



CITY OF WEST LAKE HILLS, TEXAS
NOTICE OF BOARD OF ADJUSTMENT (BOA) REGULAR MEETING
Wednesday, September 10, 2025 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 10th day of September 2025 at 7:00 p.m., in the Council Chamber, Municipal Complex, 4010 Bee Cave Road, 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 September 10, 2025.

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 Discuss and consider action to approve the August 13, 2025 Regular Meeting Minutes.
4. Land Use 1801 Basin Ledge - Discuss and consider action on a recommendation from ZAPCO on proposed variances
 - a. To allow for a septic tank to encroach 15 feet into the 25-foot side setback (Section 22.03.276 and 22.03.281 of the West Lake Hills Code of Ordinances), and
 - b. For excavation and grading, greater than 18” in the building setback (Section 22.03.170 – Site Disturbance (Excavation, Grading, or Filling).

Applicant: James Gatlin, JAG Permits.

5. Land Use 912 Calithea Road - Discuss and consider action on recommendations from ZAPCO on proposed variances:

1. To allow for a second driveway on a residential lot where one is the maximum (Section 22.03.175(E)(2): Driveway Standards)
2. To install a new septic tank encroaching on the 25-foot side building setback (Section 22.03.276: Setbacks for accessory structures)
3. To install a new septic tank encroaching on the 25-foot side building setback (Section 22.03.281: Dimensional Regulations)

Applicant: Ross Smith, South Town Dream Homes.

6. Land Use 217 Reveille Road - Discuss and consider action on recommendations from ZAPCO on proposed variances:

1. To allow for a driveway to encroach approximately 2 feet into the 10-foot driveway setback (Section 22.03.175(A)(2): Minimum side parking setback)
2. To allow for a driveway with a width of 7 feet where 12 feet is the minimum (Section 22.03.175(F): Minimum driveway width)
3. To keep an existing non-conforming second driveway where only one is allowed by code (Section 22.03.175(E)(2): Driveway standards)
4. To keep existing non-conforming parking spaces not located behind the dwelling unit (Section 22.03.175(H)(1): Parking locations in the R-2 district)
5. To keep existing non-conforming parking spaces underneath a portion of a dwelling unit (Section 22.03.175(H)(4): Parking prohibited under any portion of dwelling unit)

Applicant: Nathan Quiring, Clayton Korte.

7. Adjournment

Approved by: James Vaughan, Chair

Certificate

I certify that the above Notice of the September 10, 2025 Board of Adjustment Regular Meeting was posted on the bulletin board at the Municipal Complex, 4010 Bee Cave Road, West Lake Hills, Texas on Thursday, September 4, 2025 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. The Board 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, August 13, 2025 at 7:00 PM

1. Call to Order

With a quorum present, Board Member Bowman called the meeting to order at 7:07 p.m.

BOARD MEMBERS PRESENT:

Vice Chair Brian Plunkett
Gordon Bowman
Dana Harmon
Beth South
Darin Walker

CITY STAFF PRESENT:

City Administrator Trey Fletcher
City Secretary Terry Blanchard
Finance Director Vonda Ragsdale
Director of BDS Jennifer Bills
Chief of Police Scott Gerdes
Asst. City Attorney Esther Pena

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.

Opening remarks by Board Member Bowman regarding the City Hall building at 911 Westlake Drive.

No further comments were received.

3. Administration Discuss and consider approval of the June 11, 2025 Regular Meeting Minutes.

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

4. Public Hearing 3736 Bee Cave Road, Suite 8 - Discuss and consider action to approve Ordinance 157-2025-D for a Special Use Permit request to allow the sale of wine and malt beverages in a restaurant for on-premise consumption on a property zoned B-2 Business 2 District (West Lake Hills Code, Section 38.04.031). Applicant: Zeds Holdings LLC.

Director Bills gave a brief summary. Staff recommends approval.

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 as presented. Motion carried.

5. Administration 1513 Flintridge Road - Discuss and consider action on an appeal of a decision made by the Building Official/City Inspector per Section 38.02.008 (3), Procedure for appeals to the board.

Applicant: Donald Arnold, Property Owner

Building Official Jordan Word gave a brief summary. The appeal is specific to tree mitigation. Property owner Don Arnold addressed the Board with concerns that the lot is so overgrown, there would not be space to replant trees. The other option would be fee-in-lieu- of replanting. Trees removed that were above the twelve-inch mark were 176 caliper inches.

MOTION: Upon a motion made by Board Member Bowman and a second by Board Member Plunkett, the Board voted five (5) for and none (0) opposed to require 176 caliper inches of tree mitigation for the unpermitted removal of trees on property at 1513 Flintridge Road. Motion carried.

6. Land Use 105 Wood Trail - Discuss and consider action on a recommendation from ZAPCO on a proposed variance to Section 22.03.278 and 22.03.281 to allow:

- a. The removal and replacement of impervious cover up to the existing non-conforming amount of 28.5% where 25% is the maximum.

Applicant: Tanya Clement, Property Owner.

Director Bills gave a brief summary. Property owners John Barton and Tanya Clement spoke with the Board.

MOTION: Upon a motion made by Board Member Plunkett and a second by Board Member Walker, the Board voted five (5) for and none (0) opposed to approve the request to retain 28.5% impervious cover. Motion carried.

7. Adjournment

MOTION: Upon a motion made by Board Member Walker and a second by Board Member Plunkett, the Board voted five (5) for and none (0) opposed to adjourn the meeting at 8:42 p.m. Motion carried.

Respectfully submitted,

JAMES VAUGHAN, CHAIR

ATTEST:

Terry Blanchard, TRMC
City Secretary

These minutes were approved on September 10, 2025.



City of West Lake Hills
Board of Adjustments

AGENDA REPORT

Meeting Date:	<u>September 10, 2025</u>	Item Number:	<u>4</u>
Department:	<u>Building & Development</u>		
Prepared By:	<u>Jennifer C. Bills</u>	Cost / Budget:	<u>None</u>
Exhibits:	<u>See Attached</u>	Source of Funds:	<u>N/A</u>

Subject

1801 Basin Ledge: Discuss and consider action on a recommendation from ZAPCO on proposed variances

1. To allow for a septic tank to encroach 15 feet into the 25-foot side setback (Section 22.03.276 and 22.03.281 of the West Lake Hills Code of Ordinances), and
2. For excavation and grading, greater than 18” in the building setback (Section 22.03.170 – Site Disturbance (Excavation, Grading, or Filling)).

Applicant: James Gatlin, JAG Permits

Recommendation

Discuss and consider action on if the following conditions are fulfilled:

1. The applicant has established by competent evidence that:
 - A. The strict or literal enforcement of the terms of this chapter, because of special conditions, will result in unnecessary hardship to the applicant.
 - B. There will not be unreasonable disruption of the natural terrain or unreasonable destruction of existing flora.
 - C. There is no reasonable alternative to the requisite variance that will alleviate the difficulty or hardship complained of.
 - D. The variance will not be greater than the minimum required to alleviate the difficulty or hardship complained of.

The Board of Adjustments, in performing their respective duties in reference to applications for variances, may be guided by the interpretative criteria listed in the variance criteria in the report.

The Zoning and Planning Commission can recommend imposition of reasonable conditions upon granting a variance if the conditions are related to the subject of the variance.

This item was reviewed by the Zoning and Planning Commission on August 20, 2025 and the following criteria used:

1. The variance may violate the intent of this chapter or the goals of the city’s comprehensive plan;
and
2. The variance may have an adverse effect on neighborhood properties or interfere with the

respective owners' enjoyment thereof.

ZAPCO recommended denial by a vote of 5-0, with the denial based on the Commission's failure to conclude that the variance does not violate the intent of the chapter or that the variance would not have an adverse impact on neighboring properties, based on the interpretive criteria and that the hardships are design-driven.

Discussion

Property Information, Zoning & Site Characteristics:

Owner: Joel Cavness and Lavanya Vankayalapati

Legal Description: Stonehedge Estates Block P, Lot 8

Lot Size: 0.67 acres

Zoning: R-1 One Family

Wastewater: On-site Sewage Facility (Septic)

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

Background:

The applicant is proposing to demolish the existing 1,794 sf house built in 1972 and build a new 5,440 sf house (conditioned) (Attachment 1). The site is 0.67 acres in size, which was platted in 1961. The total impervious cover for the site with unconditioned space and site improvements is 7,294.89 sf (24.98%) (Attachment 2).

Analysis:

Location of Septic Tank in Setback

Code Requirements

- Section 22.03.276. Setbacks for accessory structures.

The **minimum setback distances for accessory structures**, other than unroofed steps, ramps, fences, walks, driveways, driveway gates, playscapes, and mailboxes, **shall be the same as the setback distances applicable to a principal building** under the appropriate category in section 22.03.281. Accessory structures, including overhangs and eaves, shall not encroach into setbacks. Propane tanks shall not be required to meet the setback requirements of this section so long as they are permitted and placed in accordance with the Liquefied Petroleum Gas Safety Rules adopted by the Railroad Commission of Texas in title 16, part 1, chapter 9, of the Texas Administrative Code, including any and all future amendments thereto.

- Section 1.01.003 Definitions

Accessory building or accessory structure. A building or structure, the activity or function of which is clearly integral to, or customarily incidental and subordinate to, the permitted use of the main or principal building/structure on the same lot, such as an air-conditioning and heating unit; cabana; carport; domestic quarters; a wall used as a front-yard fence; garage; greenhouse; guesthouse; sports court; swimming pool; tool shed; wood shed; workshop; and the like. (See also the definition of structure in this section).

Structure. The word "structure" means anything constructed, assembled, or erected, the use of which requires location on the ground or attachment to something having location on or in the ground.

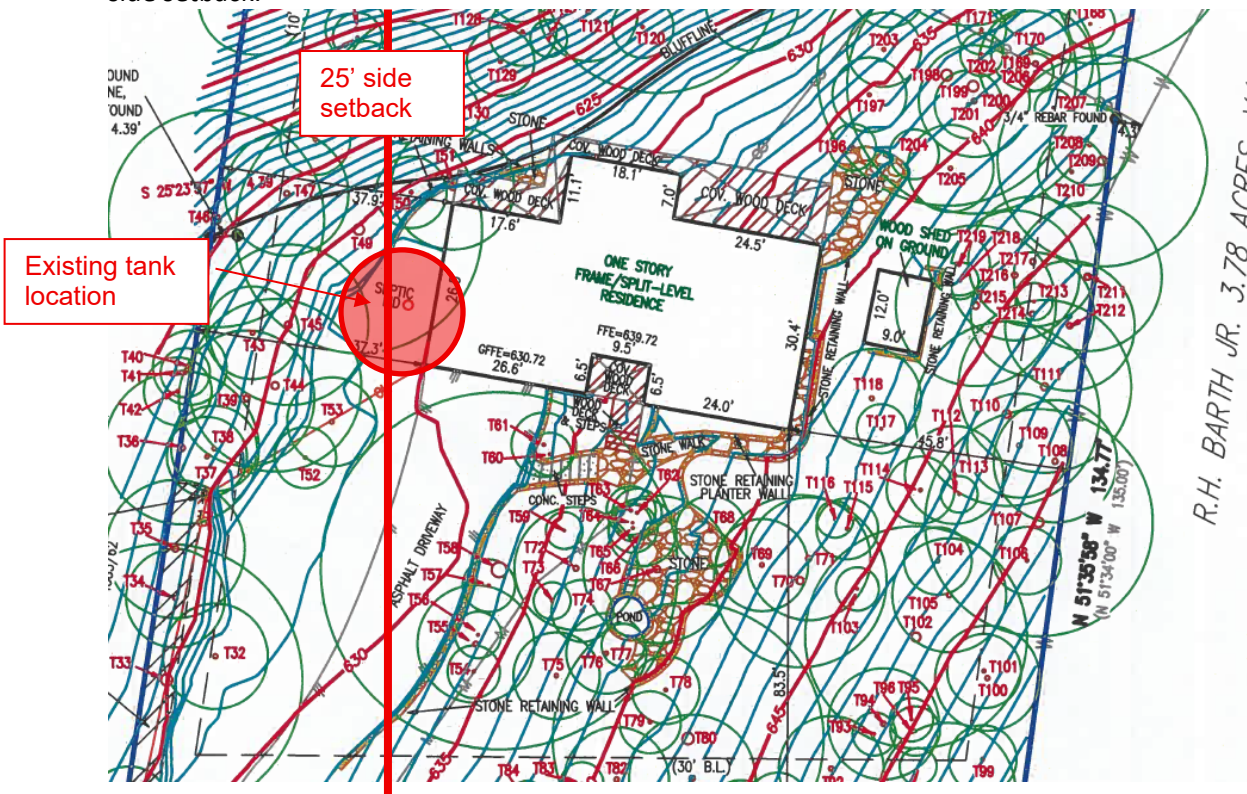
Code Requirements

- Section 22.03.281 Schedule of Regulations

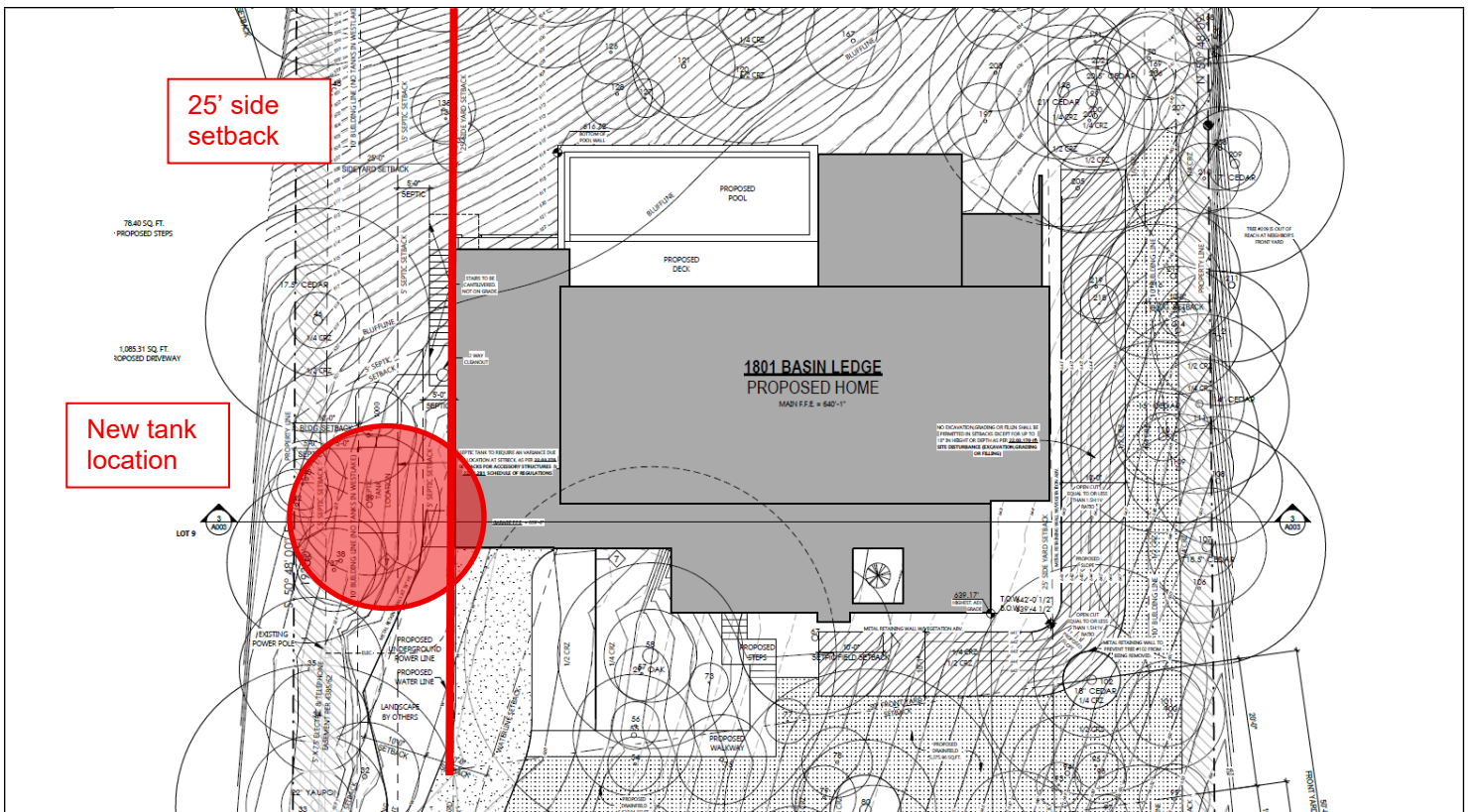
Minimum Building Setback Distance in Feet From Side Lot Lines									
Lot Size/ Zoning	R-1	R-2	R-3	O	GUI	B-1	B-2	B-3	MU-1
Greater than or equal to .5 acre	25	25	50	(I)	(I)	(I)	(I)	(IV)(c)	(C)
Less than .5 acres, greater than or equal to .375 acres	20	20	N/A	(II)	(II)	(II)	(II)	N/A	N/A
Less than .375 acres—zero	15 (F, E)/20	15 (F, E)/20	N/A	(II)	(II)	(II)	(II)	N/A	N/A

Request

The applicant is requesting a variance to place a new septic tank 15 feet into the 25-foot side setback. The existing septic tank is on the same side of the lot approximately 25 feet from the side property line and out of the side setback.



The proposed footprint of the new structure goes up to the side setback lines on both sides.



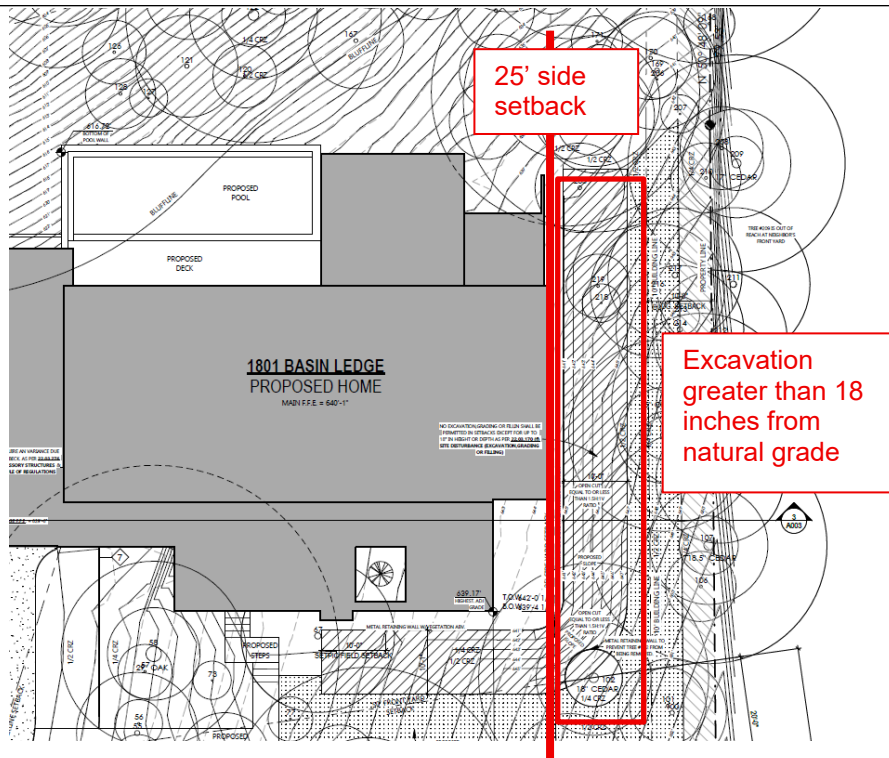
Grading in the setback

Code Requirements

- Section 22.03.170. Site disturbance (excavation, grading or filling).
 - (a) Excavating, grading or filling shall minimize the negative impacts of development on natural slopes and interfere as little as possible with the natural landscape by **minimizing the alteration of the natural terrain.**
 - (f) No excavation, grading or filling shall be permitted in setbacks except **for up to 18 inches in height or depth.**

Request

- The applicant's letter does not explicitly call out the grading/excavating more than 18 inches in the setback as a requested variance, but it is listed in their variance justification/findings. The city engineer reviewed the information but is not able to provide a recommendation as it was not listed. Additionally, given the information provided, the city engineer believes that the grading for the driveway will also exceed limits and the house within the buildable area will exceed the Drainage and Erosion Control Manual limits but there is not enough information provided for evaluation (Attachment 4).



Public Comment:

As of the date of the report, no comments have been received.

Variance Criteria Review:

Per Section 22.03.511 (c) Procedure and notice, Section 22.03.171: Site disturbance (residential buildings), and Section 22.03.276: Setbacks for accessory structures shall be administered in compliance with the rules established by sections 38.05.031 through 38.05.034.

- Section 38.05.031. Provisions subject to variance.

Variances may be granted by the board of adjustment to the provisions of this chapter in accordance with the rules and conditions of this division. A variance may not be granted, however, to authorize a change of use. Variances run with the land, but each variance is specific to the project for which it was granted.

- Section 38.05.032. Conditions required for granting variance.

No variance shall be granted unless the following conditions are fulfilled:

- (1) The applicant has established by competent evidence that:
 - (A) The strict or literal enforcement of the terms of this chapter, because of special conditions, will result in unnecessary hardship to the applicant.
 - (B) There will not be unreasonable disruption of the natural terrain or unreasonable destruction of existing flora.

- (C) There is no reasonable alternative to the requisite variance that will alleviate the difficulty or hardship complained of.
 - (D) The variance will not be greater than the minimum required to alleviate the difficulty or hardship complained of.
- (2) The recommendation of zoning and planning commission shall include an analysis of whether:
- (A) The variance may violate the intent of this chapter or the goals of the city's comprehensive plan.
 - (B) (Reserved).
 - (C) (Reserved).
 - (D) The variance may have an adverse effect on neighborhood properties, or interfere with the respective owners' enjoyment thereof.
- Section 38.0.033. Interpretative criteria.

The board of adjustment and the zoning and planning commission, in performing their respective duties in reference to applications for variances, may be guided by these interpretative criteria:

- (1) Variances from the terms of this chapter should be granted sparingly.
- (2) Deviations from the requirements of this chapter are justified only where the hardship resulting from their application is substantial.
- (3) Usually, the granting of a variance must be predicated on a finding that the applicant's hardship arises from unusual conditions or circumstances, such as exceptional irregularity of shape or topography, which are peculiar to the parcel of land involved and not shared generally by other parcels in the neighborhood or district, or because no other reasonable alternative is available that will alleviate the unnecessary hardship complained of.
- (4) Normally, a variance is to be denied if conditions or circumstances relied on for a variance were self-created by the person having an interest in the property in disregard of city regulations.
- (5) The variance shall not violate the goals of the master plan for the city.
- (6) The variance shall not have an adverse effect on neighborhood properties or unreasonably interfere with the respective owners' enjoyment thereof.
- (7) The fact that lots, structures, uses or dimensional conditions on properties or structures within 200 feet of the property involved are, because they are nonconforming or because of previously granted variances, similar to the condition which would be created by the variance requested shall be relevant to, but not determinative of, the granting of the requested variance.
- (8) See section 22.03.009(c) for variances to enable the efficient use of solar energy devices.

- (9) When considering variance requests for nonresidential projects, whether granting the variance furthers achievement of the land planning principles set forth in the City’s Master Plan, Attachment “B,” as codified in the Code of Ordinances.

- Section 38.05.035. Conditions.

The city council can impose, and the zoning and planning commission can recommend imposition of reasonable conditions upon granting a variance if the conditions are related to the subject of the variance. When considering variance requests for nonresidential projects, whether, the City can recommend the imposition of reasonable conditions that are necessary to achieve one or more of the land planning principles set forth in the City’s Master Plan, Attachment “B”, as codified in chapter 28 of the Code of Ordinances.

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

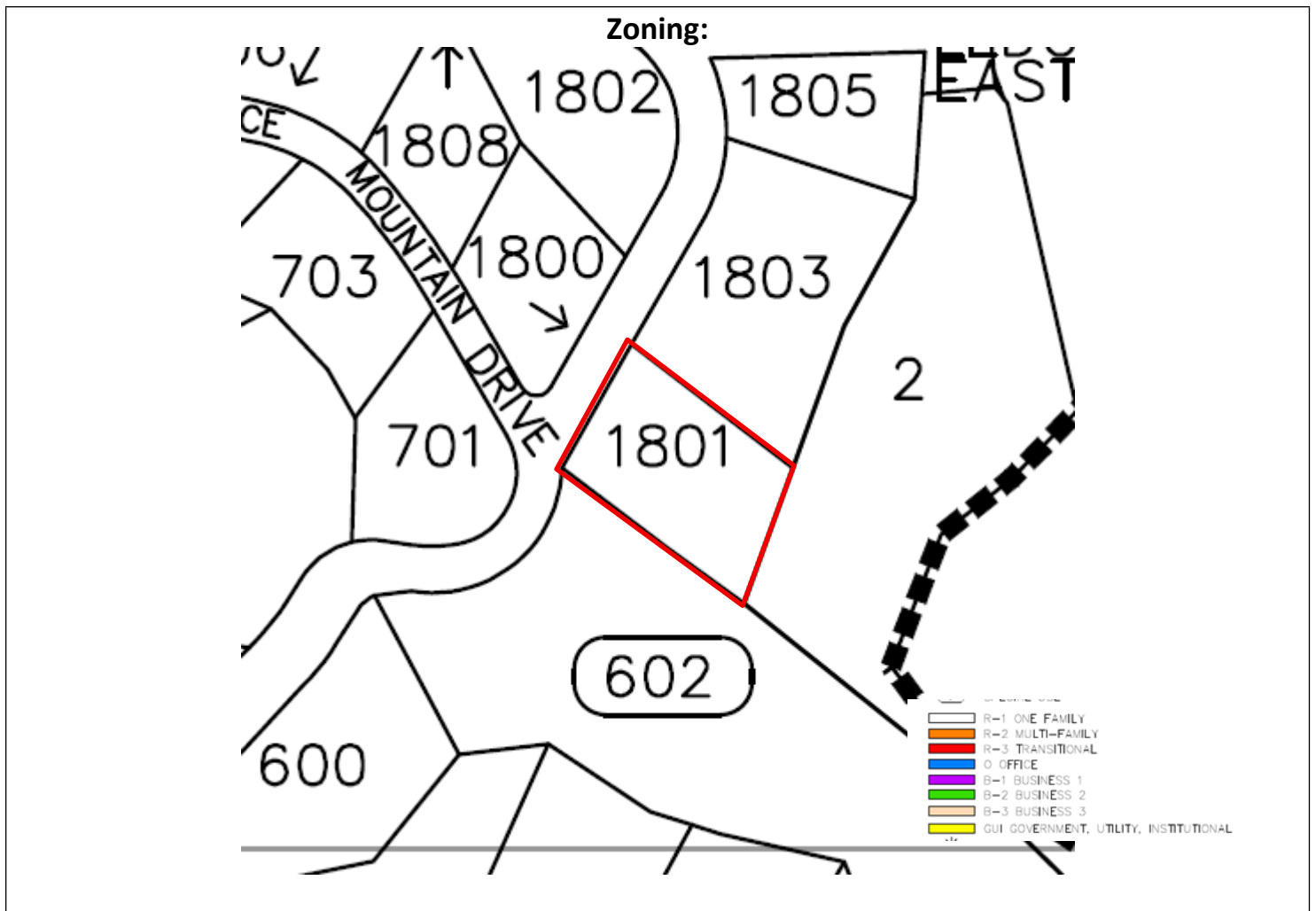
There is no change to the subdivision proposed with this application.

Comprehensive Planning Analysis

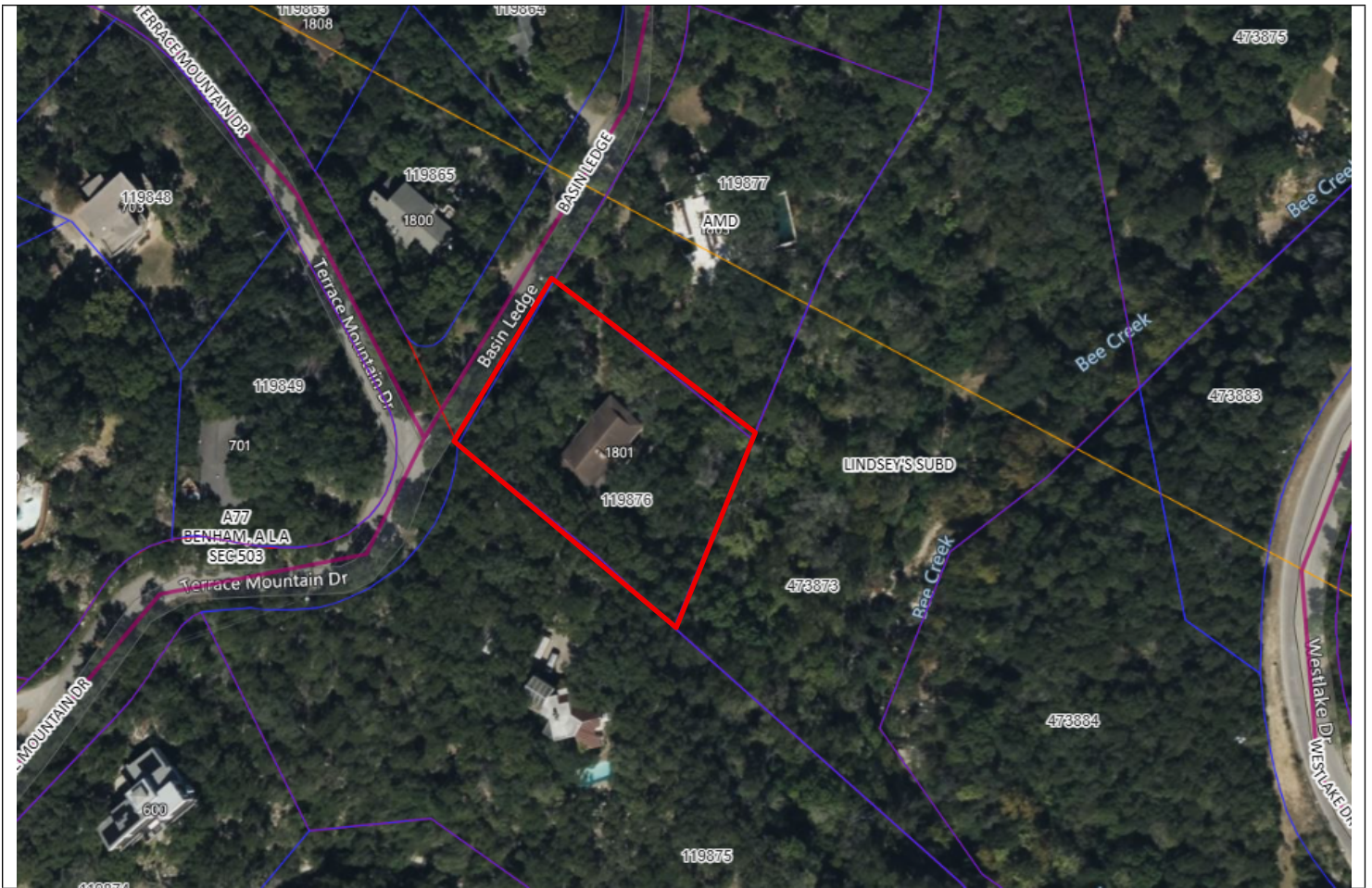
The existing and future land use is in conformance with the City of West Lake Hills Master Plan.

Links to Relevant Code:

- [Section 22.03.170 Site Disturbance \(Excavation, grading or filling\)](#)
- [Drainage and Erosion Control Manual](#)
- [Section 22.03.514 Criteria and process required for granting variance](#)
- [Section 38.05.031 Variances](#)



Aerial:



Variance Summary: 1801 Basin Ledge

Introduction

On behalf of property owner Joel Cavness, we at JAG Permits respectfully submit this request for variances at 1801 Basin Ledge, located in the Stonehedge Estates subdivision (Lot 8, Block P). Due to the severe site constraints, including steep slopes and critical utility placements, we are requesting variances for limited tree removal and for locating a septic system within the required setback. While concerns about development impacts such as height or privacy are valid, the requests in this application are specific to tree mitigation and accessory structure placement and are intended to minimize further disruption to the site.

Tree Variance

We are requesting a variance from §22.03.304 to address mitigation requirements for two protected trees, #70 and #49. These trees are in deteriorating condition, and their removal is necessitated by required site access and construction. An arborist assessment has identified both as unhealthy, and their removal is the least impactful option available. The variance request pertains specifically to the size and mitigation value associated with these trees.

Septic System Setback

We are also requesting a variance from §22.03.276 to allow the placement of a septic field within the front setback. The 35%-50% slope in the rear portion of the lot prohibits placing the house farther back. This necessitates pushing the septic system forward, resulting in an unavoidable encroachment into the setback. There is no feasible alternative location for the septic system due to topographical and health code constraints.

Site Constraints

The home site is "squeezed" between the steep rear slope and the required septic placement in

front. Our design team evaluated alternative solutions such as larger retaining walls, but these would require an additional variance for walls exceeding 6 feet in height. To avoid further impacts and variance requests, we chose the current configuration as the least intrusive approach.

Minimizing Impact

The proposed variance is the minimum necessary to alleviate the hardship posed by the site's natural features and layout. It does not involve unnecessary tree removal or further grading beyond what is required for safe, code-compliant development.

Alignment with City Goals

Our design maintains the existing tree canopy and the scale of surrounding homes. The home will not exceed the height of neighboring structures and will remain below the tree line, preserving mutual privacy and minimizing visual impact from the street or adjoining properties. The development remains in character with the natural terrain and aesthetics of West Lake Hills.

Conclusion

We respectfully ask ZAPCO to recommend approval of these variances. They are necessary to allow safe and practical development of this difficult site while preserving as much of the natural environment as possible. We are committed to working with neighbors and the city to ensure this project is both responsible and respectful of the surrounding community.

Sincerely,

James Gatlin

JAG Permits

1490 E Riverside Dr, A-120

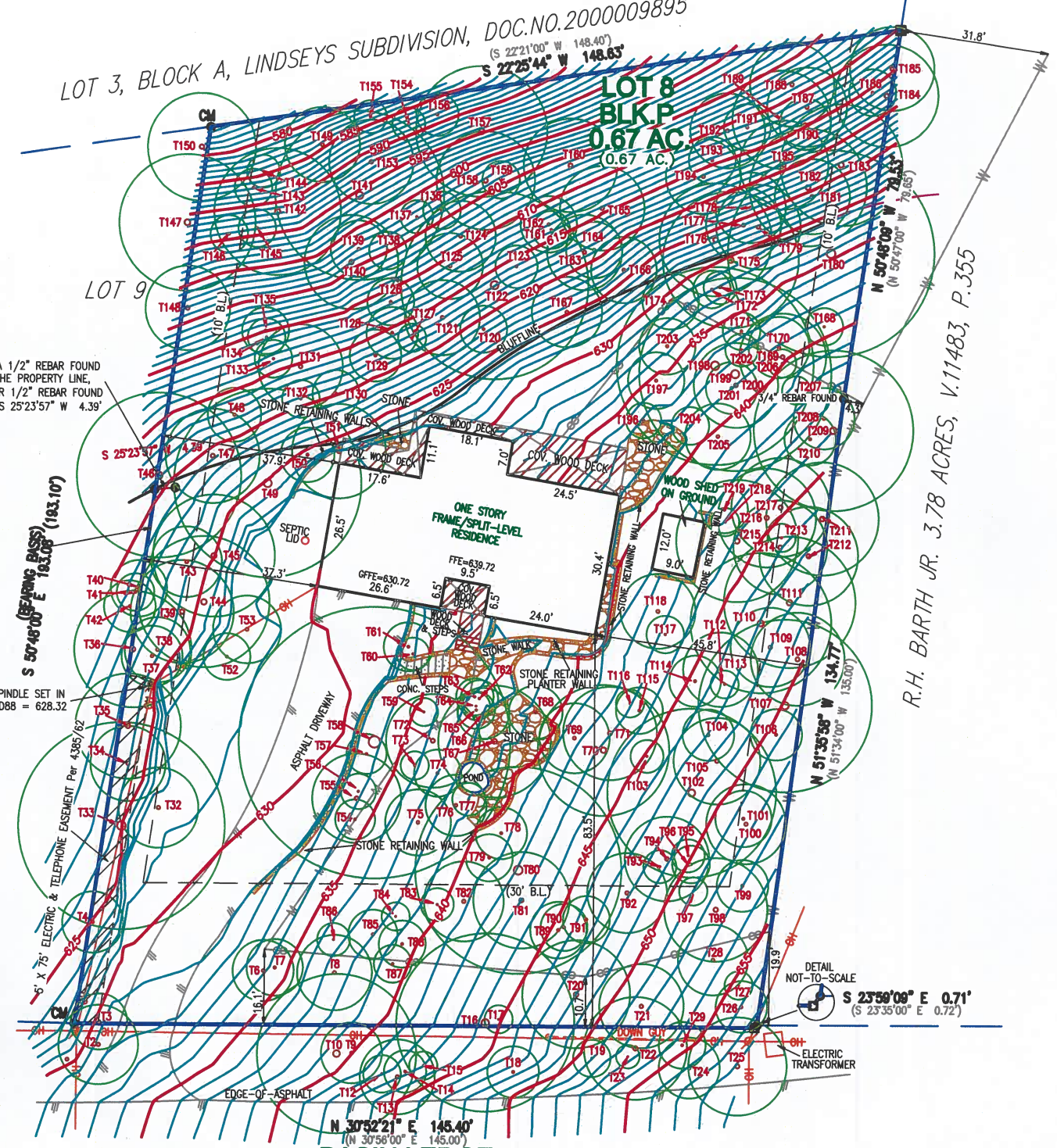
Austin, TX 78741

james@jagpermits.com

(512) 638-6688

LOT 3, BLOCK A, LINDSEYS SUBDIVISION, DOC. NO. 2000009895
 (S 22°21'00" W 148.40')
 (S 22°25'44" W 148.63')

LOT 8
 BLK P
 0.67 AC.
 (0.67 AC.)



FROM A 1/2" REBAR FOUND ON THE PROPERTY LINE. ANOTHER 1/2" REBAR FOUND BEARS S 25°23'57" W 4.39'

TEMPORARY BENCHMARK: SPINDLE SET IN POWERPOLE, ELEVATION NAVD88 = 628.32

R.H. BARTH JR. 3.78 ACRES, V.11483, P.355

BASIN LEDGE (50' R.O.W.)

TAG NO.	TREE DESCRIPTION	TAG NO.	TREE DESCRIPTION	TAG NO.	TREE DESCRIPTION	TAG NO.	TREE DESCRIPTION	TAG NO.	TREE DESCRIPTION	TAG NO.	TREE DESCRIPTION
2	8.5" YAUPON TREE	46	17.5" CEDAR TREE	86	3.5" YAUPON TREE	127	3" OAK TREE	169	9.25" CEDAR TREE	210	5.5" CEDAR TREE
3	6" HACKBERRY TREE	47	10" CEDAR TREE	87	4" YAUPON TREE	128	5.5" ASH TREE	170	6.5" CEDAR TREE	211	12" CEDAR TREE
4	6.5" HACKBERRY TREE	48	5.7" YAUPON TREE	88	5" YAUPON TREE	129	5.5" OAK TREE	171	4" ASH TREE	212	10.5" CEDAR TREE
5	6.5" OAK TREE	49	20" GLOSSY PRIVET	89	6" OAK TREE	130	5" ASH TREE	172	4" CEDAR TREE	213	3" OAK TREE
6	6" OAK TREE	50	5.75" YAUPON TREE	90	5" OAK TREE	131	9" ASH TREE	173	3.5" CEDAR TREE	214	10" CEDAR TREE
7	6" OAK TREE	51	10" ASH TREE	91	5" YAUPON TREE	132	4" ASH TREE	174	6" CEDAR TREE	215	13" CEDAR TREE
8	8" CEDAR TREE	52	5" CREPE MYRTLE	92	8.5" CEDAR TREE	133	4" OAK TREE	175	14.5" CEDAR TREE	216	10.5" CEDAR TREE
9	6.5" CEDAR TREE	53	7.25" CREPE MYRTLE	93	3.5" OAK TREE	134	4" PERSIMMON TREE	176	12" CEDAR TREE	217	10.5" CEDAR TREE
10	17" CEDAR TREE	54	4.25" YAUPON TREE	94	9" OAK TREE	135	5" ASH TREE	177	8" CEDAR TREE	218	3" OAK TREE
11	4" YAUPON TREE	55	9.5" ASH TREE	95	3.5" CEDAR TREE	136	4" ASH TREE	178	7.5" CEDAR TREE	219	5" OAK TREE
12	4" YAUPON TREE	56	3.75" YAUPON TREE	96	4" CEDAR TREE	137	3.5" ASH TREE	179	9" CEDAR TREE		
13	8" OAK TREE	57	4.25" YAUPON TREE	97	3" YAUPON TREE	138	4" ASH TREE	180	22" CEDAR TREE		
14	4.5" OAK TREE	58	29" OAK TREE	98	11" CEDAR TREE	139	6" CEDAR TREE	181	8" OAK TREE		
15	3" YAUPON TREE	59	3" YAUPON TREE	99	5.5" CEDAR TREE	140	10" CEDAR TREE	182	12.5" OAK TREE		
16	19" CEDAR TREE	60	3.5" YAUPON TREE	100	8.5" CEDAR TREE	141	18" MULBERRY TREE	183	13" OAK TREE		
17	3" HACKBERRY TREE	61	5.25" YAUPON TREE	101	6" ASH TREE	142	13.5" BLACK WALNUT	184	11" CEDAR TREE		
18	5.5" YAUPON TREE	62	4" YAUPON TREE	102	18" CEDAR TREE	143	4" BLACK WALNUT	185	9" CEDAR TREE		
19	4" CEDAR TREE	63	4" TEXAS MTN LAUREL	103	3.5" CEDAR TREE	144	3.5" ASH TREE	186	5" OAK TREE		
20	11.5" CEDAR TREE	64	3" TEXAS MTN LAUREL	104	5.5" CEDAR TREE	145	4" BLACK WALNUT	187	8.5" CEDAR TREE		
21	9" CEDAR TREE	65	4" TEXAS MTN LAUREL	105	9.25" YAUPON TREE	146	4" ASH TREE	188	9" CEDAR TREE		
22	11" CEDAR TREE	66	5.5" TEXAS MTN LAUREL	106	5.5" ASH TREE	147	14.5" CEDAR TREE	189	10.5" CEDAR TREE		
23	10.25" OAK TREE	67	12" OAK TREE	107	18.5" CEDAR TREE	148	9" CEDAR TREE	190	5.5" CEDAR TREE		
24	6.5" CEDAR TREE	68	5.75" TEXAS MTN LAUREL	108	10" CEDAR TREE	149	8" MULBERRY TREE	191	5" CEDAR TREE		
25	10.5" HACKBERRY TREE	69	7.5" CEDAR TREE	109	8.5" OAK TREE	150	11.5" CEDAR TREE	192	8" CEDAR TREE		
26	5.5" YAUPON TREE	70	14" CEDAR TREE	110	15" CEDAR TREE	151	9" CEDAR TREE	193	8" CEDAR TREE		
27	3" YAUPON TREE	71	10" CEDAR TREE	111	14" CEDAR TREE	152	3.5" BLACK WALNUT	194	8" CEDAR TREE		
28	7.5" CEDAR TREE	72	10" OAK TREE	112	3" CEDAR TREE	153	3.5" BLACK WALNUT	195	9.5" CEDAR TREE		
29	5" YAUPON TREE	73	3" YAUPON TREE	113	8" CEDAR TREE	154	4.5" BLACK WALNUT	196	3.75" YAUPON TREE		
30	4" HACKBERRY TREE	74	5" YAUPON TREE	114	5.5" CEDAR TREE	155	14" CEDAR TREE	197	6" OAK TREE		
31	4" HACKBERRY TREE	75	7" CEDAR TREE	115	5" ASH TREE	156	10.5" CEDAR TREE	198	21" CEDAR TREE		
32	8.5" YAUPON TREE	76	6.5" CEDAR TREE	116	3" ASH TREE	157	4" ASH TREE	199	20.5" CEDAR TREE		
33	22" GLOSSY PRIVET	77	3.5" YAUPON TREE	117	4" HACKBERRY TREE	158	4" ASH TREE	200	9" CEDAR TREE		
34	8" OAK TREE	78	5.5" CEDAR TREE	118	8" OAK TREE	159	10" ASH TREE	201	5.5" CEDAR TREE		
35	11.25" CEDAR TREE	79	5" CEDAR TREE	119	5" ASH TREE	160	4" ASH TREE	202	3.5" ASH TREE		
36	12.5" CEDAR TREE	80	22" OAK TREE	120	5" ASH TREE	161	6" ASH TREE	203	6" ASH TREE		
37	6.5" OAK TREE	81	10.25" OAK TREE	121	8" CEDAR TREE	162	8" ASH TREE	204	4" OAK TREE		
38	7" OAK TREE	82	8.5" OAK TREE	122	20" CEDAR TREE	163	6" CEDAR TREE	205	7" LAQUAT TREE		
39	11" CEDAR TREE	83	3.5" YAUPON TREE	123	4.5" CEDAR TREE	164	9" CEDAR TREE	206	3" YAUPON TREE		
40	6" ELM TREE	84	3" YAUPON TREE	124	7.5" OAK TREE	165	7" CEDAR TREE	207	3" OAK TREE		
41	4" HACKBERRY TREE	85	5.25" YAUPON TREE	125	7" CEDAR TREE	166	9" CEDAR TREE	208	6.5" CEDAR TREE		
42	5.5" ELM TREE			126	5" ASH TREE	167	7.5" OAK TREE	209	17" CEDAR TREE		
43	7.5" HACKBERRY TREE					168	4" CEDAR TREE				
44	14" HACKBERRY TREE										
45	13" HACKBERRY TREE										

M.S.=MULTI-STEM

LEGEND

- 1/2" REBAR FOUND
- 1/2" CAPPED REBAR SET
- 1/2" IRON PIPE FOUND
- 60D NAIL FOUND
- 60D NAIL SET
- CAPPED REBAR FOUND
- SQUARE BOLT FOUND
- "X" FOUND IN CONCRETE
- SPINDLE FOUND
- PUNCH HOLE FOUND
- CHAIN LINK FENCE
- WOOD FENCE
- WIRE FENCE
- B.L. BUILDING LINE
- P.U.E. PUBLIC UTILITY EASEMENT
- D.E. DRAINAGE EASEMENT
- () PER PLAT
- C.M. CONTROL MONUMENT
- R.O.W. RIGHT OF WAY
- P.O.B. PLACE OF BEGINNING
- OH OVERHEAD UTILITY LINE
- POWER POLE
- AC AIR CONDITIONER
- F.F.E. FINISHED FLOOR ELEVATION
- G.F.F.E. GARAGE FINISHED FLOOR ELEVATION

REVISED: 02/13/25
 UPDATE: 12/10/24
 REVISED: 5/22/24
 AHS/CP TREE SURVEY: 6/28/21

STREET ADDRESS: 1801 BASIN LEDGE CITY: WESTLAKE COUNTY: TRAVIS STATE OF TEXAS
 LOT: 8 BLOCK: P SUBDIVISION: STONEHEDGE ESTATES VOL/CMB: 13 PG/SLD: 28 PLAT RECORDS
 REFERENCE NAME: 1801 BASIN LEDGE, LLC G.F. #: 2119314-ARB

B & G SURVEYING, LLC
 FIRM REGISTRATION NO. 100363-00
 WWW.BANDGSURVEY.COM
 1404 West North Loop Blvd.
 Austin, Texas 78756 - Office 512*458-6969

JOB #: B1107024_TWL
 DATE: 6/25/21
 SCALE: 1" = 20'

FIELD WORK BY	WG	06/17-24/21
CALCD BY	JSG	06/24/21
DESIGNED BY	AHS	06/24-25/21
CHECKED BY	WG	06/25/21

TO THE LEASER AND/OR PRESENT OWNERS OF THE PREMISES SURVEYED AND TO INDEPENDENT TITLE COMPANY
TITLE RESOURCES GUARANTY COMPANY
 I DO HEREBY CERTIFY TO THOSE LISTED HEREON THAT THIS SURVEY WAS THIS DAY MADE ON THE GROUND, UNDER MY SUPERVISION, OF THE PROPERTY LEGALLY DESCRIBED HEREON, IS PREPARED IN ACCORDANCE WITH THE TITLE COMMITMENT REFERENCED HEREON, AND THAT THERE ARE NO VISIBLE BOUNDARY LINE CONFLICTS, ENCROACHMENTS, OVERLAPPING OF IMPROVEMENTS, OR ROADS IN PLACE, EXCEPT AS SHOWN HEREON. BUILDING DIMENSIONS ARE APPROXIMATE.



Notes:
 1. Subject to restrictions and easement rights recorded in V1964, P.545, V.2315, P.520, Deed Records and Book 13, Page 28, Plat Records.

GENERAL SITE NOTES

- BUILDER TO RESCULPTURE TOPO/FINISH GRADE TO PROVIDE PROPER DRAINAGE OF SURFACE WATER AWAY FROM BUILDING AS REQ'D.
- FINAL LOCATION OF PROPOSED RESIDENCE TO BE DETERMINED BY BUILDER.
- EXPOSED FOUNDATION TO BE MINIMUM OF 8" AND A MAXIMUM OF 18" ABOVE FINISHED GRADE OR PER SUBDIVISION REQUIREMENTS. UNDERPIN ALL EXPOSED FOUNDATIONS.
- THERE ARE NO STORM SEWER INLETS WITHIN THE LOT FRONTAGE OR 10'-0" BEYOND THE SIDE PROPERTY LINES.
- UTILITY LINE LOCATIONS ARE APPROXIMATE- GENERAL CONTRACTOR TO FIELD VERIFY FOR EXACT LOCATIONS.
- VERIFY METER AND UTILITY SERVICE LOCATIONS PRIOR TO INSTALLATION.
- EROSION CONTROL BARRIERS TO BE INSTALLED PRIOR TO COMMENCEMENT OF CONSTRUCTION.
- STABILIZED TEMPORARY CONSTRUCTION DRIVEWAY TO BE IN PLACE PRIOR TO COMMENCEMENT OF CONSTRUCTION.
- CONFIRM ALL DRIVEWAY, WALKWAY AND PVC LAYOUTS/LOCATIONS PRIOR TO COMMENCING WORK.
- PROVIDE CONTROL AND EXPANSION JOINTS AS REQUIRED ON CONCRETE DRIVES, WALKS AND PATIOS.
- ALL EXTERIOR HVAC EQUIPMENT TO BE SCREENED PER CITY REQUIREMENTS, DEED RESTRICTIONS OF SUBDIVISION OR NEIGHBORHOOD ASSOCIATION.
- GARBAGE RECEPTACLES TO BE STORED IN GARAGE OR SCREENED FROM VIEW AND ANIMAL ACCESS.
- LOCATION OF MAILBOX AND EXTERIOR DRIVEWAY LIGHT(S) TO BE VERIFIED PRIOR TO INSTALLATION.
- ALL CONSTRUCTION MATERIALS AND WASTE TO BE STORED ON SITE DURING CONSTRUCTION.
- LANDSCAPE PLANS TO BE PROVIDED BY OTHERS AND PERMIT FOR SAME TO BE OBTAINED SEPARATELY FROM THESE PLANS.
- NO EXISTING TREES TO BE REMOVED OR DISTURBED WITHOUT OWNER APPROVAL.
- ALL STUMPS AND ROOTS SHALL BE REMOVED FROM THE SOIL TO A DEPTH OF 12" BELOW THE SURFACE OF THE GROUND IN THE AREA OF THE BUILDING.
- CONTRACTOR SHALL CLEAN UP AREAS AFFECTED BY DAILY WORK AND REMOVE DEBRIS AND MATERIALS FROM THE SITE UPON COMPLETION OF THE WORK.

CURRENT ADOPTED CODES

THESE PLANS AND SPECIFICATIONS HAVE BEEN DRAWN IN ACCORDANCE WITH THE FOLLOWING APPLICABLE ADOPTED CODES PER THE CITY OF LAKEWAY (SECTION 24.02.087)

- INTERNATIONAL BUILDING CODE - 2015 EDITION
- INTERNATIONAL RESIDENTIAL CODE FOR ONE- AND TWO-FAMILY DWELLINGS - 2015 EDITION
- UNIFORM PLUMBING CODE - 2015 EDITION OR AS ADOPTED BY THE SERVICE PROVIDER.
- INTERNATIONAL MECHANICAL CODE - 2015 EDITION
- NATIONAL ELECTRICAL CODE 2014 EDITION
- INTERNATIONAL ENERGY CONSERVATION CODE - 2015 EDITION
- INTERNATIONAL FIRE CODE - 2015 EDITION AS AMENDED BY TRAVIS COUNTY EMERGENCY SERVICE DISTRICT NO. 6
- INTERNATIONAL GAS CODE - 2015 EDITION

LOT INFORMATION

TOTAL LOT AREA: 29,185.20 SF ZONING: R-1
 MAXIMUM ALLOWED IMPERVIOUS COVERAGE @ 25% = 7,296.30 SF

BUILDING IMPERVIOUS CALCULATIONS

AREA NAME	TOTAL
A) LOWER LEVEL	3,056.09 SF
B) MAIN LEVEL	2,494.79 SF
C) UPPER LEVEL	0.0000 SF
D) TOTAL BUILDING IMPERVIOUS	5,550.88 SF
TOTAL BUILDING IMPERVIOUS COVER @ 5,550.88 = 19.01%	

SITE IMPERVIOUS CALCULATIONS

AREA NAME	TOTAL
A) LOWER LEVEL: DRIVEWAY	1,081.70 SF
B) MAIN LEVEL: POOL, DECK, & STEPS	662.31 SF
C) UPPER LEVEL	0.0000 SF
D) TOTAL SITE IMPERVIOUS	1,744.01 SF
TOTAL SITE IMPERVIOUS COVER @ 1,744.01 = 5.97%	

FINAL IMPERVIOUS CALCULATIONS

AREA NAME	TOTAL
A) BUILDING IMPERVIOUS	5,550.88 SF
B) SITE IMPERVIOUS	1,744.01 SF
D) TOTAL SITE IMPERVIOUS	7,294.89 SF
TOTAL FINAL IMPERVIOUS COVER @ 7,294.89 = 24.98%	

BUILDING AREA CALCULATIONS

AREA NAME	TOTAL
A) LOWER LEVEL	1,837.91 SF
B) MAIN LEVEL	3,630.61 SF
C) UPPER LEVEL	2,023.87 SF
D) TOTAL GROSS AREA	7,492.39 SF
TOTAL GROSS AREA COVERAGE @ 7,492.39 SF 25.67%	

HEATED & UNHEATED CALCULATIONS

AREA NAME	TOTAL
A) LOWER LEVEL HEATED	355.74 SF
B) LOWER LEVEL UNHEATED	1482.17 SF
C) MAIN LEVEL HEATED	3,630.61 SF
D) MAIN LEVEL UNHEATED	1,075.53 SF
E) UPPER LEVEL HEATED	1,454.01 SF
F) UPPER LEVEL UNHEATED	147.69 SF
G) TOTAL HEATED AREA	5,440.36 SF
H) TOTAL UNHEATED AREA	2,705.39 SF

2 Site Plan- Impervious Coverage Diagram
 1" = 20'-0"

SITE LEGEND

- CONSTRUCTION FENCE
- 5' CHAIN LINK FENCE
- SILT FENCE
- - - PROPERTY LINE
- - - SITE EASEMENT
- - - SITE SETBACK
- - - FLATWORK
- - - BUILDING FOOTPRINT
- - - CANTILVER
- - - GAS GAS LINE
- - - WW WASTERWATER LINE
- - - W WATER LINE
- - - ELEC. UNDERGROUND POWER LINE
- - - OH OVERHEAD POWER LINE
- - - VISIBILITY
- ▨ SEPTIC SETBACK
- ▨ SEPTIC DRAINFIELD
- ▨ PROPOSED CONC.
- ▨ DUMPSTER & MATERIAL STORAGE
- ▨ BUILDING FOOTPRINT
- ▨ ELECTRIC & TELEPHONE EASEMENT

SITE LEGEND

- ⊠ BENCHMARK
- PROPERTY CORNER
- ⊞ ELECTRIC TRANSFORMER
- ⊞ ELECTRIC BOX
- ⊞ ELECTRIC METER
- ⊞ DROP INLET
- ⊞ SEWER
- ⊞ CLEANOUT
- ⊞ GAS METER
- ⊞ GAS MARKER
- ⊞ WATER METER
- ⊞ TELEPHONE PEDESTAL
- ⊞ C.A.T.V. PEDESTAL
- ⊞ TELECOMMUNICATIONS
- ⊞ MANHOLE - WATER
- ⊞ MANHOLE - TELEPHONE
- ⊞ MANHOLE - ELECTRIC
- ⊞ MANHOLE - SEWER
- ⊞ UTILITY POLE
- ⊞ FIRE HYDRANT
- ⊞ ADJ. GRADE ELEVATION

APPLICABLE CODES

APPLICABLE CODES: 2021 INTERNATIONAL RESIDENTIAL CODE (IRC) WITH LOCAL AMENDMENTS

APPLICABLE CODES: 2015 WILDLAND-URBAN INTERFACE (WUI) CODE WITH LOCAL AMENDMENTS

TREE LEGEND

- ⊗ 1/4 CRITICAL ROOT ZONE (NO CUT/FILL)
- ⊗ 1/2 CRITICAL ROOT ZONE (NO CUT/FILL > 4")
- ⊗ DRIP ZONE

TREE NOTES

PROVIDE A PRIVATE CERTIFIED ARBORIST ASSESSMENT OF THE PRUNING REQUIREMENTS NEEDED FOR THE PROJECT.
 SEE TREE PROTECTION PLAN FOR ALL TREES

LEGAL DESCRIPTION

1801 BASIN LEDGE,
 LOT 8 BLK P STONEHEDGE ESTATES BLK P
 CITY OF WEST LAKE HILLS TEXAS, 78746, TRAVIS COUNTY



1 Site Plan
 3/32" = 1'-0"

ALL DIMENSIONS ARE THE SOLE RESPONSIBILITY OF THE ARCHITECT. HOWEVER, THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THEM PRIOR TO THE START OF CONSTRUCTION, AND SHALL NOTIFY THE ARCHITECT OF ANY DISCREPANCIES.

SHEET LIST

- A000 COVER & NOTES
- A001 SITE PLAN
- A002 TREE PROTECTION PLAN
- A003 SITE SLOPE ANALYSIS
- A101 LOWER FLOOR PLAN NOTES
- A102 MAIN FLOOR PLAN NOTES
- A103 UPPER FLOOR PLAN NOTES
- A104 LOWER FLOOR PLAN DIMENSIONS
- A105 MAIN FLOOR PLAN DIMENSIONS
- A106 UPPER FLOOR PLAN DIMENSIONS
- A107 ROOF PLAN
- A108 EXTERIOR ELEVATIONS
- A109 EXTERIOR ELEVATIONS
- A110 BUILDING SECTIONS
- A115 DOOR SCHEDULE
- A116 DOOR SCHEDULE
- A117 LOWER FLOOR ELECTRICAL PLAN
- A118 MAIN FLOOR ELECTRICAL PLAN
- A119 UPPER FLOOR ELECTRICAL PLAN
- A120 WALL MATERIAL TAKEOFF
- A121 FLOOR, CEILING & SOFFIT MATERIAL TAKEOFF
- A122 STRUCTURAL TAKE OFF
- A123 STRUCTURAL TAKE OFF

NOT FOR CONSTRUCTION
BASIN LEDGE
 NOT FOR CONSTRUCTION

PROJECT NAME AND ADDRESS:
BASIN LEDGE
 1801 Basin Ledge, West Lake Hills, TX 78746
 NOT FOR CONSTRUCTION

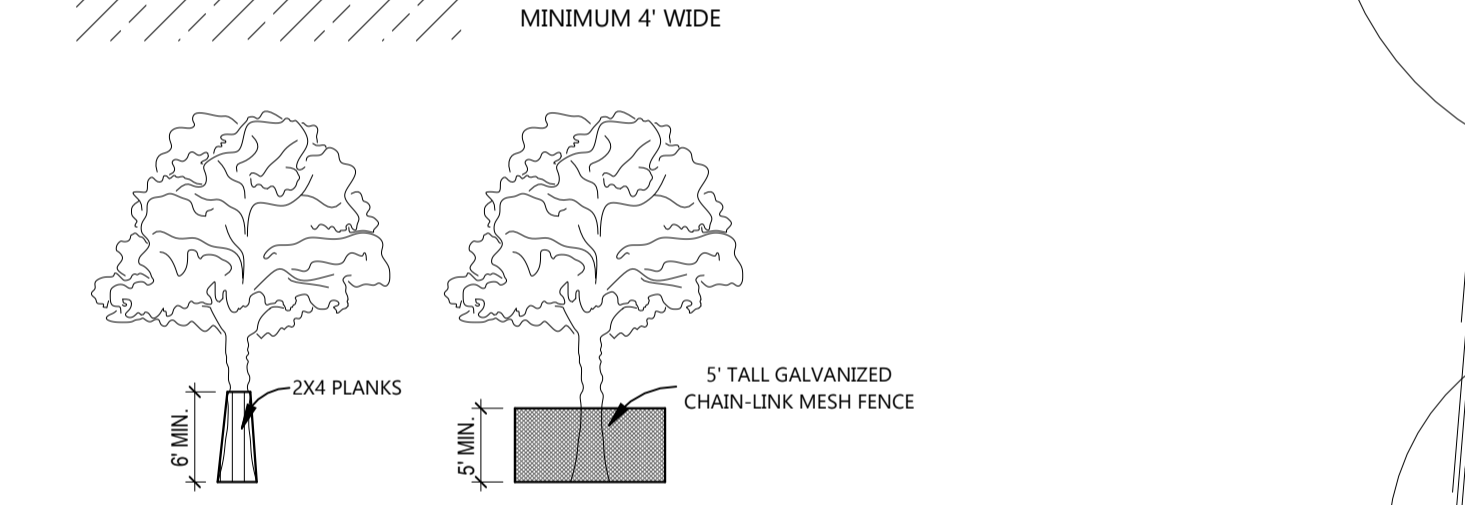
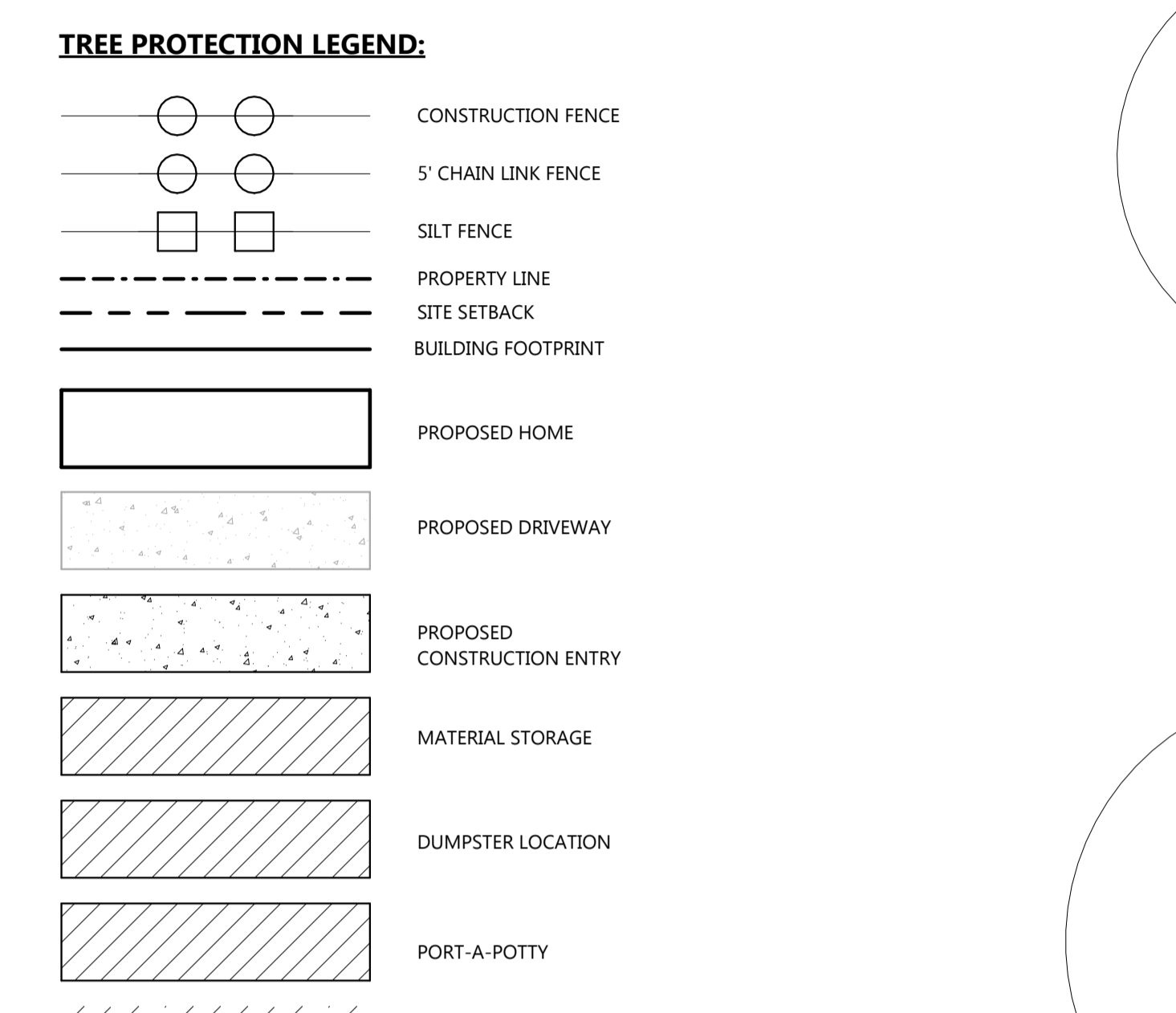


PROJECT	BASIN LEDGE	NORTH	N
SHEET NAME	SITE PLAN		
DATE	06/02/2025	SHEET #	A001
SCALE	As indicated		

DEMO	TAG NO.	SIZE	SPECIES	Description	DEMO	TAG NO.	SIZE	SPECIES	Description
	2	8.5"	YALPON		REMOVE	115	5"	ASH	
	3	6"	HACKBERRY		REMOVE	116	3"	ASH	
	4	6.5"	HACKBERRY		REMOVE	117	4"	HACKBERRY	
	5	8.5"	CEDAR		REMOVE	118	8"	OAK	
	6	6.5"	OAK			120	5"	ASH	
	7	6"	OAK			121	8"	CEDAR	
	8	8"	CEDAR			122	20"	CEDAR	
	9	6.5"	CEDAR			123	4.5"	CEDAR	
	10	17"	CEDAR			124	7.5"	OAK	
	11	12"	CEDAR			125	7"	CEDAR	
	12	4"	YALPON			126	5"	ASH	
	13	8"	OAK			127	3"	OAK	
	14	4.5"	OAK			128	5.5"	ASH	
	15	3"	YALPON		REMOVE	129	5.5"	OAK	
	16	19"	CEDAR		REMOVE	130	5"	ASH	
	17	3"	HACKBERRY		REMOVE	131	9"	ASH	
	18	5.5"	YALPON		REMOVE	132	4"	ASH	
	19	4"	CEDAR			133	4"	OAK	
	20	11.5"	CEDAR			134	4"	PERSIMMON	
	21	9"	CEDAR			135	5"	ASH	
	22	11"	CEDAR			136	4"	ASH	
	23	2.5"	HACKBERRY			137	3.5"	ASH	
	24	6.5"	CEDAR			138	4"	ASH	
	25	10.5"	HACKBERRY			139	6"	CEDAR	
	26	5.5"	YALPON			140	10"	CEDAR	
	27	3"	YALPON			141	18"	MULBERRY	
	28	7.5"	CEDAR			142	13.5"	BLACK WALNUT	
	29	5"	YALPON			143	4"	BLACK WALNUT	
	30	8.5"	YALPON			144	3.5"	ASH	
	31	22"	YALPON			145	4"	BLACK WALNUT	
	32	8"	OAK			146	4"	ASH	
	33	11.25"	CEDAR			147	14.5"	CEDAR	
	34	12.5"	CEDAR			148	9"	CEDAR	
	35	6.5"	OAK			149	8"	MULBERRY	
	36	7"	OAK			150	11.5"	CEDAR	
	37	11"	CEDAR			153	9"	CEDAR	
	38	6"	ELM			154	3.5"	BLACK WALNUT	
	39	4"	HACKBERRY			155	3.5"	BLACK WALNUT	
	40	5.5"	ELM			156	4.5"	BLACK WALNUT	
	41	7.5"	HACKBERRY			157	14"	CEDAR	
	42	14"	HACKBERRY			158	10.5"	CEDAR	
	43	13"	HACKBERRY			159	4"	ASH	
	44	17.5"	CEDAR			160	10"	ASH	
	45	10"	CEDAR			161	4"	ASH	
	46	5.7"	YALPON			162	6"	ASH	
	47	20"	HACKBERRY			163	8"	ASH	
	48	5.75"	YALPON			164	6"	CEDAR	
	49	10"	ASH			165	9"	CEDAR	
	50	5"	CREPE MYRTLE			166	7"	CEDAR	
	51	7.25"	CREPE MYRTLE			167	7.5"	OAK	
	52	4.25"	YALPON			168	4"	CEDAR	
	53	9.5"	ASH			169	9.25"	CEDAR	
	54	3.75"	YALPON			170	6.5"	ASH	
	55	4.25"	YALPON			171	4"	ASH	
	56	29"	OAK			172	4"	CEDAR	
	57	3"	YALPON			173	3.5"	CEDAR	
	58	3.5"	YALPON			174	6"	CEDAR	
	59	5.25"	YALPON			175	12"	CEDAR	
	60	4"	TEXAS MTN LAUREL			176	14.5"	CEDAR	
	61	3"	TEXAS MTN LAUREL			177	8"	CEDAR	
	62	4"	TEXAS MTN LAUREL			178	7.5"	CEDAR	
	63	4"	TEXAS MTN LAUREL			179	9"	CEDAR	
	64	5.5"	TEXAS MTN LAUREL			180	22"	CEDAR	
	65	12"	OAK			181	8"	OAK	
	66	5.75"	TEXAS MTN LAUREL			182	12.5"	OAK	
	67	11"	CEDAR			183	13"	OAK	
	68	7.5"	CEDAR			184	11"	CEDAR	
	69	14"	CEDAR			185	9"	CEDAR	
	70	10"	CEDAR			186	5"	OAK	
	71	10"	CEDAR			187	8.5"	CEDAR	
	72	10"	OAK			188	9"	CEDAR	
	73	3"	YALPON			189	10.5"	CEDAR	
	74	3"	YALPON			190	5.5"	CEDAR	
	75	7"	CEDAR			191	5"	CEDAR	
	76	6.5"	CEDAR			192	8"	CEDAR	
	77	3.5"	YALPON			193	8"	CEDAR	
	78	5.5"	CEDAR		REMOVE	194	8"	CEDAR	
	79	5"	CEDAR			195	9.5"	CEDAR	
	80	22"	OAK			196	3.75"	YALPON	
	81	10.25"	OAK			197	6"	OAK	
	82	8.5"	CEDAR			198	21"	CEDAR	
	83	3.5"	YALPON			199	20.5"	CEDAR	
	84	3"	YALPON			200	9"	CEDAR	
	85	5.25"	YALPON			201	5.5"	CEDAR	
	86	3.5"	YALPON		REMOVE	202	3.5"	ASH	
	87	4"	YALPON			203	6"	CEDAR	
	88	5"	YALPON			204	4"	OAK	
	89	6"	OAK			205	7"	LAQUAT	
	90	5"	OAK			206	3"	YALPON	
	91	5"	OAK			207	3"	OAK	
	92	8.5"	CEDAR			208	6.5"	CEDAR	
	93	3.5"	OAK			209	17"	CEDAR	
	94	9"	OAK			210	5.5"	CEDAR	
	95	3.5"	CEDAR			211	12"	CEDAR	
	96	4"	CEDAR			212	10.5"	CEDAR	
	97	3"	YALPON		REMOVE	213	3"	OAK	
	98	11"	CEDAR			214	10"	CEDAR	
	99	5.5"	CEDAR			215	13"	CEDAR	
	100	8.5"	CEDAR			216	10.5"	CEDAR	
	101	6"	ASH			217	10.5"	CEDAR	
	102	18"	CEDAR			218	3"	OAK	
	103	3.5"	CEDAR			219	5"	OAK	
	104	5.5"	CEDAR						
	105	9.25"	YALPON						
	106	5.5"	ASH						
	107	18.5"	CEDAR						
	108	10"	CEDAR						
	109	8.5"	OAK						
	110	15"	CEDAR						
	111	14"	CEDAR						
	112	3"	CEDAR						
	113	8"	CEDAR						
	114	5.5"	CEDAR						

NON-NATIVE SPECIES TREES:

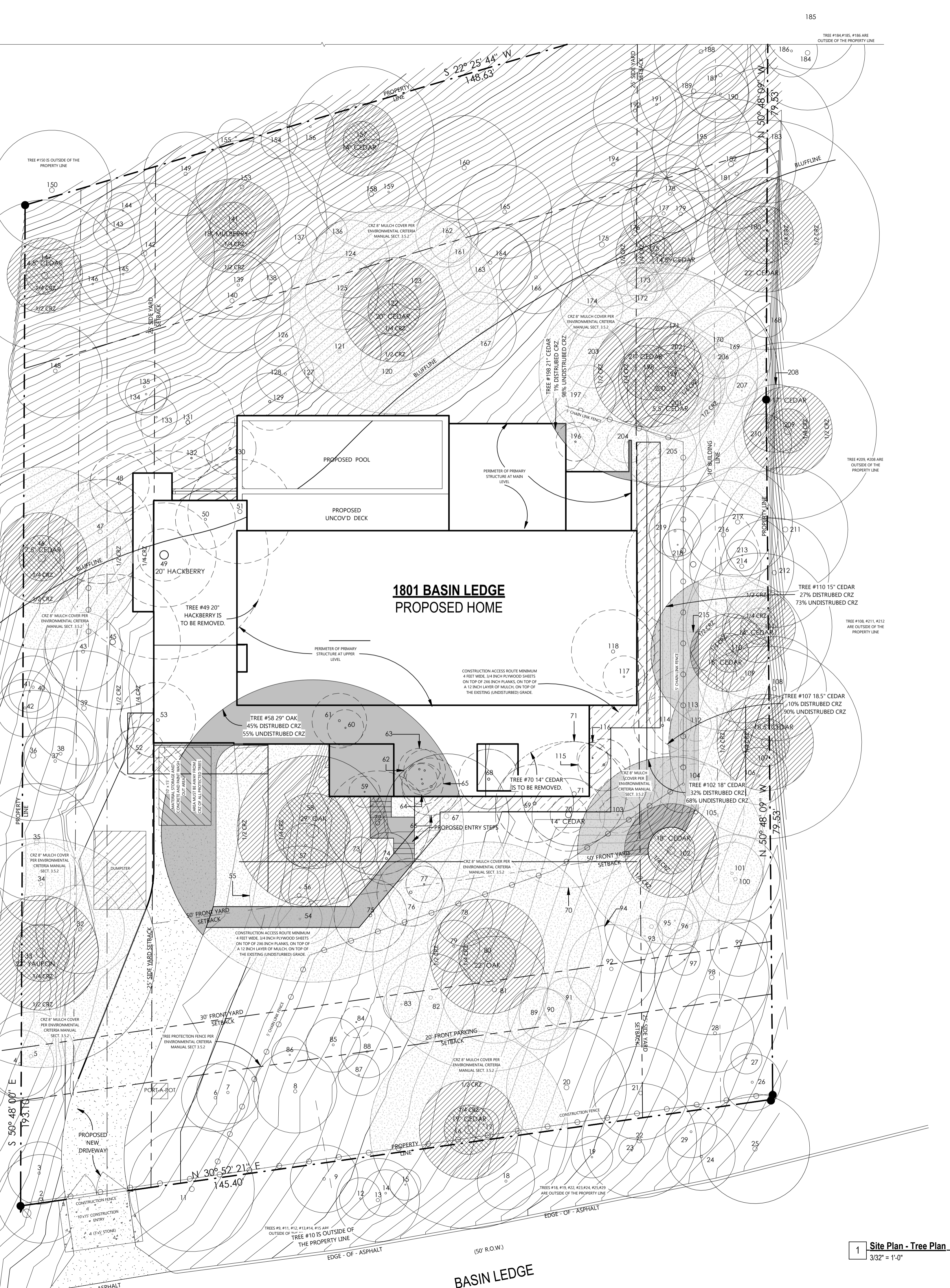
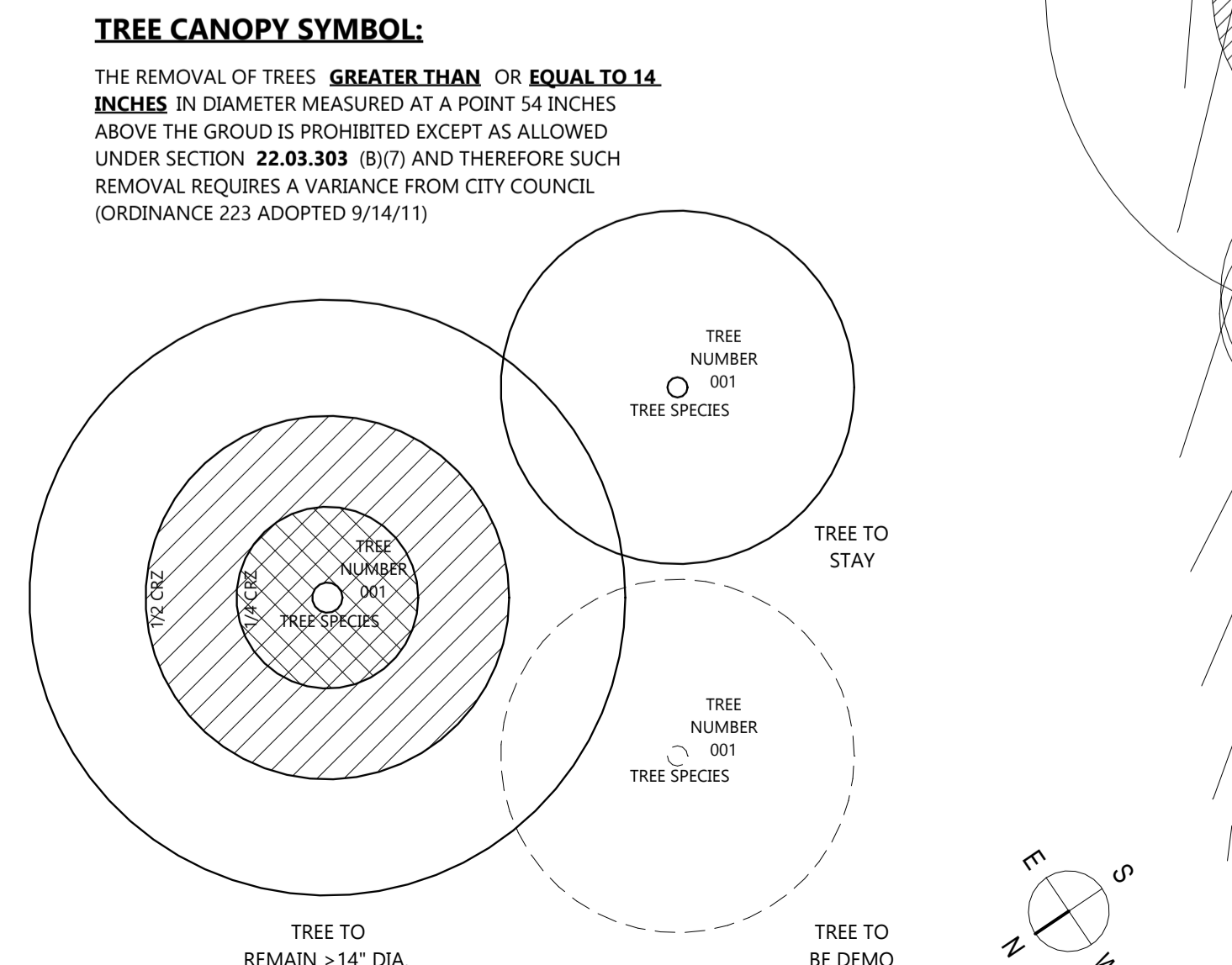
- TREE OF HEAVEN (ALLIANTHUS ALTISSIMA)
- MIMOSA SILK TREE (ALBIZIA JULIBRISIN)
- PAPER MULBERRY (BROUSSONETIA PAPYRIFERA)
- CHINESE PARASOL TREE (FIRMIANA SIMPLEX)
- LARGE/WAXLEAF PRIVETS (LIGUSTRUM LUCIDUM, LIGUSTRUM JAPONICUM, LIGUSTRUM VULGARE)
- CHINABERRY TREE (MELIA AZEDARACH)
- CHINESE PISTACHE (PISTACIA CHINENSIS)
- CHINESE TALLOW TREE (TRIADICA SEBIFERA OR SAPIUM SEBIFERUM)



TREE PROTECTION NOTES SCALE: NOT TO SCALE

SITE NOTES:

- TREE TYPES, DIAMETERS + LOCATION PROVIDED BY ROEDER SURVEYING, AUSTIN, TEXAS.
 - NO NEW CUT/FILL > 4" INTO GRADE WITHIN 1/2 CRZ. IF PIERS ARE NEEDED THEY MUST BE DUG WITH AN AIRSPADE. ANY ROOTS SMALLER THAN 2" MAY BE PRUNED BY A SHARP SAW. IF ROOTS LARGER THAN 2" ARE ENCOUNTERED, THE PIER LOCATION MUST BE MOVED.
 - ALL OF THE 1/2 CRZ OF ANY TREE 19" OR LARGER SHOULD BE FENCED OFF. IF PORTIONS OF THE 1/2 CRZ CANNOT BE FENCED DUE TO WORKER ACCESS ISSUES, 8" LAYER OF MULCH MUST BE PLACED WITHIN THE ENTIRE AVAILABLE ROOT ZONE AREA AND 2X4 OR GREATER SIZE PLANKS (6" TALL MINIMUM) MUST BE STRAPPED SECURELY AROUND PROTECTED TREE TRUNKS AND ROOT FLARES.



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SHEET LIST

- A000 COVER & NOTES
- A001 SITE PLAN
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- A117 LOWER FLOOR ELECTRICAL PLAN
- A118 MAIN FLOOR ELECTRICAL PLAN
- A119 UPPER FLOOR ELECTRICAL PLAN
- A120 WALL MATERIAL TAKEOFF
- A121 FLOOR, CEILING & SOFFIT MATERIAL TAKEOFF
- A122 STRUCTURAL TAKE OFF
- A123 STRUCTURAL TAKE OFF

PROJECT NAME AND ADDRESS:
BASIN LEDGE
1801 Basin Ledge, West Lake Hills, TX 78716

PROJECT: BASIN LEDGE NORTH
SHEET NAME: TREE PROTECTION PLAN
DATE: 06/02/2025 SHEET #
SCALE: As indicated A002
3/32" = 1'-0"

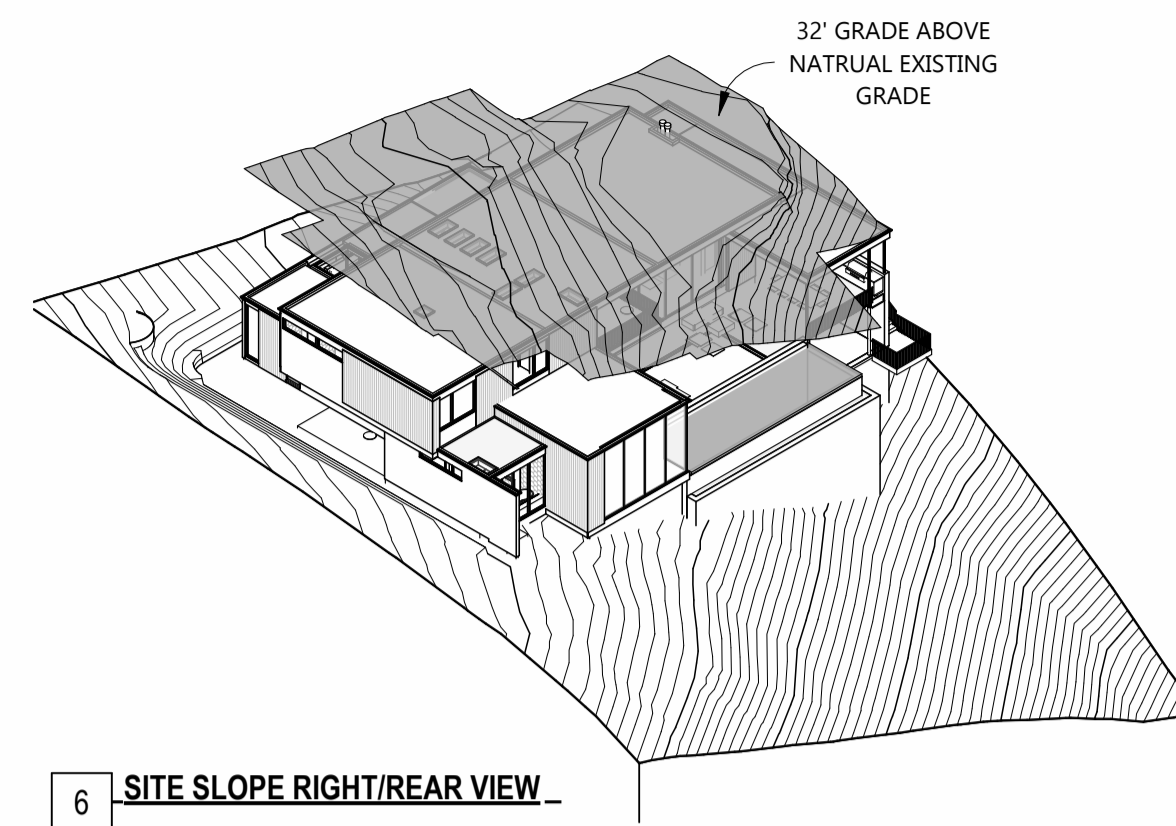
GCDD GROUP

1 Site Plan - Tree Plan
3/32" = 1'-0"

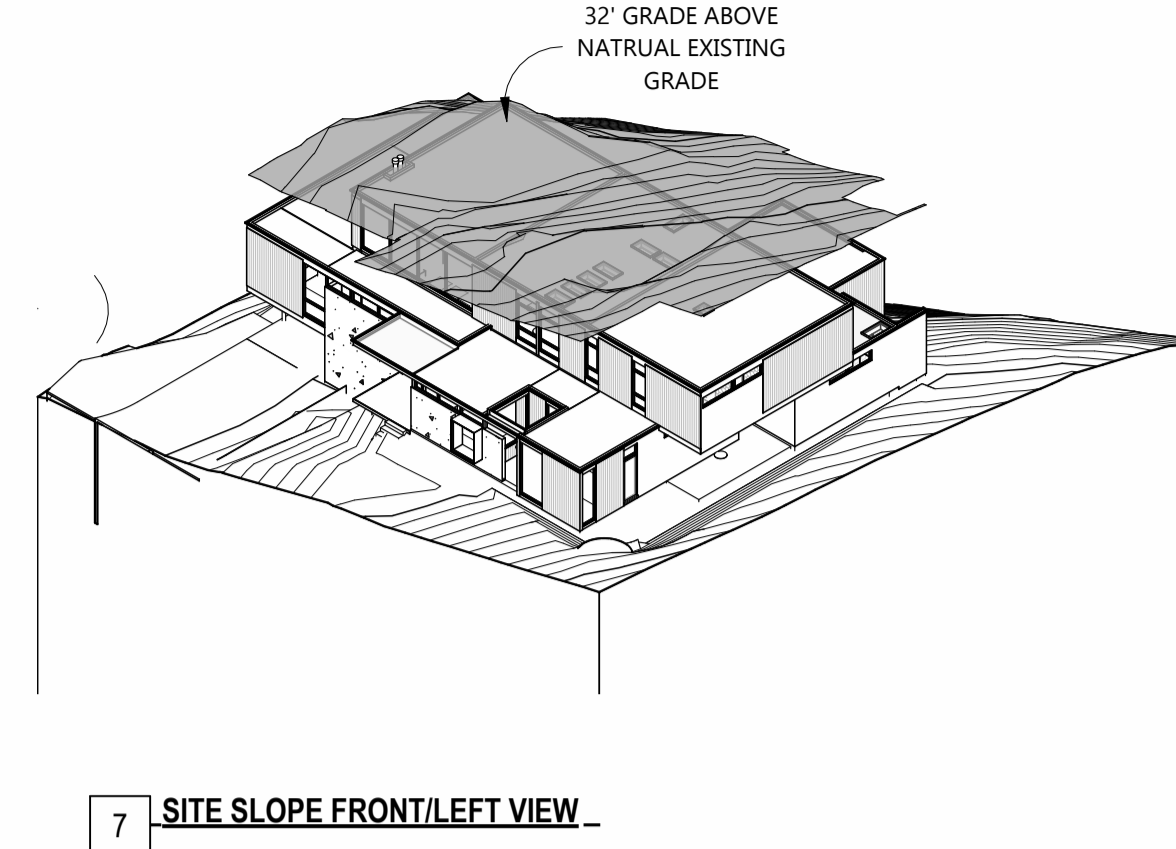
Page 22 of 130

BASIN LEDGE

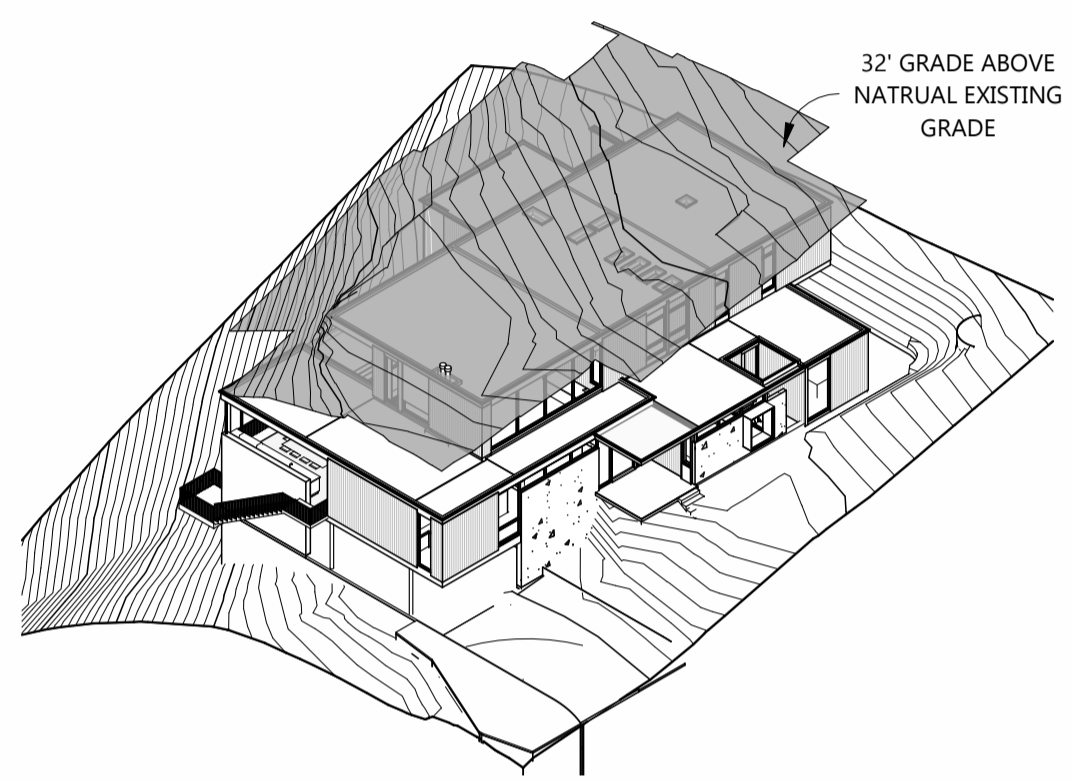
ALL DIMENSIONS ARE THE SOLE RESPONSIBILITY OF THE ARCHITECT. HOWEVER, THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THEM PRIOR TO THE START OF CONSTRUCTION, AND SHALL NOTIFY THE ARCHITECT OF ANY DISCREPANCIES.



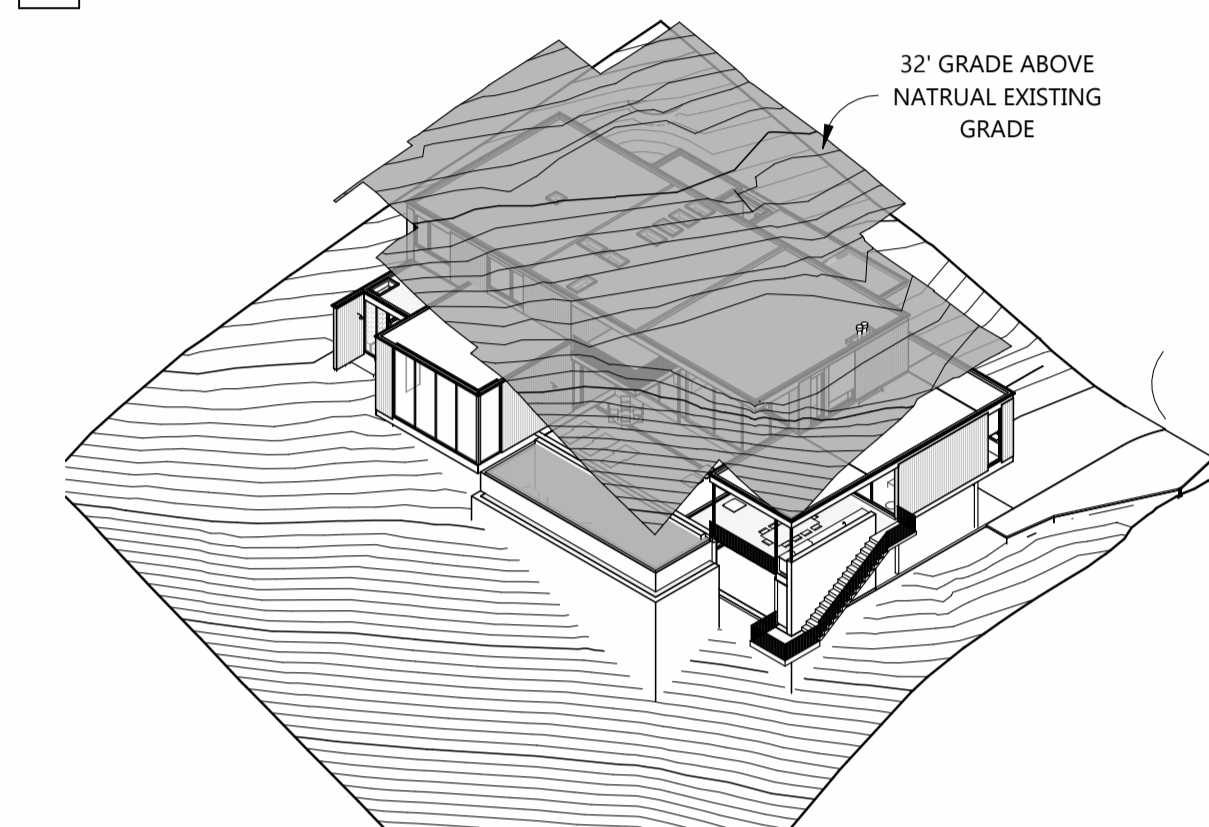
6 SITE SLOPE RIGHT/REAR VIEW



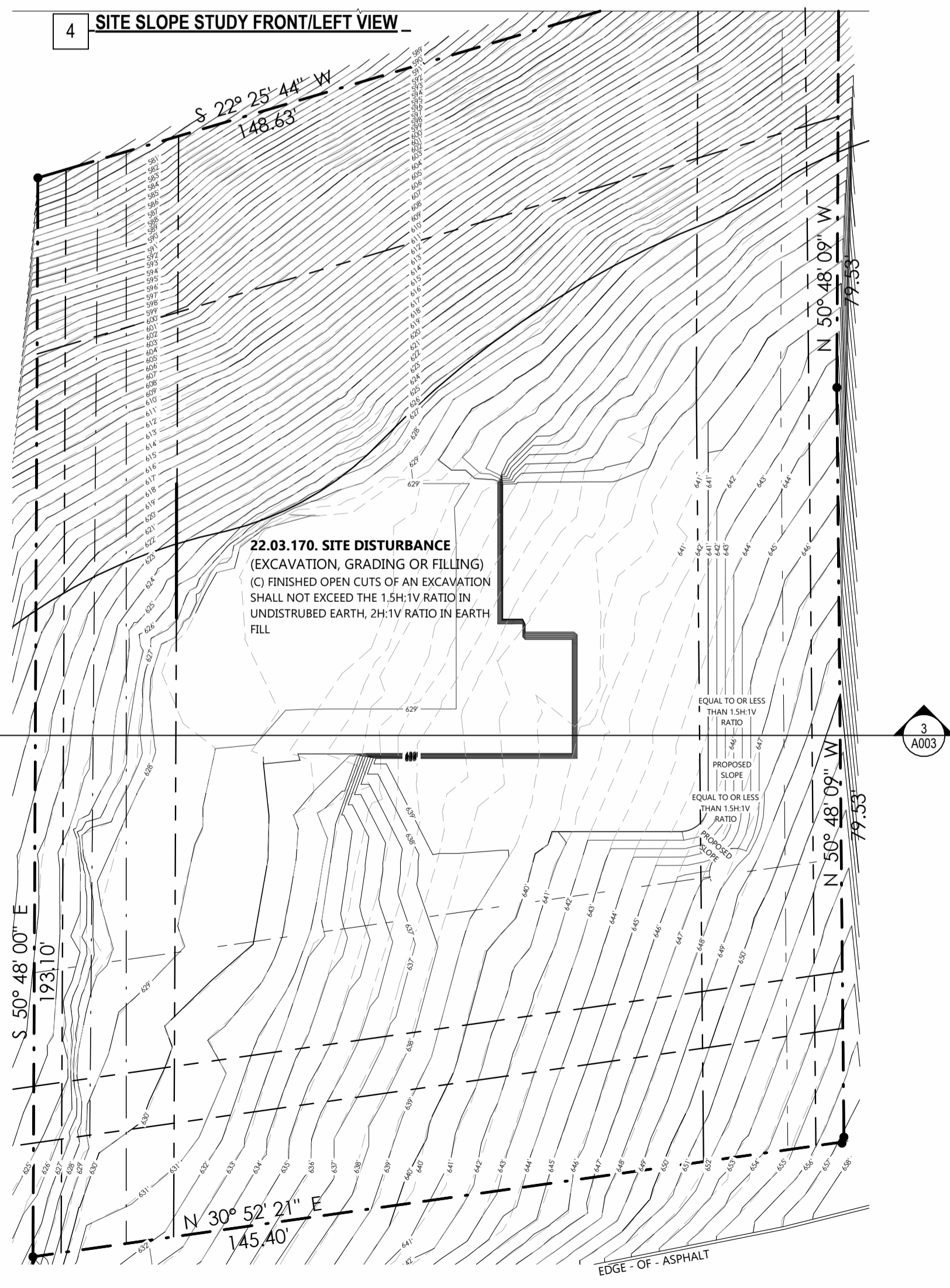
7 SITE SLOPE FRONT/LEFT VIEW



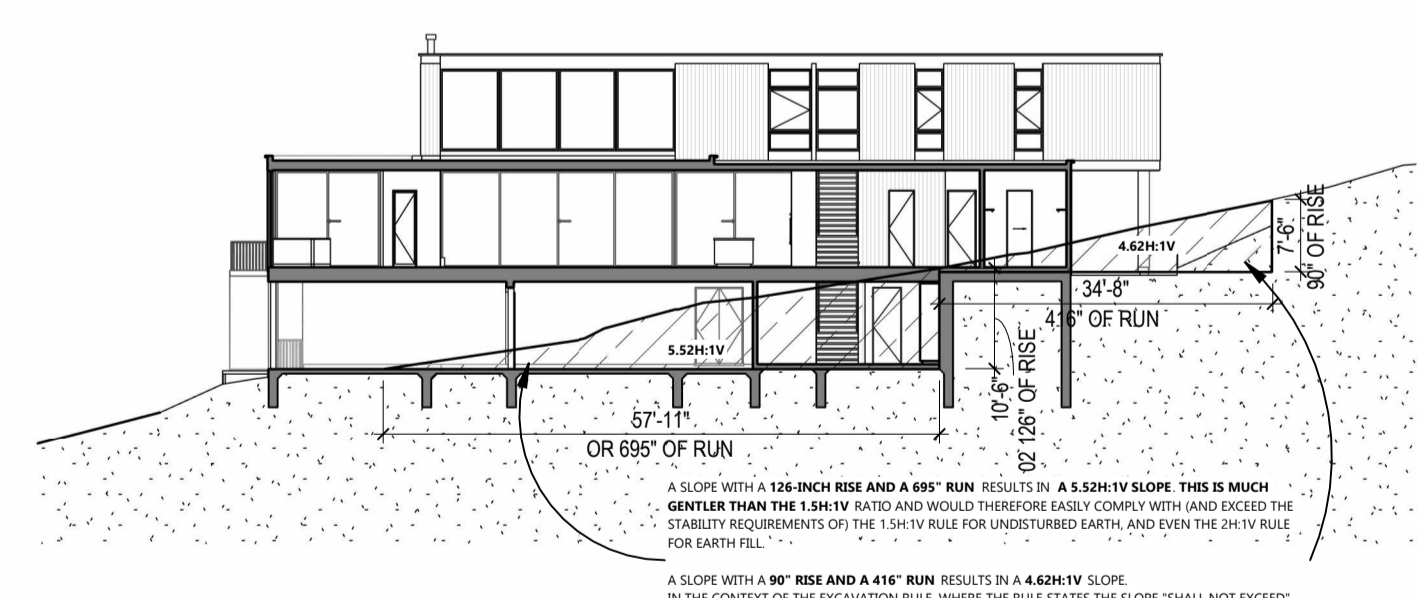
4 SITE SLOPE STUDY FRONT/LEFT VIEW



5 SITE SLOPE LEFT/REAR VIEW



2 PROPOSED GRADING SITE PLAN 1" = 20'-0"



3 REGRADING SECTION 1" = 20'-0"

SITE SLOPE LEGEND
CHART BASED ON THE CITY OF WEST LAKE HILLS EROSION AND DRAINAGE MANUAL 7.4.1 CUT/FILL LIMITS

COLOR PATTERN	SLOPE	OPEN CUTS & FILLS	CLOSED CUTS	CLOSED FILL
[White]	0-15%	3 FEET	20 FEET	6 FEET
[Light Gray]	15-25%	1 FOOT	15 FEET	6 FEET
[Dark Gray]	25-35%	0 FEET	10 FEET	6 FEET
[Black]	<35%	0 FEET	0 FEET	0 FEET



1 EXISTING SITE SLOPE ANALYSIS 1" = 10'-0"

PROJECT NAME AND ADDRESS:
BASIN LEDGE
1801 Basin Ledge, West Lake Hills, TX 78746



PROJECT: BASIN LEDGE NORTH
SHEET NAME: SITE SLOPE ANALYSIS
DATE: 06/02/2025 SHEET #
SCALE: A003
As indicated

BASIN LEDGE

GENERAL PLAN NOTES

- THESE DOCUMENTS REFLECT NOMINAL WINDOW SIZES. WINDOW MANUFACTURER TO USE STANDARD SIZES UNLESS NOTED OTHERWISE.
- ALL WINDOWS WILL BE DIMENSIONED TO CENTER LINE UNLESS OTHERWISE NOTED. GLASS SIZE PER MFR. SPECS.
- WINDOW MANUFACTURER & BUILDER TO VERIFY EGRESSIBLE WINDOWS INSTALLED WHERE REQUIRED BY CODE.
- ALL WINDOWS WITHIN 24" OF AN EXTERIOR OR INTERIOR DOOR TO BE TEMPERED GLASS. WINDOW MANUFACTURER TO VERIFY FOR ALL TEMPERED GLASS LOCATIONS AS PER APPLICABLE CODE.
- ALL OPENINGS BETWEEN THE GARAGE AND THE RESIDENCE SHALL BE EQUIPPED WITH SOLID CORE WOOD DOORS 1 3/8" MIN THICKNESS, AND EQUIPPED WITH A SELF CLOSING DEVICE.
- ALL HINGED SHOWER DOORS SHALL SWING OUTWARD. GLAZING USED IN DOORS AND PANELS OF BATHUB/SHOWER ENCLOSURES AND BUILDING WALLS ENCLOSING THESE COMPARTMENTS SHALL BE FULLY TEMPERED OR LAMINATED SAFETY GLASS.
- IF PLATE HEIGHT IS 9'-0" OR HIGHER, ALL DOORS AND CASED OPENINGS TO BE 8'-0" HT. UNLESS NOTED OTHERWISE. IF PLATE HEIGHT IS LESS THAN 9'-0", ALL DOORS AND CASED OPENINGS TO BE 6'-8" HT. UNLESS NOTED OTHERWISE. EXCEPTION: IF A 7'-0" HT. DOOR IS USED ADJUST WINDOWS TO 7'-0" HEADER HT.
- PROVIDE WEATHERSEAL AND DOOR SILL AT ALL EXTERIOR DOOR THRESHOLDS.
- THE DROP FROM INTERIOR FINISH FLOOR TO ANY EXTERIOR FINISH FLOOR IS TO BE A MINIMUM OF 1 1/2". CONTRACTOR TO VERIFY MATERIALS USED FOR DECK CONSTRUCTION AND FINISH FLOORING TO MAINTAIN MINIMUM DROP.
- ALL BEARING WALLS OVER 9'-0" IN HEIGHT TO BE FRAMED WITH 2x6 STUDS. IF WALLS OVER 9'-0" IN HEIGHT ARE NOT BUILT WITH 2x6 STUDS THEY MUST BE BUILT WITH DOUBLE 2X4 STUDS AT 12" O.C.
- PROVIDE BLOCKING FOR HANDRAIL MOUNTING AT STAIRS AS NECESSARY.
- PROVIDE BLOCKING FOR CEILING FANS WHERE SPECIFIED.
- CONTRACTOR TO PROVIDE A 3/4" PLYWOOD CATWALK FROM ATTIC ACCESS TO HVAC UNITS (IF APPLICABLE). UNITS TO BE LOCATED WITHIN 20'-0" OF ACCESS.
- WEATHERSTRIP ATTIC ACCESS DOOR(S).
- IN VENTED ROOF ASSEMBLIES PROVIDE 1 S.F. NET FREE AREA OF ATTIC VENTILATION PER 150 S.F. OF TOTAL COVERED ROOF AREA AS PER CODE.
- ALL PLUMBING, APPLIANCE AND GAS VENTS TO VENT TO REAR OF ROOF RIDGE WHEREVER POSSIBLE. ALL VENTS TO BE GANGED TO THE FEWEST NUMBER POSSIBLE PENETRATING THE ROOF.
- BUILDER TO VERIFY SIZING AND LOCATION OF ALL APPLIANCES & RELATED COMPONENTS.
- PROVIDE ELECTRIC FOR POOL &/OR SPA EQUIP. & LIGHTS. PROVIDE NECESSARY PLUMBING FOR POOL &/OR SPA. VERIFY LOCATION WITH BUILDER OR OWNER.
- THE STANDARD MOUNTING HEIGHT FOR SHOWER HEADS IS 7'-0" ABOVE FINISH FLOOR UNLESS NOTED OTHERWISE.
- UNLESS NOTED OTHERWISE STANDARD PANTRY SHELVING TO BE AS FOLLOWS:
 - LOWEST 2 SHELVES TO BE 16" D. WITH HEIGHT SPACING OF 14" CLEAR.
 - REMAINING SHELVES TO BE 12" D. WITH HEIGHT SPACING OF 12" CLEAR.
- PROVIDE CONTROL AND EXPANSION JOINTS AS REQUIRED ON CONCRETE DRIVES, WALKS AND PATIOS.
- ALL FIREPLACES TO HAVE 20" DEEP HEARTH & 12" NON-COMBUSTIBLE SURROUND.

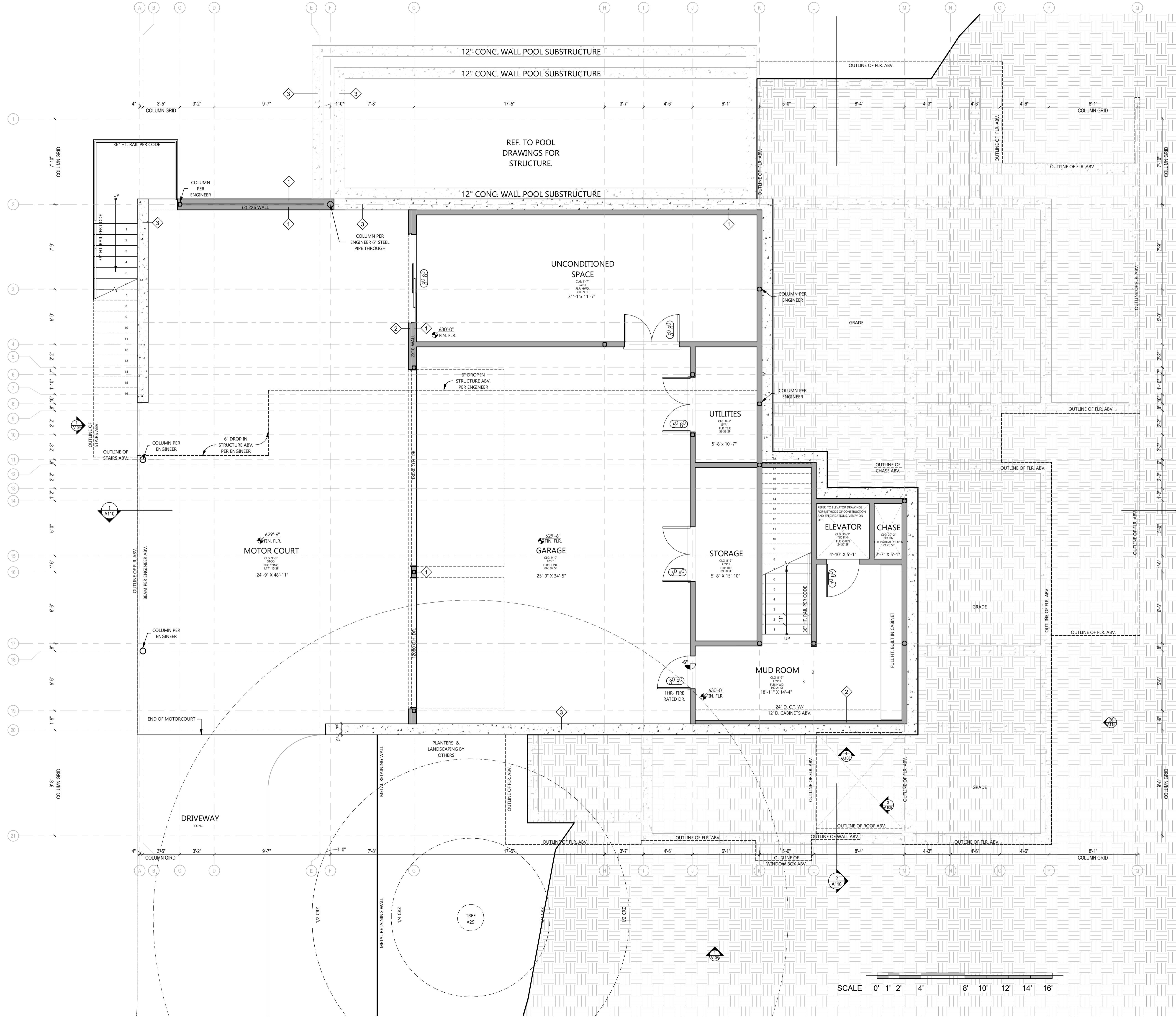
LEGEND

- GAS BIBB
- GAS KEY
- SHOWER HEAD
- HOSE BIBB

FRAMING NOTES

- ALL WALLS TO BE 6" UNLESS NOTED OTHERWISE.
- ALL DIMENSIONS REFERENCE EDGE OF FRAMING WALL.
- ALL DOORS ARE 8' 0" HT. UNLESS NOTED OTHERWISE.
- REFER TO ROOF PLAN FOR ROOF AND SKYLIGHT DIMENSIONS.
- REFER TO ENGINEER'S DRAWINGS FOR STRUCTURAL FRAMING AND DETAILS.

NOTE: ALL WALLS TO BE FRAMED W/ 6" STUDS U.N.O.



SCALE 0' 1' 2' 4' 8' 10' 12' 14' 16'

1 GARAGE FIN. FLR.
1/4" = 1'-0"

ALL DIMENSIONS ARE THE SOLE RESPONSIBILITY OF THE ARCHITECT. HOWEVER, THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THEM PRIOR TO THE START OF CONSTRUCTION, AND SHALL NOTIFY THE ARCHITECT OF ANY DISCREPANCIES.

SHEET LIST

- A000 COVER & NOTES
- A001 SITE PLAN
- A002 TREE PROTECTION PLAN
- A003 SITE SLOPE ANALYSIS
- A101 LOWER FLOOR PLAN NOTES
- A102 MAIN FLOOR PLAN NOTES
- A103 UPPER FLOOR PLAN NOTES
- A104 LOWER FLOOR PLAN DIMENSIONS
- A105 MAIN FLOOR PLAN DIMENSIONS
- A106 UPPER FLOOR PLAN DIMENSIONS
- A107 ROOF PLAN
- A108 EXTERIOR ELEVATIONS
- A109 EXTERIOR SECTIONS
- A110 BUILDING SECTIONS
- A115 DOOR SCHEDULE
- A116 DOOR SCHEDULE ELECTRICAL PLAN
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- A122 STRUCTURAL TAKE OFF
- A123 STRUCTURAL TAKE OFF

NOT FOR CONSTRUCTION

BASIN LEDGE

PROJECT NAME AND ADDRESS:
BASIN LEDGE
1801 Basin Ledge, West Lake Hills, TX 78746
NOT FOR CONSTRUCTION



PROJECT	BASIN LEDGE	NORTH	
SHEET NAME	LOWER FLOOR PLAN NOTES	SHEET #	A101
DATE	06/02/2025	SCALE	As indicated

GENERAL PLAN NOTES

- THESE DOCUMENTS REFLECT NOMINAL WINDOW SIZES. WINDOW MANUFACTURER TO USE STANDARD SIZES UNLESS NOTED OTHERWISE.
- ALL WINDOWS WILL BE DIMENSIONED TO CENTER LINE UNLESS OTHERWISE NOTED. GLASS SIZE PER MFR. SPECS.
- WINDOW MANUFACTURER & BUILDER TO VERIFY EGRESSIBLE WINDOWS INSTALLED WHERE REQUIRED BY CODE.
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- PROVIDE BLOCKING FOR HANDRAIL MOUNTING AT STAIRS AS NECESSARY.
- PROVIDE BLOCKING FOR CEILING FANS WHERE SPECIFIED.
- CONTRACTOR TO PROVIDE A 3/4" PLYWOOD CATWALK FROM ATTIC ACCESS TO HVAC UNITS (IF APPLICABLE). UNITS TO BE LOCATED WITHIN 20'-0" OF ACCESS.
- WEATHERSTRIP ATTIC ACCESS DOOR(S).
- IN VENTED ROOF ASSEMBLIES PROVIDE 1 S.F. NET FREE AREA OF ATTIC VENTILATION PER 150 S.F. OF TOTAL COVERED ROOF AREA AS PER CODE.
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- BUILDER TO VERIFY SIZING AND LOCATION OF ALL APPLIANCES & RELATED COMPONENTS.
- PROVIDE ELECTRIC FOR POOL &/OR SPA EQUIP. & LIGHTS. PROVIDE NECESSARY PLUMBING FOR POOL &/OR SPA. VERIFY LOCATION WITH BUILDER OR OWNER.
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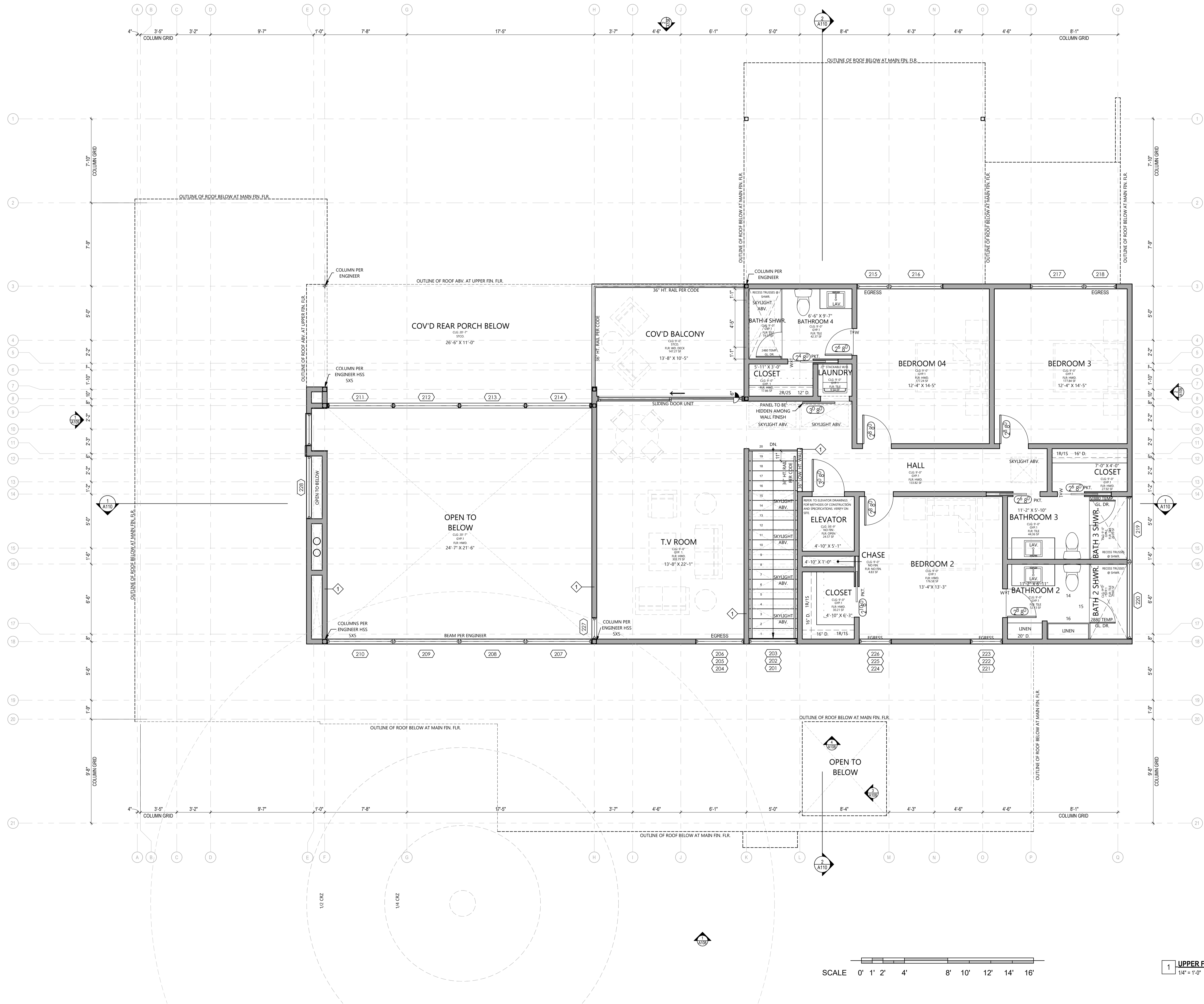
LEGEND

- GAS BIBB
- GAS KEY
- SHOWER HEAD
- HOSE BIBB

FRAMING NOTES

- ALL WALLS TO BE 6" UNLESS NOTED OTHERWISE.
- ALL DIMENSIONS REFERENCE EDGE OF FRAMING WALL.
- ALL DOORS ARE 8' 0" HT. UNLESS NOTED OTHERWISE.
- REFER TO ROOF PLAN FOR ROOF AND SKYLIGHT DIMENSIONS.
- REFER TO ENGINEER'S DRAWINGS FOR STRUCTURAL FRAMING AND DETAILS.

NOTE: ALL WALLS TO BE FRAMED W/ 6" STUDS U.N.O.



ALL DIMENSIONS ARE THE SOLE RESPONSIBILITY OF THE ARCHITECT. HOWEVER, THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THEM PRIOR TO THE START OF CONSTRUCTION, AND SHALL NOTIFY THE ARCHITECT OF ANY DISCREPANCIES.

SHEET LIST

- A000 COVER & NOTES
- A001 SITE PLAN
- A002 TREE PROTECTION PLAN
- A003 SITE SLOPE ANALYSIS
- A101 LOWER FLOOR PLAN NOTES
- A102 MAIN FLOOR PLAN NOTES
- A103 UPPER FLOOR PLAN NOTES
- A104 LOWER FLOOR PLAN DIMENSIONS
- A105 MAIN FLOOR PLAN DIMENSIONS
- A106 UPPER FLOOR PLAN DIMENSIONS
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- A120 WALL MATERIAL TAKEOFF
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- A122 STRUCTURAL TAKE OFF
- A123 STRUCTURAL TAKE OFF

NOT FOR CONSTRUCTION

BASIN LEDGE

PROJECT NAME AND ADDRESS:
BASIN LEDGE
 1801 Basin Ledge, West Lake Hills, TX 78146
 NOT FOR CONSTRUCTION



PROJECT:	BASIN LEDGE	NORTH:	
SHEET NAME:	UPPER FLOOR PLAN	NOTES:	
DATE:	06/02/2025	SHEET #:	A103
SCALE:	As indicated		



1 UPPER FIN. FLR.
 1/4" = 1'-0"

MATERIAL INDEX

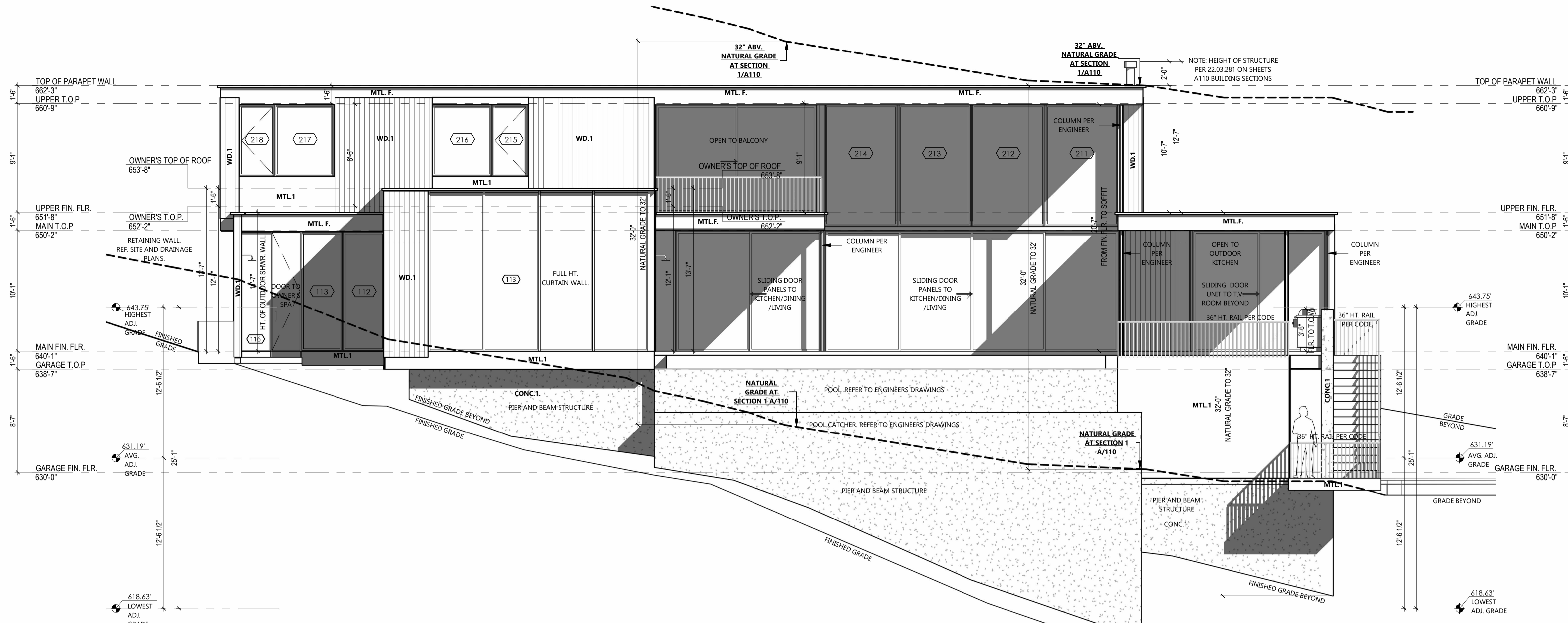
ALL MATERIALS AND FINISHES ARE TO BE VERIFIED ON SITE BEFORE INSTALLATION. REFER TO ARCHITECTURAL PLANS, EXTERIOR AND INTERIOR ELEVATIONS FOR REFERENCE. MATERIAL TYPE AND FINISH TO BE SELECTED BY OWNER/INTERIOR DESIGNER

- FLOORS**
 - HWD. = HARDWOOD
 - CONC. = CONCRETE
 - TILE = TILE FLOOR
 - WD. DECK = WOOD DECK
 - PAVER = MASONRY PAV.
- WALLS**
 - WD.1 = VERTICAL WOOD PANELS
 - GYP.1 = GYPSUM BOARD FINISH TYPE 1 - SMOOTH
 - CONC.1 = CONCRETE RAW FINISH
 - MTL.1 = METAL PANELS INT./EXT. WALL
 - STCO. = STUCCO - SMOOTH "PALO ALTO" TEXTURE
 - MAS. = MASONRY
 - COLOR - PAINT COLOR TBD.
- CEILING/SOFFITS**
 - GYP.1 = GYPSUM BOARD FINISH TYPE 1 - SMOOTH
 - WD.TG. = WOOD BOARDS TONGUE & GROOVE
 - STCO. = STUCCO - SMOOTH "PALO ALTO" TEXTURE
- MILLWORK/WINDOWS & DOORS**
 - WD. ALUM. = WOOD CLADDING ON ALUMINIUM WINDOW/DOOR
 - ALUM. = ALUMINIUM WINDOW/DOOR
 - WD.DR. = WOOD DOOR SOLID OR HOLLOW
 - WD.CAB. = TYPICAL WOOD CAB BOX.
 - QTZ. = QUARTZ COUNTERTOP
- ROOF**
 - MTL. = METAL GALVALUME 24G OR 26G
 - TPO. = THERMOPLASTIC POLYOLEFIN MEMBRANE
 - MTL.F. = MTL.F.
 - MTL.S. = METAL SCUPPER

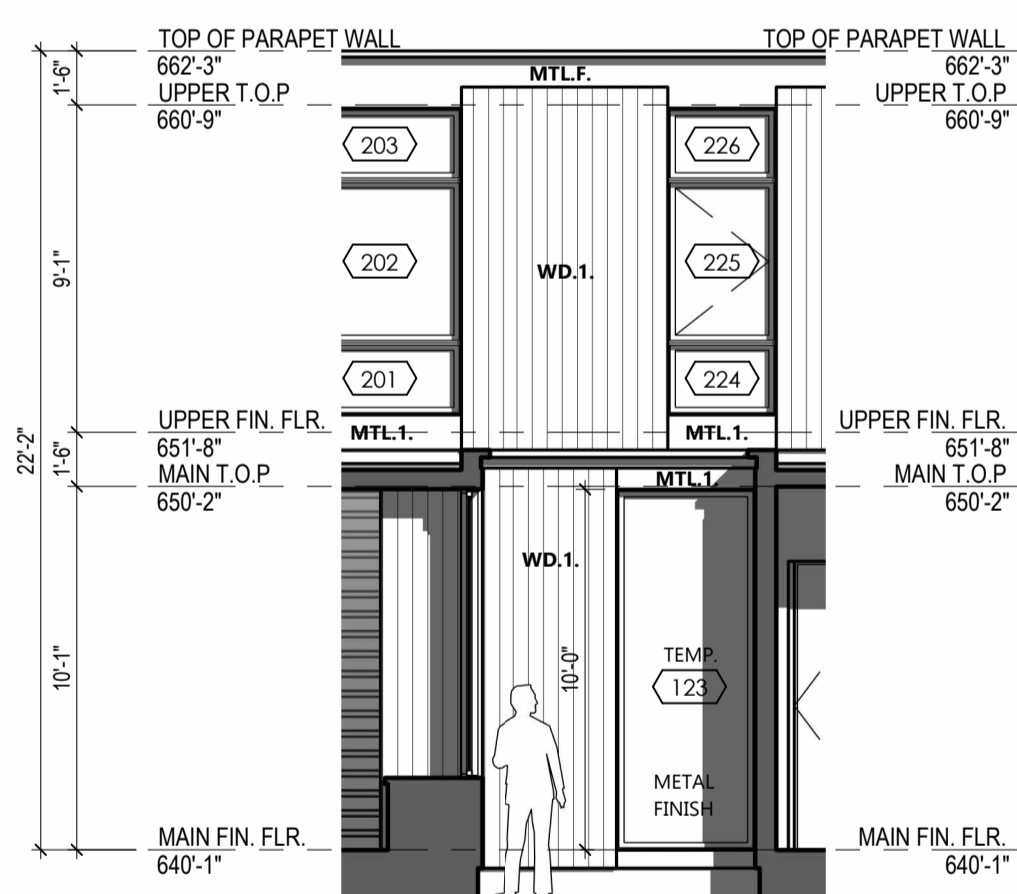
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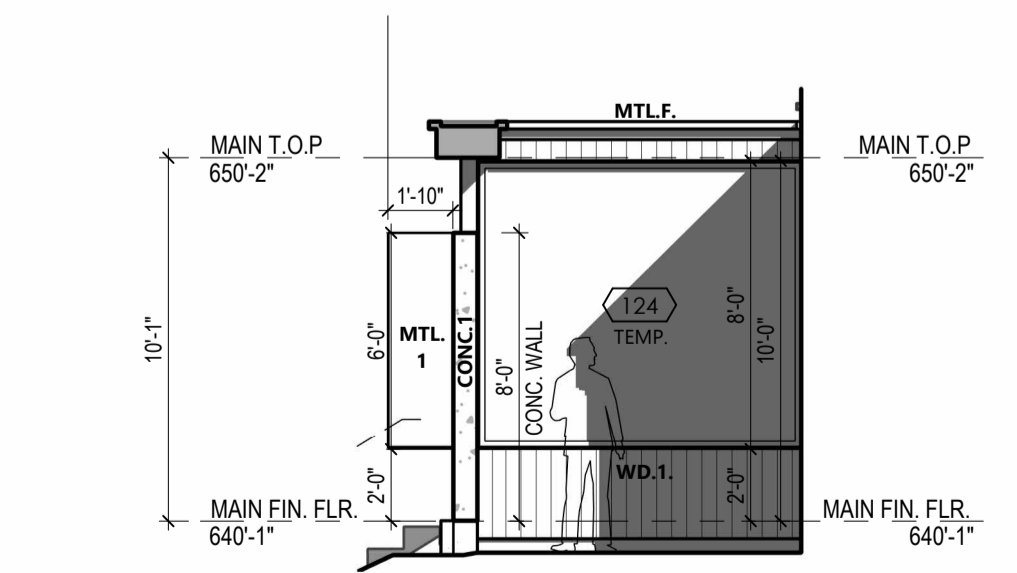
- A000 COVER & NOTES
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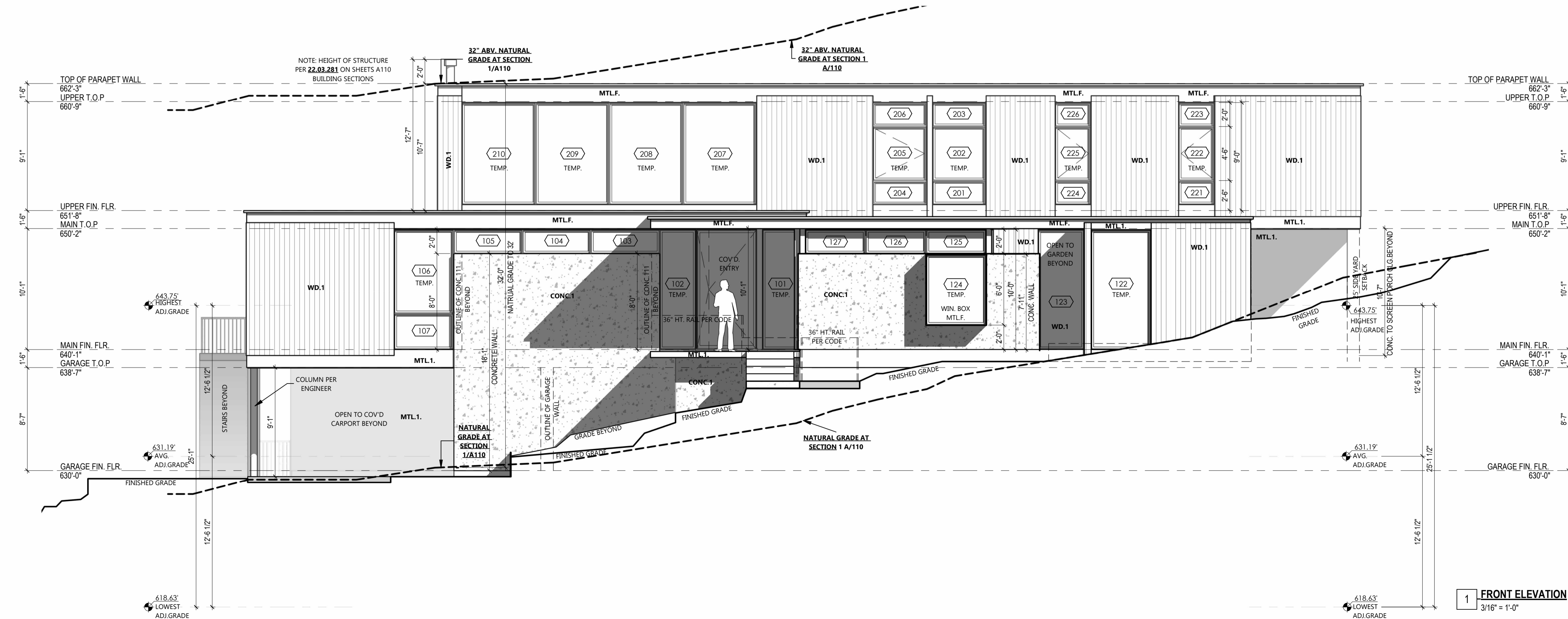
2 REAR ELEVATION
3/16" = 1'-0"



4 PARTIAL GARDEN ELEVATION 2
3/16" = 1'-0"



3 PARTIAL GARDEN ELEVATION
3/16" = 1'-0"



1 FRONT ELEVATION
3/16" = 1'-0"

NOT FOR CONSTRUCTION
BASIN LEDGE

PROJECT NAME AND ADDRESS:
BASIN LEDGE
1801 Basin Ledge West Lane Hill, TX 78146
NOT FOR CONSTRUCTION



PROJECT: BASIN LEDGE NORTH
SHEET NAME: EXTERIOR ELEVATIONS
DATE: 06/02/2025
SCALE: As indicated
SHEET #: A108
Page 27 of 130

MATERIAL INDEX

ALL MATERIALS AND FINISHES ARE TO BE VERIFIED ON SITE BEFORE INSTALLATION. REFER TO ARCHITECTURAL PLANS, EXTERIOR AND INTERIOR ELEVATIONS FOR REFERENCE. MATERIAL TYPE AND FINISH TO BE SELECTED BY OWNER/INTERIOR DESIGNER

FLOORS

- HWD. = HARDWOOD
- CONC. = CONCRETE
- TILE = TILE FLOOR
- WD. DECK = WOOD DECK
- PAVER = MASONRY PAV.

WALLS

- WD.1 = VERTICAL WOOD PANELS
- GYP.1 = GYPSUM BOARD FINISH TYPE 1 - SMOOTH
- CONC.1 = CONCRETE RAW FINISH
- MTL.1 = METAL PANELS INT./EXT. WALL
- STCO. = STUCCO - SMOOTH "PALO ALTO" TEXTURE
- MAS. = MASONRY
- COLOR - PAINT COLOR TBD.

CEILINGS/SOFFITS

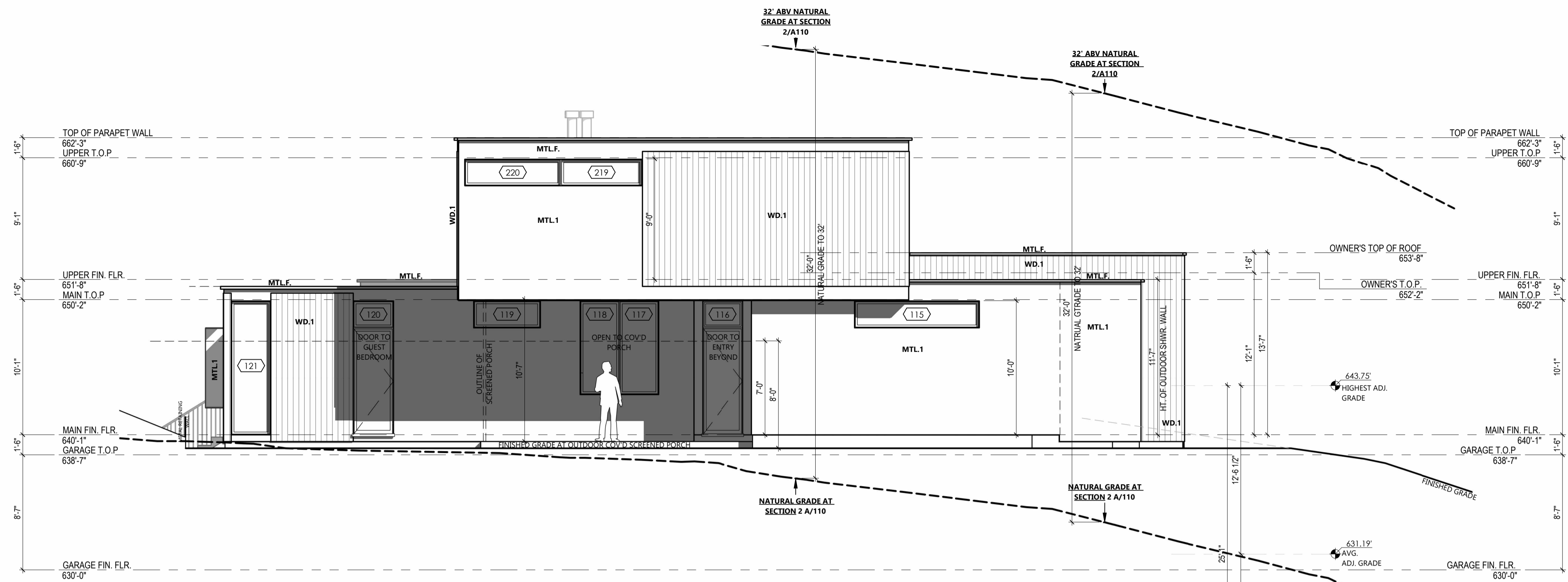
- GYP.1 = GYPSUM BOARD FINISH TYPE 1 - SMOOTH
- WD.TG. = WOOD BOARDS TOUNGE & GROOVE
- STCO. = STUCCO - SMOOTH "PALO ALTO" TEXTURE

MILLWORK/WINDOWS & DOORS

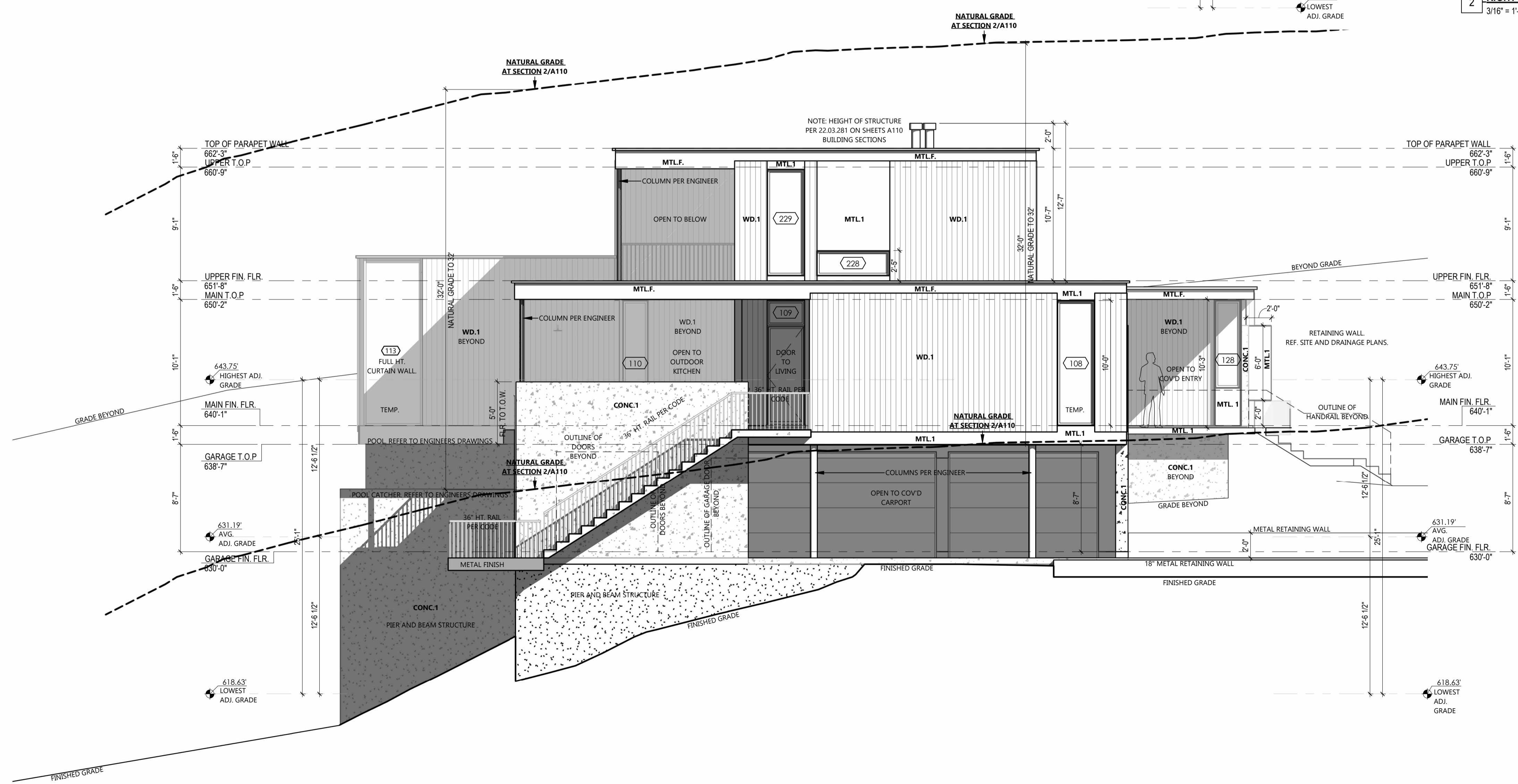
- WD. ALUM. = WOOD CLADDING ON ALUMINIUM WINDOW/DOOR
- ALUM. = ALUMINIUM WINDOW/DOOR
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- WD.CAB. = TYPICAL WOOD CAB BOX.
- QTZ. = QUARTZ COUNTERTOP

ROOF

- MTL. = METAL GALVALUME 24G OR 26G
- TPO. = THERMOPLASTIC POLYOLEFIN MEMBRANE
- MTL.F. = MTL.F.
- MTL.S. = METAL SCUPPER



2 RIGHT ELEVATION
3/16" = 1'-0"



1 LEFT ELEVATION
3/16" = 1'-0"

ALL DIMENSIONS ARE THE SOLE RESPONSIBILITY OF THE ARCHITECT. HOWEVER, THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THEM PRIOR TO THE START OF CONSTRUCTION, AND SHALL NOTIFY THE ARCHITECT OF ANY DISCREPANCIES.

SHEET LIST

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NOT FOR CONSTRUCTION
BASIN LEDGE

PROJECT NAME AND ADDRESS:
BASIN LEDGE
1801 Basin Ledge, West Lake Hills, TX 78746
NOT FOR CONSTRUCTION

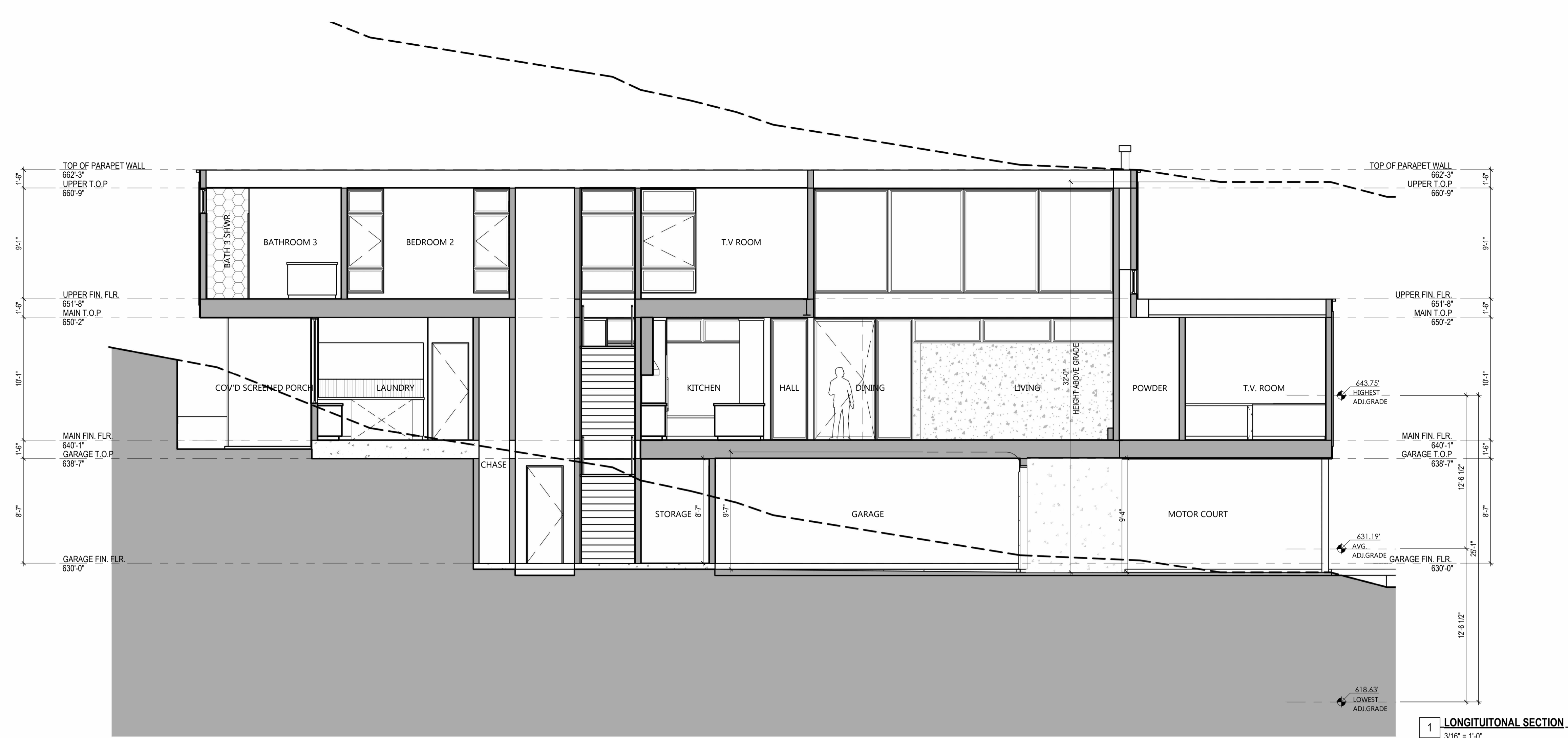


PROJECT: BASIN LEDGE NORTH
SHEET NAME: EXTERIOR ELEVATIONS
DATE: 06/02/2025 SHEET #
SCALE: As indicated
A109

ALL DIMENSIONS ARE THE SOLE RESPONSIBILITY OF THE ARCHITECT. HOWEVER, THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THEM PRIOR TO THE START OF CONSTRUCTION, AND SHALL NOTIFY THE ARCHITECT OF ANY DISCREPANCIES.

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NOT FOR CONSTRUCTION
BASIN LEDGE

PROJECT NAME AND ADDRESS:
BASIN LEDGE
1801 Basin Ledge, West Lake Hills, TX 78746
NOT FOR CONSTRUCTION



PROJECT:	BASIN LEDGE	NORTH:	N
SHEET NAME:	BUILDING SECTIONS		
DATE:	06/02/2025	SHEET #:	A110
SCALE:	3/16" = 1'-0"		

August 11, 2025

On behalf of the:

Attn: Joel Sherrouse
4010 Bee Cave Road
West Lake Hills, TX 78746



Re: Permit No. 2025-1271: 1801 Basin Ledge – Variances Request Review #2

We have reviewed the variance requests for the property located at 1801 Basin Ledge. 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 the following conditions are fulfilled:

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. [§ 22.03.304](#) *Tree and vegetation for removal and replacement of #49 for a 20" glossy privet and #70 for a 14" cedar tree.*

This variance is **Denied**: As stated in the backup documentation, please provide a signed letter from a certified arborist identifying the specific disease, condition from which the tree suffers, or the threat it poses and providing a professional justification for the tree's removal ([§ 22.03.303\(b\)\(7\)](#)).

2. [§ 22.03.276](#) *Setbacks for accessory structures to allow placement of a septic system within the setback.*

This variance is **Denied**: Please submit proposed grading plan for the drain field to verify it will function as intended and in compliance with design criteria. Additionally, we note that the variance letter only requests relief for the placement of the septic field within the front setback; however, the submitted site plan also shows an encroachment into the 25-foot side yard setback. Provide an updated variance summary letter if this variance request is intended for both the drain field and septic tank within setbacks.

After reviewing the provided documents and the city code, we recommend the following variances be requested:

1. [§ 36.01.008 \(6\)](#) Proposed driveway location for each lot or unit on natural slopes of less than 25 percent grade.
2. [§ 22.03.170](#) *Site disturbance (excavation, grading or filling).*
 - (b) The minimum site disturbance standards for earth cuts and fills are included in the drainage and erosion control design manual. Current design exceeds cut/fill limits per the DECDM 7.4.1.
 - (f) No excavation, grading or filling shall be permitted in setbacks except for up to 18 inches in height or depth.

City of West Lake Hills

MINUTES OF A ZONING & PLANNING COMMISSION (ZAPCO)

REGULAR MEETING

Wednesday, August 20, 2025 at 6:30 PM

1. **Call to Order: Chair Robert Meisel**
 - a. Meeting begins at 6:30pm
 - b. Roll Call
 1. Chair Robert Meisel: Present
 2. Vice-Chair Jim Pledger: Present
 3. Commissioner Julia Webber: Present
 4. Commissioner Karen Bartoletti: Present
 5. Commissioner Patrick Stewart: Present
 6. 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.
 1. Approval of the July 16, 2025 Zoning and Planning Commission minutes
 2. Approval of the August 5, 2025 Special ZAPCO meeting minutes
 3. Report of previous ZAPCO cases acted upon by the BOA/Council
 - a. **Action:** Commissioner Pledger moves for approval of the Consent Agenda
 - i. Commissioner Webber Seconds
 - ii. Motion carries unanimously (5 – 0)
4. **Public Hearing: 1206 Yaupon Valley Road:** Discuss and make a recommendation for the rezoning of Lot 9 of Stonehedge Estates Block X from R-2, Two-Family Residential District to R1, One-Family Residential District (Section 38.05.092 of the West Lake Hills Code).

Applicant: John Hussey, Site Specifics

1. **Staff Report:**

- i. Director Bills describes the existing non-conforming property currently zoned R-2, and the request to change to R-1 for the redevelopment of the building as a single-family structure

2. Public Comments

- i. John Hussey – Applicant
 - 1. Offers to answer any questions
- ii. Grant Stanis – neighbor
 - 1. Expresses support for zoning change

3. Discussion:

- i. **None**

4. Action:

- i. Commissioner Maccini moves that the Zoning Change request be forwarded to City Council with a recommendation of approval
 - 1. Commissioner Pledger Seconds
 - 2. Motion carries unanimously (5-0)

The recommendation will be forwarded to the City Council for consideration at the regular meeting on August 10, 2025

- 5. Public Hearing: 1801 Basin Ledge: Discuss and make recommendations on a proposed variance to allow for the removal of one tree 14 inches and greater (Tree 70, 14-inch cedar) (Section 22.03.304 of the West Lake Hills Code).

Applicant: James Gatlin, JAG Permits

a. Staff Report:

- i. Director Bills describes the request to remove a 14-inch cedar tree for the construction of a new home on the property

b. Public Comments:

- i. James Gatlin – Applicant
 - a. Explains that the request to remove the cedar tree is being withdrawn, as they believe it can be saved.

c. Discussion: None required with withdrawal

d. Action: None required with withdrawal

- 6. Public Hearing: 1801 Basin Ledge: Discuss and make recommendations on proposed variances

1. To allow for a septic tank to encroach 15 feet into the 25-foot side setback (Section 22.03.276 and 22.03.281 of the West Lake Hills Code of Ordinances), and
2. For excavation and grading, greater than 18” in the building setback (Section 22.03.170 – Site Disturbance (Excavation, Grading, or Filling)).

Applicant: James Gatlin, JAG Permits

a. Staff Report:

- i. Director Bills describes the variance requests for encroachment on the side setback with septic tank and for grading greater than 18” in the setback.
- ii. Director Bills explains that upon review of the draft plan, the City Engineer believes further variances related to cut and fill or driveway slope may be required for the proposed project

b. Public Comments:

- i. James Gatlin (appearing by telephone) – Applicant
 - a. Explains that moving the septic to another location may impact trees
- ii. Andres Galindo – Architect
 - a. Describes the proposed plans to the commission and explains how the slope makes site conditions challenging.

c. Discussion:

- i. Chair Meisel: The issue is a house that’s 4 times the size of the existing home
- ii. Commissioner Webber:
 1. This is a challenging site, but the proposed design is oversized for site
 2. Webber: it’s difficult to make a recommendation knowing that more variances for the site are likely to be required
- iii. Chair Meisel: There’s nothing unusual about a steep lot in West Lake Hills. Wanting a larger house is a self-created hardship
- iv. Commissioner Bartoletti: Based on interpretive criteria, the Commission can’t conclude that the variance would not violate the intent of the chapter or impact neighboring properties

d. Action:

- i. Commissioner Bartoletti recommends that the variances be forwarded to the Board of Adjustment with a recommendation of denial based on the commission’s failure to conclude that the variance does not violate the

intent of the chapter or that the variance would not have an adverse impact on neighboring properties, based on the interpretive criteria and that the hardships are design-driven.

1. Commissioner Pledger seconds
2. Motion carries unanimously (5-0)

The recommendation will be forwarded to the Board of Adjustment for consideration at the regular meeting on August 10, 2025

7. **Public Hearing: 477 Cortona Drive:** Discuss and make a recommendation on a variance to encroach 20 feet into the 25-foot side setback with a backup generator (Section 22.03.275 and 22.03.281 of the West Lake Hills Code).

Applicant: David Bravo, Bravo Interior Design

1. Staff Report:

- i. Director Bills describes the proposed variance to locate a generator in the side setback in a former Austin Energy utility easement.
 1. The applicant did get the easement released by the City of Austin

2. Public Comments:

- i. Applicant: David Bravo
 1. Describes the nature of the site and why the applicant is requesting to place the generator in this location

3. Discussion:

- i. Commissioner Maccini: Burden of generator impact and noise should be borne by homeowners instead of neighbors. On a 1-acre lot there should be another location
- ii. Chair Meisel: There are existing pads for AC on multiple sides of the house – why can't the generator be located with the existing equipment
 1. David Bravo: Expresses that it may be possible to move the generator to an alternate location

4. Action:

1. At applicant's request, Commissioner Webber moves that the item be postponed to the September 17 ZAPCO meeting so that the applicant has time to consider relocation of the generator. It is also explained to the applicant that if the generator can be moved to a conforming location, they may not need to return for an additional hearing.
 - a. Commissioner Bartoletti seconds

b. Motion passes unanimously

Item will be postponed to the September 17, 2025 Zoning and Planning Commission meeting

8. Public Hearing: 912 Calithea: Discuss and make recommendations on proposed variances:

1. To allow for a second driveway on a residential lot where one is the maximum (Section 22.03.175(E)(2): Driveway Standards)
2. To install a new septic tank encroaching on the 25-foot side building setback (Section 22.03.276: Setbacks for accessory structures)
3. To install a new septic tank encroaching on the 25-foot side building setback (Section 22.03.281: Dimensional Regulations)

Applicant: Ross Smith, South Town Dream Homes

a. Staff Report:

- i. Director Bills describes the variance request to allow for the installation of a second driveway and to build a new septic tank in the side setback.
- ii. Chair Meisel: is sewer available?
 - a. Director Bills: not in this part of town

b. Public Comments:

- i. Ross Smith – Applicant
 - a. Describes the issues with the existing septic system and difficulty surrounding the driveway and parking on site
- ii. Grant Stanis - Neighbor
 - a. This is not an owner-occupied house, but a short-term rental property
 - b. The home site was purchased with understanding of driveway rules in the City of West Lake Hills
- iii. Patrick Johnson - Neighbor
 - a. Backing out is difficult in all of West Lake Hills. This is not a unique hardship for the homeowners
 - b. The short-term rental that had been operated on site is a detriment to neighboring properties

c. Discussion

- i. Commissioner Stewart: Has a turnaround without a second drive been considered?

- a. Ross Smith: Explains that many options have been explored, and that they believe this to be the least invasive.
- ii. Commissioner Pledger: Indicates he is inclined to recommend denial on driveway request.
- iii. Commissioner Webber: Indicates she is also inclined to deny septic variance to re-orient the septic from its existing location, increasing non-conformance

d. Action:

- i. Commissioner Maccini moves that all variances be forwarded with a recommendation of denial based on the requests violating the intent of the chapter, lack of hardship, and the adverse effect on neighboring properties.
 - a. Pledger seconds
 - b. Motion carries unanimously 5-0

The recommendation will be forwarded to the Board of Adjustment for consideration at the regular meeting on August 10, 2025

9. Public Hearing: 217 Reveille Rd.: Discuss and make recommendations on proposed variances:

1. To allow for a driveway to encroach approximately 2 feet into the 10-foot driveway setback (Section 22.03.175(A)(2): Minimum side parking setback)
2. To allow for a driveway with a width of 7 feet where 12 feet is the minimum (Section 22.03.175(F): Minimum driveway width)
3. To keep an existing non-conforming second driveway where only one is allowed by code (Section 22.03.175(E)(2): Driveway standards)
4. To keep existing non-conforming parking spaces not located behind the dwelling unit (Section 22.03.175(H)(1): Parking locations in the R-2 district)
5. To keep existing non-conforming parking spaces underneath a portion of a dwelling unit (Section 22.03.175(H)(4): Parking prohibited under any portion of dwelling unit)

Applicant: Nathan Quirring, Clayton Korte

a. Staff Report:

- i. Director Bills explains the variance request to build a driveway consisting of pavement strips measuring 7' from edge to edge that will cause vehicles using the driveway to encroach on the setback.
- ii. With the addition of the additional driveway and alteration to the existing drive, the existing non-conforming driveway, parking structure, and parking locations would be required to come into conformance or receive variances to remain.

b. Public Comments:

- i. Nathan Quirring: Applicant
 - a. Discussed applicant's wish to provide parking in the back
- ii. Andrew Polk – Neighbor
 - a. Is the property owner under any mandate to change existing non-conforming features?
 - b. Is this driven by wish to put a driveway in the back?
 - c. Would this variance allow the applicant to build a larger structure other than what is proposed?

c. Discussion:

- i. Commissioner Maccini: Since they're not being forced to have a garage, there isn't a reason to grant a variance to build one
- ii. Commissioner Webber: Homeowners should choose between the u-drive and the garage
- iii. Chair Meisel: Property is functioning as intended.
- iv. Commissioner Webber: Does the city have stipulations against tandem parking?
 - a. Director Bills: It does not
- v. Commissioner Webber: Feels like application is short on some critical information regarding impervious cover, critical root zones, and more

d. Action:

- i. Commissioner Webber moves to recommend denial based on the variances violating the intent of the chapter, the impact on trees, violating parking regulations, and that the variances may have an adverse impact on neighboring properties.
 - a. Motion dies for lack of a second
- ii. Commissioner Pledger moves to forward variances 1 and 2 with a recommendation of approval and variances 3, 4, and 5 with a recommendation of denial.
 - a. Commissioner Bartoletti seconds

- 1) Commissioner Webber recommends an amendment to the motion to recommend approval of variances 4 and 5 and removal of the second curb cut (denial of variance 3).
- 2) Commissioner Pledger seconds
- b. The amended motion: Recommend approval of variance requests 1, 2, 4, and 5 with the removal of the curb cut (denial of variance 3) based on an analysis determining that variances 1, 2, 4, and 5 do not violate the intent of the chapter, will not the impact on trees, will not violatie of parking regulations, and that the variances as recommended will not have an adverse impact on neighboring properties.
 - 1) Commissioner Bartoletti seconds
 - 2) Motion carries 4:1 - Maccini opposed

The recommendation will be forwarded to the Board of Adjustment for consideration at the regular meeting on August 10, 2025

10. Adjournment – Chair Robert Meisel

Chair Meisel adjourns the meeting at 9:00 pm

APPROVED:

Robert Meisel, Chair

ATTEST:

Joel Sherrouse, Development Coordinator

These minutes were approved on _____, 2025.

DRAFT

Exhibit A

1801 Basin Ledge – Side Setback, Tree, Site Disturbance

Applicant's Findings of Fact

1. The strict or literal enforcement of the terms of this chapter, because of special conditions, will result in unnecessary hardship to the applicant.

1. The slope (35%-50%) in the back of the property pushes the placement of the house forward while the placement of the septic field in the front is needed. This required the house to be built wider to fit the property. The conditions of the tree are unhealthy.

2. Cut and Fill - The house needed to be sunk in the back of the property in the slope and the retaining wall was needed to control that section of the yard in the setback.

- 2) The property contains pre-existing, non-conforming built conditions in the backyard that we feel, creates a hardship. The survey and site plan indicate that the swimming pool and surrounding pool deck fully encroach into the rear 30' setback. The new addition can be built in the allowable buildable area, however an egress deck needs to be provided to connect to the existing deck by the pool, and provide a stair to natural grade.

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

Cut and Fill - The house needed to be sunk in the back of the property in the slope and the retaining wall was needed to control that section of the yard in the setback. The house being squeezed between the slope in the back and the septic yard in the front.

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

The house being squeezed between the slope in the back and the septic yard in the front. There was an option to is to have another variance to build a retaining wall but because of the height we would have had to request additional variance for the other option of a retaining wall higher than 6 feet.

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

The variance being sought is the maximum hardship on the property. There is no further need for greater disruption to the property.

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

The intent of the variance request for development is to keep the property to the character of the neighborhood and character of the city.

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

The variance request keeps the home in the “height” of the neighborhood homes and not lifted above the tree line. This allows the privacy of the homeowner and neighbors to stay reciprocated.

1801 Basin Ledge

Discuss and consider action on a recommendation from ZAPCO on proposed variances:

1. To allow for a septic tank to encroach 15 feet into the 25-foot side setback (Section 22.03.276 and 22.03.281 of the West Lake Hills Code of Ordinances), and
2. For excavation and grading, greater than 18" in the building setback (Section 22.03.170 – Site Disturbance (Excavation, Grading, or Filling)).

Applicant: James Gatlin, JAG Permit



1801 Basin Ledge

- The site is 0.67 acres in size, which was platted in 1961.
- The applicant is proposing to demolish the existing 1,794 sf house built in 1972 and build a new 5,440 sf house (conditioned).
- The total impervious cover for the site with unconditioned space and site improvements is 7,294.89 sf (24.98%).

1801 Basin Ledge

Chapter 38 - Location of Septic Tank in Setback

Code Requirement

- Accessory structure setbacks shall be the same as the setback distances applicable to a principal building.
- Structures are defined as “anything constructed, assembled, or erected, the use of which requires location on the ground or attachment to something having location on or **in the ground**.”

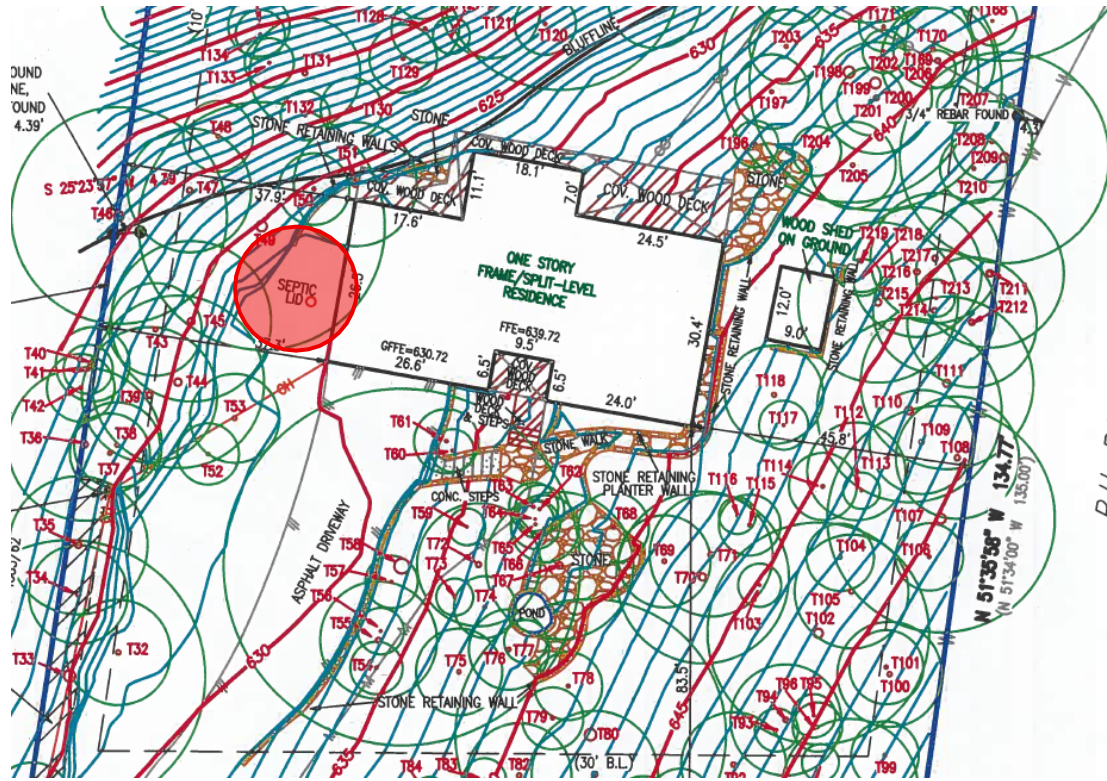
Request

- Requesting to locate the septic tank up to 15 feet into the 25-foot side setback.



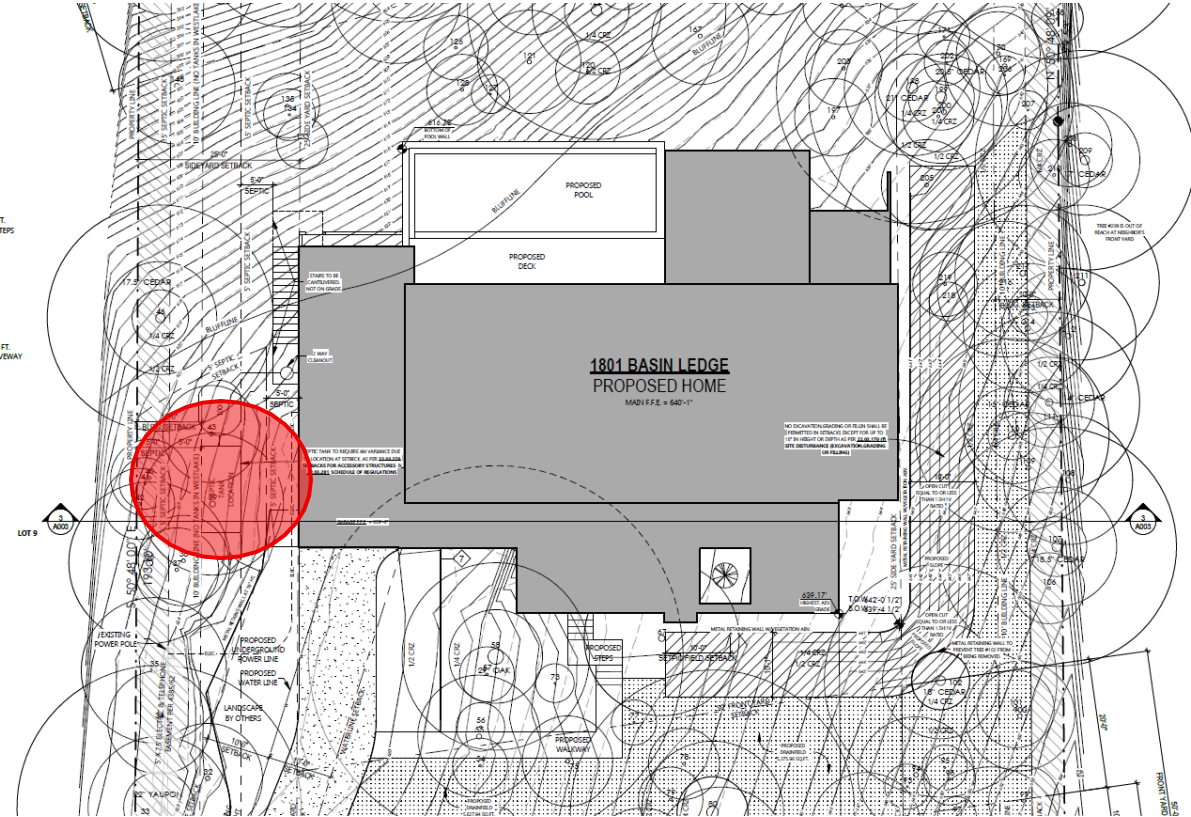
1801 Basin Ledge

Location of Existing Septic Tank



R.H. BARTH JR. 3.78 ACRES

Location of New Septic Tank



1801 Basin Ledge

Chapter 38 – Site Disturbance/Grading in Setbacks

Code Requirement

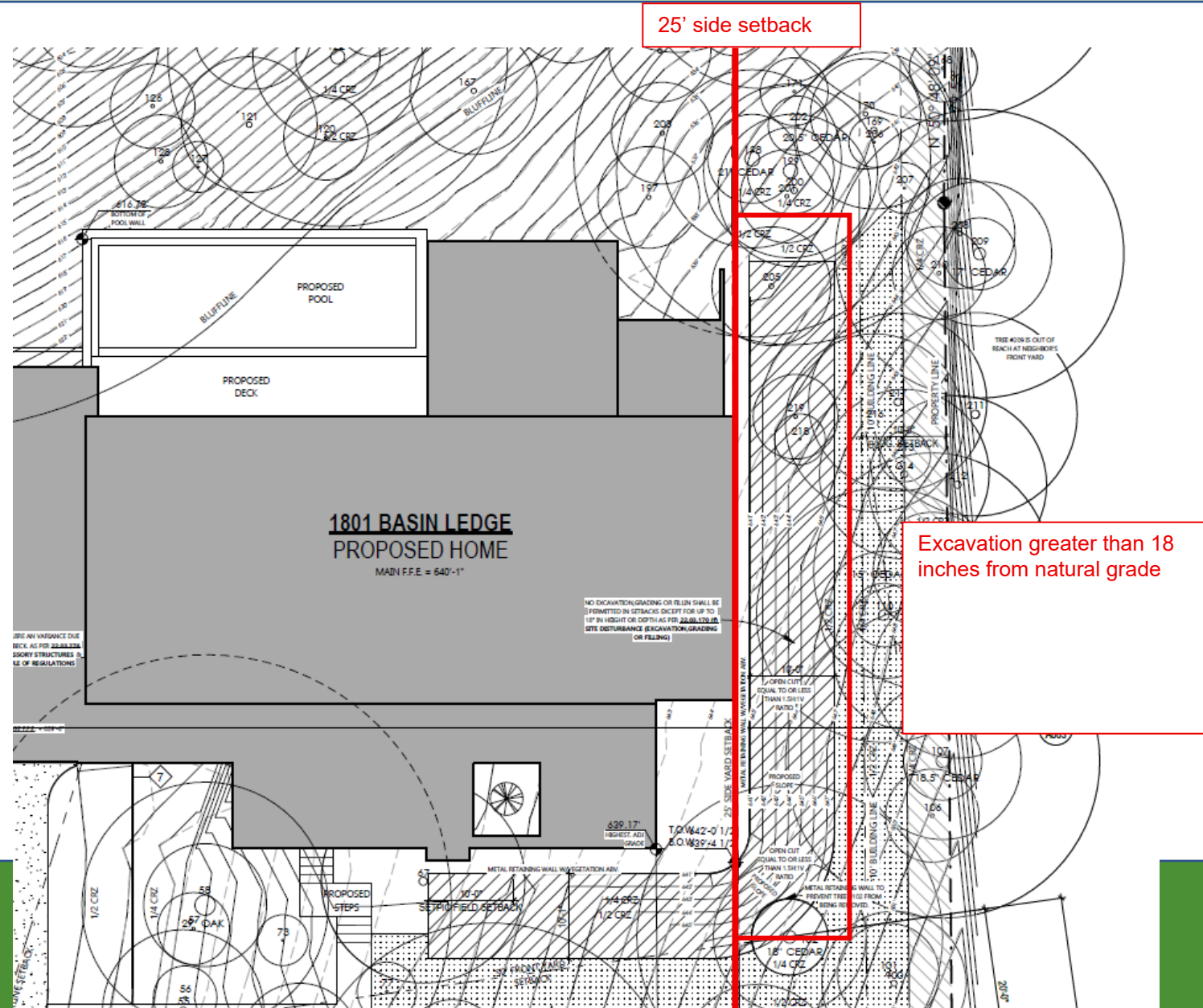
- Excavating, grading or filling shall minimize the negative impacts of development on natural slopes and interfere as little as possible with the natural landscape by minimizing the alteration of the natural terrain.
- No excavation, grading or filling shall be permitted in setbacks except for up to 18 inches in height or depth.

Request

- Excavation of greater than 18 inches in 8 feet of the 25-foot side setback.



1801 Basin Ledge



1801 Basin Ledge

Public Comment:

As of the date of the report, no comments have been received.

Engineering Review:

- Denial of request based on the information provided.
- Additional variances be requested:
 - § 36.01.008 (6) Proposed driveway location for each lot or unit on natural slopes of less than 25 percent grade.
 - § 22.03.170 Site disturbance (excavation, grading or filling).
 - (b) The minimum site disturbance standards for earth cuts and fills are included in the drainage and erosion control design manual. Current design exceeds cut/fill limits per the DECDM 7.4.1.
 - (f) No excavation, grading or filling shall be permitted in setbacks except for up to 18 inches in height or depth.

1801 Basin Ledge

The Board of Adjustments can recommend imposition of, reasonable conditions upon granting a variance if the conditions are related to the subject of the variance.

This item was reviewed by the Zoning and Planning Commission on August 20, 2025 and recommended denial by a vote of 5-0, with the denial based on the Commission's failure to conclude that the variance does not violate the intent of the chapter or that the variance would not have an adverse impact on neighboring properties, based on the interpretive criteria and that the hardships are design-driven.



1801 Basin Ledge

Chapter 38 – Variance Criteria

Discuss and consider action if the following conditions are fulfilled:

1. The applicant has established by competent evidence that:
 - A. The strict or literal enforcement of the terms of this chapter, because of special conditions, will result in unnecessary hardship to the applicant.
 - B. There will not be unreasonable disruption of the natural terrain or unreasonable destruction of existing flora.
 - C. There is no reasonable alternative to the requisite variance that will alleviate the difficulty or hardship complained of.
 - D. The variance will not be greater than the minimum required to alleviate the difficulty or hardship complained of.



1801 Basin Ledge

Applicable Interpretative criteria

1. Variances from the terms of this chapter should be granted sparingly.
2. Deviations from the requirements of this chapter are justified only where the hardship resulting from their application is substantial.
3. Usually, the granting of a variance must be predicated on a finding that the applicant's hardship arises from unusual conditions or circumstances, such as exceptional irregularity of shape or topography, which are peculiar to the parcel of land involved and not shared generally by other parcels in the neighborhood or district, or because no other reasonable alternative is available that will alleviate the unnecessary hardship complained of.
4. Normally, a variance is to be denied if conditions or circumstances relied on for a variance were self-created by the person having an interest in the property in disregard of city regulations.
5. The variance shall not violate the goals of the master plan for the city.
6. The variance shall not have an adverse effect on neighborhood properties or unreasonably interfere with the respective owners' enjoyment thereof.
7. The fact that lots, structures, uses or dimensional conditions on properties or structures within 200 feet of the property involved are, because they are nonconforming or because of previously granted variances, similar to the condition which would be created by the variance requested shall be relevant to, but not determinative of, the granting of the requested variance.



City of West Lake Hills
Board of Adjustment

AGENDA REPORT

Meeting Date:	<u>September 10, 2025</u>	Item Number:	<u>5</u>
Department:	<u>Building & Development</u>		
Prepared By:	<u>Jennifer C. Bills</u>	Cost / Budget:	<u>None</u>
Exhibits:	<u>See Attached</u>	Source of Funds:	<u>N/A</u>

Subject

912 Calithea Rd.: Discuss and consider action on a recommendation from ZAPCO on variances:

1. To allow for a second driveway on a residential lot where one is the maximum (Section 22.03.175(E)(2): Driveway Standards)
2. To install a new septic tank encroaching on the 25-foot side building setback (Section 22.03.276: Setbacks for accessory structures)
3. To install a new septic tank encroaching on the 25-foot side building setback (Section 22.03.281: Dimensional Regulations)

Applicant: Ross Smith, South Town Dream Homes

Recommendation

Discuss and consider action on if the following conditions are fulfilled:

1. The applicant has established by competent evidence that:
 - A. The strict or literal enforcement of the terms of this chapter, because of special conditions, will result in unnecessary hardship to the applicant.
 - B. There will not be unreasonable disruption of the natural terrain or unreasonable destruction of existing flora.
 - C. There is no reasonable alternative to the requisite variance that will alleviate the difficulty or hardship complained of.
 - D. The variance will not be greater than the minimum required to alleviate the difficulty or hardship complained of.

The Board of Adjustments, in performing their respective duties in reference to applications for variances, may be guided by the interpretative criteria listed in the variance criteria in the report.

The Zoning and Planning Commission can recommend imposition of reasonable conditions upon granting a variance if the conditions are related to the subject of the variance.

This item was reviewed by the Zoning and Planning Commission on August 20, 2025 and the following criteria used:

1. The variance may violate the intent of this chapter or the goals of the city’s comprehensive plan;
and
2. The variance may have an adverse effect on neighborhood properties or interfere with the

respective owners' enjoyment thereof.

ZAPCO recommended denial by a vote of 5-0, with the denial based the requests violating the intent of the chapter, lack of hardship, and the adverse effect on neighboring properties.

Discussion

Property Information, Zoning & Site Characteristics:

Owner: George and Charlotte Howard

Legal Description: Terrace Mountain Block O, Lot 10

Lot Size: 0.631 acres

Zoning: R-1 One-Family Residential

Wastewater: Private on-site sewage facility (public sewer not available)

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

Background:

The property at 912 Calithea was built in 1991 with renovations and carport/deck additions in 2024. The house is 3,848 sf of conditioned space, with 7,819 sf of improvements on site. The property owner received a variance on October 12, 2022 for encroachments to the Terrace Mountain front setback and the side setback for a second story addition (<https://westlakehillstx.portal.civicclerk.com/event/182/files/attachment/2443>).

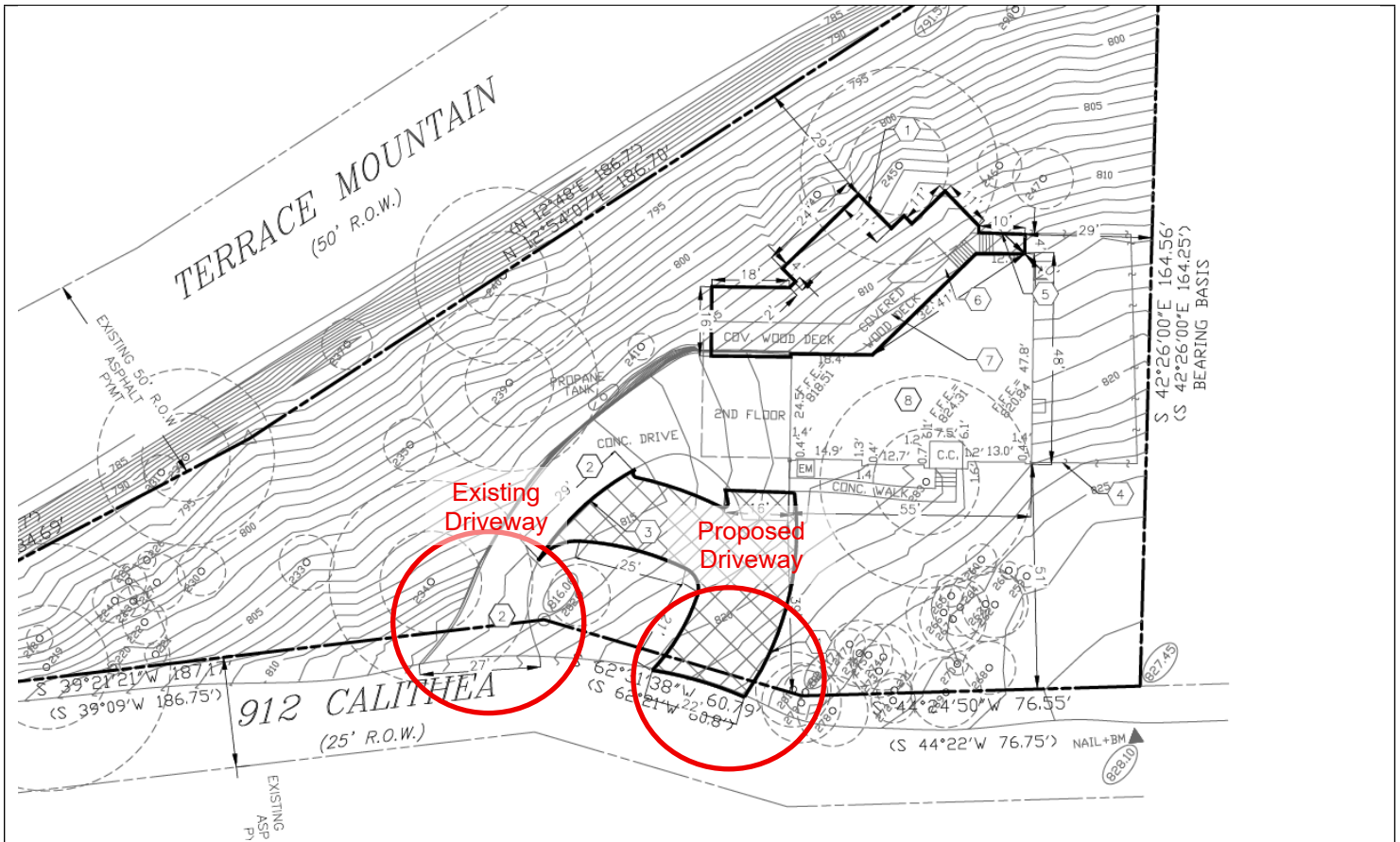
Analysis:

Driveway Code Requirements

- Section 22.03.175. Off-street parking and parking pad requirements in residential areas.
 - (a) Every driveway entrance/exit shall be at roadway grade level where the driveway intersects the city's right-of-way except as otherwise approved by the city inspector.
 - (1) Each dwelling shall be on a lot abutting a public street or having access to an improved public street, and all structures shall be so located on lots as to provide safe, convenient access for servicing, police protection, fire protection and required off-street parking. Driveways shall not exceed a maximum of 20 percent grade at any point after construction. No part of a driveway shall rise more than 6' above natural ground grade directly below.
 - (2) **Only one driveway is allowed per primary dwelling unit, regardless of the number of lots, frontage on more than one roadway, or character of accessory structures. The driveway entrance/exit shall not exceed 20 feet in width. The location of all driveways shall be approved by the city inspector. The parking spaces and driveway surfaces shall be those required in sections 22.03.241, 22.03.242, 22.03.244 and 22.03.247.**

Request:

The applicant is requesting to construct a second driveway access to provide a loop driveway for additional parking onsite. The exhibit provided shows the loop area 21 feet from the street edge. Parking areas must be set a minimum of 20 feet from the property line. The applicant has not requested a variance for this, so the plans must be revised to show the driveway setback before a permit can be issued.



Setback Code Requirements

- Section 22.03.275. Building setback distances.

(1) No principal building shall have any front, side or rear setback distance less than that shown on the schedule of regulations as being required in the district in which the building is located, except that the minimum setback distance from Bee Cave Road shall be 50 feet regardless of which direction the building is facing. The setback distance from the Capital of Texas Highway shall be a minimum of 75 feet.

- Unroofed steps and ramps shall not be considered as part of the principal building when measuring the setback distance of such building.
- Roof overhangs and eaves a minimum of 8 feet above natural grade up to two (2) feet into the front, side or rear setback. All other building elements shall not encroach into setbacks.
- Allowed encroachments: Equipment slabs for pool equipment and/or mechanical equipment, generators and other similar equipment **may encroach up to five (5) feet into side and rear setbacks** after meeting all the following requirements:
 - Attached to the primary structure foundation;
 - Screened to appropriately dampen noise;
 - Slab is limited to 12 feet in length;

- Equipment cannot be greater than five (5) feet in height measured from natural grade;
- Screening must extend six (6) inches above the height of the equipment; and
- Must be shown on the approved building plans.

- Section 22.03.276. Setbacks for accessory structures.

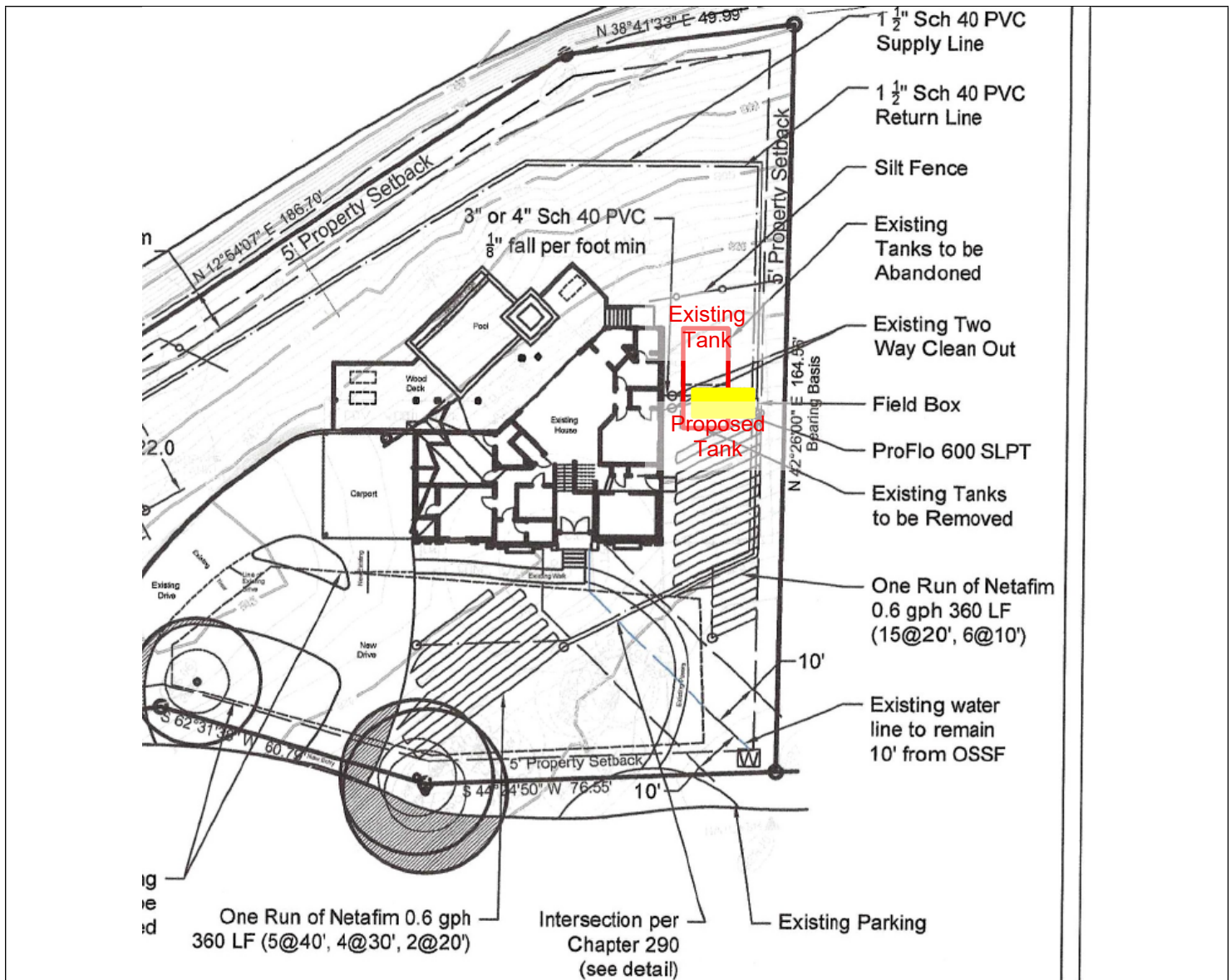
The minimum setback distances for accessory structures, other than unroofed steps, ramps, fences, walks, driveways, driveway gates, playscapes, and mailboxes, shall be the same as the setback distances applicable to a principal building under the appropriate category in section 22.03.281. Accessory structures, including overhangs and eaves, shall not encroach into setbacks. Propane tanks shall not be required to meet the setback requirements of this section so long as they are permitted and placed in accordance with the Liquefied Petroleum Gas Safety Rules adopted by the Railroad Commission of Texas in title 16, part 1, chapter 9, of the Texas Administrative Code, including any and all future amendments thereto.

- Section 22.03.281 Schedule of Regulations

Minimum Building Setback Distance in Feet From Side Lot Lines									
Lot Size/ Zoning	R-1	R-2	R-3	O	GUI	B-1	B-2	B-3	MU-1
Greater than or equal to .5 acre	25	25	50	(I)	(I)	(I)	(I)	(IV)(c)	(C)
Less than .5 acres, greater than or equal to .375 acres	20	20	N/A	(II)	(II)	(II)	(II)	N/A	N/A

Request:

Due to the expansion of the driveway, the septic field will need to be relocated, and the septic tank replaced. The existing tank is encroaching into the side setback approximately 15 feet. The proposed tank would encroach approximately 20 feet.



Variance Criteria Review:

Per Section 22.03.511 (c) Procedure and notice, Section 22.03.171: Site disturbance (residential buildings), and Section 22.03.276: Setbacks for accessory structures shall be administered in compliance with the rules established by sections 38.05.031 through 38.05.034.

- Section 38.05.031. Provisions subject to variance.

Variances may be granted by the board of adjustment to the provisions of this chapter in accordance with the rules and conditions of this division. A variance may not be granted, however, to authorize a change of use. Variances run with the land, but each variance is specific to the project for which it was granted.

- Section 38.05.032. Conditions required for granting variance.

No variance shall be granted unless the following conditions are fulfilled:

(1) The applicant has established by competent evidence that:

(A) The strict or literal enforcement of the terms of this chapter, because of special

conditions, will result in unnecessary hardship to the applicant.

- (B) There will not be unreasonable disruption of the natural terrain or unreasonable destruction of existing flora.
 - (C) There is no reasonable alternative to the requisite variance that will alleviate the difficulty or hardship complained of.
 - (D) The variance will not be greater than the minimum required to alleviate the difficulty or hardship complained of.
- (2) The recommendation of zoning and planning commission shall include an analysis of whether:
- (A) The variance may violate the intent of this chapter or the goals of the city's comprehensive plan.
 - (B) (Reserved).
 - (C) (Reserved).
 - (D) The variance may have an adverse effect on neighborhood properties, or interfere with the respective owners' enjoyment thereof.

- Section 38.0.033. Interpretative criteria.

The board of adjustment and the zoning and planning commission, in performing their respective duties in reference to applications for variances, may be guided by these interpretative criteria:

- (1) Variances from the terms of this chapter should be granted sparingly.
- (2) Deviations from the requirements of this chapter are justified only where the hardship resulting from their application is substantial.
- (3) Usually, the granting of a variance must be predicated on a finding that the applicant's hardship arises from unusual conditions or circumstances, such as exceptional irregularity of shape or topography, which are peculiar to the parcel of land involved and not shared generally by other parcels in the neighborhood or district, or because no other reasonable alternative is available that will alleviate the unnecessary hardship complained of.
- (4) Normally, a variance is to be denied if conditions or circumstances relied on for a variance were self-created by the person having an interest in the property in disregard of city regulations.
- (5) The variance shall not violate the goals of the master plan for the city.
- (6) The variance shall not have an adverse effect on neighborhood properties or unreasonably interfere with the respective owners' enjoyment thereof.
- (7) The fact that lots, structures, uses or dimensional conditions on properties or structures within 200 feet of the property involved are, because they are nonconforming or because of previously granted variances, similar to the condition which would be created by the variance

requested shall be relevant to, but not determinative of, the granting of the requested variance.

- (8) See section 22.03.009(c) for variances to enable the efficient use of solar energy devices.
- (9) When considering variance requests for nonresidential projects, whether granting the variance furthers achievement of the land planning principles set forth in the City’s Master Plan, Attachment “B,” as codified in the Code of Ordinances.
 - Section 38.05.035. Conditions.

The city council can impose, and the zoning and planning commission can recommend imposition of reasonable conditions upon granting a variance if the conditions are related to the subject of the variance. When considering variance requests for nonresidential projects, whether, the City can recommend the imposition of reasonable conditions that are necessary to achieve one or more of the land planning principles set forth in the City’s Master Plan, Attachment “B”, as codified in chapter 28 of the Code of Ordinances.

Public Comments:

- 2 citizens spoke in opposition to the variance requests at the August 20, 2025 ZAPCO hearing.
- 3 additional citizens attending the ZAPCO meeting did not wish to speak, but recorded their opposition to the variance requests.

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

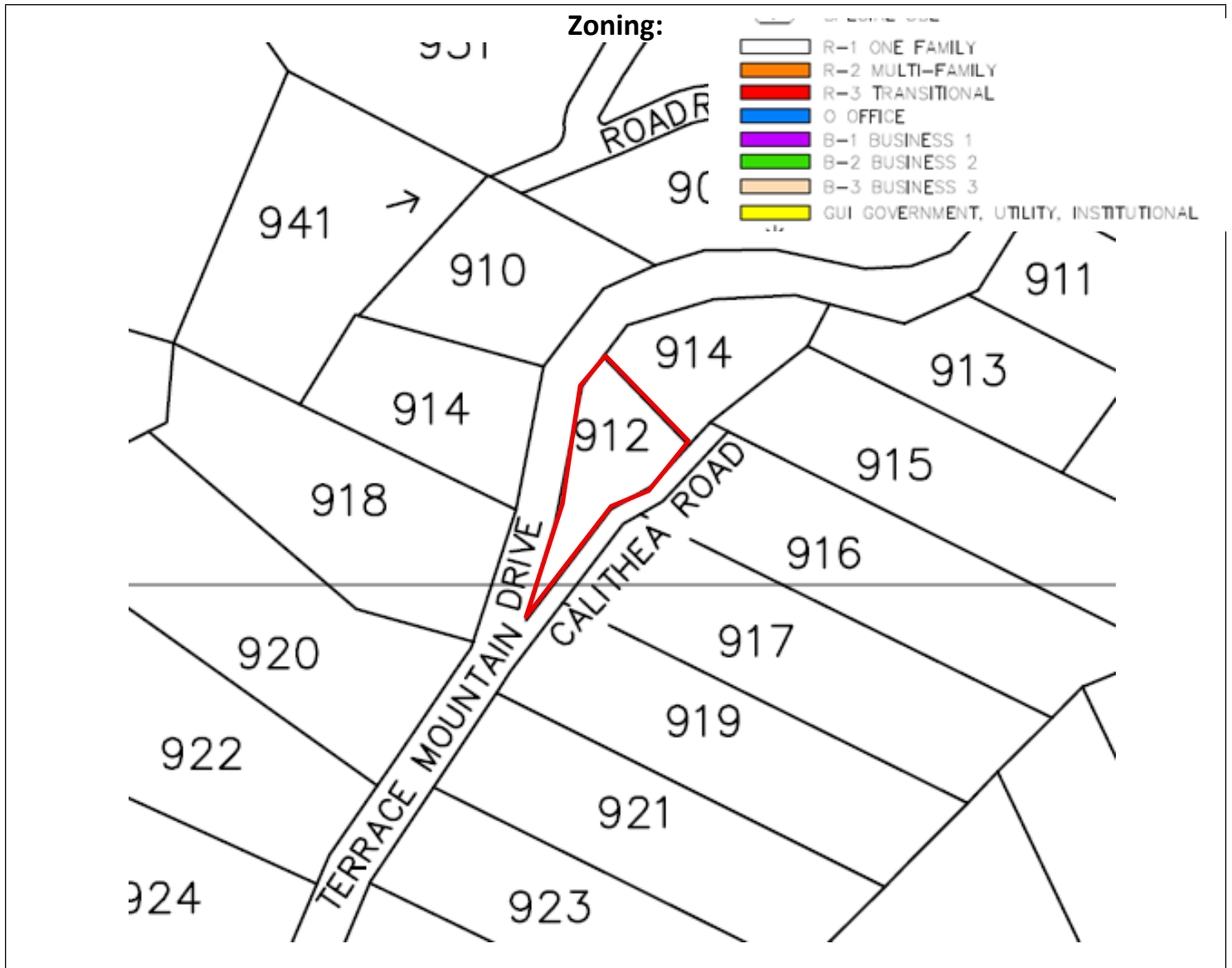
There is no change to the subdivision proposed with this application.

Comprehensive Planning Analysis

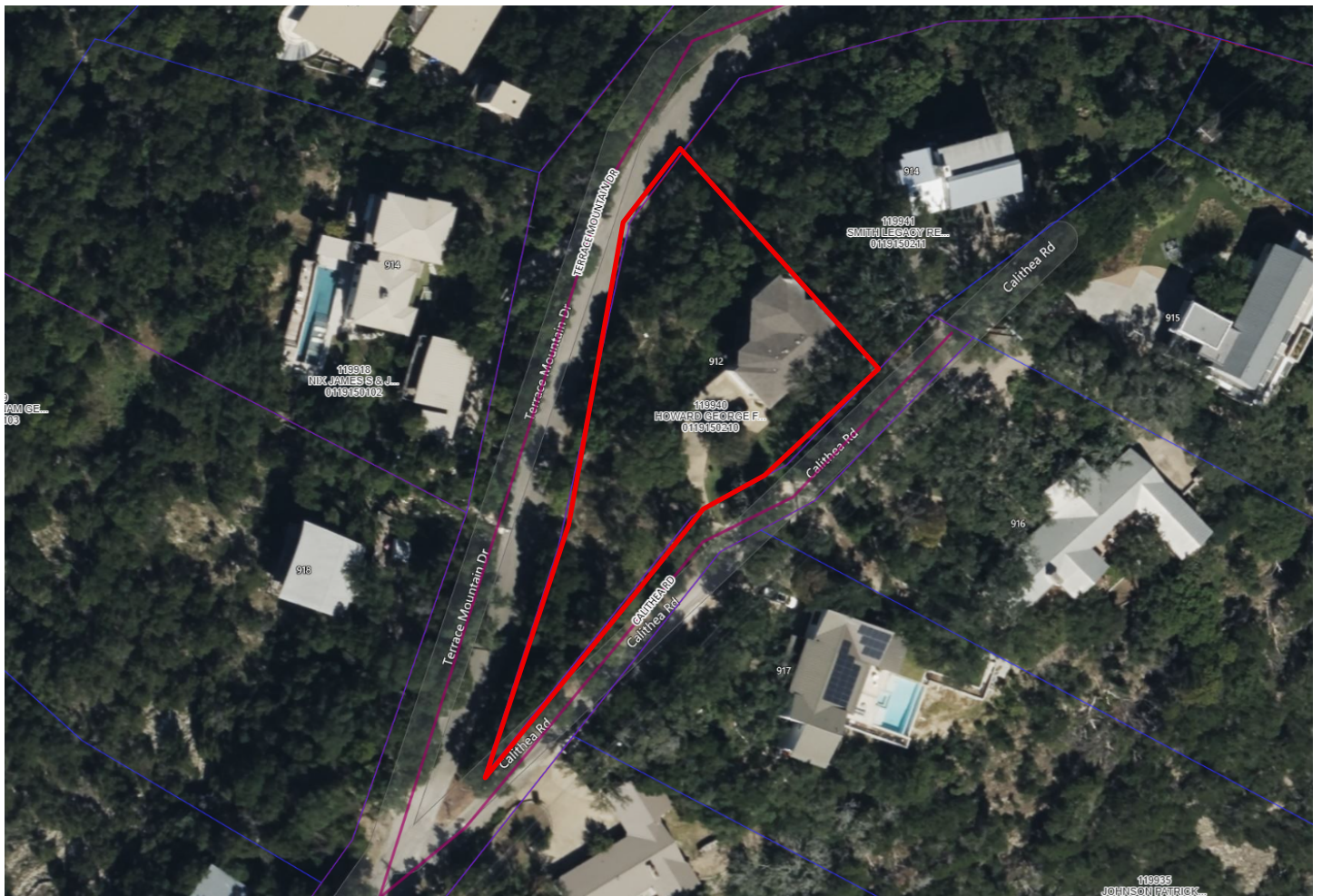
The existing and future land use is in conformance with the City of West Lake Hills Master Plan.

Links to Relevant Code:

- [Section 22.03.175 Off-street parking and parking pad requirements in residential areas](#)
- [Section 22.03.275 Building setback distances](#)
- [Section 22.03.281 Schedule of Regulations](#)
- [Section 38.05.031 Variances](#)
- [Section 22.03.514 Criteria and process required for granting a variance](#)



Aerial:



Ross Smith

912 Calithea Rd
West Lake Hills, TX 78746
August 5, 2025

Chairperson

Zoning and Planning Commission
City of West Lake Hills
911 Westlake Drive
West Lake Hills, TX 78746

RE: Variance Request for Circular Driveway at 912 Calithea Rd

Dear Chairperson and Members of the Zoning and Planning Commission,

I am writing on behalf of the property owner, Charlotte Howard, to respectfully request approval of a zoning variance for 912 Calithea Rd in West Lake Hills. The variance would allow for the installation of a circular driveway with two points of access to Calithea Road, as well as the removal of an existing OSSF and the installation of a new OSSF, permitted through West Lake Hills.

This request is driven by specific and challenging site conditions. The property features a steep 15-foot drop-off at the end of the driveway, creating an unsafe environment for vehicles attempting to back out. In its current state, the driveway lacks sufficient turnaround space, often forcing residents, guests, and delivery drivers to use neighboring driveways to exit safely. This not only presents a safety concern but also imposes on adjacent properties.

After evaluating multiple design options—all of which either require a similar variance or fail to meet minimum safety and accessibility standards—we determined that the proposed circular driveway is the only solution that fully addresses these concerns. A nearby property on Calithea Rd has implemented a similar configuration with great success, further reinforcing the practicality and appropriateness of this design. The existing OSSF will need to be removed to allow adequate space for the circular driveway, and a new OSSF will be required to be installed. Plans prepared by an OSSF engineer have been submitted to West Lake Hills for the proposed system.

Importantly, the proposed driveway and OSSF will not remove any trees or disturb the native landscape. It will only affect a section of St. Augustine sod previously installed by the homeowner. The plan prioritizes minimal impact while significantly improving safety, functionality, and traffic flow on Calithea Rd.

We believe this variance represents the least invasive and most effective remedy for a clear and specific hardship. It supports the goals of the City's Comprehensive Plan and the intent of the Zoning Ordinance by promoting responsible land use, protecting neighborhood character, and enhancing public safety.

Thank you for your time and consideration. I look forward to the opportunity to present this request further at the upcoming ZAPCO meeting. Please don't hesitate to reach out if any additional information is needed.

Sincerely,

Ross Smith

On behalf of Charlotte Howard

912 Calithea Rd

West Lake Hills, TX 78746

Ross Smith

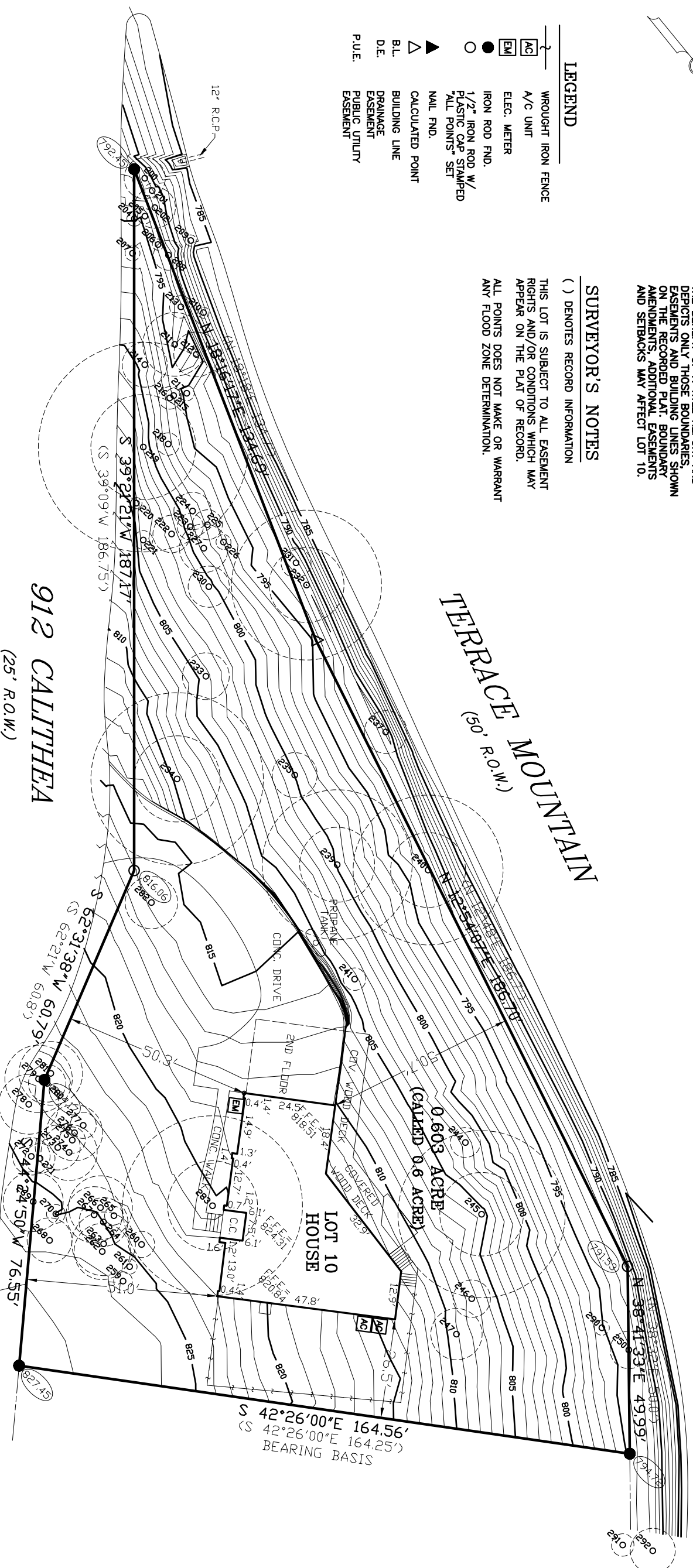


*** IMPORTANT NOTICE ***
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SURVEYOR'S NOTES
 () DENOTES RECORD INFORMATION

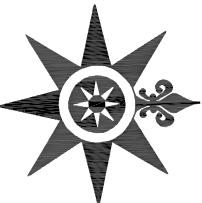
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 ALL POINTS DOES NOT MAKE OR WARRANT ANY FLOOD ZONE DETERMINATION.

- LEGEND**
- WROUGHT IRON FENCE
 - A/C UNIT
 - ◻ ELEC. METER
 - IRON ROD FND.
 - 1/2" IRON ROD W/ PLASTIC CAP STAMPED "ALL POINTS" SET
 - NAIL FND.
 - ▲ CALCULATED POINT
 - △ BUILDING LINE
 - ▽ B.L.
 - ◇ D.E.
 - P.U.E.



TREE TABLE

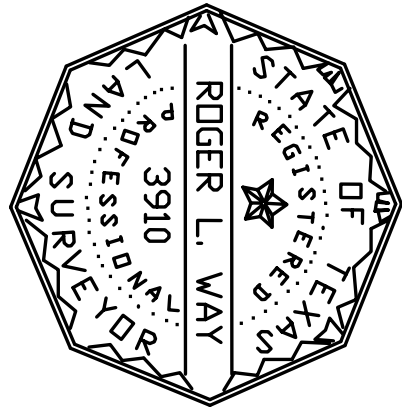
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209	3"	CEDAR
210	3"	CEDAR
211	17"	CEDAR
212	12"	CEDAR
213	6"	CEDAR
214	12"	CEDAR
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237	20"	SPANISH OAK
239	20"	TRP SPANISH OAK
240	6"	LIVE OAK
241	8"	DBL SPANISH OAK
244	22.3"	QUAD SPANISH OAK
245	10"	DBL SPANISH OAK
246	13.7"	DBL SPANISH OAK
247	10"	QUAD SPANISH OAK
250	5"	LIVE OAK
259	7"	LIVE OAK
260	4"	LIVE OAK
261	4"	LIVE OAK
262	15"	LIVE OAK
263	17"	LIVE OAK
264	13"	LIVE OAK
265	5"	LIVE OAK
266	17"	LIVE OAK
267	15"	LIVE OAK
268	12"	LIVE OAK
269	16"	LIVE OAK
270	5"	LIVE OAK
271	8"	LIVE OAK
272	10"	LIVE OAK
273	12"	LIVE OAK
274	15"	LIVE OAK
275	7"	LIVE OAK
276	15"	LIVE OAK
277	7"	LIVE OAK
278	16"	LIVE OAK
279	18"	LIVE OAK
280	10"	LIVE OAK
281	17"	LIVE OAK
282	14"	LIVE OAK
283	24"	LIVE OAK
290	4"	SPANISH OAK
291	6"	DBL SPANISH OAK
292	12"	QUAD SPANISH OAK



ALL POINTS SURVEYING

1714 FORVIEW ROAD - SUITE 200
 AUSTIN TX. 78704
 TELE: (512) 440-0071 - FAX: (512) 440-0199
 FIRM REGISTRATION # 10118900

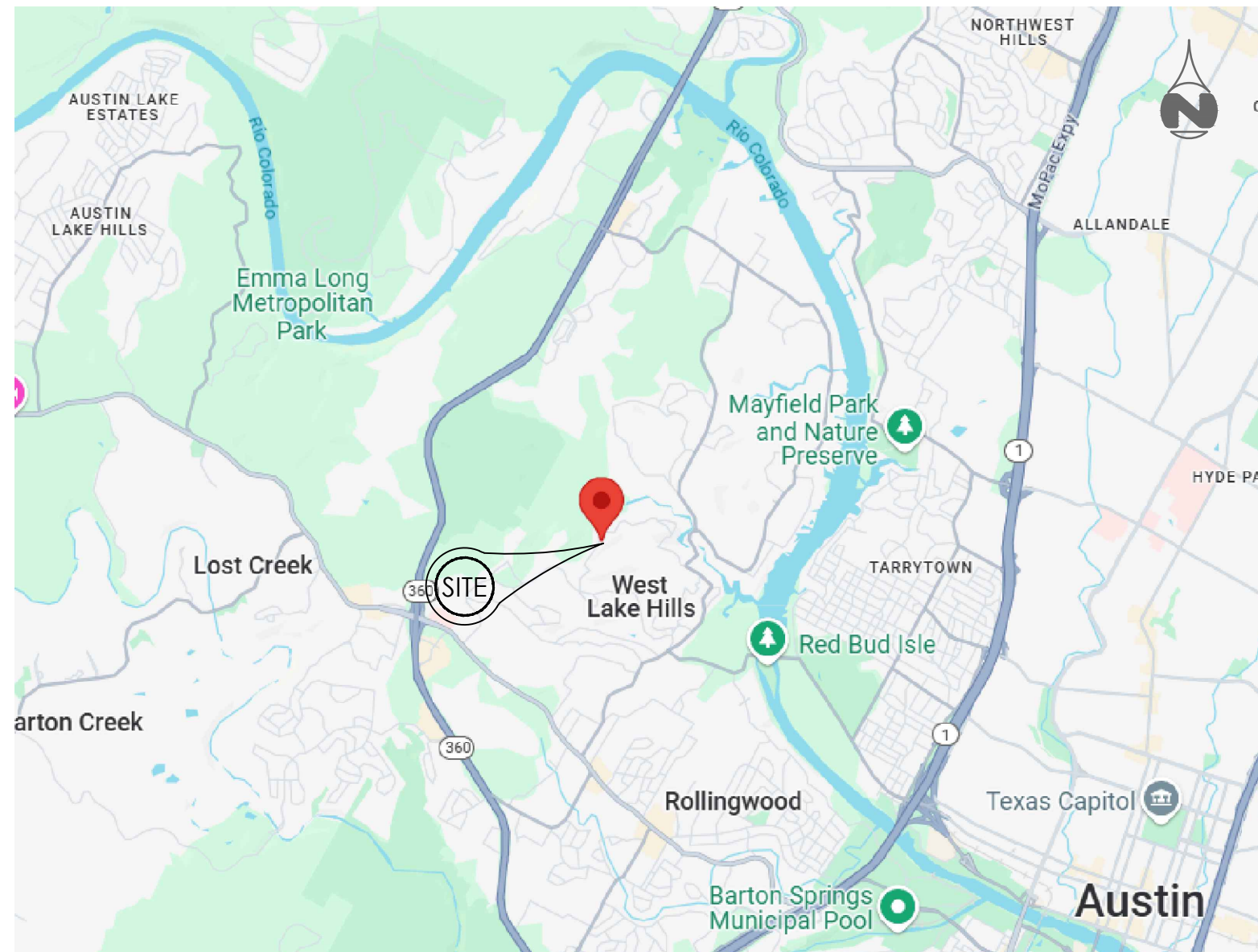
LOT No. 10 BLOCK "A"
 SECTION 10 PHASE "A"
 TRAVIS COUNTY, TEXAS
 CITY WEST LAKE HILLS
 SUBDIVISION / ADDITION TERRACE MOUNTAIN BLOCK "O" STONEHEDGE ESTATES
 Book 8 Page(s) 83 Cabinet 83 Slide 83 PLAT RECORDS
 Reference: SOUTH TOWN DREAM HOMES



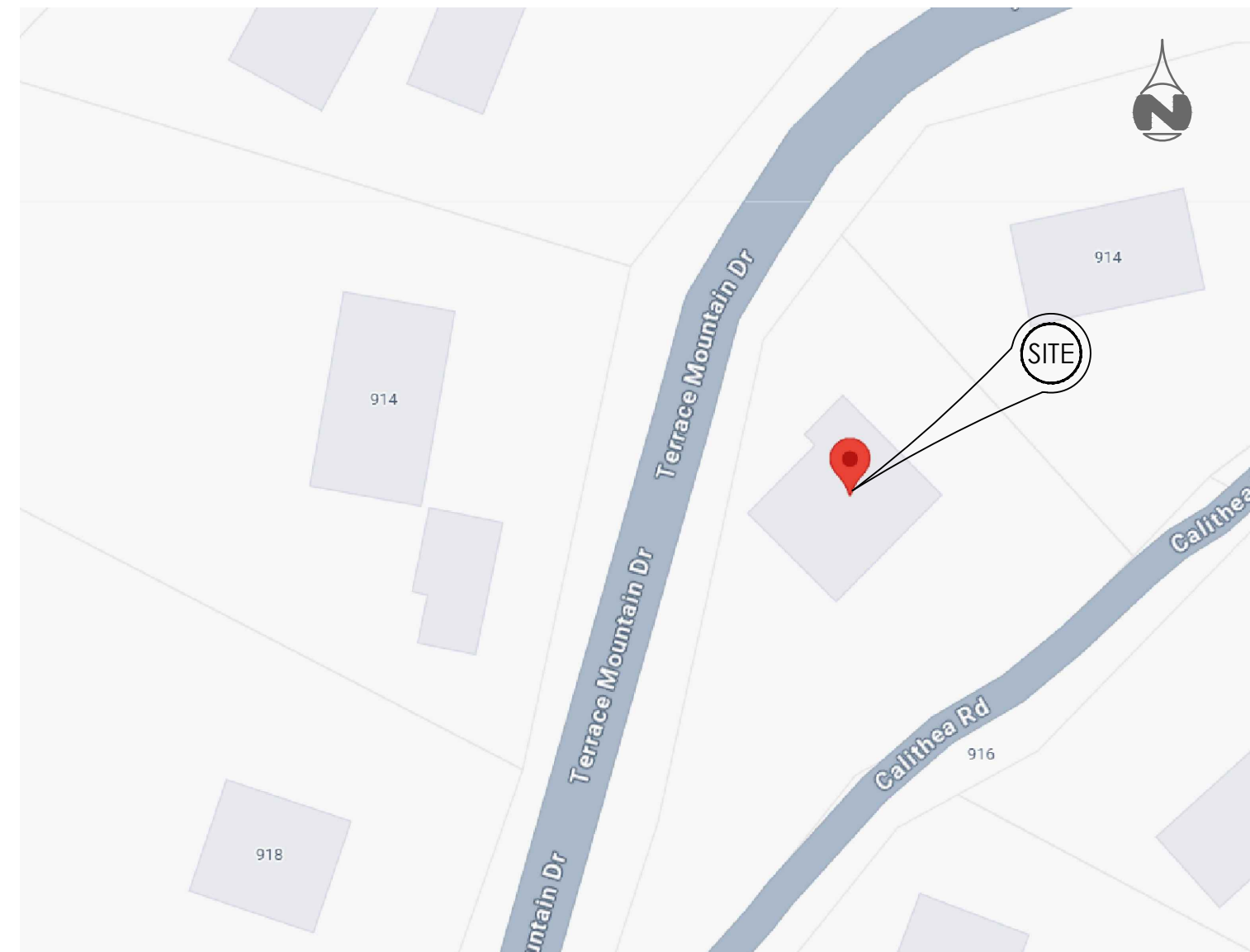
Roger L. Way

FIELD WORK	By: <u>EL</u>	Date: <u>02-14-25</u>
DRAFTING	By: <u>EL</u>	Date: <u>02-14-25</u>

SURVEY DATE: 02-18-25
 Job No. 02B02525
 SCALE: 1"=30'



LOCATION MAP
N.T.S.



VICINITY MAP
N.T.S.

PROPOSED DRAINAGE & PAVING CONSTRUCTION PLANS

912 Calitheia Rd, West Lake Hills, TX 78746

CASE NUMBER: _____ SUBMITTAL DATE: ___/___/___

SHEET INDEX

1. COVER SHEET
2. GENERAL NOTES
3. EXISTING CONDITIONS
4. DEMOLITION PLAN
5. SITE PLAN
6. GRADING PLAN
7. EROSION AND SEDIMENTATION CONTROL PLAN
8. EXISTING DRAINAGE AREA MAP
9. DEVELOPED DRAINAGE AREA MAP
10. DETAILS: EROSION AND SEDIMENTATION CONTROL
11. DETAILS

FLOOD INFORMATION:

THIS TRACT DOES NOT LIE WITHIN THE 100 YEAR FLOOD PLAN AND IS IN ZONE "X", AS PER F.E.M.A FLOOD INSURANCE RATE PANEL NO. 48453C0445K, DATE JANUARY 22, 2020

PROJECT DATA

ACREAGE: 0.603 ACRES
 LEGAL DESCRIPTION: LOT 10 BLK 0 TERRACE MOUNTAIN BLK 0
 ADDRESS: 912 TERRACE MOUNTAIN DR, WEST LAKE HILLS, TX 78746
 ZONING: R-1 ONE FAMILY
 TYPE OF CONSTRUCTION: TYPE III
 SCOPE OF WORK: PROPOSED DRAINAGE & PAVING

OWNERS CERTIFICATION

AS OWNER OF THIS PROPERTY, I INTEND TO DEVELOP AND MAINTAIN THIS PROPERTY AS DESCRIBED BY THIS PLAN

NAME OF OWNER/TRUSTEE _____ DATE _____

ENGINEERS CERTIFICATION

STATE OF TEXAS
 COUNTY OF TRAVIS
 I, (LICENSED PROFESSIONAL ENGINEER), DO HEREBY CERTIFY THAT THE PUBLIC WORKS AND DRAINAGE IMPROVEMENTS DESCRIBED HEREIN HAVE BEEN DESIGNED IN COMPLIANCE WITH THE CITY OF WEST LAKE HILLS CODE OF ORDINANCES, THE CITY MASTER PLAN AND CITY POLICY.

(SEAL & SIGNATURE OF PROFESSIONAL ENGINEER)

NAME OF PROFESSIONAL ENGINEER _____ DATE _____

CITY ACCEPTANCE BLOCK

ALL RESPONSIBILITY FOR THE ADEQUACY OF THESE PLANS REMAINS WITH THE ENGINEER WHO PREPARED THEM. IN ACCEPTING THESE PLANS, THE CITY OF WEST LAKE HILLS MUST RELY UPON THE ADEQUACY OF THE WORK OF THE DESIGN ENGINEER.

ACCEPTED FOR CONSTRUCTION:

CITY ADMINISTRATOR _____ DATE _____

OWNER

JOHN HOWARD
 512-940-2486
 912 CALITHEA RD WEST LAKE HILLS TX 78746

CONSULTANTS

CIVIL ENGINEER

BUILDENG LLC
 HOUSTON, TEXAS
 P: (713) 623-1827
 info@buildengllc.com

THE LOCATION OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK. HE AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY HIS FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.



ONE-CALL NOTIFICATION SYSTEM - BEFORE YOU DIG, DRILL, OR BLAST - STOP, CALL: TEXAS ONE CALL SYSTEM
 PH. NO.: (800) 344 - 8377



WWW.BUILDENGLLC.COM
 INFO@BUILDENGLLC.COM
 TEL: 612-451-4545
 TX F# 20409



PROJECT ADDRESS:
 912 Calitheia Rd, West Lake Hills, TX 78746

JURISDICTION:
 TRAVIS COUNTY
 CITY OF WEST LAKE HILLS

REVISIONS:

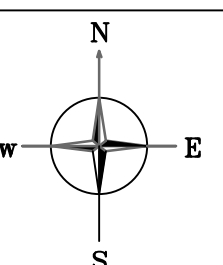
Mark:	Description:	Date:

SHEET TITLE:
 COVER SHEET

DRAWN BY:
 GC

CHECKED BY:
 BE

SHEET NO:
 C-01.0



THIS SPACE RESERVED
 BLDG INSPECTION

THIS SPACE RESERVED
 ENGINEERING

GENERAL NOTES

1. All materials and construction methods for site grading, paving, sitework, and drainage shall be in accordance with the current City of Austin Standard Specifications, unless otherwise noted. All work shall be in accordance with the building codes, ordinances, safety codes, and rules and procedures of the City of West Lake Hills.
2. All responsibility for the adequacy of these plans remains with the Engineer who prepared them. In reviewing these plans, the City of West Lake Hills must rely on the adequacy of the work of the design engineer.
3. Prior to any construction, the Contractor shall apply for and secure all proper permits from the appropriate authorities.
4. Blasting or burning shall not be permitted on this project.
5. The contractor shall verify all depths and locations of existing utilities prior to beginning construction. Any discrepancies with the construction plans found in the field shall be brought to the attention of the design engineer immediately. The design engineer shall be responsible for revising the plans as appropriate and submitting a revision to the City.
6. Contractor will be responsible for keeping roads and drives adjacent to and near the site free from soil, sediment, and debris. Contractor will not remove soil, sediment, or debris from any area or vehicle by means of water, only shoveling and sweeping will be allowed. Contractor will be responsible for dust control from the site.
7. Any existing utilities, pavement, curbs, sidewalks, structures, trees, etc., not planned for destruction or removal or other public infrastructure damaged or removed will be by the contractor at his expense before acceptance of the project.
8. After the construction permit has been issued and prior to the beginning construction, the owner or his representative shall schedule a pre-construction conference between the City of West Lake Hills, Design Engineer, Contractor(s), other utility companies, and any other affected parties. The City of West Lake Hills shall be contacted to set up the meeting at least 48 hours prior to the proposed meeting time.
9. Any changes or revisions to these approved plans must be submitted by the design engineer and approved by the City of West Lake Hills prior to construction of the revision.
10. Available benchmarks that may be utilized for the construction of this project are described as follows:

TRENCH SAFETY NOTES

1. In accordance with the Laws of the State of Texas and the U. S. Occupational Safety and Health Administration regulations, all trenches over 5 feet in depth in either hard and compact or soft and unstable soil shall be sloped, shored, sheeted, braced or otherwise supported. Furthermore, all trenches less than 5 feet in depth shall also be effectively protected when hazardous ground movement may be expected. Trench safety systems to be utilized for this project will be provided by the contractor.
2. In accordance with the U. S. Occupational Safety and Health Administration regulations, when persons are in trenches 4-feet deep or more, adequate means of exit, such as a ladder or steps, must be provided and located so as to require no more than 25 feet of lateral travel.
3. If trench safety system details were not provided in the plans because trenches were anticipated

to be less than 5 feet in depth and during construction it is found that trenches are in fact 5 feet or more in depth or trenches less than 5 feet in depth are in an area where hazardous ground movement is expected, all construction shall cease, the trenched area shall be barricaded and the Engineer notified immediately. Construction shall not resume until appropriate trench safety system details, as designed by a professional engineer, are retained and copies submitted to the City of West Lake Hills.

STREET AND DRAINAGE NOTES

1. All testing shall be done by an independent laboratory at the Applicant's expense. A City Inspector shall be present during all tests. Testing shall be coordinated with the City Inspector and he shall be given a minimum of 24-hour notice prior to any testing.
2. Backfill behind the curb shall be compacted to obtain a minimum of 85% maximum density to within 3 inches of the top of curb. Material used shall be primarily granular with no rocks larger than 3 inches in the greatest dimension. The remaining 3 inches shall be clean topsoil free from all clods and suitable for sustaining plant life.
3. All RCP shall be minimum Class III.
4. The subgrade material for the streets shown herein was tested by _____. The paving sections were designed by _____ in accordance with the current City of West Lake Hills design criteria. The paving sections are to be constructed as follows:

Street	Station	Flex. Base Thickness	HMAC Thickness	Lime Stab. Thickness

5. Lots in this subdivision are located over the Edwards Aquifer Recharge Zone and subject to the current Texas Commission on Environmental Quality Edwards Rules. No building permit will be issued by the City of West Lake Hills until the requirements of the Edwards Rules are fully complied with. The applicant for a building permit is responsible for furnishing the City written compliance to the Edwards Aquifer Rules from the Texas Commission on Environmental Quality. (if applicable)
6. The FEMA maps for the City of West Lake Hills, Texas, indicate that the property shown hereon does/does not lie within a special flood hazard area as defined by FIRM Panel _____, dated _____."
7. FLOOD WARNING: The degree of flood protection required by the City of West Lake Hills Flood Damage Prevention Ordinance is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. On rare occasions, greater floods can and will occur and flood heights may be increased by man-made or natural causes. Acceptance of this plan by the City Council does not imply that land outside the areas of special flood hazards or uses permitted within such areas will be free from flooding or flood damages. Nor shall acceptance of this plan create liability on the part of the City of West Lake Hills or any official or employee thereof for any flood damages that result from reliance on the information contained within this plan or any administration decision lawfully made hereunder.

TRAFFIC MARKING NOTES

1. Barricades built to the Texas Manual on Uniform Traffic Control Devices standards shall be constructed on all dead-end streets and as necessary during construction to maintain job and public safety.

2. Any methods, street markings, and signage necessary for warning motorists, warning pedestrians, or diverting traffic during construction shall conform to the Texas Manual of Uniform Traffic Control Devices for Streets and Highways, latest edition.
3. All pavement markings, markers, paint, traffic buttons, traffic controls, and signs shall be installed in accordance with the Texas Department of Transportation Standard Specifications for Construction of Highways, Streets and Bridges and the Texas Manual of Uniform Traffic Control Devices for Streets and Highways, latest editions.

EROSION CONTROL NOTES

1. Every lot in this subdivision is subject to the City of West Lake Hills' site clearance procedures. No site clearance, excavation, grading or landfill shall commence unless a permit shall have first been issued for such work in accordance with the provisions of applicable ordinances. Impervious cover shall not exceed the maximum percentage permitted under City Ordinance.
2. The contractor shall install erosion/sedimentation controls and tree/natural area protective fencing prior to any site preparation work (clearing, grubbing or excavation). The placement of erosion/sedimentation controls shall be in accordance with the current City West Lake Hills Drainage and Erosion Control Manual and the approved Erosion and Sedimentation Control Plan. No erosion controls shall be placed beyond the property lines of the site unless written permission has been obtained from adjacent property owners.
3. All slopes shall be sodded or seeded with approved grass, grass mixtures, or ground cover suitable to the area and season in which they are applied.
4. Any major variation in materials or locations of controls or fences from those shown on the approved plans will require a revision and must be approved by the Engineer. Major revisions must be approved by the City. Minor changes to be made as field revisions to the Erosion and Sedimentation Control Plan may be required by the City Inspector during the course of construction to correct control inadequacies.
5. The contractor is required to inspect the controls at weekly intervals and after any rainfall event to ensure that they are functioning properly. The person(s) responsible for maintenance of controls and fences shall immediately make any necessary repairs to damaged areas. Silt accumulation at controls must be removed when the depth reaches six (6) inches.
6. All temporary erosion control measures shall not be removed until final inspection and approval of the project by the City Inspector. It shall be the responsibility of the Contractor to maintain all temporary erosion control structures and to remove each structure as approved by the City Inspector.
7. Per TPDES requirements, disturbed areas on which construction activities have ceased (temporarily or permanently) shall be stabilized within 14 days unless activity resumes within 21 days. Seeding does not constitute as stabilization.
8. Stripping of vegetation from project sites shall be phased so as to expose the minimum amount of area to soil erosion for the shortest possible period of time per the Drainage and Erosion Control Design Manual Sec.7.1(l).
9. Prior to final acceptance by the City, haul roads and waterway crossings constructed for temporary contractor access must be removed, accumulated sediment removed from the waterway and the area restored to the original grade and revegetated. All land clearing debris shall be disposed of in approved spoil disposal sites.

SEQUENCE OF CONSTRUCTION:

1. PLACEMENT OF SILT FENCE
2. DEMOLITION OF DRIVEWAY
3. RETAINING WALL CONSTRUCTION BEHIND POOL AREA
4. BRINGING FILL ON SITE FOR BACKFILL
5. SECOND STORY ADDITION
6. EXTERIOR FACADE AND INTERIOR REMODEL
7. IN GROUND POOL EXCAVATION/CONSTRUCTION
8. DECK CONSTRUCTION
9. CONSTRUCTION OF NEW DRIVEWAY
10. FINAL GRADING AND SOD PLACEMENT



WWW.BUILDENGLLC.COM
INFO@BUILDENGLLC.COM
TEL: 612-451-4545
TX F# 20409



PROJECT ADDRESS:
912 Calitheia Rd, West Lake Hills, TX 78746

JURISDICTION:
TRAVIS COUNTY
CITY OF WEST LAKE HILLS

REVISIONS:

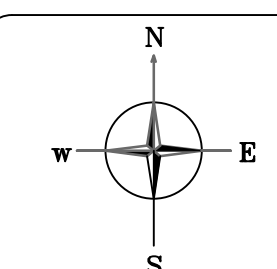
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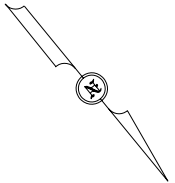
SHEET TITLE:
GENERAL NOTE

DRAWN BY:
GC

CHECKED BY:
BE

SHEET NO:
C-02.0



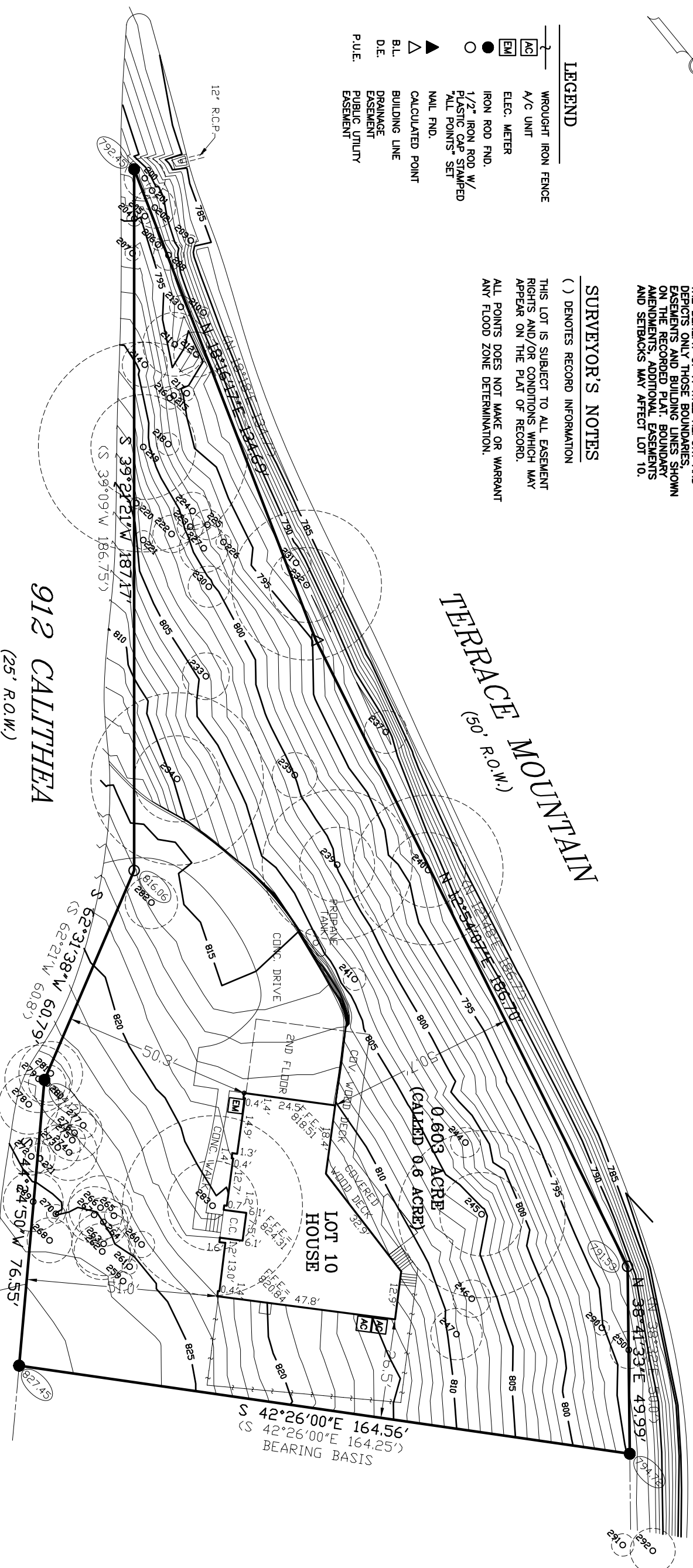


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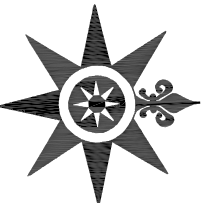
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239	20"	TRP SPANISH OAK
240	6"	LIVE OAK
241	8"	DBL SPANISH OAK
244	22.3"	QUAD SPANISH OAK
245	10"	DBL SPANISH OAK
246	13.7"	DBL SPANISH OAK
247	10"	QUAD SPANISH OAK
250	5"	LIVE OAK
259	7"	LIVE OAK
260	4"	LIVE OAK
261	15"	LIVE OAK
262	17"	LIVE OAK
264	13"	LIVE OAK
265	5"	LIVE OAK
266	17"	LIVE OAK
267	15"	LIVE OAK
268	12"	LIVE OAK
269	16"	LIVE OAK
270	5"	LIVE OAK
271	8"	LIVE OAK
272	10"	LIVE OAK
273	12"	LIVE OAK
274	15"	LIVE OAK
275	7"	LIVE OAK
276	15"	LIVE OAK
277	7"	LIVE OAK
278	16"	LIVE OAK
279	18"	LIVE OAK
280	10"	LIVE OAK
281	17"	LIVE OAK
282	14"	LIVE OAK
283	24"	LIVE OAK
290	4"	SPANISH OAK
291	6"	DBL SPANISH OAK
292	12"	QUAD SPANISH OAK



ALL POINTS SURVEYING

1714 FORVIEW ROAD - SUITE 200
 AUSTIN TX. 78704
 TELE: (512) 440-0071 - FAX: (512) 440-0199
 FIRM REGISTRATION # 10118900

LOT No. 10 BLOCK "A"
 SECTION 10 PHASE 1
 CITY WEST LAKE HILLS COUNTY, TEXAS
 SUBDIVISION / ADDITION TERRACE MOUNTAIN BLOCK "O" STONEHEDGE ESTATES
 Book 8 Page(s) 83 Cabinet — Slide — PLAT RECORDS
 Reference: SOUTH TOWN DREAM HOMES

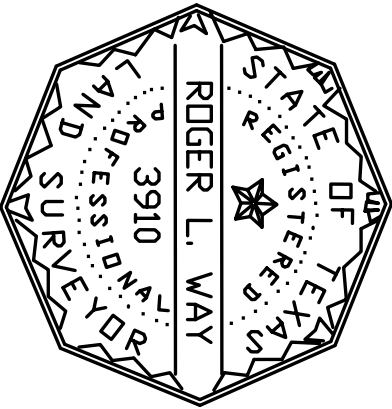
912 CALTHEA
 (25' R.O.W.)

TERRACE MOUNTAIN
 (50' R.O.W.)

LOT 10 HOUSE

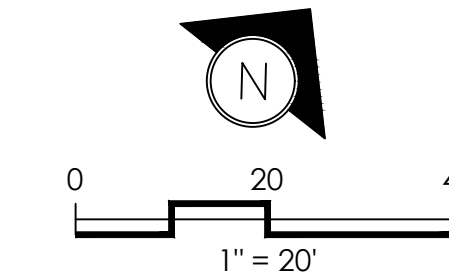
0.603 ACRE
 (CALLED 0.6 ACRE)

S 42°26'00"E 164.56'
 S 42°26'00"E 164.25'
 BEARING BASIS

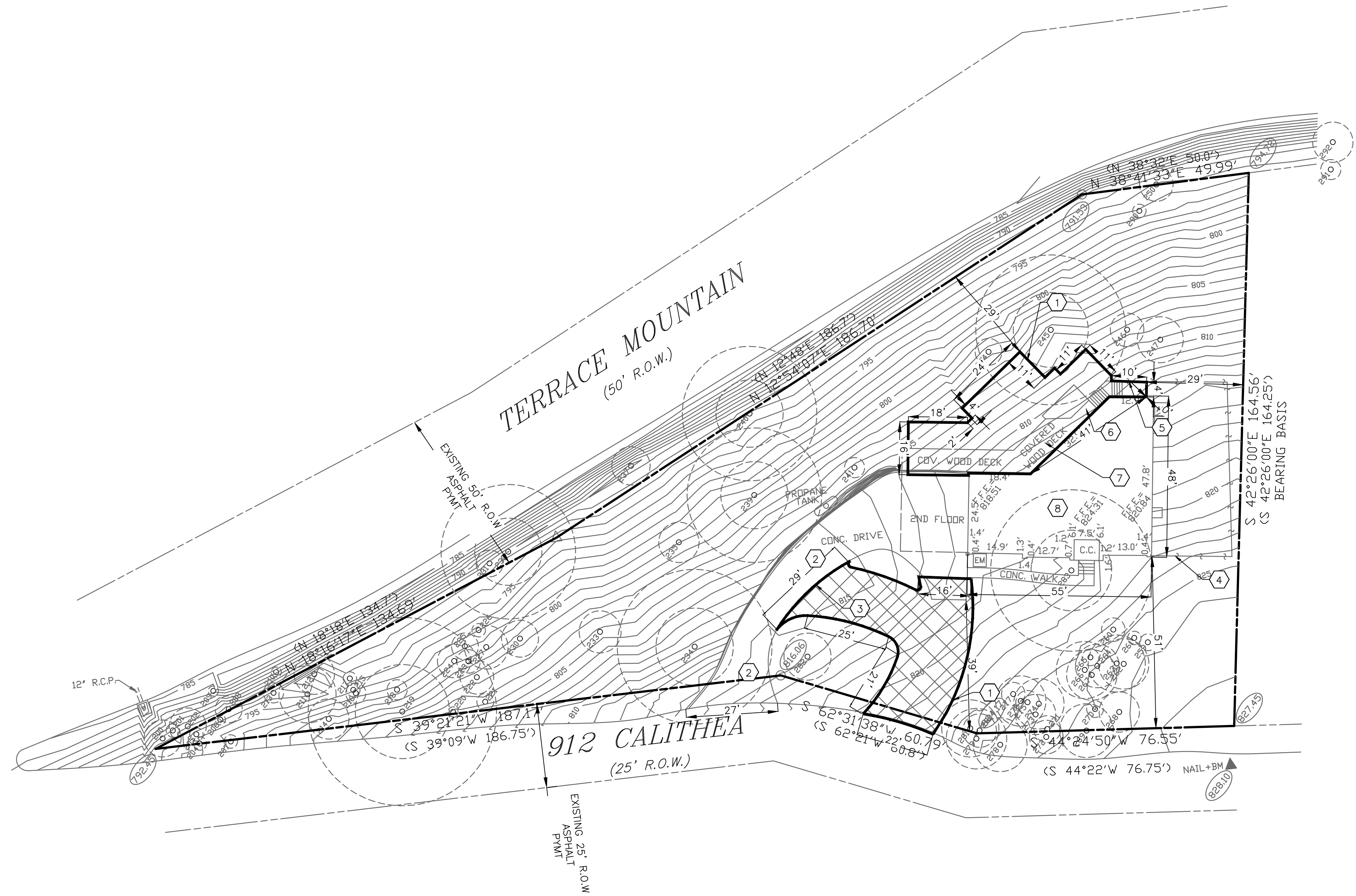


Roger L. Way

DATE: 02-14-25
 BY: EL
 SURVEY DATE: 02-18-25
 JOB NO.: 02B02525
 SCALE: 1"=30'



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 INFO@BUILDENGLLC.COM
 TEL: 612-451-4545
 TX F# 20409



TREE TABLE

200	11" DBL LIVE OAK
201	4" MTN LAUREL
202	11" LIVE OAK
204	4" LIVE OAK
205	4" CEDAR
206	3" CEDAR
207	4" CEDAR
208	8" LIVE OAK
209	3" CEDAR
210	3" CEDAR
211	17" CEDAR
212	12" CEDAR
213	6" CEDAR
214	12" CEDAR
215	4" LIVE OAK
216	6" LIVE OAK
217	4" MTN LAUREL
218	6" CEDAR
219	28" CEDAR
220	3" CEDAR
221	5" CEDAR
222	10" SPANISH OAK
223	7" CEDAR
224	10" CEDAR
225	8" CEDAR
226	4" CEDAR
227	13" DBL SPANISH OAK
230	11" DBL CEDAR
231	8" CEDAR
232	20" CEDAR
233	12.5" SPANISH OAK
234	23" LIVE OAK
235	12" SPANISH OAK
237	11.4" DBL SPANISH OAK
239	20" SPANISH OAK
240	20" TRP SPANISH OAK
241	6" LIVE OAK
244	8" DBL SPANISH OAK
245	22.3" QUAD SPANISH OAK
246	10" DBL SPANISH OAK
247	13.7" DBL SPANISH OAK
250	10" QUAD SPANISH OAK
259	5" LIVE OAK
260	7" LIVE OAK
261	4" LIVE OAK
262	15" LIVE OAK
263	17" LIVE OAK
264	13" LIVE OAK
265	5" LIVE OAK
266	17" LIVE OAK
267	15" LIVE OAK
268	12" LIVE OAK
269	16" LIVE OAK
270	5" LIVE OAK
271	8" LIVE OAK
272	10" LIVE OAK
273	12" LIVE OAK
274	15" LIVE OAK
275	7" LIVE OAK
276	15" LIVE OAK
277	7" LIVE OAK
278	16" LIVE OAK
279	18" LIVE OAK
280	10" LIVE OAK
281	17" LIVE OAK
282	14" LIVE OAK
283	24" LIVE OAK
290	4" SPANISH OAK
291	6" DBL SPANISH OAK
292	12" QUAD SPANISH OAK

DEMOLITION KEY NOTES

- ① LIMITS OF SITE CLEARANCE/DEMOLITION.
- ② EXISTING CONCRETE DRIVEWAY TO BE REGRADED.
- ③ EXISTING CURB TO BE REMOVED.
- ④ EXISTING FENCE TO BE REMAIN. PROTECT IN PLACE.
- ⑤ EXISTING FENCE TO BE REMAIN TO BE REMOVED.
- ⑥ EXISTING CONCRETE SIDEWALK TO BE REMOVED.
- ⑦ EXISTING COVERED WOOD DECK TO BE REMOVED.
- ⑧ EXISTING BUILDING TO BE REMAIN. PROTECT IN-PLACE.

DEMOLITION HATCH LEGEND



ALL LINES MUST BE FIELD VERIFIED

NOTE: CONTRACTOR TO FIELD VERIFY THE EXTENT OF DEMOLITION AS IT PERTAINS TO CONSTRUCTABILITY.

CAUTION EXIST GAS FACILITIES IN AREA

LEGAL DESCRIPTION

A LOT OF 0.603 ACRES OF LOT 10, TERRACE MOUNTAIN BLOCK "0" STONEHEDGE ESTATES, ACCORDING TO THE MAP OR PLAT THEREOF, RECORDED IN VOLUME 8, PAGE 83, OF THE MAP RECORDS OF TRAVIS COUNTY, TEXAS.

FLOOD PLAIN DATA

THIS PROPERTY LIES OUTSIDE 500-YEAR FLOODPLAIN PER THE FLOOD INSURANCE RATE MAP, COMMUNITY PANEL NO. 4845300445-K, WHICH BEARS AN EFFECTIVE DATE JANUARY 22, 2020. ZONE "X-UNSHADED" DENOTES AREA OUTSIDE 500-YEAR FLOODPLAIN.

PROJECT ADDRESS:
912 Calithea Rd, West Lake Hills, TX 78746

JURISDICTION:
 TRAVIS COUNTY
 CITY OF WEST LAKE HILLS

REVISIONS:

Mark:	Description:	Date:

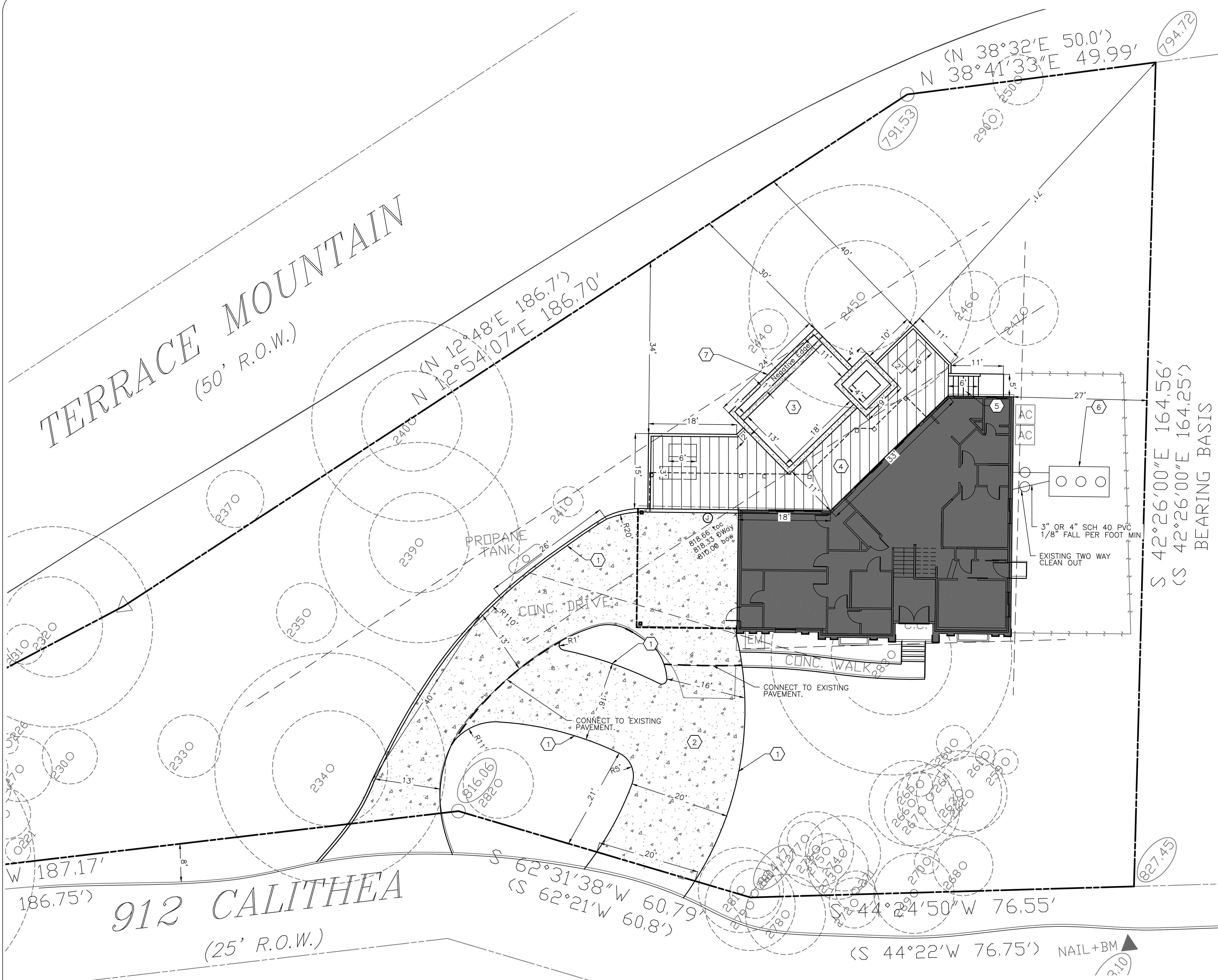
SHEET TITLE:
DEMOLITION PLAN

DRAWN BY:
GC

CHECKED BY:
BE

SHEET NO:
C-04.0

TERRACE MOUNTAIN
(50' R.O.W.)



SURVEYOR
ALL POINTS SURVEYING
1714 FORTVIEW ROAD - SUITE 200
AUSTIN, TEXAS 78704
TELEPHONE: (512) 440-0071

BUILDING COVERAGE (PROPOSED)

AREAS	EXIST	NEW
1ST FLOOR CONDITIONED AREA *	2355	--
2ND FLOOR CONDITIONED AREA	--	--
3RD FLOOR CONDITIONED AREA	--	--
BASEMENT	1831	--
CARPORT	464	--
WOOD DECKS	--	--
BREEZEWAYS	--	--
COVERED PATIOS *	579	--
COVERED PORCHES	355	--
BALCONIES *	--	--
...	--	--
OTHER BLDG / COVERED	--	--
TOTAL BUILDING AREA	5584	--

TOTAL BUILDING COVERAGE ON LOT

BUILDING AREA	2934
AREA OF LOT	26,245.6
PERCENT OF COVERAGE	11.2%

IMPERVIOUS COVERAGE CHART

AREAS	COVERAGE
TOTAL BUILDING COVERAGE	2934
DRIVEWAY AREA	2052
SIDEWALK & WALKWAYS	144
UNCOVERED PATIOS	--
UNCOVERED WOOD DECKS	229
AC & SPA EQUIP. PADS	40
CONCRETE DECKS	--
OTHER- LANDSCAPE WALLS & STEPS	--
POOL / SPA	461
TOTAL COVERED	5860
AREA OF LOT	26,245.6
PERCENTAGE OF LOT COVERED	22.3%
25% ALLOWABLE	6561.4

LEGEND

--- PROPOSED EXPANSION JOINT
RE: C-11.0 DETAILS.

--- PROPOSED SAWCUTTING JOINT
RE: C-11.0 DETAILS.

- LAYOUT KEY NOTES**
- ① PROPOSED 4" CONCRETE CURB PER PAVEMENT DETAILS.
 - ② PROPOSED 6" THICK REINF. CONCRETE PAVEMENT PER DETAILS.
 - ③ PROPOSED POOL PER STRUCTURAL AND ARCHITECTURAL DRAWINGS.
 - ④ PROPOSED WOOD DECK PER STRUCTURAL AND ARCHITECTURAL DRAWINGS.
 - ⑤ PROPOSED STAIRS.
 - ⑥ PROPOSED SEPTIC BOX PER DETAILS.

ALL LINES MUST BE
FIELD VERIFIED

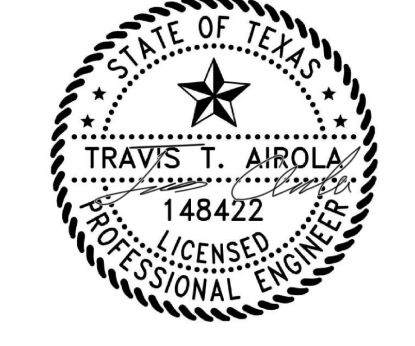
CAUTION EXIST GAS
FACILITIES IN AREA

TREE TABLE

200	11" DBL LIVE OAK	215	4" LIVE OAK	230	11" DBL CEDAR	245	22.3" QUAD	265	5" LIVE OAK	279	18" LIVE OAK
201	4" MTN LAUREL	216	6" LIVE OAK	231	8" CEDAR	246	SPANISH OAK	266	17" LIVE OAK	280	10" LIVE OAK
202	11" LIVE OAK	217	4" MTN LAUREL	232	20" CEDAR	247	10" DBL SPANISH	267	15" LIVE OAK	281	17" LIVE OAK
204	4" LIVE OAK	218	6" CEDAR	233	12.5" SPANISH OAK	248	OAK	268	12" LIVE OAK	282	14" LIVE OAK
205	4" CEDAR	219	28" CEDAR	234	23" LIVE OAK	249	13.7" DBL SPANISH	269	16" LIVE OAK	283	24" LIVE OAK
206	3" CEDAR	220	3" CEDAR	235	12" SPANISH OAK	250	OAK	270	5" LIVE OAK	290	4" SPANISH OAK
207	4" CEDAR	221	5" CEDAR	237	11.4" DBL SPANISH	251	10" QUAD SPANISH	271	8" LIVE OAK	291	6" DBL SPANISH
208	8" LIVE OAK	222	10" SPANISH OAK	238	OAK	252	OAK	272	10" LIVE OAK	292	OAK
209	3" CEDAR	223	7" CEDAR	239	20" SPANISH OAK	253	5" LIVE OAK	273	12" LIVE OAK	293	12" QUAD SPANISH
210	3" CEDAR	224	10" CEDAR	240	20" TRP SPANISH	254	7" LIVE OAK	274	15" LIVE OAK	294	OAK
211	17" CEDAR	225	8" CEDAR	241	OAK	255	4" LIVE OAK	275	7" LIVE OAK	295	OAK
212	12" CEDAR	226	4" CEDAR	242	6" LIVE OAK	256	262 15" LIVE OAK	276	15" LIVE OAK	296	OAK
213	6" CEDAR	227	13" DBL SPANISH	243	8" DBL SPANISH	257	263 17" LIVE OAK	277	7" LIVE OAK	297	OAK
214	12" CEDAR	228	OAK	244	OAK	258	264 13" LIVE OAK	278	16" LIVE OAK	298	OAK



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TEL: 612-451-4545
TX F# 20409



PROJECT ADDRESS:
912 Calithea Rd, West
Lake Hills, TX 78746

JURISDICTION:
TRAVIS COUNTY
CITY OF WEST LAKE HILLS

REVISIONS:

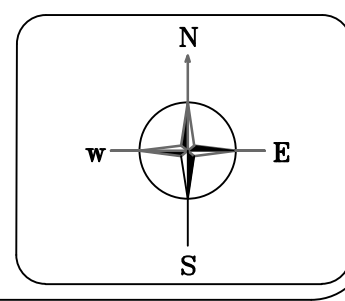
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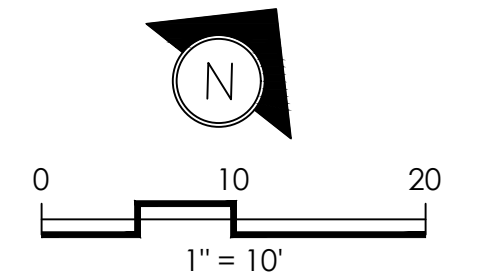
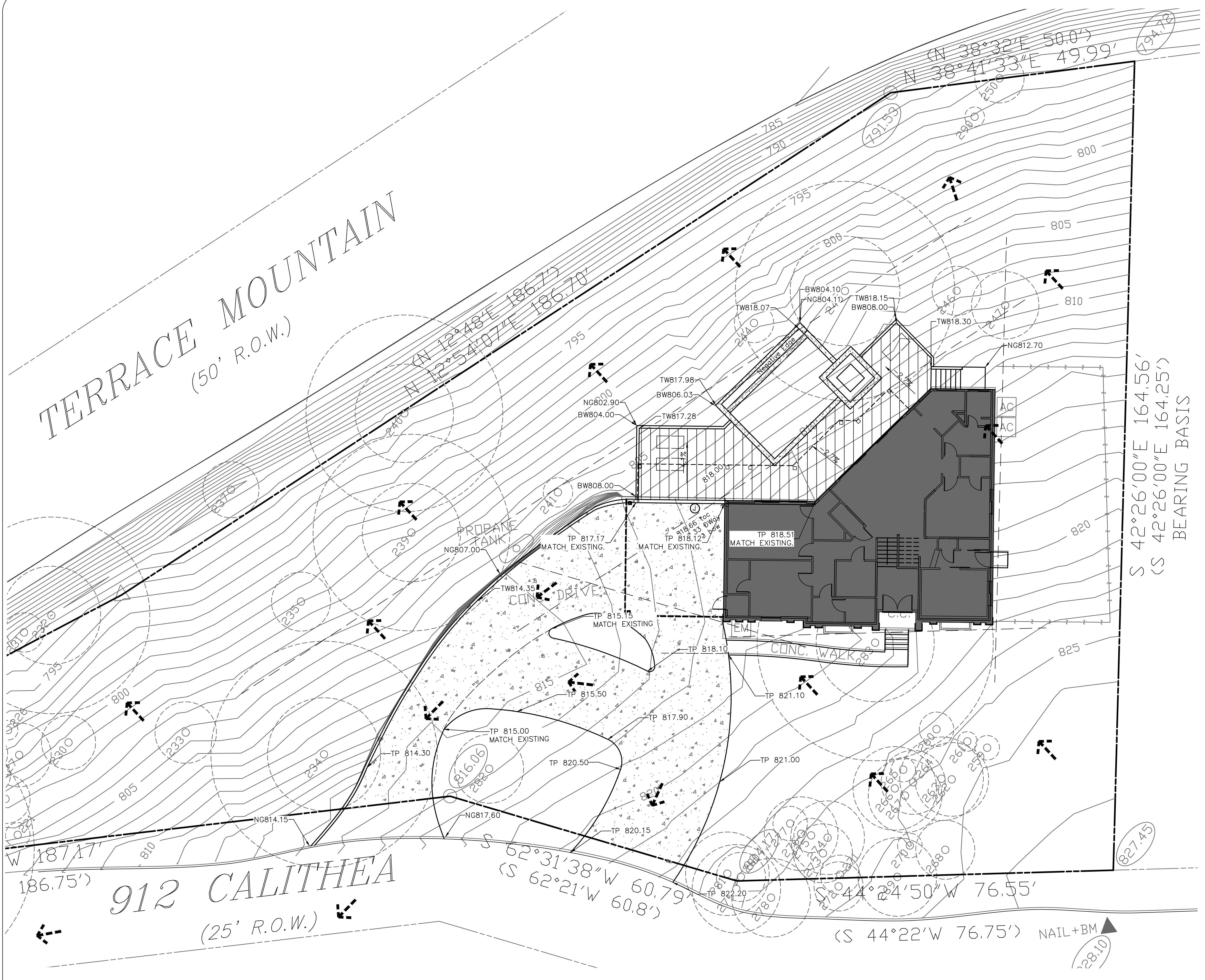
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SITE PLAN

DRAWN BY:
GC

CHECKED BY:
BE

SHEET NO:
C-05.0





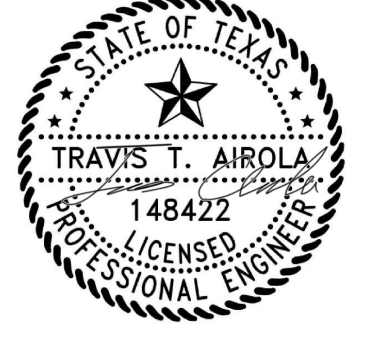
ABBREVIATIONS

TP	TOP OF PAVEMENT ELEVATION
TC	TOP OF CURB ELEVATION
TG	TOP OF GRATE ELEVATION (STORM DRAIN INLET)
FG	FINISHED GRADE ELEVATION
FFE	FINISHED FLOOR ELEVATION
BFE	BASE FLOOD ELEVATION
FL	FLOWLINE ELEVATION

- NOTES:**
1. REFER TO CITY OF WEST LAKE HILLS GENERAL CONSTRUCTION NOTES AND STANDARD DETAILS FOR ADDITIONAL INFORMATION.
 2. HYDROMULCH NOTE: CONTRACTOR SHALL HYDROMULCH ALL NEWLY GRADED AREAS AND EXPOSED SOILS UPON PAVING COMPLETION.
 3. CONSTRUCTION NOTE: CONTRACTOR SHALL CONFIRM NO CONFLICTS BETWEEN EXISTING AND PROPOSED DRY/WET UTILITIES IN PUBLIC R.O.W., BEFORE STARTING SITE WORK CONSTRUCTION.
 4. CONTRACTOR SHALL FIELD-VERIFY ALL EXISTING DIMENSIONS & CONDITIONS & SHALL NOTIFY ENGINEER IMMEDIATELY OF ANY DISCREPANCIES THAT MAY AFFECT THE WORK DESCRIBED HEREIN.
 5. EXCESS SOIL MATERIAL IS THE RESPONSIBILITY OF THE CONTRACTOR & IS TO BE DISPOSED OFFSITE RESPONSIBLY AT NO SEPARATE PAY.



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 INFO@BUILDENGLLC.COM
 TEL: 612-451-4545
 TX F# 20409



PROJECT ADDRESS:
 912 Calithea Rd, West Lake Hills, TX 78746

JURISDICTION:
 TRAVIS COUNTY
 CITY OF WEST LAKE HILLS

REVISIONS:

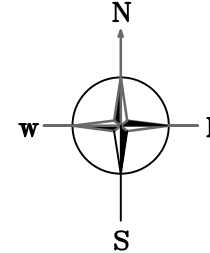
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SHEET TITLE:
 GRADING PLAN

DRAWN BY:
 GC

CHECKED BY:
 BE

SHEET NO.:
 C-06.0



ALL LINES MUST BE FIELD VERIFIED

CAUTION EXIST GAS FACILITIES IN AREA

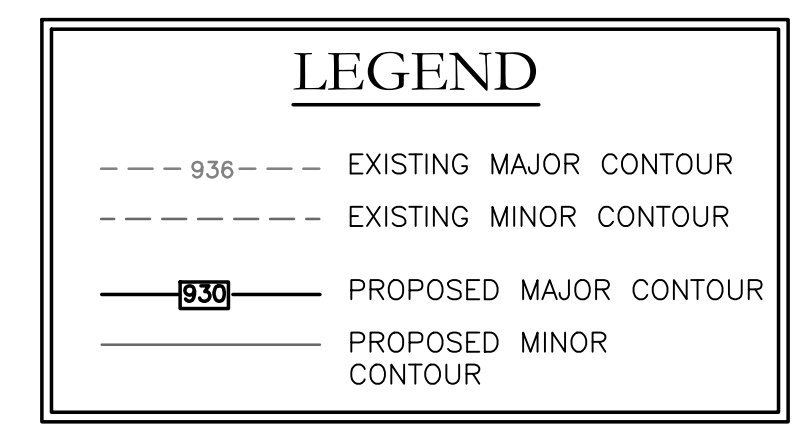
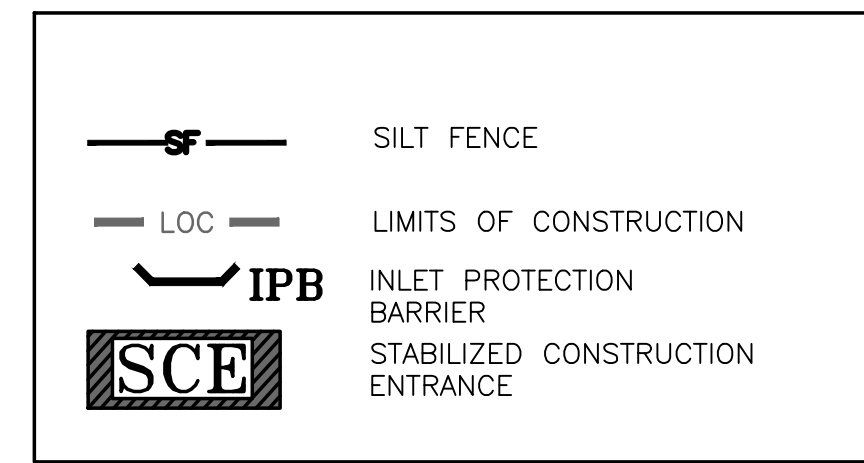
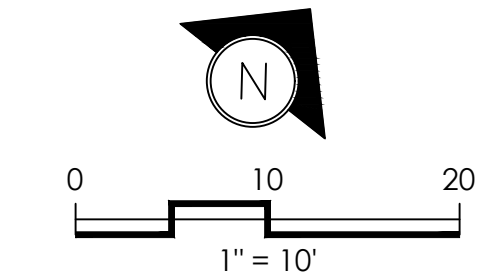
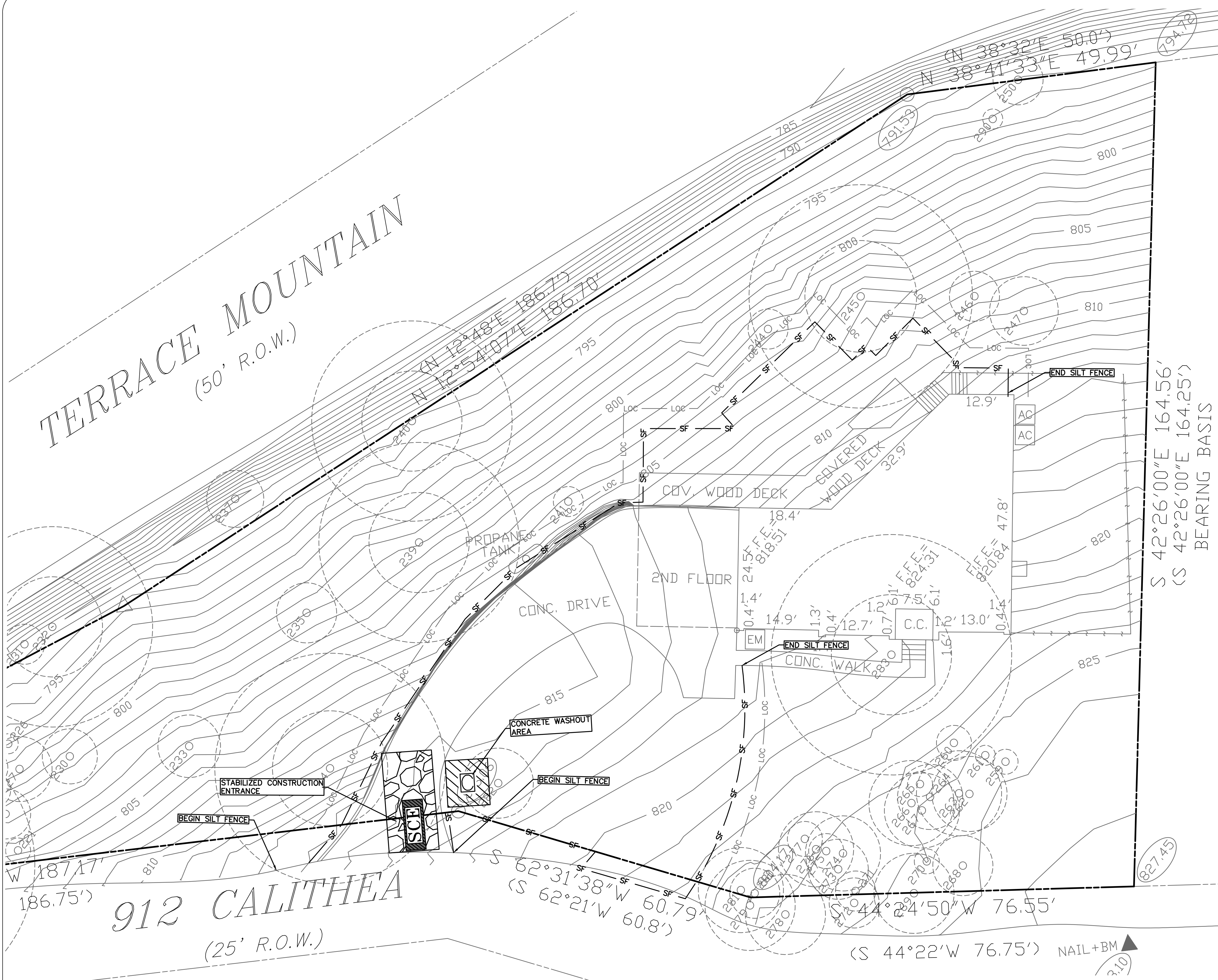
KNOW WHAT'S BELOW. CALL BEFORE YOU DIG. CALL 811

WARNING

ALL CONTRACTORS MUST KNOW EXACT LOCATION OF, AND AVOID, ALL UNDERGROUND UTILITIES PRIOR TO COMMENCING WORK. CALL UTILITY LOCATOR SERVICE AT LEAST 48 HOURS PRIOR TO COMMENCING WORK.

TERRACE MOUNTAIN
(50' R.O.W.)

912 CALITHEA
(25' R.O.W.)



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912 Calithea Rd, West Lake Hills, TX 78746

JURISDICTION:
TRAVIS COUNTY
CITY OF WEST LAKE HILLS

REVISIONS:

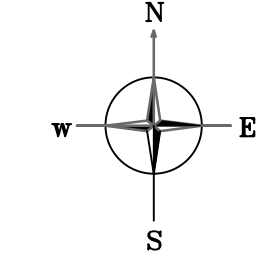
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DRAWN BY:
GC

CHECKED BY:
BE

SHEET NO:
C-07.0

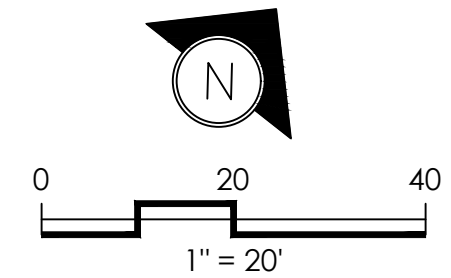


ALL LINES MUST BE
FIELD VERIFIED

CAUTION EXIST GAS
FACILITIES IN AREA

KNOW WHAT'S BELOW.
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CALL 811

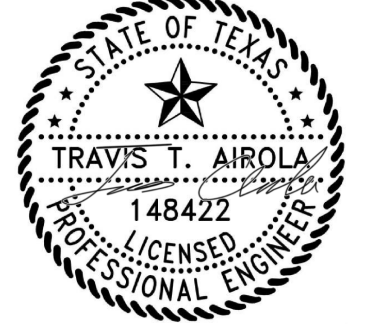
WARNING
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SERVICE AT LEAST 48 HOURS PRIOR TO
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	DRAINAGE SUB-AREA
	DRAINAGE SUB-AREA ACREAGE
	DRAINAGE AREA LIMITS
	RUNOFF FLOW DIRECTION
	TIME OF CONCENTRATION



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 TX F# 20409



PROJECT ADDRESS:
912 Calithea Rd, West Lake Hills, TX 78746

JURISDICTION:
 TRAVIS COUNTY
 CITY OF WEST LAKE HILLS

REVISIONS:

Mark:	Description:	Date:

SHEET TITLE:
EXISTING DRAINAGE AREA MAP

DRAWN BY:
GC

CHECKED BY:
BE

SHEET NO:
C-08.0

KNOW WHAT'S BELOW.
 CALL BEFORE YOU DIG.
 CALL 811

ALL LINES MUST BE
 FIELD VERIFIED

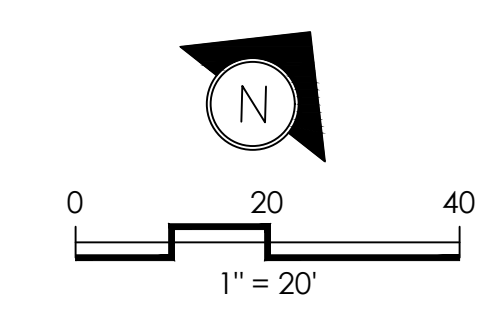
CAUTION EXIST GAS
 FACILITIES IN AREA

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 COMMENCING WORK.

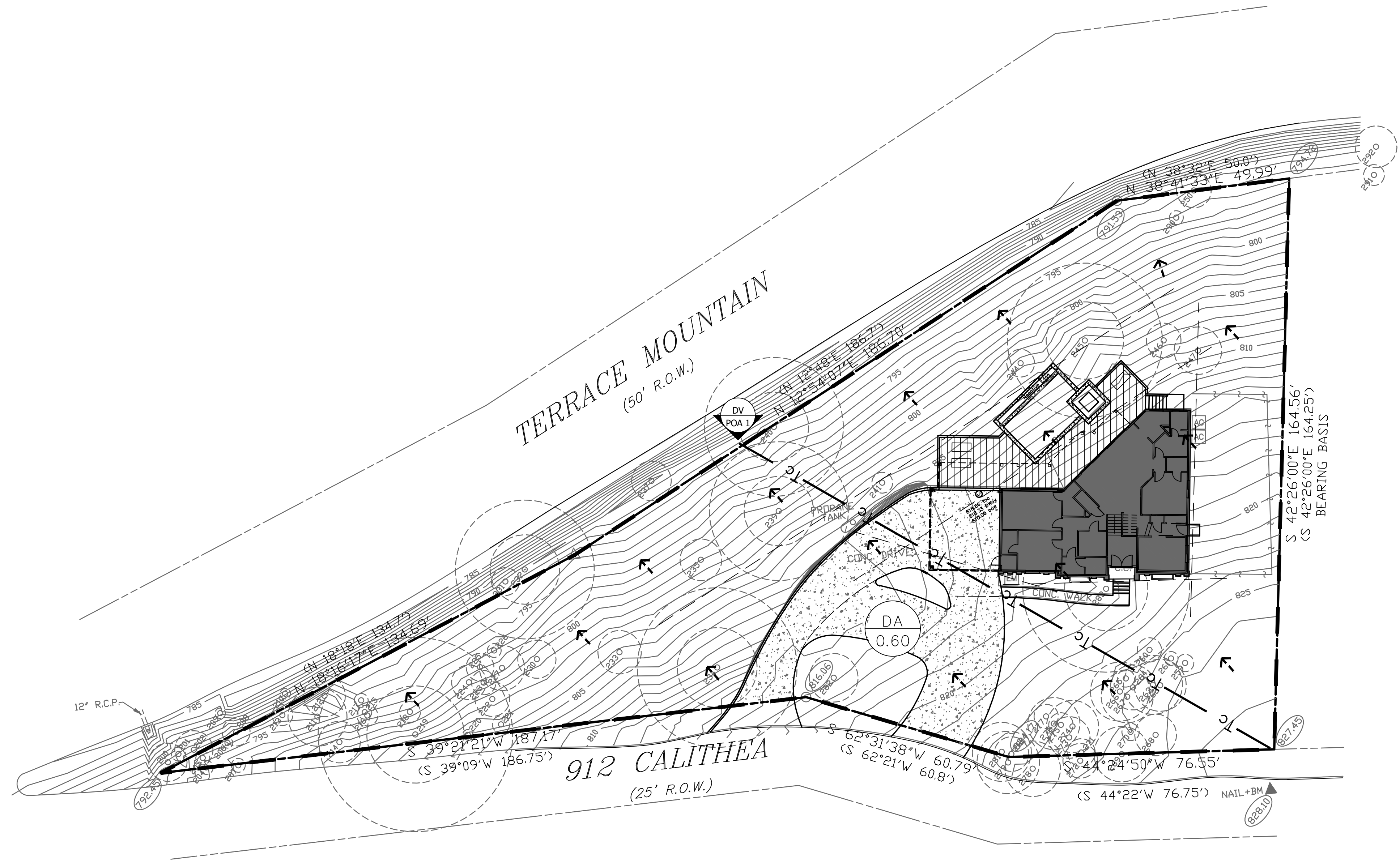
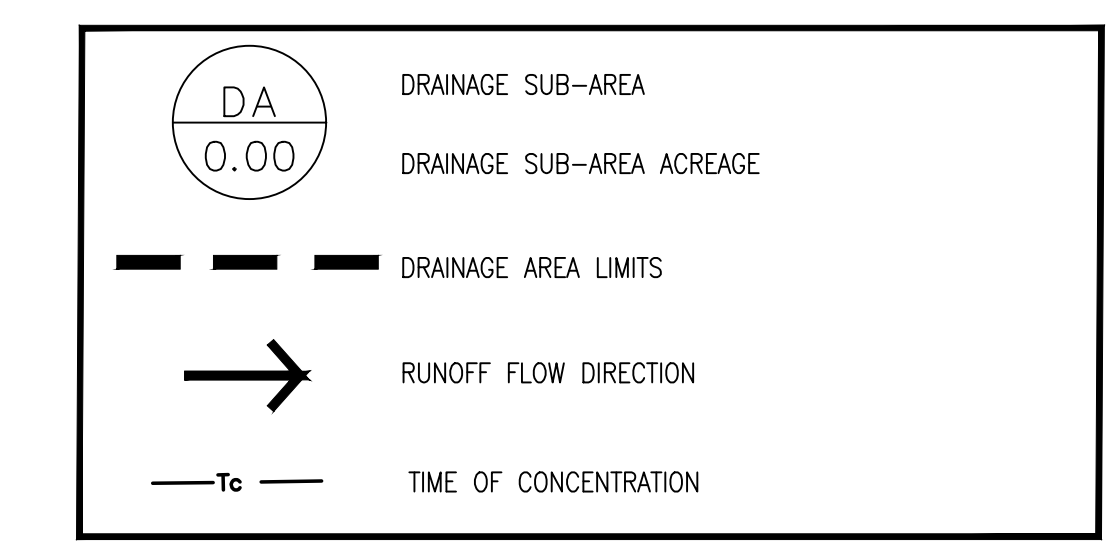
TIME OF CONCENTRATION														
Existing Conditions														
DA	A. Sheet Flow					Tsheet	B. Shallow Concentrated Flow					Total Time of Concentration	MIN. TOC	
	$T_t = \frac{0.42(L)^{0.8}}{P^{0.5}S^{0.4}}$													
	L	n	P2	s	min		L	S	cond.	Tshallow	Tc (min)			Tc (min)
Length of the reach (ft)	Manning's n	2-yr. 24 hr Rainfall (in)	slope of the ground (ft/ft)		(ft)	(ft/ft)	unpaved	min						
1	100	0.240	4.14	0.25	4.57	76	0.24	unpaved	0.16	4.73	10.00			

PRE-DEVELOPED STORM WATER RUNOFF SUMMARY																	
Pre-Developed Drainage Areas	Area (acres)	Pervious area (acres)	Impervious area (acres)	Composite C	TC (Min)	Antecedent Precipitation Coefficient (k)				Q (cfs)							
						I (2YR)	I (10YR)	I (25YR)	I (100YR)	(2YR)	(10YR)	(25YR)	(100YR)				
ON SITE Da 1	0,603	0,603	0,000	0,42	5,00	5,06	7,66	9,4	12,26	1	1	1,1	1,25	1,28	1,94	2,38	3,10
Pre-Developed Q at POA 1:														1,28	1,94	2,38	3,10
Total Pre-Developed conditions		0,603	0,603	0,000													

Δ Peak Flows Q (cfs)				
Storm Event	2-YR	10-YR	25-YR	100-YR
EX POA 1	1,28	1,94	2,38	3,10
DEV POA 1	1,56	2,36	2,90	3,78
Δ POA1	0,28	0,42	0,52	0,68



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TIME OF CONCENTRATION Proposed Conditions												
DA	A. Sheet Flow					Tsheet	B. Shallow Concentrated Flow				Total Time of Concentration	MIN. TOC
	$T_t = \frac{0.42(nL)^{1.48}}{P^{0.77}S^{0.4}}$						$T_t = \frac{Lm}{(60s^{0.5})}$					
	L	n	P2	s	min		L	S	cond.	Tshallow		
1	100	0.015	4.14	0.02	1.37	76	0.020	paved	0.44	1.81	10.00	

DEVELOPED STORM WATER RUNOFF SUMMARY																	
Developed Drainage Areas	Area (acres)	Pervious area (acres)	Impervious area (acres)	Composite C	TC (Min)	Antecedent Precipitation Coefficient (k)				Q (2YR) (cfs)	Q (10YR) (cfs)	Q (25YR) (cfs)	Q (100YR) (cfs)				
						(2YR)	(10YR)	(25YR)	(100YR)								
ON SITE Da 1	0.603	0.469	0.135	0.51	5.00	5.06	7.66	9.4	12.26	1	1	1.1	1.25	1.56	2.36	2.90	3.78
Total Developed conditions						Developed Q at POA 1:				1.56	2.36	2.90	3.78				

Storm Event	Δ Peak Flows Q (cfs)			
	2-YR	10-YR	25-YR	100-YR
EX POA 1	1.28	1.94	2.38	3.10
DEV POA 1	1.56	2.36	2.90	3.78
Δ POA1	0.28	0.42	0.52	0.68

ALL LINES MUST BE FIELD VERIFIED

CAUTION EXIST GAS FACILITIES IN AREA

KNOW WHAT'S BELOW. CALL BEFORE YOU DIG. CALL 811

WARNING
 ALL CONTRACTORS MUST KNOW EXACT LOCATION OF, AND AVOID, ALL UNDERGROUND UTILITIES PRIOR TO COMMENCING WORK. CALL UTILITY LOCATOR SERVICE AT LEAST 48 HOURS PRIOR TO COMMENCING WORK.

PROJECT ADDRESS:
 912 Calithea Rd, West Lake Hills, TX 78746

JURISDICTION:
 TRAVIS COUNTY
 CITY OF WEST LAKE HILLS

REVISIONS:		
Mark:	Description:	Date:

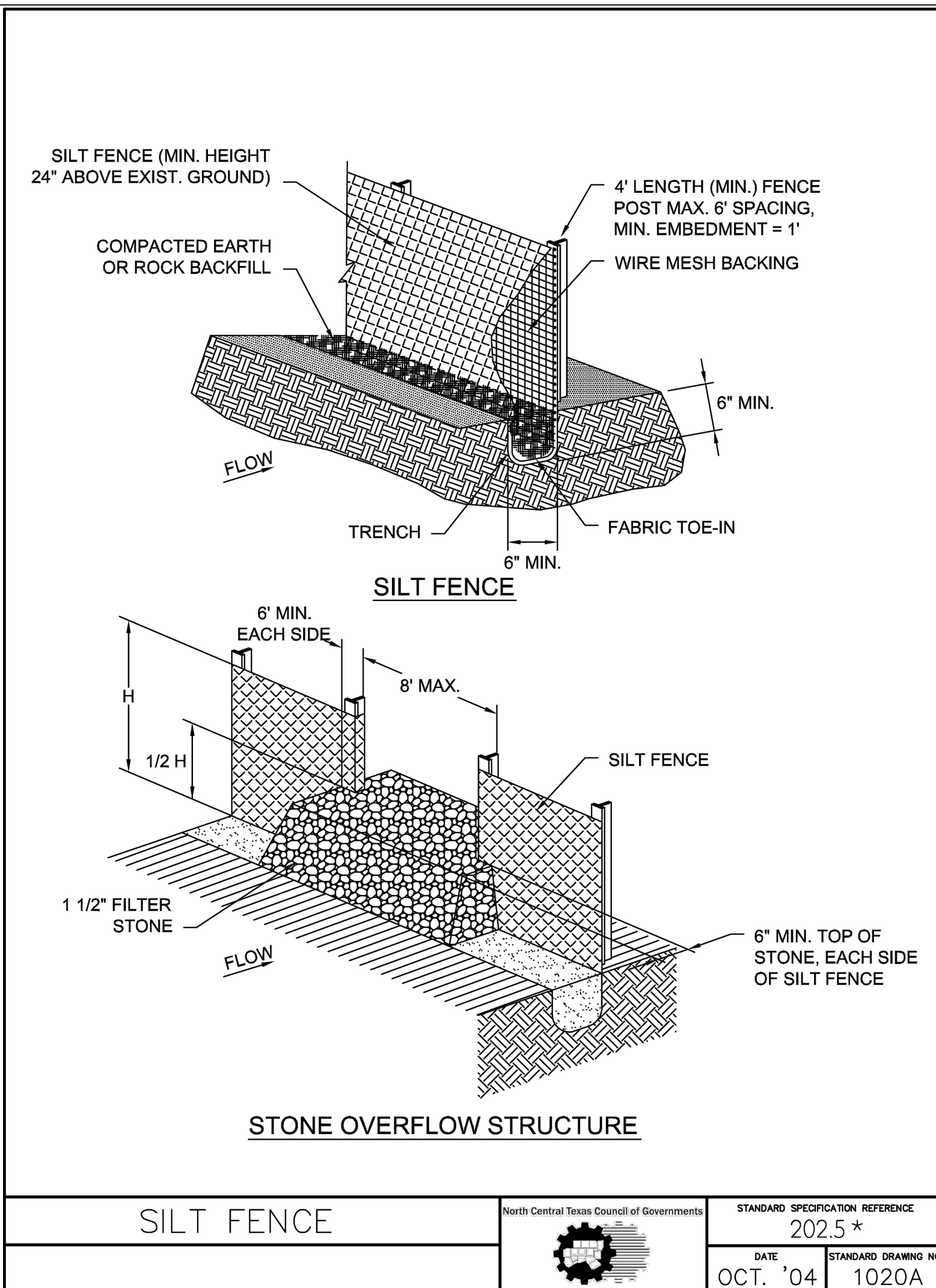
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 PROPOSED DRAINAGE AREA MAP

DRAWN BY:
 GC

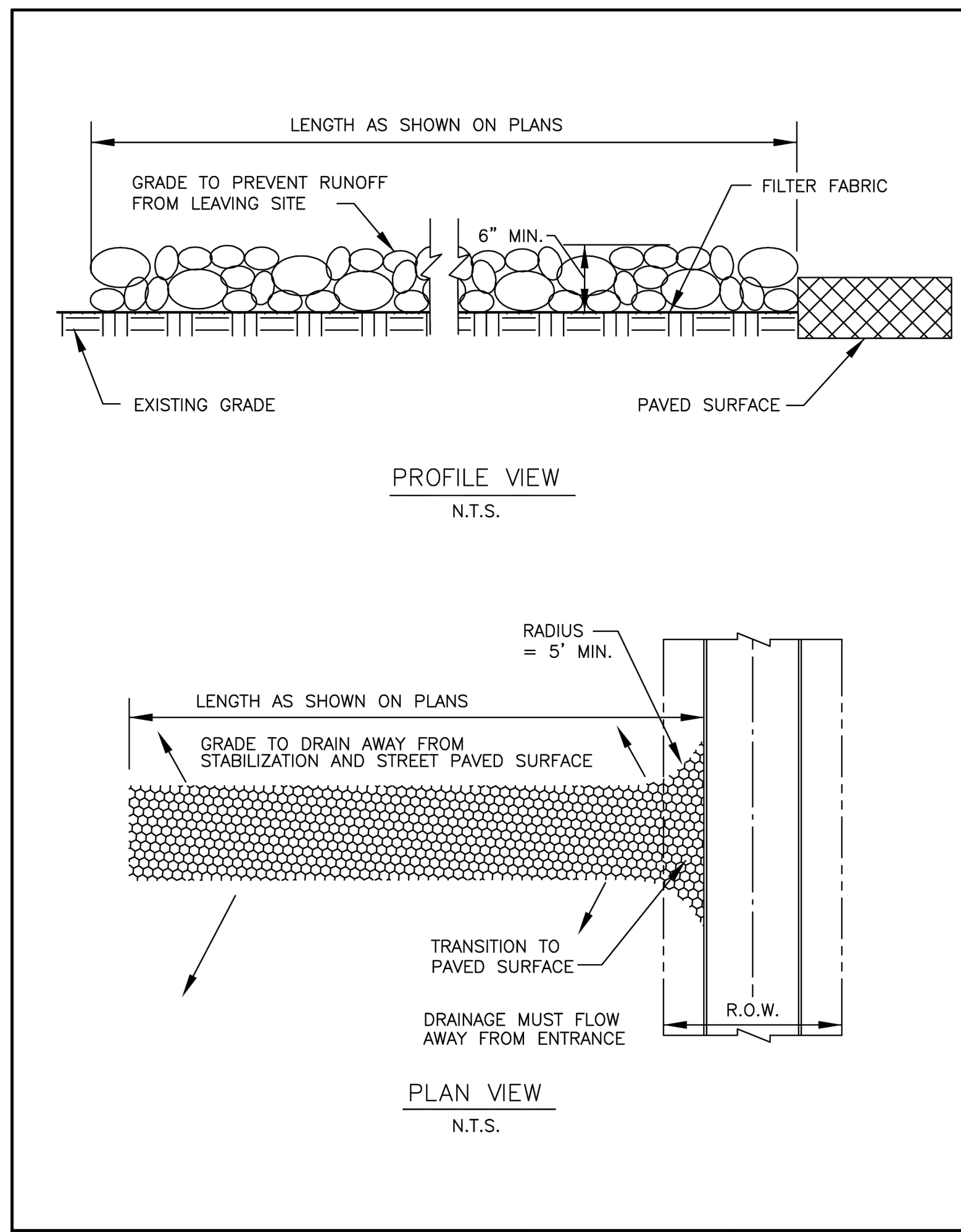
CHECKED BY:
 BE

SHEET NO:
 C-09.0





SILT FENCE	North Central Texas Council of Governments	STANDARD SPECIFICATION REFERENCE
		202.5*
		DATE
		OCT. '04
		STANDARD DRAWING NO.
		1020A



STABILIZED CONSTRUCTION ENTRANCE	North Central Texas Council of Governments	STANDARD SPECIFICATION REFERENCE
		202.11*
		DATE
		OCT. '04
		STANDARD DRAWING NO.
		1070A

SILT FENCE GENERAL NOTES:

1. POSTS WHICH SUPPORT THE SILT FENCE SHALL BE INSTALLED ON A SLIGHT ANGLE TOWARD THE ANTICIPATED RUNOFF SOURCE. POST MUST BE EMBEDDED A MINIMUM OF ONE FOOT.
2. THE TOE OF THE SILT FENCE SHALL BE TRENCHED IN WITH A SPADE OR MECHANICAL TRENCHER, SO THAT THE DOWNSLOPE FACE OF THE TRENCH IS FLAT AND PERPENDICULAR TO THE LINE OF FLOW. WHERE FENCE CANNOT BE TRENCHED IN (e.g. PAVEMENT), WEIGHT FABRIC FLAP WITH ROCK ON UPHILL SIDE TO PREVENT FLOW FROM SEEPING UNDER FENCE.
3. THE TRENCH MUST BE A MINIMUM OF 6 INCHES DEEP AND 6 INCHES WIDE TO ALLOW FOR THE SILT FENCE FABRIC TO BE LAID IN THE GROUND AND BACKFILLED WITH COMPACTED MATERIAL.
4. SILT FENCE SHOULD BE SECURELY FASTENED TO EACH SUPPORT POST OR TO WIRE BACKING, WHICH IN TURN IS ATTACHED TO THE FENCE POST. THERE SHALL BE A 3 FOOT OVERLAP, SECURELY FASTENED WHERE ENDS OF FABRIC MEET.
5. INSPECTION SHALL BE AS SPECIFIED IN THE SWPPP. REPAIR OR REPLACEMENT SHALL BE MADE PROMPTLY AS NEEDED.
6. SILT FENCE SHALL BE REMOVED WHEN FINAL STABILIZATION IS ACHIEVED OR ANOTHER EROSION OR SEDIMENT CONTROL DEVICE IS EMPLOYED.
7. ACCUMULATED SILT SHALL BE REMOVED WHEN IT REACHES A DEPTH OF HALF THE HEIGHT OF THE FENCE. THE SILT SHALL BE DISPOSED OF AT AN APPROVED SITE AND IN SUCH A MANNER AS TO NOT CONTRIBUTE TO ADDITIONAL SILTATION.

SILT FENCE	North Central Texas Council of Governments	STANDARD SPECIFICATION REFERENCE
		202.5*
		DATE
		OCT. '04
		STANDARD DRAWING NO.
		1020B

STABILIZED CONSTRUCTION ENTRANCE GENERAL NOTES:

1. STONE SHALL BE 3 TO 5 INCH DIAMETER COARSE AGGREGATE.
2. LENGTH SHALL BE AS SPECIFIED IN THE SWPPP.
3. THE THICKNESS SHALL NOT BE LESS THAN 12 INCHES.
4. THE WIDTH SHALL BE NO LESS THAN THE FULL WIDTH OF ALL POINTS OF INGRESS OR EGRESS.
5. WHEN NECESSARY, VEHICLES SHALL BE CLEANED TO REMOVE SEDIMENT PRIOR TO ENTRANCE ONTO A PUBLIC ROADWAY. WHEN WASHING IS REQUIRED, IT SHALL BE DONE ON AN AREA STABILIZED WITH CRUSHED STONE WITH DRAINAGE FLOWING AWAY FROM BOTH THE STREET AND THE STABILIZED ENTRANCE. ALL SEDIMENT SHALL BE PREVENTED FROM ENTERING ANY STORM DRAIN, DITCH OR WATERCOURSE USING APPROVED METHODS.
6. THE ENTRANCE SHALL BE MAINTAINED IN A CONDITION WHICH WILL PREVENT TRACKING OR FLOWING OF SEDIMENT ONTO PAVED SURFACES. THIS MAY REQUIRE PERIODIC TOP DRESSING WITH ADDITIONAL STONE AS CONDITIONS DEMAND. ALL SEDIMENT SPILLED, DROPPED, WASHED, OR TRACKED ONTO PAVED SURFACES MUST BE REMOVED IMMEDIATELY.
7. THE ENTRANCE MUST BE PROPERLY GRADED OR INCORPORATE A DRAINAGE SWALE TO PREVENT RUNOFF FROM LEAVING THE CONSTRUCTION SITE.
8. PREVENT SHORTCUTTING OF THE FULL LENGTH OF THE CONSTRUCTION ENTRANCE BY INSTALLING BARRIERS AS NECESSARY.
9. INSPECTION SHALL BE AS SPECIFIED IN THE SWPPP.

STABILIZED CONSTRUCTION ENTRANCE	North Central Texas Council of Governments	STANDARD SPECIFICATION REFERENCE
		202.11*
		DATE
		OCT. '04
		STANDARD DRAWING NO.
		1070B



WWW.BUILDENGLLC.COM
 INFO@BUILDENGLLC.COM
 TEL: 612-451-4545
 TX F# 20409



PROJECT ADDRESS:
912 Calithea Rd, West Lake Hills, TX 78746

JURISDICTION:
 TRAVIS COUNTY
 CITY OF WEST LAKE HILLS

REVISIONS:

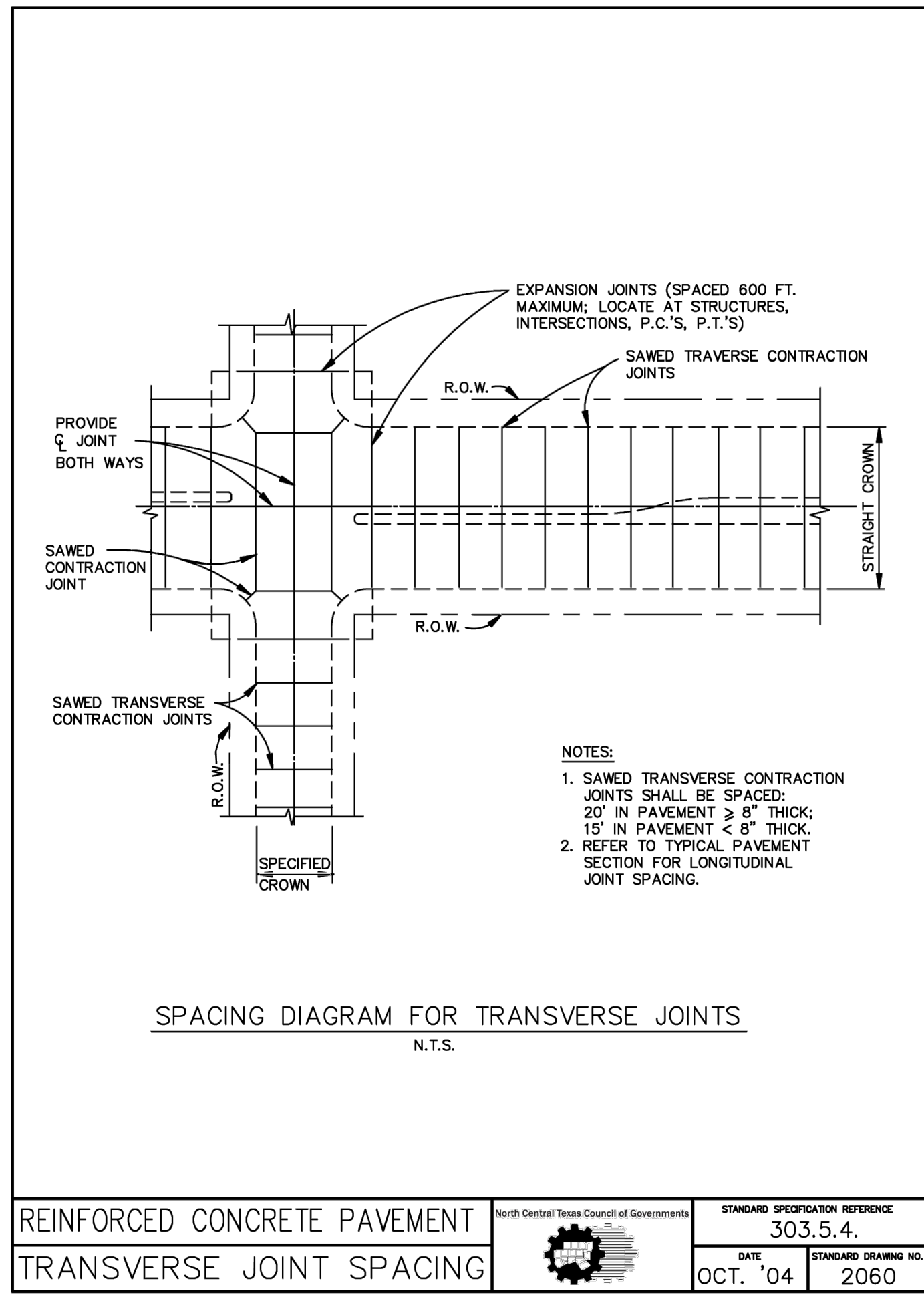
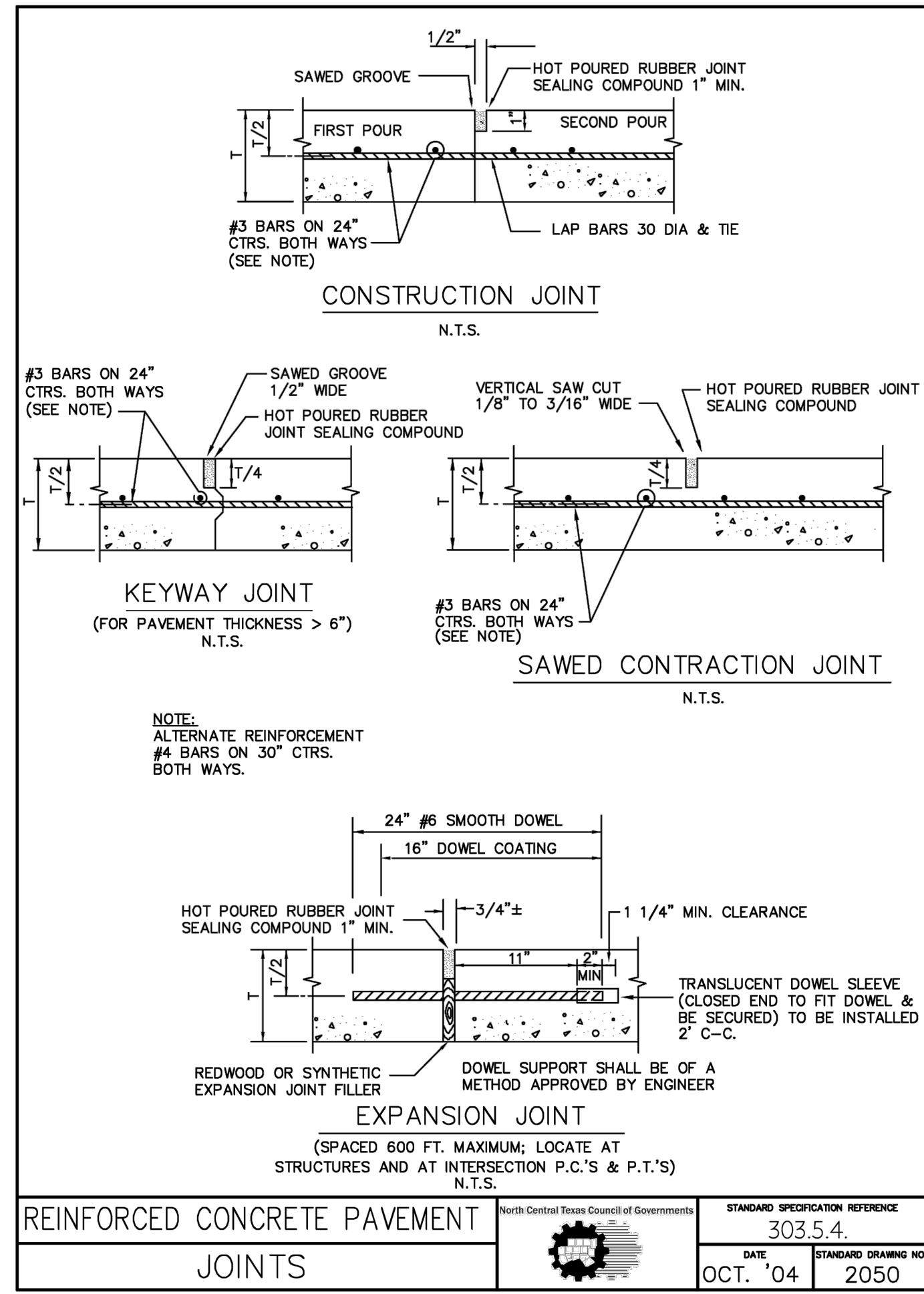
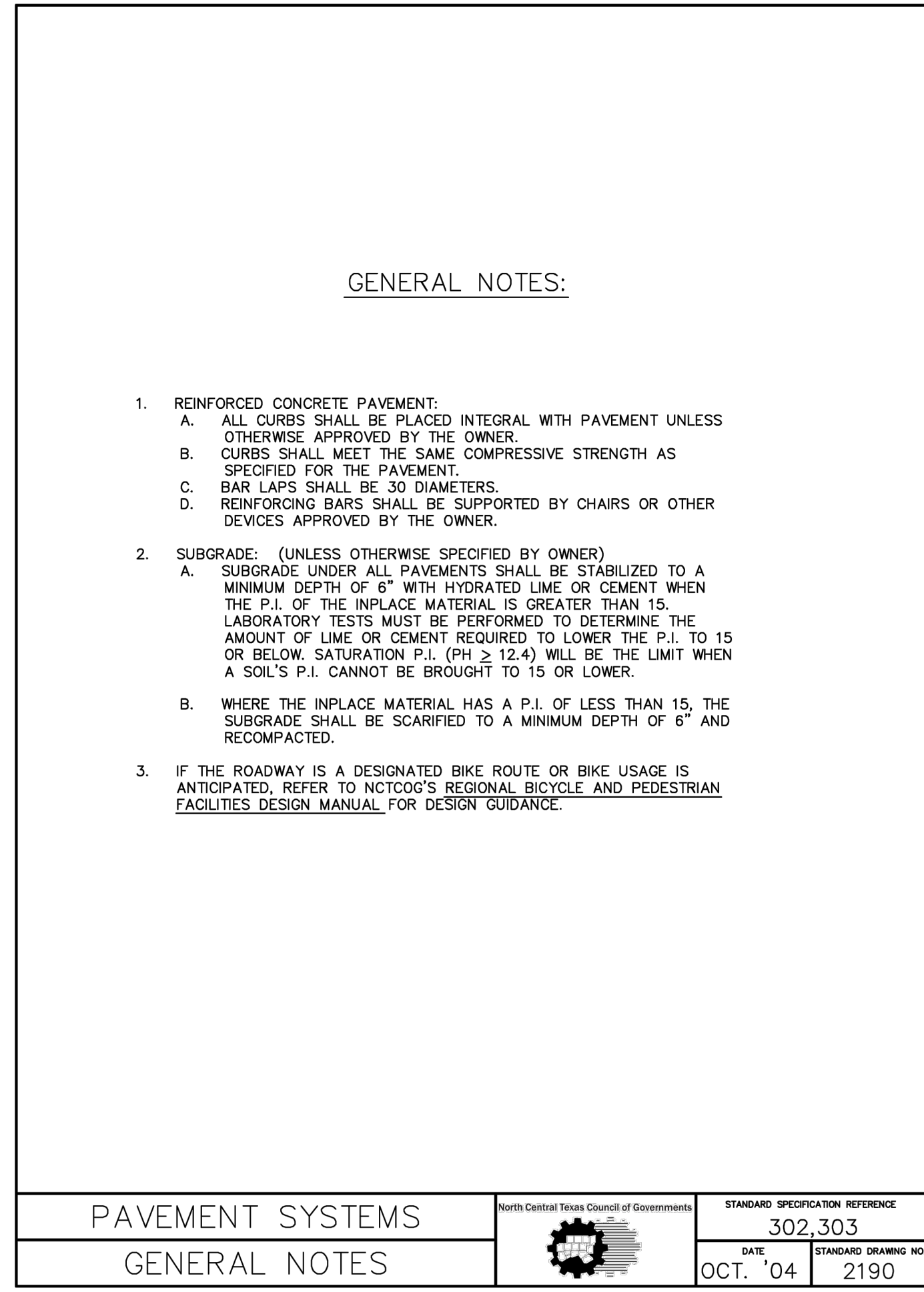
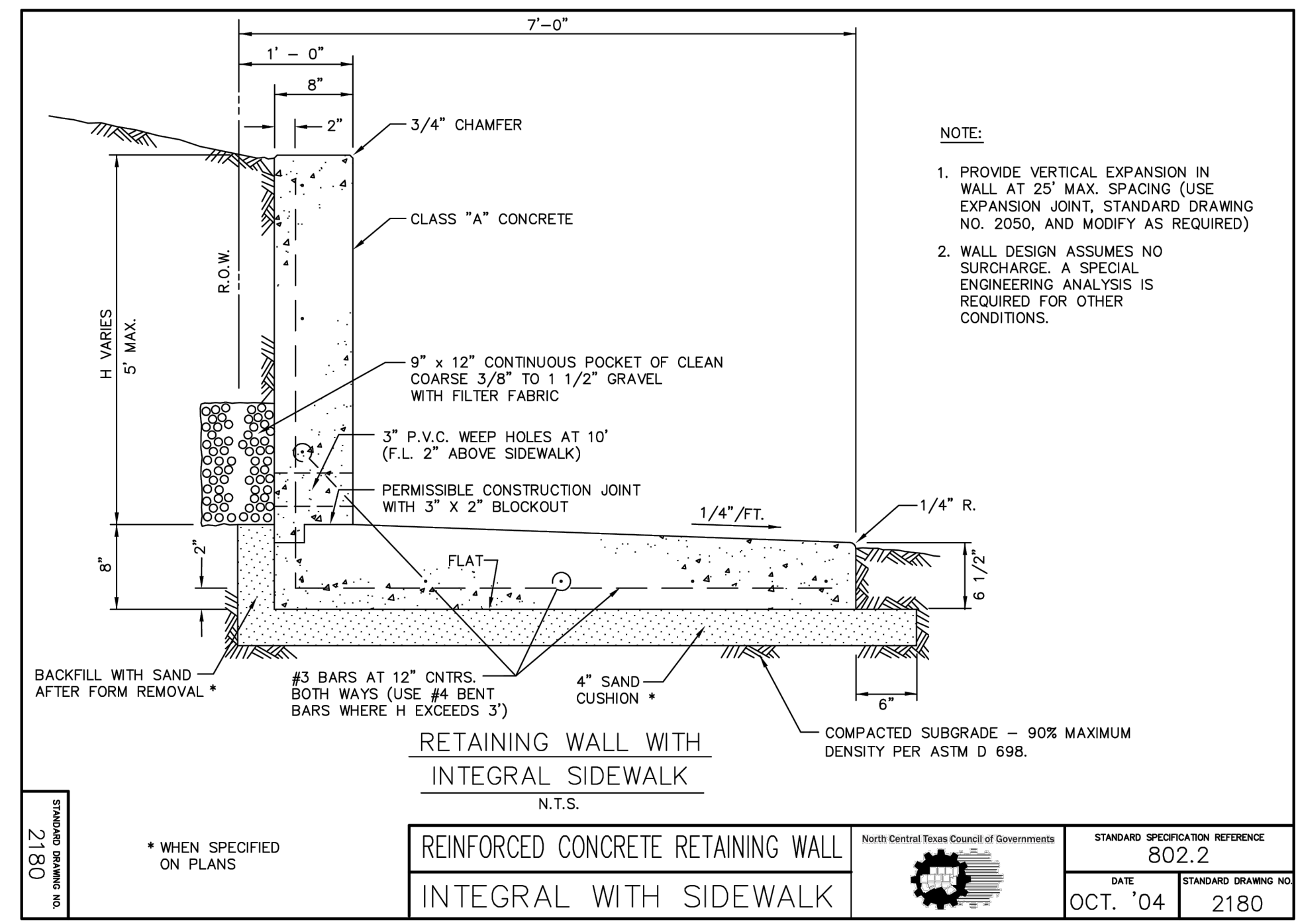
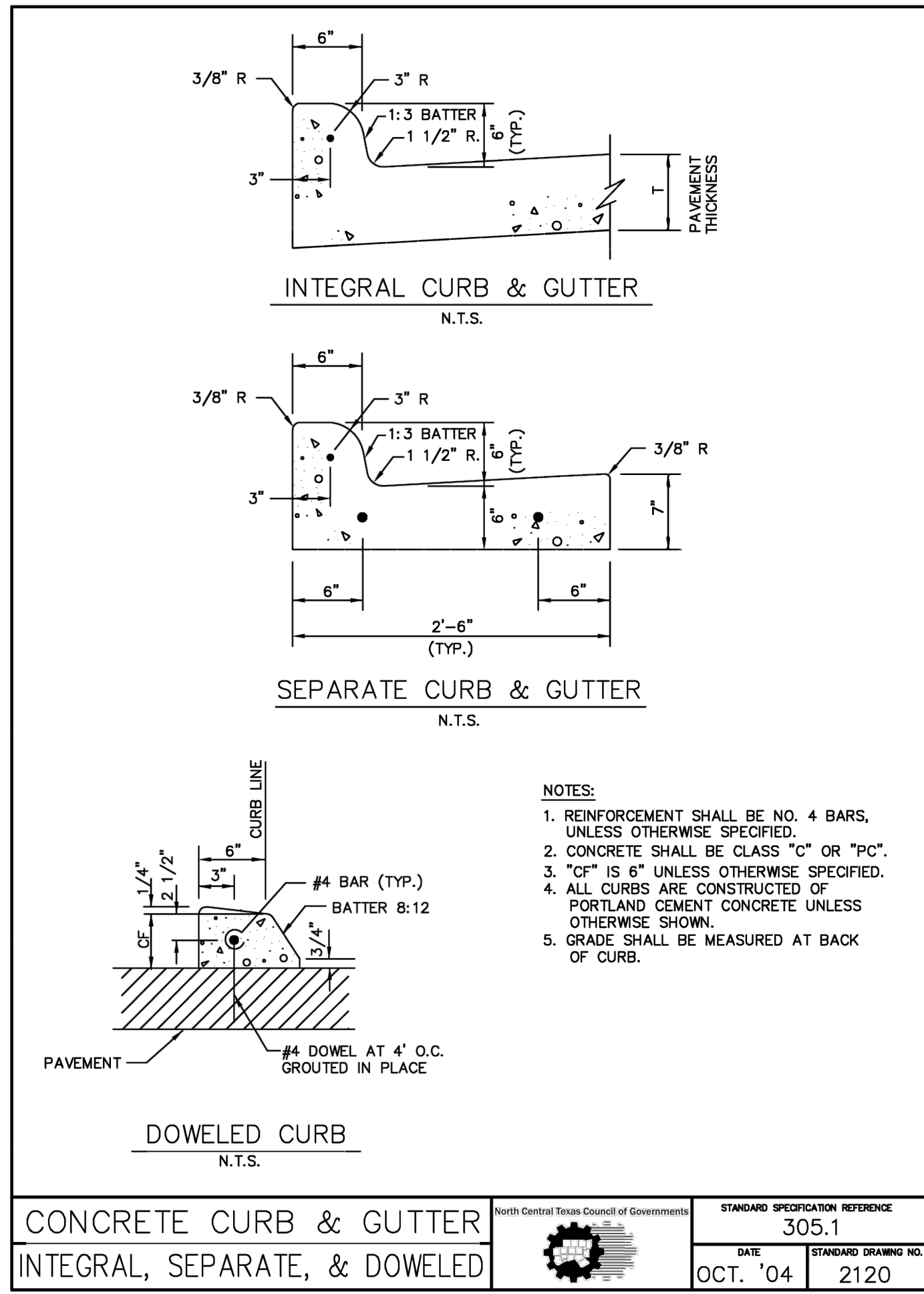
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SHEET TITLE:
DETAILS EROSION

DRAWN BY:
 GC

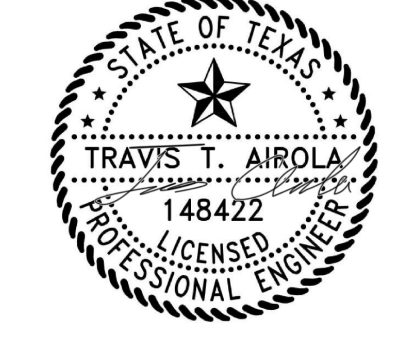
CHECKED BY:
 BE

SHEET NO:
C-10.0



BuildEng

WWW.BUILDENGLLC.COM
INFO@BUILDENGLLC.COM
TEL: 612-451-4545
TX F# 20409



PROJECT ADDRESS:
912 Calitheia Rd, West Lake Hills, TX 78746

JURISDICTION:
TRAVIS COUNTY
CITY OF WEST LAKE HILLS

REVISIONS:

Mark:	Description:	Date:

SHEET TITLE:
PAVING DETAILS

DRAWN BY:
GC

CHECKED BY:
BE

SHEET NO:
C-11.0

City of West Lake Hills

MINUTES OF A ZONING & PLANNING COMMISSION (ZAPCO)

REGULAR MEETING

Wednesday, August 20, 2025 at 6:30 PM

1. **Call to Order: Chair Robert Meisel**

- a. Meeting begins at 6:30pm
- b. Roll Call
 1. Chair Robert Meisel: Present
 2. Vice-Chair Jim Pledger: Present
 3. Commissioner Julia Webber: Present
 4. Commissioner Karen Bartoletti: Present
 5. Commissioner Patrick Stewart: Present
 6. 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.

1. Approval of the July 16, 2025 Zoning and Planning Commission minutes
2. Approval of the August 5, 2025 Special ZAPCO meeting minutes
3. Report of previous ZAPCO cases acted upon by the BOA/Council

- a. **Action:** Commissioner Pledger moves for approval of the Consent Agenda
 - i. Commissioner Webber Seconds
 - ii. Motion carries unanimously (5 – 0)

4. **Public Hearing: 1206 Yaupon Valley Road:** Discuss and make a recommendation for the rezoning of Lot 9 of Stonehedge Estates Block X from R-2, Two-Family Residential District to R1, One-Family Residential District (Section 38.05.092 of the West Lake Hills Code).

Applicant: John Hussey, Site Specifics

1. **Staff Report:**

- i. Director Bills describes the existing non-conforming property currently zoned R-2, and the request to change to R-1 for the redevelopment of the building as a single-family structure

2. Public Comments

- i. John Hussey – Applicant
 - 1. Offers to answer any questions
- ii. Grant Stanis – neighbor
 - 1. Expresses support for zoning change

3. Discussion:

- i. **None**

4. Action:

- i. Commissioner Maccini moves that the Zoning Change request be forwarded to City Council with a recommendation of approval
 - 1. Commissioner Pledger Seconds
 - 2. Motion carries unanimously (5-0)

The recommendation will be forwarded to the City Council for consideration at the regular meeting on August 10, 2025

- 5. Public Hearing: 1801 Basin Ledge: Discuss and make recommendations on a proposed variance to allow for the removal of one tree 14 inches and greater (Tree 70, 14-inch cedar) (Section 22.03.304 of the West Lake Hills Code).

Applicant: James Gatlin, JAG Permits

a. Staff Report:

- i. Director Bills describes the request to remove a 14-inch cedar tree for the construction of a new home on the property

b. Public Comments:

- i. James Gatlin – Applicant
 - a. Explains that the request to remove the cedar tree is being withdrawn, as they believe it can be saved.

c. Discussion: None required with withdrawal

d. Action: None required with withdrawal

- 6. Public Hearing: 1801 Basin Ledge: Discuss and make recommendations on proposed variances

1. To allow for a septic tank to encroach 15 feet into the 25-foot side setback (Section 22.03.276 and 22.03.281 of the West Lake Hills Code of Ordinances), and
2. For excavation and grading, greater than 18” in the building setback (Section 22.03.170 – Site Disturbance (Excavation, Grading, or Filling)).

Applicant: James Gatlin, JAG Permits

a. Staff Report:

- i. Director Bills describes the variance requests for encroachment on the side setback with septic tank and for grading greater than 18” in the setback.
- ii. Director Bills explains that upon review of the draft plan, the City Engineer believes further variances related to cut and fill or driveway slope may be required for the proposed project

b. Public Comments:

- i. James Gatlin (appearing by telephone) – Applicant
 - a. Explains that moving the septic to another location may impact trees
- ii. Andres Galindo – Architect
 - a. Describes the proposed plans to the commission and explains how the slope makes site conditions challenging.

c. Discussion:

- i. Chair Meisel: The issue is a house that’s 4 times the size of the existing home
- ii. Commissioner Webber:
 1. This is a challenging site, but the proposed design is oversized for site
 2. Webber: it’s difficult to make a recommendation knowing that more variances for the site are likely to be required
- iii. Chair Meisel: There’s nothing unusual about a steep lot in West Lake Hills. Wanting a larger house is a self-created hardship
- iv. Commissioner Bartoletti: Based on interpretive criteria, the Commission can’t conclude that the variance would not violate the intent of the chapter or impact neighboring properties

d. Action:

- i. Commissioner Bartoletti recommends that the variances be forwarded to the Board of Adjustment with a recommendation of denial based on the commission’s failure to conclude that the variance does not violate the

intent of the chapter or that the variance would not have an adverse impact on neighboring properties, based on the interpretive criteria and that the hardships are design-driven.

1. Commissioner Pledger seconds
2. Motion carries unanimously (5-0)

The recommendation will be forwarded to the Board of Adjustment for consideration at the regular meeting on August 10, 2025

7. Public Hearing: 477 Cortona Drive: Discuss and make a recommendation on a variance to encroach 20 feet into the 25-foot side setback with a backup generator (Section 22.03.275 and 22.03.281 of the West Lake Hills Code).

Applicant: David Bravo, Bravo Interior Design

1. Staff Report:

- i. Director Bills describes the proposed variance to locate a generator in the side setback in a former Austin Energy utility easement.
 1. The applicant did get the easement released by the City of Austin

2. Public Comments:

- i. Applicant: David Bravo
 1. Describes the nature of the site and why the applicant is requesting to place the generator in this location

3. Discussion:

- i. Commissioner Maccini: Burden of generator impact and noise should be borne by homeowners instead of neighbors. On a 1-acre lot there should be another location
- ii. Chair Meisel: There are existing pads for AC on multiple sides of the house – why can't the generator be located with the existing equipment
 1. David Bravo: Expresses that it may be possible to move the generator to an alternate location

4. Action:

1. At applicant's request, Commissioner Webber moves that the item be postponed to the September 17 ZAPCO meeting so that the applicant has time to consider relocation of the generator. It is also explained to the applicant that if the generator can be moved to a conforming location, they may not need to return for an additional hearing.
 - a. Commissioner Bartoletti seconds

b. Motion passes unanimously

Item will be postponed to the September 17, 2025 Zoning and Planning Commission meeting

8. Public Hearing: 912 Calithea: Discuss and make recommendations on proposed variances:

1. To allow for a second driveway on a residential lot where one is the maximum (Section 22.03.175(E)(2): Driveway Standards)
2. To install a new septic tank encroaching on the 25-foot side building setback (Section 22.03.276: Setbacks for accessory structures)
3. To install a new septic tank encroaching on the 25-foot side building setback (Section 22.03.281: Dimensional Regulations)

Applicant: Ross Smith, South Town Dream Homes

a. Staff Report:

- i. Director Bills describes the variance request to allow for the installation of a second driveway and to build a new septic tank in the side setback.
- ii. Chair Meisel: is sewer available?
 - a. Director Bills: not in this part of town

b. Public Comments:

- i. Ross Smith – Applicant
 - a. Describes the issues with the existing septic system and difficulty surrounding the driveway and parking on site
- ii. Grant Stanis - Neighbor
 - a. This is not an owner-occupied house, but a short-term rental property
 - b. The home site was purchased with understanding of driveway rules in the City of West Lake Hills
- iii. Patrick Johnson - Neighbor
 - a. Backing out is difficult in all of West Lake Hills. This is not a unique hardship for the homeowners
 - b. The short-term rental that had been operated on site is a detriment to neighboring properties

c. Discussion

- i. Commissioner Stewart: Has a turnaround without a second drive been considered?

- a. Ross Smith: Explains that many options have been explored, and that they believe this to be the least invasive.
- ii. Commissioner Pledger: Indicates he is inclined to recommend denial on driveway request.
- iii. Commissioner Webber: Indicates she is also inclined to deny septic variance to re-orient the septic from its existing location, increasing non-conformance

d. Action:

- i. Commissioner Maccini moves that all variances be forwarded with a recommendation of denial based on the requests violating the intent of the chapter, lack of hardship, and the adverse effect on neighboring properties.
 - a. Pledger seconds
 - b. Motion carries unanimously 5-0

The recommendation will be forwarded to the Board of Adjustment for consideration at the regular meeting on August 10, 2025

9. Public Hearing: 217 Reveille Rd.: Discuss and make recommendations on proposed variances:

1. To allow for a driveway to encroach approximately 2 feet into the 10-foot driveway setback (Section 22.03.175(A)(2): Minimum side parking setback)
2. To allow for a driveway with a width of 7 feet where 12 feet is the minimum (Section 22.03.175(F): Minimum driveway width)
3. To keep an existing non-conforming second driveway where only one is allowed by code (Section 22.03.175(E)(2): Driveway standards)
4. To keep existing non-conforming parking spaces not located behind the dwelling unit (Section 22.03.175(H)(1): Parking locations in the R-2 district)
5. To keep existing non-conforming parking spaces underneath a portion of a dwelling unit (Section 22.03.175(H)(4): Parking prohibited under any portion of dwelling unit)

Applicant: Nathan Quirring, Clayton Korte

a. Staff Report:

- i. Director Bills explains the variance request to build a driveway consisting of pavement strips measuring 7' from edge to edge that will cause vehicles using the driveway to encroach on the setback.
- ii. With the addition of the additional driveway and alteration to the existing drive, the existing non-conforming driveway, parking structure, and parking locations would be required to come into conformance or receive variances to remain.

b. Public Comments:

- i. Nathan Quirring: Applicant
 - a. Discussed applicant's wish to provide parking in the back
- ii. Andrew Polk – Neighbor
 - a. Is the property owner under any mandate to change existing non-conforming features?
 - b. Is this driven by wish to put a driveway in the back?
 - c. Would this variance allow the applicant to build a larger structure other than what is proposed?

c. Discussion:

- i. Commissioner Maccini: Since they're not being forced to have a garage, there isn't a reason to grant a variance to build one
- ii. Commissioner Webber: Homeowners should choose between the u-drive and the garage
- iii. Chair Meisel: Property is functioning as intended.
- iv. Commissioner Webber: Does the city have stipulations against tandem parking?
 - a. Director Bills: It does not
- v. Commissioner Webber: Feels like application is short on some critical information regarding impervious cover, critical root zones, and more

d. Action:

- i. Commissioner Webber moves to recommend denial based on the variances violating the intent of the chapter, the impact on trees, violating parking regulations, and that the variances may have an adverse impact on neighboring properties.
 - a. Motion dies for lack of a second
- ii. Commissioner Pledger moves to forward variances 1 and 2 with a recommendation of approval and variances 3, 4, and 5 with a recommendation of denial.
 - a. Commissioner Bartoletti seconds

- 1) Commissioner Webber recommends an amendment to the motion to recommend approval of variances 4 and 5 and removal of the second curb cut (denial of variance 3).
- 2) Commissioner Pledger seconds
- b. The amended motion: Recommend approval of variance requests 1, 2, 4, and 5 with the removal of the curb cut (denial of variance 3) based on an analysis determining that variances 1, 2, 4, and 5 do not violate the intent of the chapter, will not the impact on trees, will not violatie of parking regulations, and that the variances as recommended will not have an adverse impact on neighboring properties.
 - 1) Commissioner Bartoletti seconds
 - 2) Motion carries 4:1 - Maccini opposed

The recommendation will be forwarded to the Board of Adjustment for consideration at the regular meeting on August 10, 2025

10. Adjournment – Chair Robert Meisel

Chair Meisel adjourns the meeting at 9:00 pm

APPROVED:

Robert Meisel, Chair

ATTEST:

Joel Sherrouse, Development Coordinator

These minutes were approved on _____, 2025.

DRAFT

PUBLIC COMMENTS – Speaker Sign-In Form

Stanis

PLEASE PRINT CLEARLY

NAME Grant Stanis DATE 8/20/25
ADDRESS 1305 Redbud CITY West Lake Hills ZIP _____
E-MAIL ADDRESS grant.stanis@gmail.com
PHONE # 972-489-4757

I will speak on an item NOT on the agenda

Subject: _____

For Agenda item # 8 Public Hearing yes no

I will speak: in support in opposition or I have a question/comment

OR

I do not wish to speak but please record my: support opposition

PUBLIC COMMENTS – Speaker Sign-In Form

PLEASE PRINT CLEARLY

NAME Patrick Johnson DATE 8/20/25
ADDRESS 917 Cactus CITY West Lake Hills ZIP 78744
E-MAIL ADDRESS pdjbanker@yahoo.com
PHONE # 512-784-4819

I will speak on an item NOT on the agenda

Subject: _____

For Agenda item # 8 Public Hearing yes no

I will speak: in support in opposition or I have a question/comment

OR

I do not wish to speak but please record my: support opposition

PUBLIC COMMENTS – Speaker Sign-In Form

PLEASE PRINT CLEARLY

NAME Cortney Johnson DATE 8/20/25
ADDRESS 917 Calhoun Rd CITY Westlake Hills ZIP 78746
E-MAIL ADDRESS cortney.johnson@yahoo.com
PHONE # 512-507-2750

I will speak on an item NOT on the agenda

Subject: _____

For Agenda item # 8 Public Hearing ___ yes ___ no

___ I will speak: in support in opposition or I have a question/comment

OR

___ I do not wish to speak but please record my: support opposition

PUBLIC COMMENTS – Speaker Sign-In Form

PLEASE PRINT CLEARLY

NAME JERRY VANDEL DATE 8/20/25
ADDRESS 916 CALHOUN RD CITY AUSTIN ZIP 78746
E-MAIL ADDRESS jdandel@gmail.com
PHONE # 512-423-5418

I will speak on an item NOT on the agenda

Subject: _____

For Agenda item # _____ Public Hearing ___ yes ___ no

___ I will speak: in support in opposition or I have a question/comment

OR

I do not wish to speak but please record my: support opposition

PUBLIC COMMENTS – Speaker Sign-In Form

PLEASE PRINT CLEARLY

NAME FRANK PHILLIP DATE _____

ADDRESS 919 Collier CITY WESLEY ZIP 7876

E-MAIL ADDRESS FTPh:1@aol.com

PHONE # (512) 328-5420

I will speak on an item NOT on the agenda

Subject: _____

For Agenda item # 8 Public Hearing yes no

_____ I will speak: in support in opposition or I have a question/comment

OR

_____ I do not wish to speak but please record my: support opposition

Exhibit A

912 Calithea Road – Number of Driveways, Side Setback Variances

Applicant's Findings of Fact

1. The strict or literal enforcement of the terms of this chapter, because of special conditions, will result in unnecessary hardship to the applicant.

Due to a steep 15-20 ft drop-off at the back of the driveway, this property presents a clear safety concern for drivers attempting to reverse out. The current configuration also lacks sufficient space for vehicles to turn around, forcing residents and guests to use neighboring driveways—an inconvenience for all parties and a potential liability. A neighboring property on Calithea Rd has implemented a circular driveway, which has proven to be an effective solution to the challenges posed by the terrain and roadway. This precedent further supports the practicality and necessity of our proposed plan.

Approving a variance for a circular driveway with two access points on Calithea Rd is a practical and necessary solution. It will allow for safe, forward-facing entry and exit, eliminate the need to encroach on adjacent properties, and significantly reduce the risk associated with the existing drop-off. This simple adjustment will enhance safety, respect property boundaries, and improve the overall functionality of the lot.

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

The area impacted by the proposed driveway is limited to existing St. Augustine sod, which was installed by the homeowner and is not part of the natural terrain. No native vegetation or natural features will be disturbed. Importantly, the plan has been carefully designed to avoid the removal of any trees, preserving the property's natural character and minimizing environmental impact.

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

We have thoroughly evaluated multiple driveway configurations, but each alternative either still requires a variance or fails to meet essential safety and accessibility standards. The proposed plan—with two entrance points—is the only viable solution that allows drivers to safely enter and exit the property face forward, without relying on neighboring driveways.

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

We believe this variance represents the minimum necessary relief to address the hardship presented by the property's unique conditions. All other proposed configurations not only still require a variance, but would also extend the driveway into the steep drop-off—disturbing the natural landscape and continuing to pose significant safety concerns.

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

This variance supports the intent of the Zoning Ordinance by promoting safety, minimizing environmental impact, and respecting neighborhood character. It provides the safest and least intrusive solution to a unique site condition—without removing trees or altering natural terrain—while aligning with the City's goals for responsible and thoughtful development.

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

This variance will have a positive impact on neighboring properties by significantly improving traffic flow and safety on Calithea Rd. With the proposed circular driveway, residents, guests, and delivery drivers will no longer need to use adjacent driveways to turn around—reducing congestion, preserving privacy, and minimizing wear on neighboring properties.

Given the unique challenges posed by the road's layout and limited maneuvering space, the two-entrance design will enhance the overall functionality of the area and contribute to a safer, more enjoyable environment for all nearby residents.

912 Calithea Road

Discuss and consider action on a recommendation from ZAPCO on variances:

1. To allow for a second driveway on a residential lot where one is the maximum (Section 22.03.175(E)(2): Driveway Standards)
2. To install a new septic tank encroaching on the 25-foot side building setback (Section 22.03.276: Setbacks for accessory structures and Section 22.03.281: Dimensional Regulations)

Applicant: Ross Smith, South Town Dream Homes

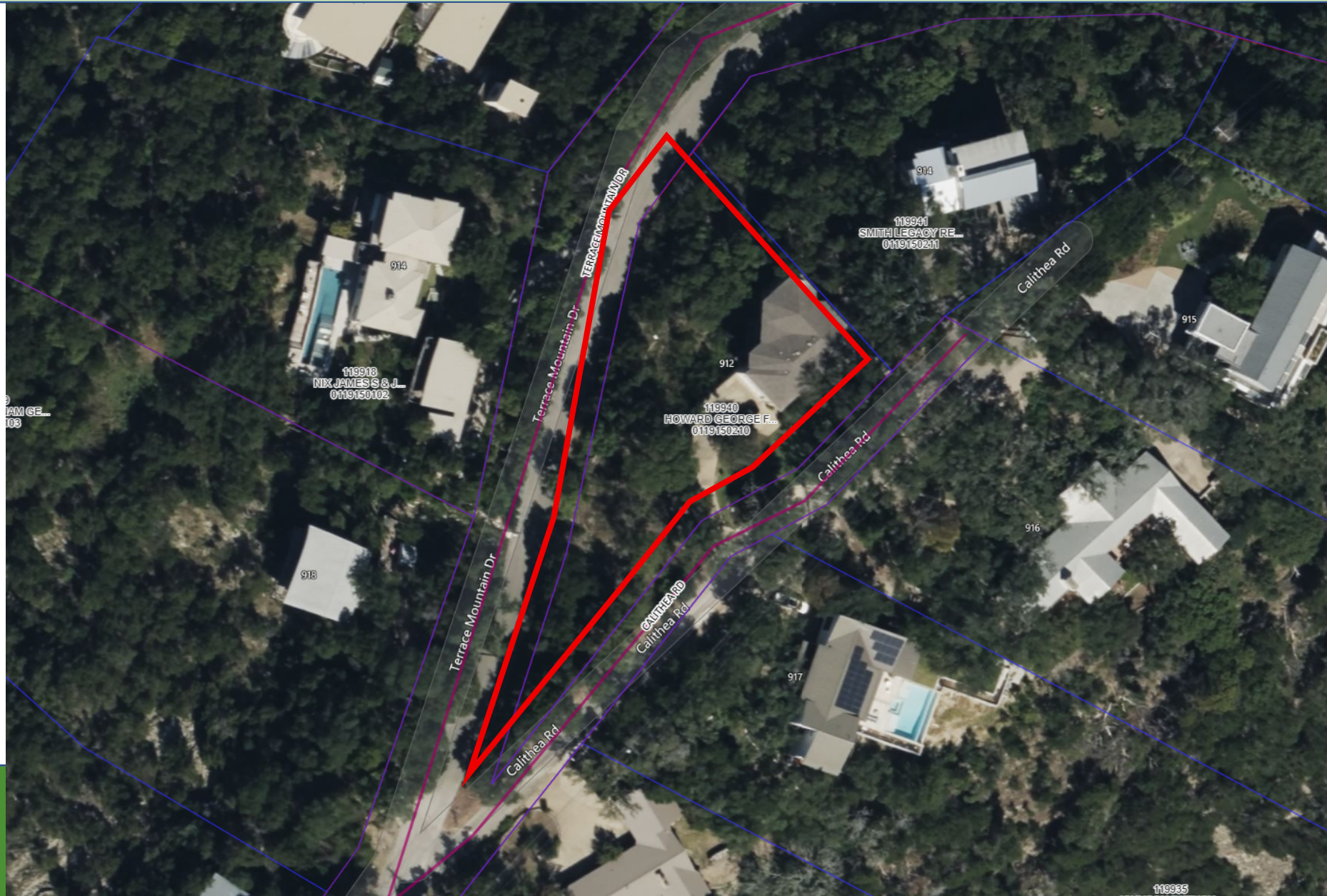


912 Calithea Road

- Built in 1991 with renovations and carport/deck additions in 2024.
- The house is 3,848 sf of conditioned space, with 7,819 sf of improvements on site.
- The property owner received a variance on October 12, 2022 for encroachments to the Terrace Mountain front setback and the side setback for a second story addition.



912 Calithea Road



912 Calithea Road

Code Requirement

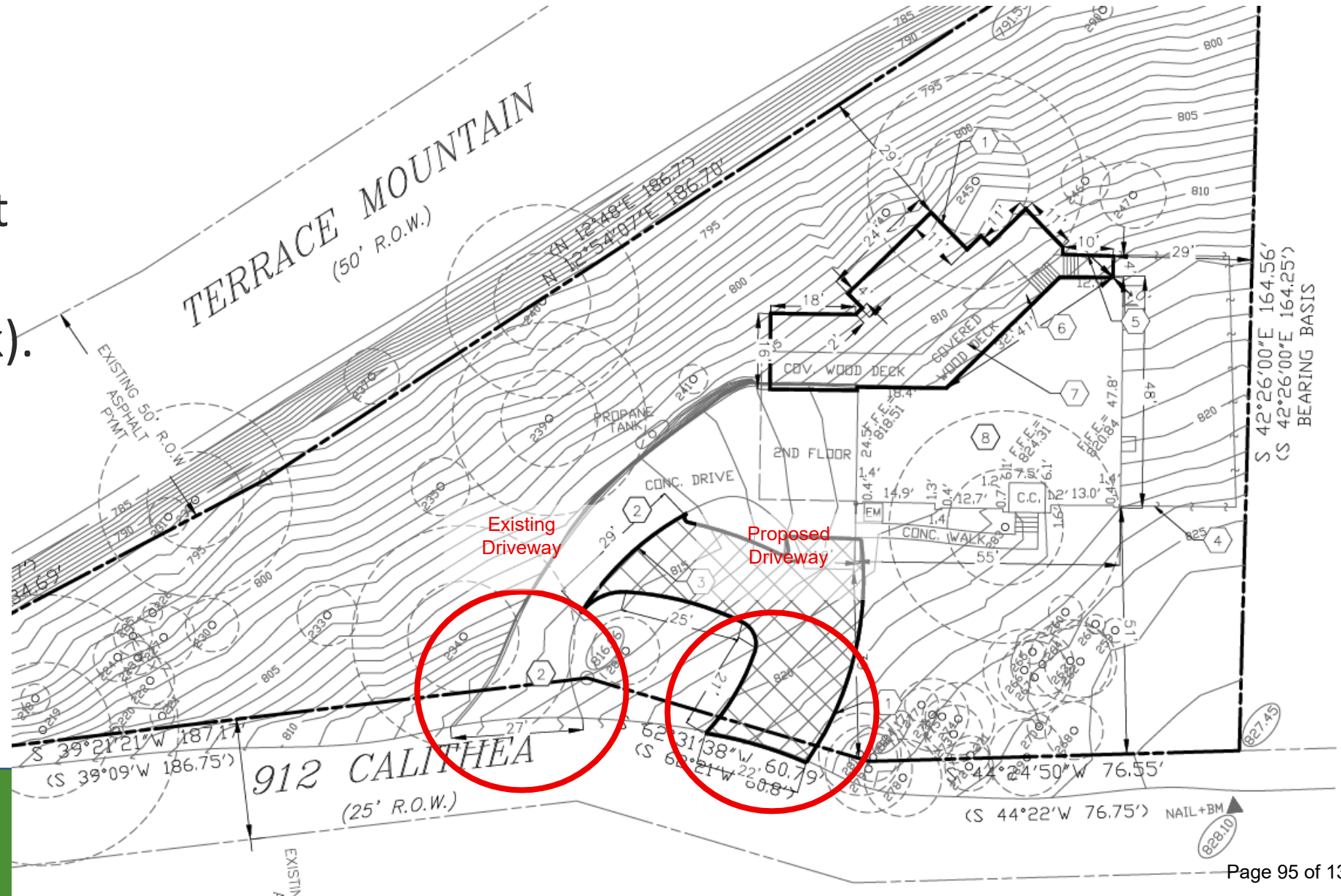
- Section 22.03.175. Off-street parking and parking pad requirements in residential areas.
- (2) Only one driveway is allowed per primary dwelling unit, regardless of the number of lots, frontage on more than one roadway, or character of accessory structures. The driveway entrance/exit shall not exceed 20 feet in width. The location of all driveways shall be approved by the city inspector. The parking spaces and driveway surfaces shall be those required in sections 22.03.241, 22.03.242, 22.03.244 and 22.03.247.



912 Calithea Road

Request

- Add a second driveway (did not request width or driveway setback).



912 Calithea Road

Code Requirement

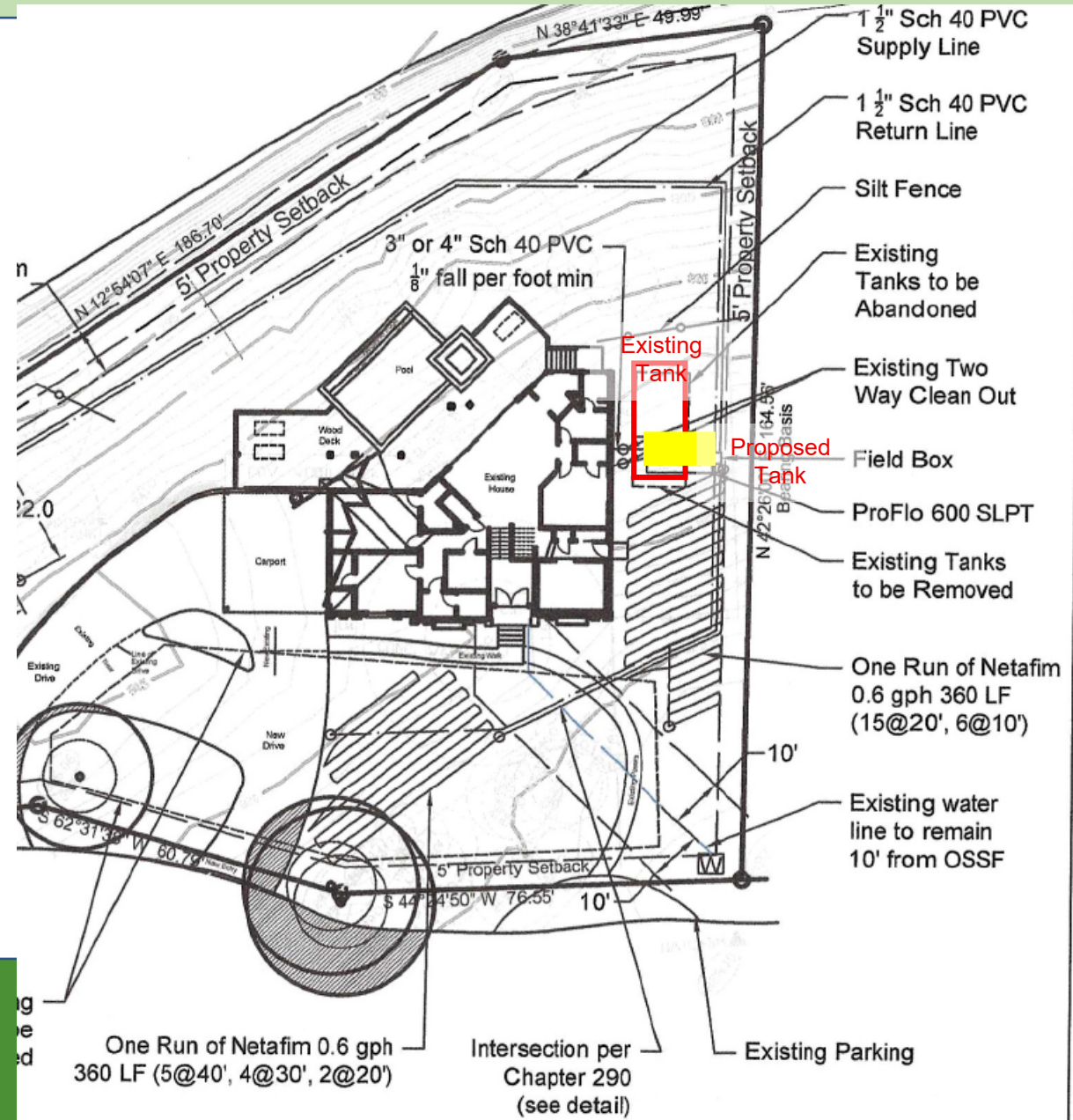
- Section 22.03.275. Building setback distances.
- Accessory structures shall not encroach into setbacks
- 22.03.001 Structure Definition: Anything constructed or erected, the use of which requires location **on or in the ground** or attachment to something having location on the ground.



912 Calithea Road

Request

- Construct a new septic tank encroaching approximately 20 feet in the 25-foot side setback. The existing tank is encroaching into the side setback approximately 15 feet.



912 Calithea Road

Public Comment:

- 2 citizens spoke in opposition to the variance requests at the August 20, 2025 ZAPCO hearing.
- 3 citizens attending the ZAPCO meeting did not wish to speak but recorded their opposition to the variance requests.



912 Calithea Road

The Board of Adjustments can recommend imposition of, reasonable conditions upon granting a variance if the conditions are related to the subject of the variance.

This item was reviewed by the Zoning and Planning Commission on August 20, 2025 and recommended denial by a vote of 5-0, with the denial based the requests violating the intent of the chapter, lack of hardship, and the adverse effect on neighboring properties.



912 Calithea Road

Chapter 38 – Variance Criteria

Discuss and consider action if the following conditions are fulfilled:

1. The applicant has established by competent evidence that:
 - A. The strict or literal enforcement of the terms of this chapter, because of special conditions, will result in unnecessary hardship to the applicant.
 - B. There will not be unreasonable disruption of the natural terrain or unreasonable destruction of existing flora.
 - C. There is no reasonable alternative to the requisite variance that will alleviate the difficulty or hardship complained of.
 - D. The variance will not be greater than the minimum required to alleviate the difficulty or hardship complained of.



912 Calithea Road

Applicable Interpretative criteria

1. Variances from the terms of this chapter should be granted sparingly.
2. Deviations from the requirements of this chapter are justified only where the hardship resulting from their application is substantial.
3. Usually, the granting of a variance must be predicated on a finding that the applicant's hardship arises from unusual conditions or circumstances, such as exceptional irregularity of shape or topography, which are peculiar to the parcel of land involved and not shared generally by other parcels in the neighborhood or district, or because no other reasonable alternative is available that will alleviate the unnecessary hardship complained of.
4. Normally, a variance is to be denied if conditions or circumstances relied on for a variance were self-created by the person having an interest in the property in disregard of city regulations.
5. The variance shall not violate the goals of the master plan for the city.
6. The variance shall not have an adverse effect on neighborhood properties or unreasonably interfere with the respective owners' enjoyment thereof.
7. The fact that lots, structures, uses or dimensional conditions on properties or structures within 200 feet of the property involved are, because they are nonconforming or because of previously granted variances, similar to the condition which would be created by the variance requested shall be relevant to, but not determinative of, the granting of the requested variance.



AGENDA REPORT

Meeting Date:	<u>September 10, 2025</u>	Item Number:	<u>6</u>
Department:	<u>Building & Development</u>		
Prepared By:	<u>Jennifer C. Bills</u>	Cost / Budget:	<u>None</u>
Exhibits:	<u>See Attached</u>	Source of Funds:	<u>N/A</u>

Subject

217 Reveille Rd.: Discuss and consider action on a recommendation from ZAPCO on proposed variances:

1. To allow for a driveway to encroach into the 10-foot driveway setback (Section 22.03.175(A)(2): Minimum side parking setback)
2. To allow for a driveway with a width of 7 feet where 12 is the minimum (Section 22.03.175(F): Minimum driveway width)
3. To keep an existing non-conforming second driveway where only 1 is allowed by code (Section 22.03.175(E)(2): Driveway standards)
4. To keep existing non-conforming parking spaces not located behind the dwelling unit (Section 22.03.175(H)(1): Parking locations in the R-2 district)
5. To keep existing non-conforming parking spaces underneath a portion of a dwelling unit (Section 22.03.175(H)(4): Parking prohibited under any portion of dwelling unit)

Applicant: Nathan Quiring, Clayton Korte

Recommendation

Discuss and consider action on if the following conditions are fulfilled:
 The applicant has established by competent evidence that:
 The strict or literal enforcement of the terms of this chapter, because of special conditions, will result in unnecessary hardship to the applicant.
 There will not be unreasonable disruption of the natural terrain or unreasonable destruction of existing flora.
 There is no reasonable alternative to the requisite variance that will alleviate the difficulty or hardship complained of.
 The variance will not be greater than the minimum required to alleviate the difficulty or hardship complained of.
 The Board of Adjustments, in performing their respective duties in reference to applications for variances, may be guided by the interpretative criteria listed in the variance criteria in the report.
 The Zoning and Planning Commission can recommend imposition of reasonable conditions upon granting a variance if the conditions are related to the subject of the variance.

This item was reviewed by the Zoning and Planning Commission on August 20, 2025 and the following criteria used:
 The variance may violate the intent of this chapter or the goals of the city’s comprehensive plan; and

1. The variance may have an adverse effect on neighborhood properties or interfere with the respective owners' enjoyment thereof.

ZAPCO recommended approval by a vote of 4-1 (Maccini opposed), of variances 1, 2, 4, and 5 with the condition that the second driveway curb cut be removed (denial of variance 3) based on a determination that the variances do not violate the intent of the chapter, will not impact trees, will not violate parking regulations, and that the variances as recommended will not have an adverse impact on neighboring properties.

Discussion

Property Information, Zoning & Site Characteristics:

Owner: Clay Woody

Legal Description: Resubdivision of Joe Smith Block B, Lot 6

Lot Size: 0.6862 acres

Zoning: R-2 Two-Family Residential

Wastewater: Private on-site sewage facility (public sewer not available)

The properties surrounding the subject property are zoned R-1 One-Family and R-2 Two-Family Residential.

Background:

The property at 217 Reveille was built in 1970. The structure is two units with 2,108 sf of conditioned space, with 5,732 sf of improvements on site. There is an existing non-conforming u-driveway (two driveway cuts) and a covered front carport.

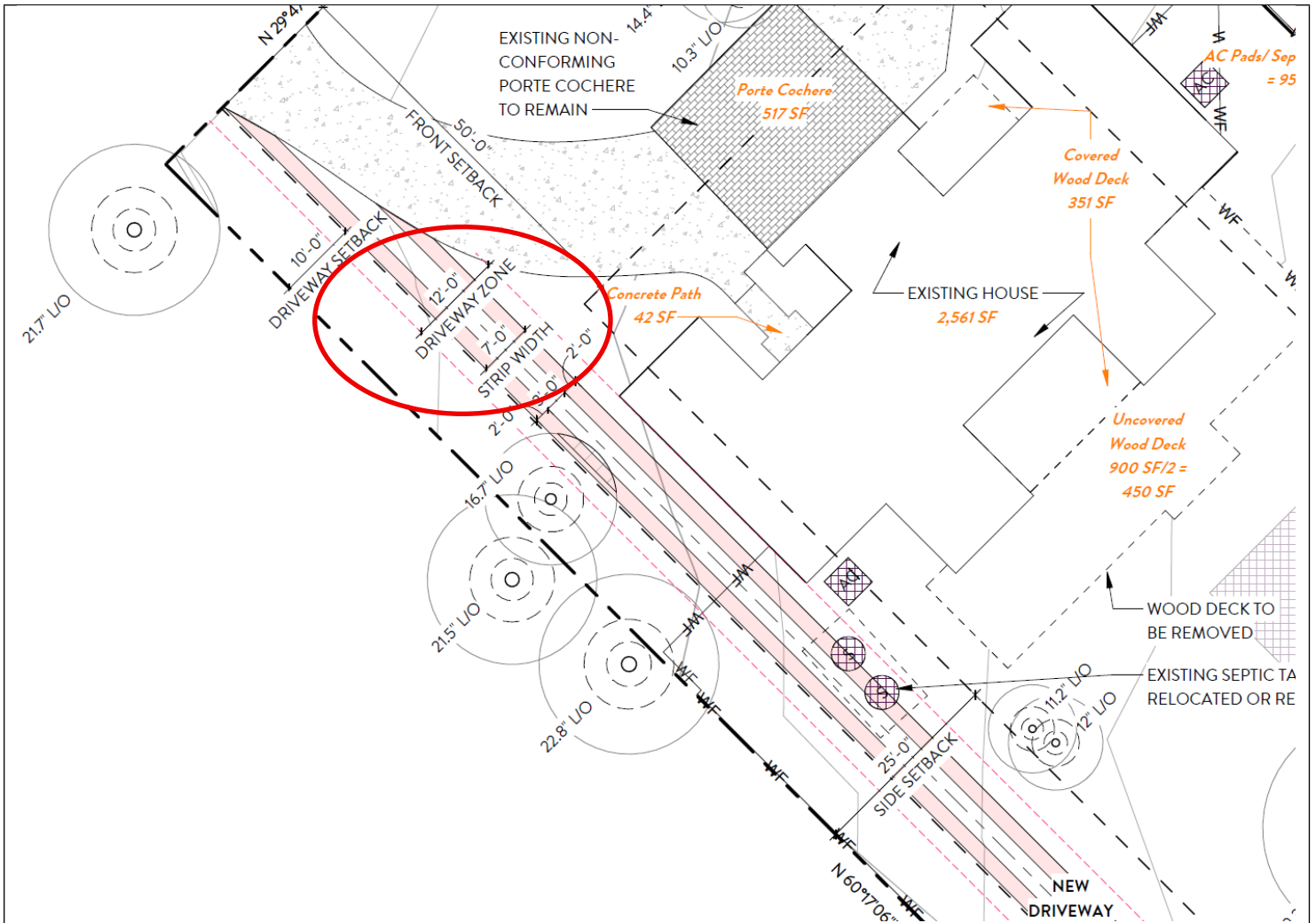
Analysis:

Driveway Setback Code Requirements

- Section 22.03.175 Off-Street parking and parking pad requirements in residential areas.
 - (a) Off-street parking and loading areas, including parking pads, shall be located no closer to street right-of-way lines and to lot boundary lines than the applicable minimum distances prescribed in the following schedules:
 - (1) The minimum setback distance for driveways and parking areas from street right-of-way lines shall be 20 feet. Excluded from this setback is the first 20 feet of the driveway that connects to the adjacent street.
 - (2) **The minimum setback distance for driveways and parking areas from boundary lines shall be 10 feet. Excluded from this setback is the first 10 feet of the driveway that connects to the adjacent street.**

Request:

To encroach approximately 2 feet into the 10-foot side setback with the driveway area on the southwest side of the property.

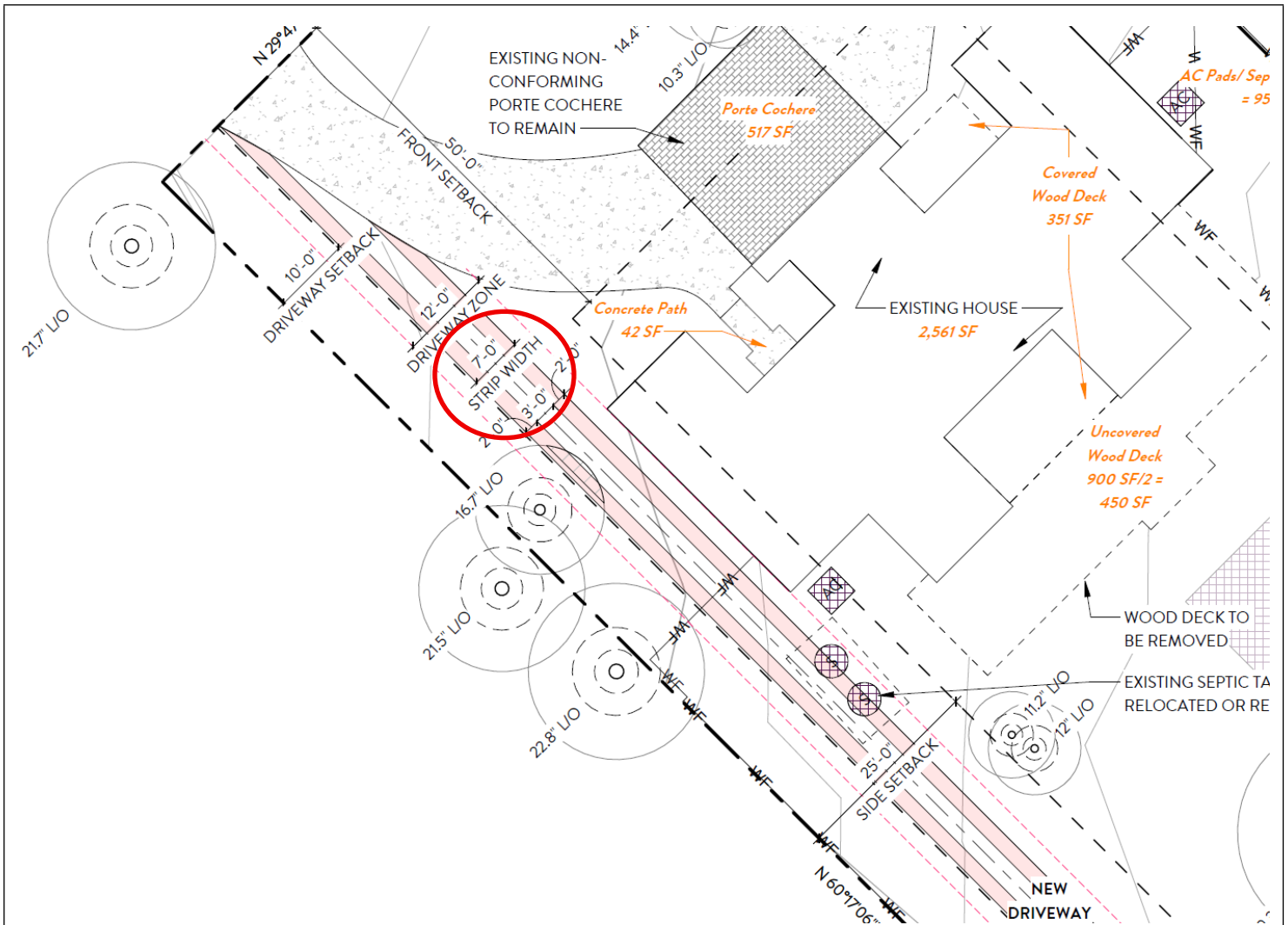


Driveway Width Code Requirements

- Section 22.03.175. Off-street parking and parking pad requirements in residential areas.
 - (f) Residential driveways shall not be less than 12 feet in surface width.

Request:

To construct driveway wheel strips that provide 7 feet of driving surface width.



Number of Driveways Code Requirements

- (g) Every driveway entrance/exit shall be at roadway grade level where the driveway intersects the city’s right-of-way except as otherwise approved by the city inspector.
 - a. Each dwelling shall be on a lot abutting a public street or having access to an improved public street, and all structures shall be so located on lots as to provide safe, convenient access for servicing, police protection, fire protection and required off-street parking. Driveways shall not exceed a maximum of 20 percent grade at any point after construction. No part of a driveway shall rise more than 6' above natural ground grade directly below.
 - b. **Only one driveway is allowed per primary dwelling unit, regardless of the number of lots, frontage on more than one roadway, or character of accessory structures. The driveway entrance/exit shall not exceed 20 feet in width. The location of all driveways shall be approved by the city inspector. The parking spaces and driveway surfaces shall be those required in sections 22.03.241, 22.03.242, 22.03.244 and 22.03.247.**

Request:

The applicant is requesting to keep the non-conforming driveways and extend one of the driveways to the back of the property.



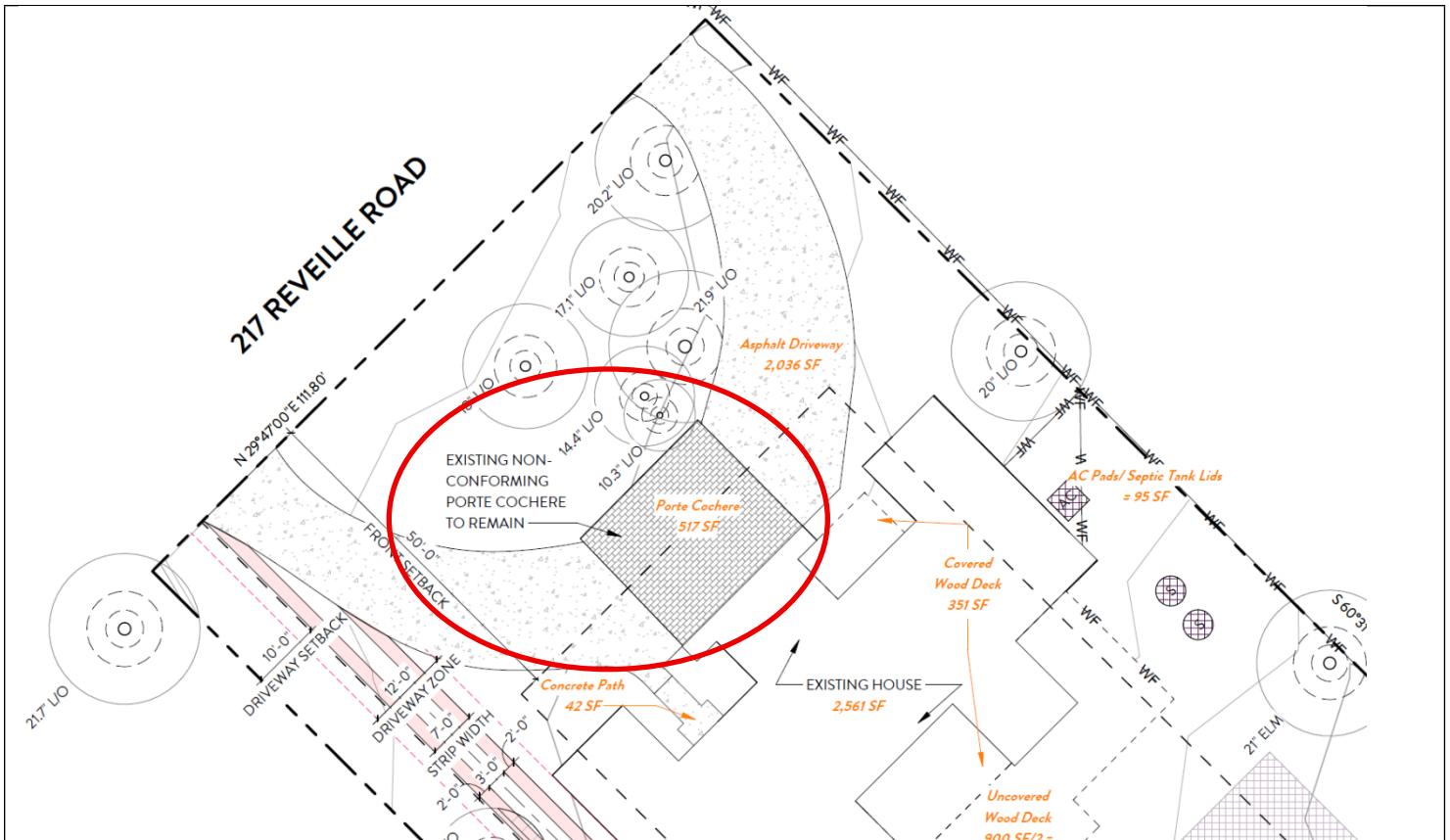
Additional Code Requirements for R-2 Structures

(h) Additional requirements for two-family residential structures in R-2:

- (1) **All parking spaces shall be located behind the dwelling units and the garage entrance shall not face the street.**
- (2) The garage shall be enclosed.
- (3) At least two parking spaces are required for each family dwelling unit.
- (4) Parking is prohibited under any portion of the dwelling units.

Request:

The applicant is requesting to keep the non-conforming porte cochere at the front of the property over the driveway.



Variance Criteria Review:

Per Section 22.03.511 (c) Procedure and notice, the requested variances shall be administered in compliance with the rules established by sections 38.05.031 through 38.05.034.

(i) Section 38.05.031. Provisions subject to variance.

Variances may be granted by the board of adjustment to the provisions of this chapter in accordance with the rules and conditions of this division. A variance may not be granted, however, to authorize a change of use. Variances run with the land, but each variance is specific to the project for which it was granted.

(j) Section 38.05.032. Conditions required for granting variance.

No variance shall be granted unless the following conditions are fulfilled:

(k) The applicant has established by competent evidence that:

- a. The strict or literal enforcement of the terms of this chapter, because of special conditions, will result in unnecessary hardship to the applicant.
- b. There will not be unreasonable disruption of the natural terrain or unreasonable destruction of existing flora.
- c. There is no reasonable alternative to the requisite variance that will alleviate the difficulty or hardship complained of.
- d. The variance will not be greater than the minimum required to alleviate the difficulty or

hardship complained of.

- (l) The recommendation of zoning and planning commission shall include an analysis of whether:
 - a. The variance may violate the intent of this chapter or the goals of the city's comprehensive plan.
 - b. (Reserved).
 - c. (Reserved).
 - d. The variance may have an adverse effect on neighborhood properties, or interfere with the respective owners' enjoyment thereof.

Section 38.0.033. Interpretative criteria.

The board of adjustment and the zoning and planning commission, in performing their respective duties in reference to applications for variances, may be guided by these interpretative criteria:

- (m) Variances from the terms of this chapter should be granted sparingly.
- (n) Deviations from the requirements of this chapter are justified only where the hardship resulting from their application is substantial.
- (o) Usually, the granting of a variance must be predicated on a finding that the applicant's hardship arises from unusual conditions or circumstances, such as exceptional irregularity of shape or topography, which are peculiar to the parcel of land involved and not shared generally by other parcels in the neighborhood or district, or because no other reasonable alternative is available that will alleviate the unnecessary hardship complained of.
- (p) Normally, a variance is to be denied if conditions or circumstances relied on for a variance were self-created by the person having an interest in the property in disregard of city regulations.
- (q) The variance shall not violate the goals of the master plan for the city.
- (r) The variance shall not have an adverse effect on neighborhood properties or unreasonably interfere with the respective owners' enjoyment thereof.
- (s) The fact that lots, structures, uses or dimensional conditions on properties or structures within 200 feet of the property involved are, because they are nonconforming or because of previously granted variances, similar to the condition which would be created by the variance requested shall be relevant to, but not determinative of, the granting of the requested variance.
- (t) See section 22.03.009(c) for variances to enable the efficient use of solar energy devices.
- (u) When considering variance requests for nonresidential projects, whether granting the variance furthers achievement of the land planning principles set forth in the City's Master Plan, Attachment "B," as codified in the Code of Ordinances.

Section 38.05.035. Conditions.

The city council can impose, and the zoning and planning commission can recommend imposition of reasonable conditions upon granting a variance if the conditions are related to the subject of the variance. When considering variance requests for nonresidential projects, whether, the City can recommend the imposition of reasonable conditions that are necessary to achieve one or more of the land planning principles set forth in the City's Master Plan, Attachment "B", as codified in chapter 28 of the Code of Ordinances.

Public Comments:

At the time of the report, no written comments have been received in favor or in opposition of the request.

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.

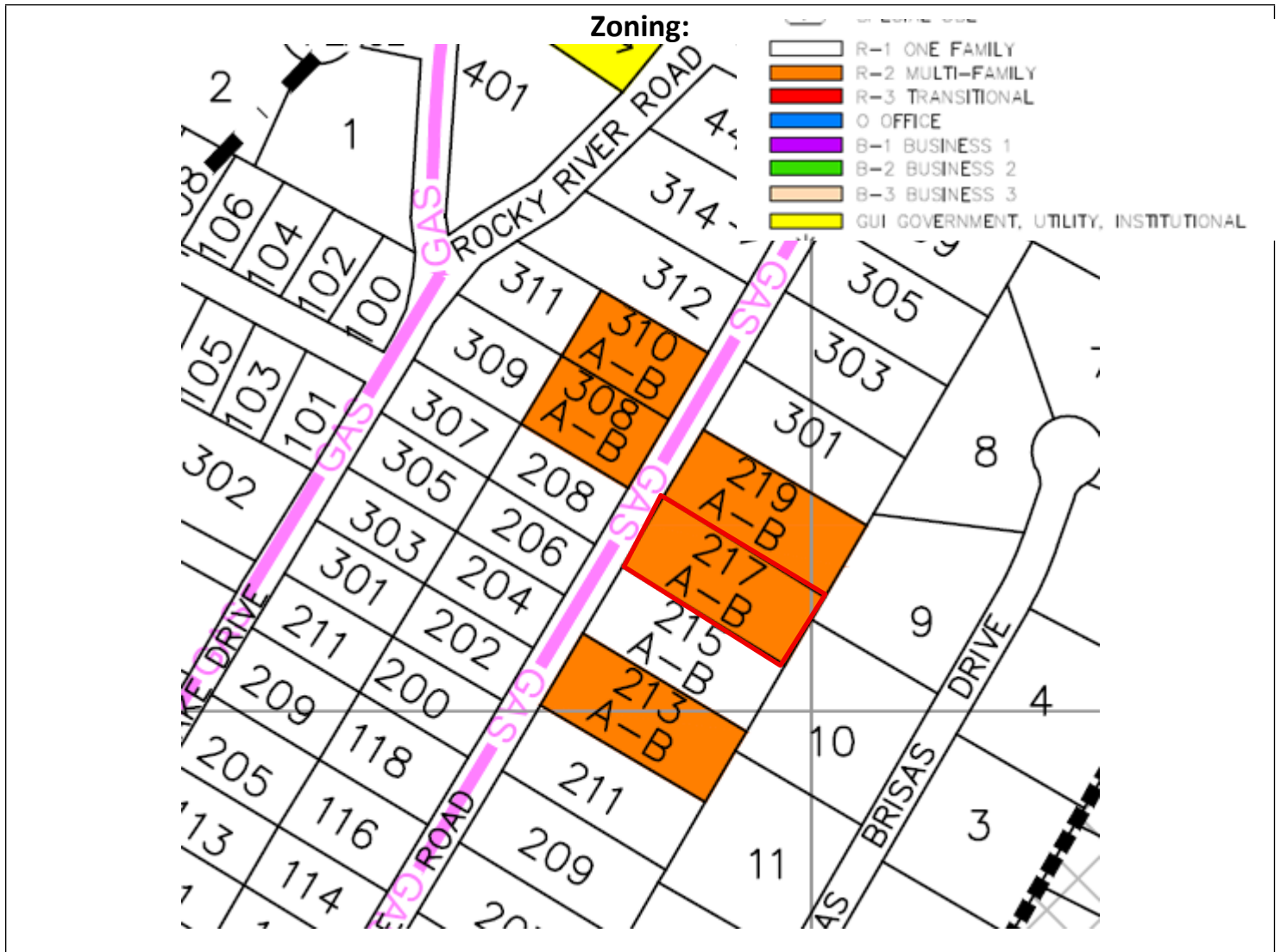
Links to Relevant Code:

(v) Section 22.03.275 Building setback distances

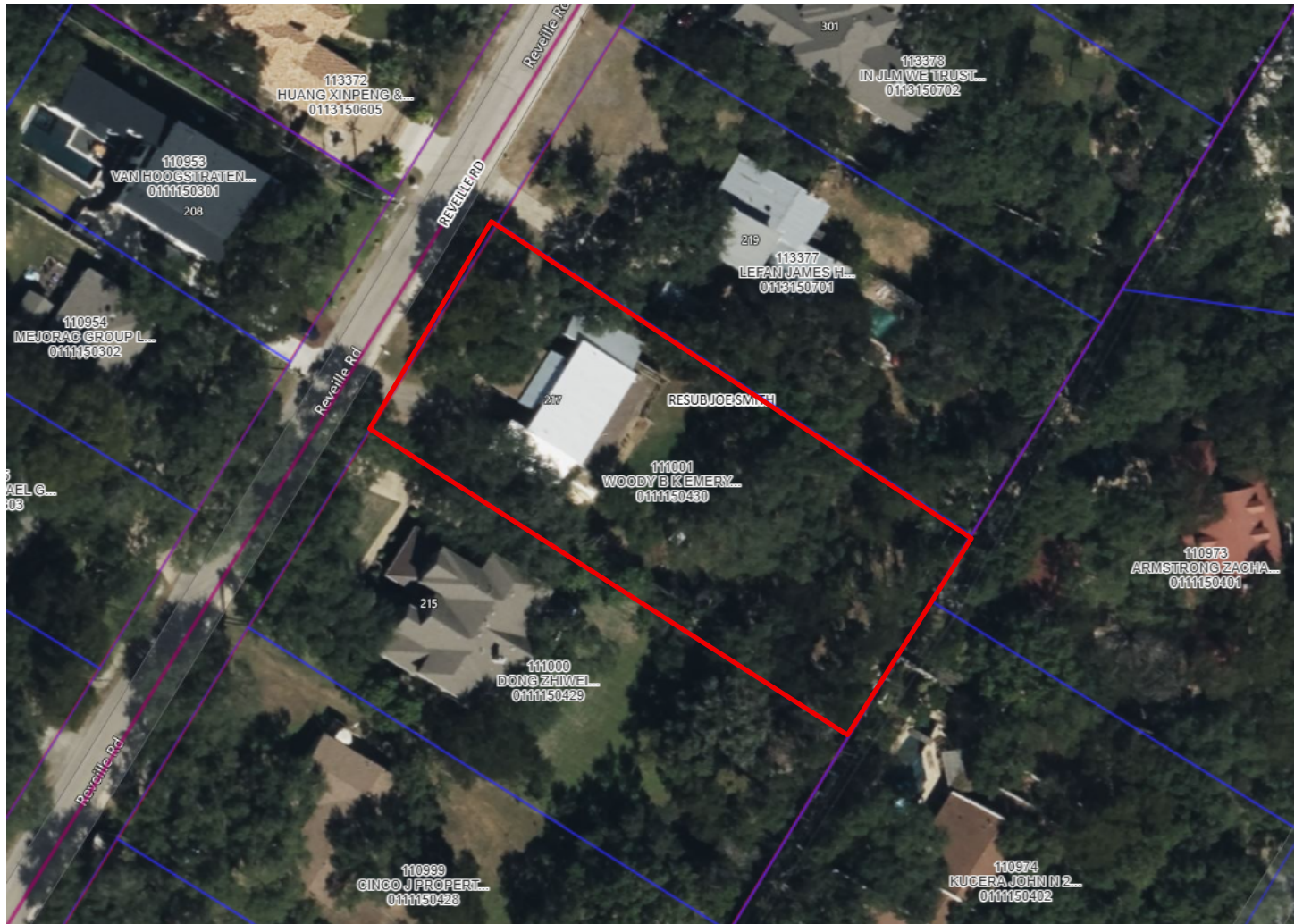
(w) Section 22.03.281 Schedule of Regulations

(x) Section 38.05.031 Variances

(y) Section 22.03.514 Criteria and process required for granting a variance



Aerial:



July 29, 2025
Robert Meisel, Chair
City of West Lake Hills
Zoning and Planning Commission

Re: 217 Reveille Road

Dear Mr. Meisel,

This letter is to request several variances for the property at 217 Reveille Road. This property does not have a garage, and the owner would like to build one. Consistent with the Intent of other sections of the Ordinance, the garage will be built in the rear yard. The new structure will conform with the required side and rear yard setbacks, and the site will conform with impervious cover requirements. However, it is a very narrow site, and there is no way to access the rear yard without encroaching into one of the side yards. We are endeavoring to keep the driveway as far from the property line as the existing house location will allow, and there is a fence along the property line that should minimize any disturbance to the neighboring property.

The new driveway requires two variances:

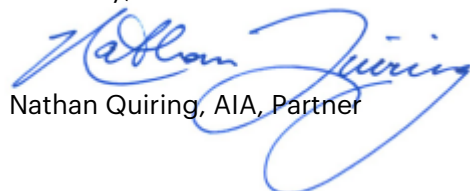
22.03.175(a)(2) - for the driveway to encroach on the side yard setback,
22.03.175(f) - for the driveway to be comprised of drive strips instead of the required 12-ft wide paving.

There are also several non-conforming existing conditions which shall remain:

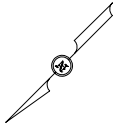
22.03.175(e)(2) to retain the existing circle drive with two curb cuts,
22.03.175(h)(1) to retain the existing park-able driveway in front of the house,
22.03.175(h)(4) to retain the existing porte-cochere structure over the driveway.

Thank you for your consideration.

Sincerely,


Nathan Quiring, AIA, Partner

SCALE: 1"=30'

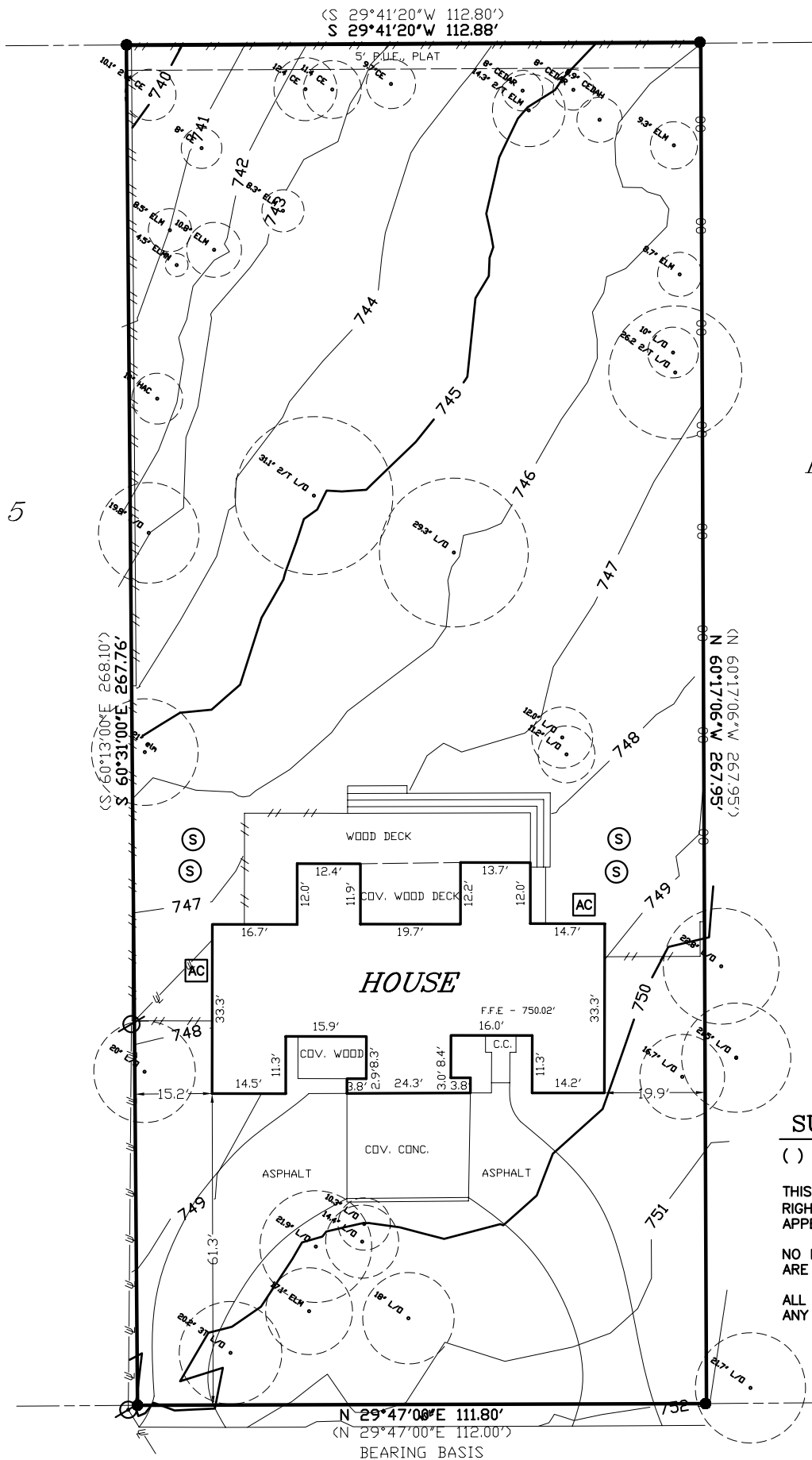


LEGEND

- CHAIN LINK FENCE
- UTILITY LINE
- WOOD FENCE
- A/C UNIT
- WATER METER
- IRON ROD FND.
- UTILITY POLE
- FIRE HYDRANT
- SEPTIC LID
- B.L. BUILDING LINE
- D.E. DRAINAGE ESMT.
- P.U.E. PUBLIC UTILITY ESMT.

LOT 5

LOT 7



SURVEYOR'S NOTES

() DENOTES RECORD INFORMATION

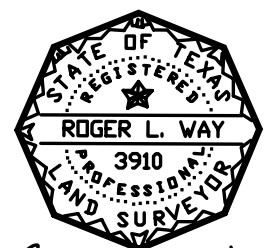
THIS LOT IS SUBJECT TO ALL EASEMENT RIGHTS AND/OR CONDITIONS WHICH MAY APPEAR ON THE PLAT OF RECORD.

NO LOCAL JURISDICTION BUILDING LINES ARE SHOWN HEREON.

ALL POINTS DOES NOT MAKE OR WARRANT ANY FLOOD ZONE DETERMINATION.

217 REVELLE ROAD
(50' R.O.W.)

LOT No. 6 BLOCK B SUBDIVISION / ADDITION JOE SMITH RESUB
 SECTION - PHASE - Book - Page(s) 39 Cabinet - PLAT RECORDS
TRAVIS COUNTY, TEXAS Volume 73 Slide -
 CITY - Reference: CLAY WOODY



Roger L. Way

*** IMPORTANT NOTICE ***

THIS SURVEY WAS PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT AND DEPICTS ONLY THOSE BOUNDARIES, EASEMENTS AND BUILDING LINES SHOWN ON THE RECORDED PLAT. BOUNDARY AMENDMENTS, ADDITIONAL EASEMENTS AND SETBACKS MAY AFFECT LOT 6.

By: _____ Date: _____
 FIELD WORK WW 02-28-25
 DRAFTING EL
 SURVEY DATE: 02-28-25
 Job No. 11B04324
 SCALE: 1"=20'



ALL POINTS SURVEYING
 1714 FORTVIEW ROAD - SUITE 200
 AUSTIN TX. 78704
 TELE: (512) 440-0071 - FAX: (512) 440-0199
 FIRM REGISTRATION # 10118900

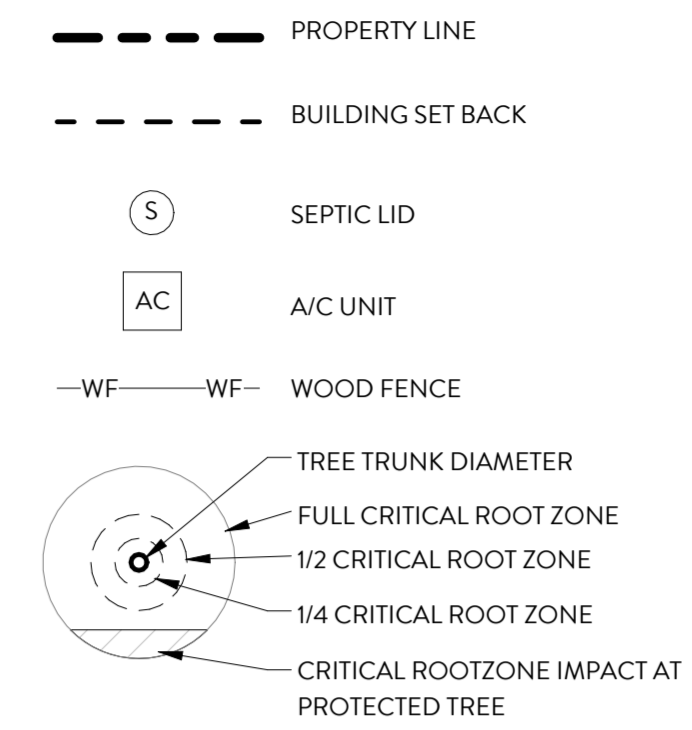


ISSUE DATE 7/2/2025
PROJECT NUMBER 24033

SCHEMATIC DESIGN

REVISIONS
1 07/29/2025 VARIANCE LIST

SITE PLAN LEGEND



SITE INFORMATION

SITE INFORMATION TAKEN FROM SURVEY PERFORMED BY ALL POINTS SURVEYING ON 02.28.2025, ROGER L. WAY, R.P.L.S. NO. 3910.

AREA CALCULATIONS

LOT SIZE - 29,889.27 SF	EXISTING	NEW/ADDED	TOTAL
1ST FLOOR CONDITIONED	2,561 SF	0 SF	2,561 SF
COVERED PARKING	517 SF	880 SF	1,397 SF
COVERED WOOD DECK	351 SF	0 SF	351 SF
TOTAL BUILDING COVERAGE	3,429 SF	880 SF	4,309 SF
% BUILDING COVERAGE (4,331 / 29,889.27) = 14.5%			
DRIVEWAY	2,036 SF	990 SF*	3,026 SF
WALKWAY TO FRONT DOOR	42 SF	0 SF	42 SF
UNCOVERED WOOD DECK (50% IMPERVIOUS COVER)	450 SF	-450SF	0 SF
AC PADS & SEPTIC TANK LIDS	95 SF	0 SF	95 SF
TOTAL NON-BUILDING COVERAGE	2,623 SF	540 SF	3,163 SF
TOTAL SITE COVERAGE (IMPERVIOUS)	6,052 SF	1,420 SF	7,472 SF
% IMPERVIOUS COVER (7,472/29,889.27) = 25.0%			

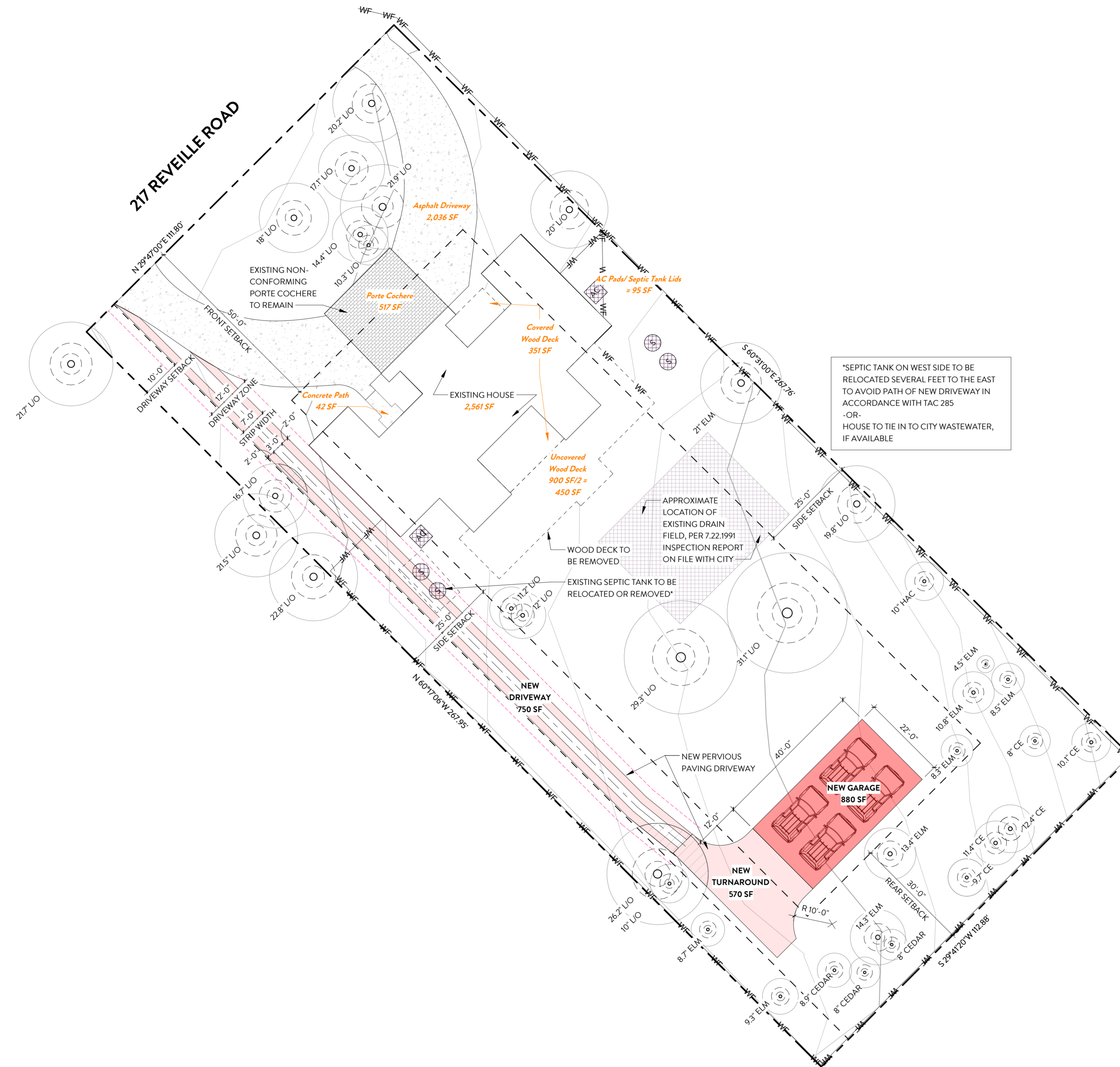
* NOTE: PERMEABLE PAVING IS CONSIDERED TO BE 75% IMPERVIOUS COVER. 1,320 SF * 75% = 990 SF

ZONING REQUIREMENTS

JURISDICTION	WEST LAKE HILLS
ZONING	R-2
MIN. FRONT SETBACK	50 FT
MIN. REAR SETBACK	30 FT
MIN. SIDE SETBACK	25 FT
MAX HEIGHT OF STRUCT.	30 FT
MAX IMPERVIOUS COVER	25%

VARIANCES REQUIRED

- 22.03.175 (A)(2) DRIVEWAY SETBACK
- 22.03.175(E)(2) DRIVEWAY NUMBER
- 22.03.175(F) DRIVEWAY WIDTH
- 22.03.175(H)(1) PARKING LOCATION
- 22.03.175(H)(4) PARKING UNDER STRUCTURE



*SEPTIC TANK ON WEST SIDE TO BE RELOCATED SEVERAL FEET TO THE EAST TO AVOID PATH OF NEW DRIVEWAY IN ACCORDANCE WITH TAC 285
-OR-
HOUSE TO TIE IN TO CITY WASTEWATER, IF AVAILABLE

APPROXIMATE LOCATION OF EXISTING DRAIN FIELD, PER 7.22.1991 INSPECTION REPORT ON FILE WITH CITY

EXISTING SEPTIC TANK TO BE RELOCATED OR REMOVED*

WOOD DECK TO BE REMOVED

01 ARCHITECTURAL SITE PLAN
1/16" = 1'-0"

City of West Lake Hills

MINUTES OF A ZONING & PLANNING COMMISSION (ZAPCO)

REGULAR MEETING

Wednesday, August 20, 2025 at 6:30 PM

1. **Call to Order: Chair Robert Meisel**

- a. Meeting begins at 6:30pm
- b. Roll Call
 1. Chair Robert Meisel: Present
 2. Vice-Chair Jim Pledger: Present
 3. Commissioner Julia Webber: Present
 4. Commissioner Karen Bartoletti: Present
 5. Commissioner Patrick Stewart: Present
 6. 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.

1. Approval of the July 16, 2025 Zoning and Planning Commission minutes
2. Approval of the August 5, 2025 Special ZAPCO meeting minutes
3. Report of previous ZAPCO cases acted upon by the BOA/Council

- a. **Action:** Commissioner Pledger moves for approval of the Consent Agenda
 - i. Commissioner Webber Seconds
 - ii. Motion carries unanimously (5 – 0)

4. **Public Hearing: 1206 Yaupon Valley Road:** Discuss and make a recommendation for the rezoning of Lot 9 of Stonehedge Estates Block X from R-2, Two-Family Residential District to R1, One-Family Residential District (Section 38.05.092 of the West Lake Hills Code).

Applicant: John Hussey, Site Specifics

1. **Staff Report:**

- i. Director Bills describes the existing non-conforming property currently zoned R-2, and the request to change to R-1 for the redevelopment of the building as a single-family structure

2. Public Comments

- i. John Hussey – Applicant
 - 1. Offers to answer any questions
- ii. Grant Stanis – neighbor
 - 1. Expresses support for zoning change

3. Discussion:

- i. **None**

4. Action:

- i. Commissioner Maccini moves that the Zoning Change request be forwarded to City Council with a recommendation of approval
 - 1. Commissioner Pledger Seconds
 - 2. Motion carries unanimously (5-0)

The recommendation will be forwarded to the City Council for consideration at the regular meeting on August 10, 2025

- 5. Public Hearing: 1801 Basin Ledge: Discuss and make recommendations on a proposed variance to allow for the removal of one tree 14 inches and greater (Tree 70, 14-inch cedar) (Section 22.03.304 of the West Lake Hills Code).

Applicant: James Gatlin, JAG Permits

a. Staff Report:

- i. Director Bills describes the request to remove a 14-inch cedar tree for the construction of a new home on the property

b. Public Comments:

- i. James Gatlin – Applicant
 - a. Explains that the request to remove the cedar tree is being withdrawn, as they believe it can be saved.

c. Discussion: None required with withdrawal

d. Action: None required with withdrawal

- 6. Public Hearing: 1801 Basin Ledge: Discuss and make recommendations on proposed variances

1. To allow for a septic tank to encroach 15 feet into the 25-foot side setback (Section 22.03.276 and 22.03.281 of the West Lake Hills Code of Ordinances), and
2. For excavation and grading, greater than 18” in the building setback (Section 22.03.170 – Site Disturbance (Excavation, Grading, or Filling)).

Applicant: James Gatlin, JAG Permits

a. Staff Report:

- i. Director Bills describes the variance requests for encroachment on the side setback with septic tank and for grading greater than 18” in the setback.
- ii. Director Bills explains that upon review of the draft plan, the City Engineer believes further variances related to cut and fill or driveway slope may be required for the proposed project

b. Public Comments:

- i. James Gatlin (appearing by telephone) – Applicant
 - a. Explains that moving the septic to another location may impact trees
- ii. Andres Galindo – Architect
 - a. Describes the proposed plans to the commission and explains how the slope makes site conditions challenging.

c. Discussion:

- i. Chair Meisel: The issue is a house that’s 4 times the size of the existing home
- ii. Commissioner Webber:
 1. This is a challenging site, but the proposed design is oversized for site
 2. Webber: it’s difficult to make a recommendation knowing that more variances for the site are likely to be required
- iii. Chair Meisel: There’s nothing unusual about a steep lot in West Lake Hills. Wanting a larger house is a self-created hardship
- iv. Commissioner Bartoletti: Based on interpretive criteria, the Commission can’t conclude that the variance would not violate the intent of the chapter or impact neighboring properties

d. Action:

- i. Commissioner Bartoletti recommends that the variances be forwarded to the Board of Adjustment with a recommendation of denial based on the commission’s failure to conclude that the variance does not violate the

intent of the chapter or that the variance would not have an adverse impact on neighboring properties, based on the interpretive criteria and that the hardships are design-driven.

1. Commissioner Pledger seconds
2. Motion carries unanimously (5-0)

The recommendation will be forwarded to the Board of Adjustment for consideration at the regular meeting on August 10, 2025

7. Public Hearing: 477 Cortona Drive: Discuss and make a recommendation on a variance to encroach 20 feet into the 25-foot side setback with a backup generator (Section 22.03.275 and 22.03.281 of the West Lake Hills Code).

Applicant: David Bravo, Bravo Interior Design

1. Staff Report:

- i. Director Bills describes the proposed variance to locate a generator in the side setback in a former Austin Energy utility easement.
 1. The applicant did get the easement released by the City of Austin

2. Public Comments:

- i. Applicant: David Bravo
 1. Describes the nature of the site and why the applicant is requesting to place the generator in this location

3. Discussion:

- i. Commissioner Maccini: Burden of generator impact and noise should be borne by homeowners instead of neighbors. On a 1-acre lot there should be another location
- ii. Chair Meisel: There are existing pads for AC on multiple sides of the house – why can't the generator be located with the existing equipment
 1. David Bravo: Expresses that it may be possible to move the generator to an alternate location

4. Action:

1. At applicant's request, Commissioner Webber moves that the item be postponed to the September 17 ZAPCO meeting so that the applicant has time to consider relocation of the generator. It is also explained to the applicant that if the generator can be moved to a conforming location, they may not need to return for an additional hearing.
 - a. Commissioner Bartoletti seconds

- b. Motion passes unanimously

Item will be postponed to the September 17, 2025 Zoning and Planning Commission meeting

- 8. Public Hearing: 912 Calithea: Discuss and make recommendations on proposed variances:

- 1. 1. To allow for a second driveway on a residential lot where one is the maximum (Section 22.03.175(E)(2): Driveway Standards)
- 2. To install a new septic tank encroaching on the 25-foot side building setback (Section 22.03.276: Setbacks for accessory structures)
- 3. To install a new septic tank encroaching on the 25-foot side building setback (Section 22.03.281: Dimensional Regulations)

Applicant: Ross Smith, South Town Dream Homes

a. Staff Report:

- i. Director Bills describes the variance request to allow for the installation of a second driveway and to build a new septic tank in the side setback.
- ii. Chair Meisel: is sewer available?
 - a. Director Bills: not in this part of town

b. Public Comments:

- i. Ross Smith – Applicant
 - a. Describes the issues with the existing septic system and difficulty surrounding the driveway and parking on site
- ii. Grant Stanis - Neighbor
 - a. This is not an owner-occupied house, but a short-term rental property
 - b. The home site was purchased with understanding of driveway rules in the City of West Lake Hills
- iii. Patrick Johnson - Neighbor
 - a. Backing out is difficult in all of West Lake Hills. This is not a unique hardship for the homeowners
 - b. The short-term rental that had been operated on site is a detriment to neighboring properties

c. Discussion

- i. Commissioner Stewart: Has a turnaround without a second drive been considered?

- a. Ross Smith: Explains that many options have been explored, and that they believe this to be the least invasive.
- ii. Commissioner Pledger: Indicates he is inclined to recommend denial on driveway request.
- iii. Commissioner Webber: Indicates she is also inclined to deny septic variance to re-orient the septic from its existing location, increasing non-conformance

d. Action:

- i. Commissioner Maccini moves that all variances be forwarded with a recommendation of denial based on the requests violating the intent of the chapter, lack of hardship, and the adverse effect on neighboring properties.
 - a. Pledger seconds
 - b. Motion carries unanimously 5-0

The recommendation will be forwarded to the Board of Adjustment for consideration at the regular meeting on August 10, 2025

9. Public Hearing: 217 Reveille Rd.: Discuss and make recommendations on proposed variances:

1. To allow for a driveway to encroach approximately 2 feet into the 10-foot driveway setback (Section 22.03.175(A)(2): Minimum side parking setback)
2. To allow for a driveway with a width of 7 feet where 12 feet is the minimum (Section 22.03.175(F): Minimum driveway width)
3. To keep an existing non-conforming second driveway where only one is allowed by code (Section 22.03.175(E)(2): Driveway standards)
4. To keep existing non-conforming parking spaces not located behind the dwelling unit (Section 22.03.175(H)(1): Parking locations in the R-2 district)
5. To keep existing non-conforming parking spaces underneath a portion of a dwelling unit (Section 22.03.175(H)(4): Parking prohibited under any portion of dwelling unit)

Applicant: Nathan Quirring, Clayton Korte

a. Staff Report:

- i. Director Bills explains the variance request to build a driveway consisting of pavement strips measuring 7' from edge to edge that will cause vehicles using the driveway to encroach on the setback.
- ii. With the addition of the additional driveway and alteration to the existing drive, the existing non-conforming driveway, parking structure, and parking locations would be required to come into conformance or receive variances to remain.

b. Public Comments:

- i. Nathan Quirring: Applicant
 - a. Discussed applicant's wish to provide parking in the back
- ii. Andrew Polk – Neighbor
 - a. Is the property owner under any mandate to change existing non-conforming features?
 - b. Is this driven by wish to put a driveway in the back?
 - c. Would this variance allow the applicant to build a larger structure other than what is proposed?

c. Discussion:

- i. Commissioner Maccini: Since they're not being forced to have a garage, there isn't a reason to grant a variance to build one
- ii. Commissioner Webber: Homeowners should choose between the u-drive and the garage
- iii. Chair Meisel: Property is functioning as intended.
- iv. Commissioner Webber: Does the city have stipulations against tandem parking?
 - a. Director Bills: It does not
- v. Commissioner Webber: Feels like application is short on some critical information regarding impervious cover, critical root zones, and more

d. Action:

- i. Commissioner Webber moves to recommend denial based on the variances violating the intent of the chapter, the impact on trees, violating parking regulations, and that the variances may have an adverse impact on neighboring properties.
 - a. Motion dies for lack of a second
- ii. Commissioner Pledger moves to forward variances 1 and 2 with a recommendation of approval and variances 3, 4, and 5 with a recommendation of denial.
 - a. Commissioner Bartoletti seconds

- 1) Commissioner Webber recommends an amendment to the motion to recommend approval of variances 4 and 5 and removal of the second curb cut (denial of variance 3).
- 2) Commissioner Pledger seconds
- b. The amended motion: Recommend approval of variance requests 1, 2, 4, and 5 with the removal of the curb cut (denial of variance 3) based on an analysis determining that variances 1, 2, 4, and 5 do not violate the intent of the chapter, will not the impact on trees, will not violatie of parking regulations, and that the variances as recommended will not have an adverse impact on neighboring properties.
 - 1) Commissioner Bartoletti seconds
 - 2) Motion carries 4:1 - Maccini opposed

The recommendation will be forwarded to the Board of Adjustment for consideration at the regular meeting on August 10, 2025

10. Adjournment – Chair Robert Meisel

Chair Meisel adjourns the meeting at 9:00 pm

APPROVED:

Robert Meisel, Chair

ATTEST:

Joel Sherrouse, Development Coordinator

These minutes were approved on _____, 2025.

DRAFT

Exhibit A

217 Reveille Road – Driveway Width, Driveway Setback, Non-conforming Driveways

Applicant's Findings of Fact

1. The strict or literal enforcement of the terms of this chapter, because of special conditions, will result in unnecessary hardship to the applicant.

Without the variance, parking will be limited to the front yard. There is no way to access the back yard without infringing on the side yard setback.

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

The proposed driveway route will follow the natural grade of the land. Drive strips will be used to minimize destruction of existing flora, though it is primarily turf grass. Permeable paving will be used to minimize drainage impact.

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

Placing the Garage in the front yard was considered (though never desired) and violates 38.03.033(c)(4).

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

The driveway will be kept as far from the lot line, and close to the house, as is practical.

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

Providing a garage behind the house, instead of open parking in front of the house, is consistent with other sections of the Ordinance.

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

Most of the driveway length will be screened from the neighbor's property by an existing wood fence.

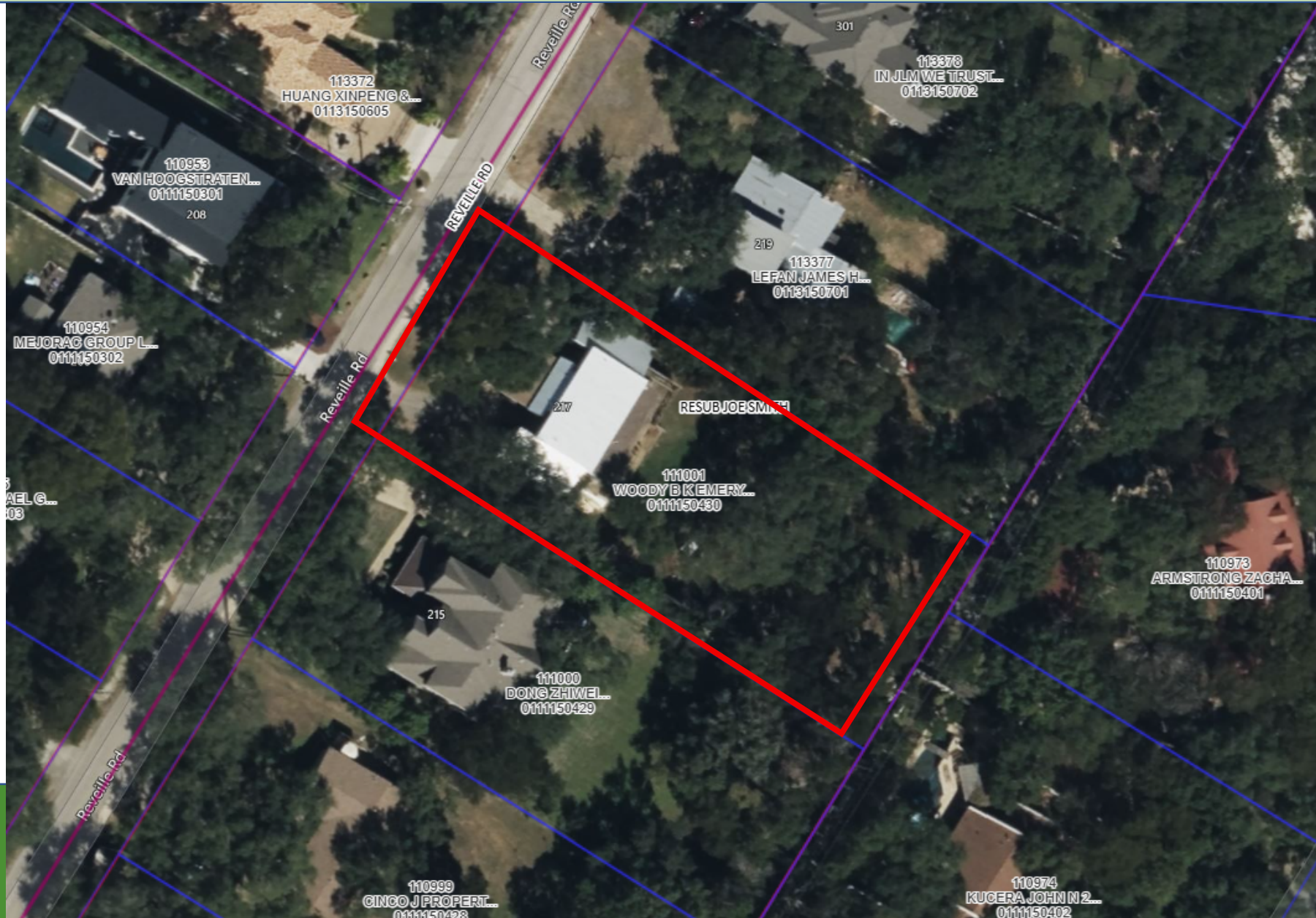
217 Reveille Road

9. Discuss and consider action on a recommendation from ZAPCO on proposed variances:
 1. To allow for a driveway to encroach into the 10-foot driveway setback (Section 22.03.175(A)(2): Minimum side parking setback)
 2. To allow for a driveway with a width of 7 feet where 12 is the minimum (Section 22.03.175(F): Minimum driveway width)
 3. To keep an existing non-conforming second driveway where only 1 is allowed by code (Section 22.03.175(E)(2): Driveway standards)
 4. To keep existing non-conforming parking spaces not located behind the dwelling unit (Section 22.03.175(H)(1): Parking locations in the R-2 district)
 5. To keep existing non-conforming parking spaces underneath a portion of a dwelling unit (Section 22.03.175(H)(4): Parking prohibited under any portion of dwelling unit)

Applicant: Nathan Quiring, Clayton Korte



217 Reveille Road



217 Reveille Road

- Site is zoned R-2 – Two Family Residential
- Structure was built in 1970.
- Two units with 2,108 sf of conditioned space, with 5,732 sf of improvements on site
- There is an existing non-conforming u-driveway (two driveway cuts) and a covered front carport.



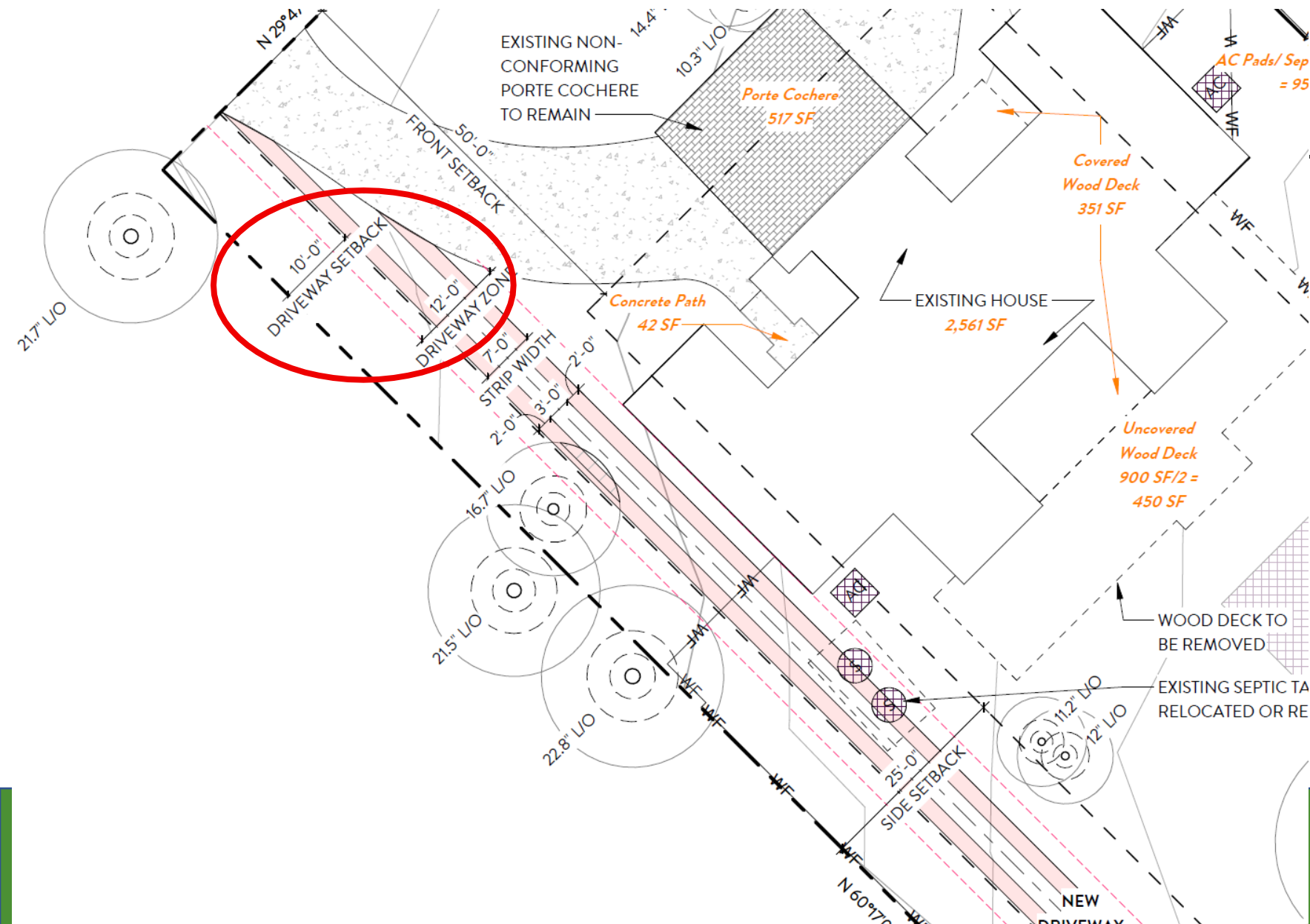
217 Reveille Road

Code Requirement

- Section 22.03.175 Off-Street parking and parking pad requirements in residential areas.
 - (2) The minimum setback distance for driveways and parking areas from boundary lines shall be 10 feet. Excluded from this setback is the first 10 feet of the driveway that connects to the adjacent street.



217 Reveille Road



Request

- To encroach approximately 2 feet into the 10-foot side setback with the driveway area on the southwest side of the property.

217 Reveille Road

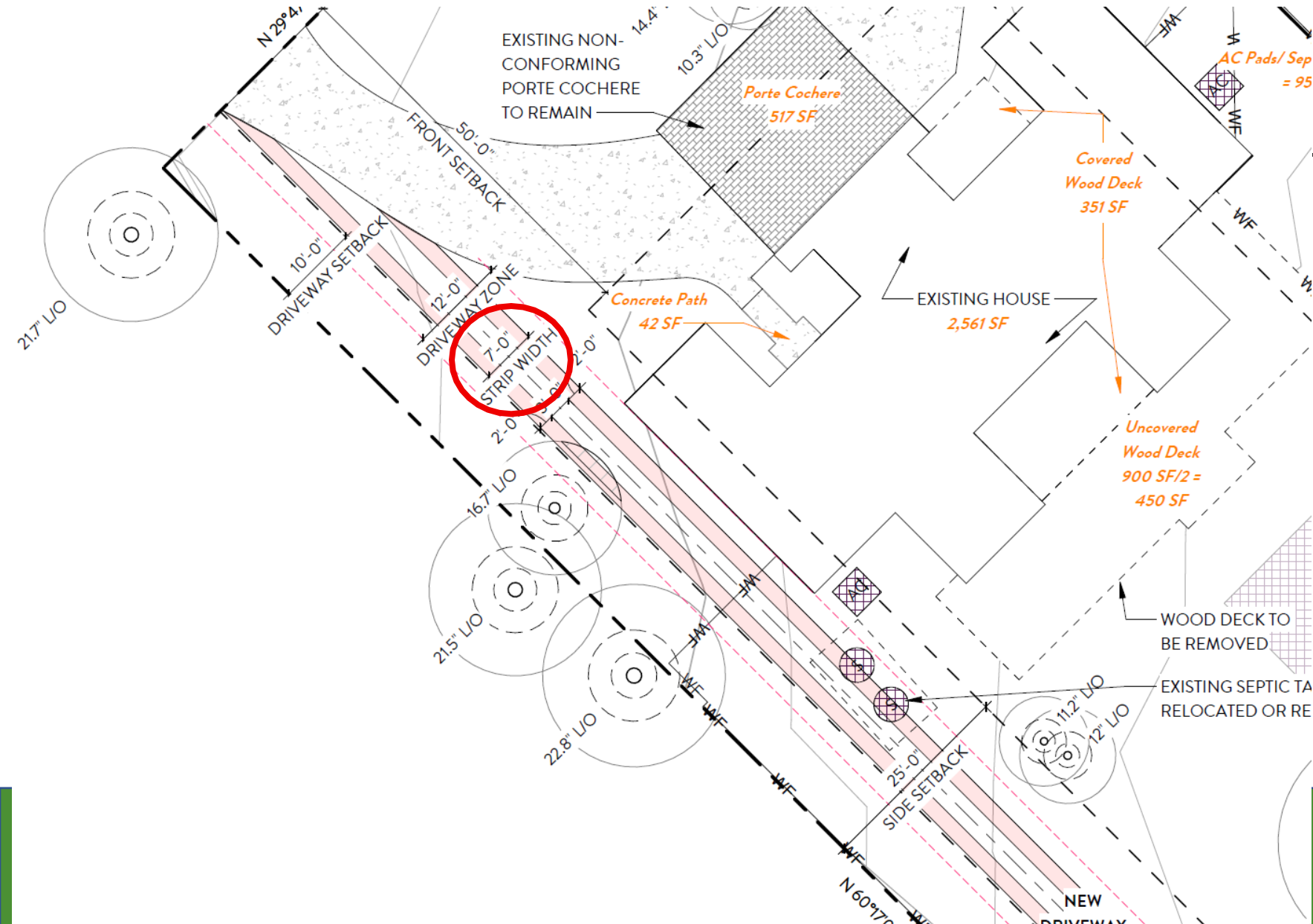
Code Requirement

- Section 22.03.175. Off-street parking and parking pad requirements in residential areas.

(f) Residential driveways shall not be less than 12 feet in surface width.



217 Reveille Road



Request

- To construct driveway wheel strips that provide 7 feet of driving surface width.

217 Reveille Road

Code Requirement

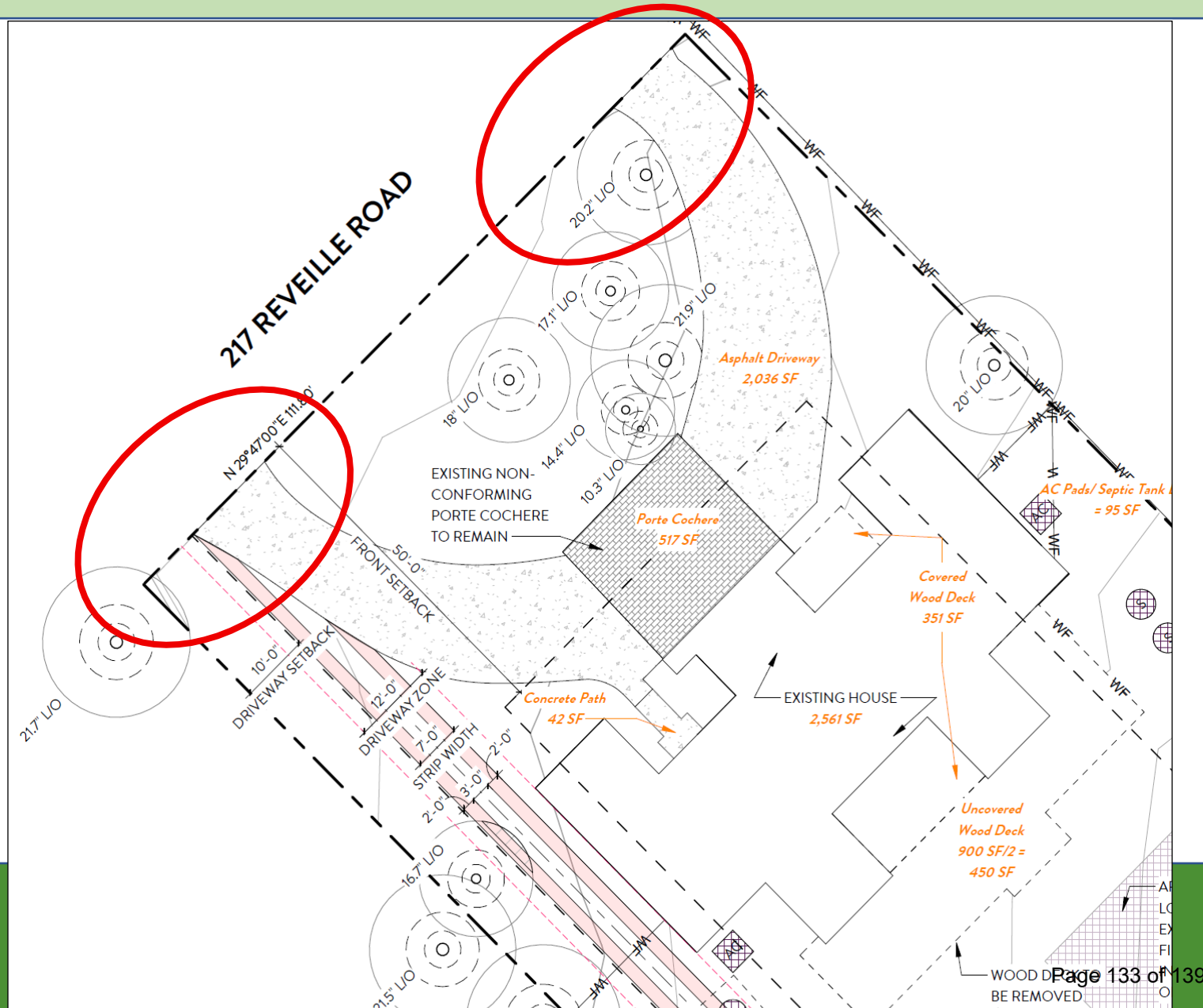
- Section 22.03.175. Off-street parking and parking pad requirements in residential areas.
- (2) Only **one driveway** is allowed per primary dwelling unit, regardless of the number of lots, frontage on more than one roadway, or character of accessory structures. The driveway entrance/exit shall not exceed 20 feet in width. The location of all driveways shall be approved by the city inspector. The parking spaces and driveway surfaces shall be those required in sections 22.03.241, 22.03.242, 22.03.244 and 22.03.247.



217 Reveille Road

Request

- The applicant is requesting to keep the non-conforming driveways and extend one of the driveways to the back of the property.



217 Reveille Road

Code Requirement

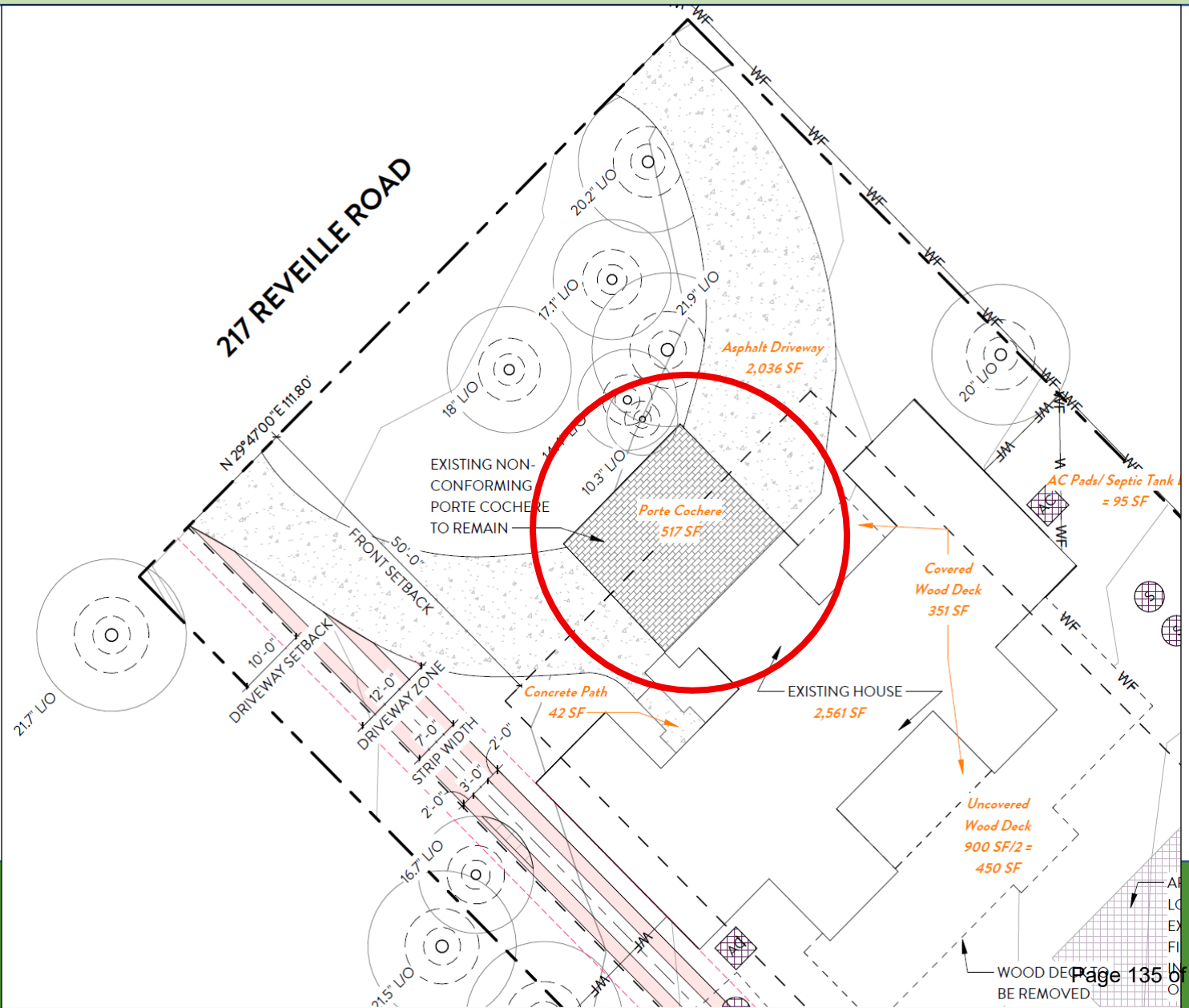
- Section 22.03.175 (h) Additional requirements for two-family residential structures in R-2:
 - (1) All parking spaces shall be located behind the dwelling units and the garage entrance shall not face the street.
 - (2) The garage shall be enclosed.
 - (3) At least two parking spaces are required for each family dwelling unit.
 - (4) Parking is prohibited under any portion of the dwelling units.



217 Reveille Road

Request

- The applicant is requesting to keep the non-conforming porte cochere at the front of the property over the driveway.



217 Reveille Road

Public Comment:

As of the date of the report, no comments have been received.



217 Reveille Road

The Board of Adjustments can recommend imposition of, reasonable conditions upon granting a variance if the conditions are related to the subject of the variance.

This item was reviewed by the Zoning and Planning Commission on August 20, 2025 and recommended recommendation of **approval** by a vote of 4-1 (Maccini opposed) of variances 1, 2, 4, and 5 with the **condition that the second driveway curb cut be removed (denial of variance 3)** based that the other four meet the analysis that the variance do not violate the intent of the chapter, will not have an impact on trees, will not violate parking regulations, and that the variances as recommended will not have an adverse impact on neighboring properties.



217 Reveille Road

Chapter 38 – Variance Criteria

Discuss and consider action if the following conditions are fulfilled:

1. The applicant has established by competent evidence that:
 - A. The strict or literal enforcement of the terms of this chapter, because of special conditions, will result in unnecessary hardship to the applicant.
 - B. There will not be unreasonable disruption of the natural terrain or unreasonable destruction of existing flora.
 - C. There is no reasonable alternative to the requisite variance that will alleviate the difficulty or hardship complained of.
 - D. The variance will not be greater than the minimum required to alleviate the difficulty or hardship complained of.



217 Reveille Road

Applicable Interpretative criteria

1. Variances from the terms of this chapter should be granted sparingly.
2. Deviations from the requirements of this chapter are justified only where the hardship resulting from their application is substantial.
3. Usually, the granting of a variance must be predicated on a finding that the applicant's hardship arises from unusual conditions or circumstances, such as exceptional irregularity of shape or topography, which are peculiar to the parcel of land involved and not shared generally by other parcels in the neighborhood or district, or because no other reasonable alternative is available that will alleviate the unnecessary hardship complained of.
4. Normally, a variance is to be denied if conditions or circumstances relied on for a variance were self-created by the person having an interest in the property in disregard of city regulations.
5. The variance shall not violate the goals of the master plan for the city.
6. The variance shall not have an adverse effect on neighborhood properties or unreasonably interfere with the respective owners' enjoyment thereof.
7. The fact that lots, structures, uses or dimensional conditions on properties or structures within 200 feet of the property involved are, because they are nonconforming or because of previously granted variances, similar to the condition which would be created by the variance requested shall be relevant to, but not determinative of, the granting of the requested variance.