 6:30pm
- b. Roll Call
 - Chair Robert Meisel: Present
 - Vice-Chair Jim Pledger: Present
 - Commissioner Julia Webber: Present
 - Commissioner Karen Bartoletti: Absent (excused)
 - Commissioner Patrick Stewart: Absent (excused)
 - Commissioner Laurie Maccini: Present

2. Citizen Communications:

- a. Doris Robitaille: 806 Rocky River
 - Shared that the dark skies have changed a lot in her time here due to the water treatment plant lights and the related clearing of trees.
 - The 803 Westlake area is also being cleared behind her house
 - The increased light and noise pollution from development and traffic are related to the removal of trees

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. Approval of the November 20, 2024 Zoning and Planning Commission minutes
- ~~b. Approval of the January 13, 2025 Zoning and Planning Commission Workshop Minutes~~
 - i. **Withdrawn** – January 13th Workshop canceled for lack of quorum
- c. Report of previous ZAPCO cases acted upon by the BOA/Council
- d. **Action:** Commissioner Pledger moves for approval of the Consent Agenda
 - i. Commissioner Webber Seconds
 - ii. Motion carries 3 - 0

4. Land Use 1405 Wildcat Hollow/1508 Westlake Dr. – Consider action to make a recommendation for the Replat of Lot 1, K & J P Subdivision, Lot 1 and all of a called

iii. Commissioner Webber: Has staff seen the proposed plans?

1. No

iv. Commissioner Maccini: Do we know who the builder is?

1. The applicant is here and can answer that question.

b. Public Comments:

i. Jeff Townsend – homeowner

1. Trying to remove the least-number of trees at driveway

ii. Nina Falgout Sterrett – Architect

1. Requesting a minimum 12-foot driveway

a. Commissioner Webber: Have you explored moving the pole?

i. Jeff Townsend: The pole is a corner pole and is very difficult to remove

ii. Jeff Townsend: Additionally, moving the pole and the driveway would expose house to potential hazard from traffic rounding corner

iii. Mindy Vescove – 604 Rocky River

1. People do slow down at that curve, but appreciate applicant's concern for safety

2. When designing own house, no regulatory trees needed to be removed

a. Particularly concerned with tree 201 – seems design driven

b. Object to all 4 trees being removed, but in particular tree 201 and tree at driveway

iv. Randy Lee – 6 Rocky River

1. Object to tree removal

2. Trees are why living in West Lake Hills – even city logo features trees

3. Previous property owners have had poles removed

4. Doesn't want a pickleball court at neighbor's house

v. Luke Wooldridge – 10 Rocky River Cove

1. Not opposed to development, but opposed to cutting down trees

2. There's always a way to work around trees

c. Discussion:

i. Commissioner Maccini: Questions for the architect.

1. Commissioner Maccini: Will CapTex be the builder

a. That is the plan

6. Public Hearing: 9 Las Brisas Dr. - Discuss and make a recommendation on a variance for an up to 7-foot-tall fence where the maximum height is 6 feet over natural grade (Section 22.03.173 of the West Lake Hills Code).

Applicant: Erin Armstrong, Property Owner

a. Staff Report:

- i. Director Bills describes nature of property and variance request
- ii. Commissioner Maccini: Has the material been decided?
 - 1. The fence is already built
- iii. Commissioner Webber: would granting this variance allow for a future non-conforming fence:
 - 1. Director Bills: Variance runs with the land
 - 2. Chair Meisel: Can be limited to specific encroachment

b. Public Comments:

- i. Zach Armstrong: Homeowner
 - 1. Fence is built to protect dogs from aggressive neighboring dog

c. Discussion:

- i. None

d. Action: Commissioner Pledger moves that the variance request be forwarded to the Board of Adjustment with a recommendation of approval based on staff recommendation.

- i. Commissioner Webber seconds
- ii. Motion carries unanimously (3-0)

Recommendation will be forwarded to City Council for consideration on February 12, 2025.

7. Public Hearing: 414 Brady Ln. - Discuss and make a recommendation on a variance for a 10-foot encroachment into the 20-foot front-yard fence setback for a fence installed without a permit (Section 22.03.173 of the West Lake Hills Code).

Applicant: Paul Zubeldia, Nalle Custom Home

a. Staff Report:

- i. Director Bills explains history of fence installed without permit or plans alongside new house build
- ii. Commissioner Webber: House has been there for some time. Why is this coming now?
 - 1. Director Bills: Was discovered by staff in irrigation inspection



Joel Sherrouse, Development Coordinator

These minutes were approved on February 19, 2025.