



CITY OF WEST LAKE HILLS, TEXAS
NOTICE OF ZONING & PLANNING COMMISSION (ZAPCO) REGULAR MEETING
Wednesday, October 15, 2025 at 6:30 PM

Notice is hereby given that the Zoning and Planning Commission (ZAPCO) of the City of West Lake Hills, Texas, will hold a Regular Meeting on the 15th day of October 2025 at 6:30 p.m., in the Council Chamber, Municipal Building, 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 planner@westlakehills.gov by 1:00 P.M. on October 15, 2025

1. Call to Order. Chairman Robert Meisel.
2. Citizen Communications The Commission welcomes public comments at this point on any issue. If the issue is listed on the agenda, the speaker may choose to comment during the Public Comment period or when the specific agenda item is taken up by the Commission later in the meeting. The Commission cannot respond to or discuss matters not listed on the agenda. The Commission may provide factual information, refer the item to a staff member, or request the item be added to a future meeting agenda. Speakers shall limit their comments to five (5) minutes each
3. Consent Agenda The following items are considered to be self-explanatory by the Commission and will be enacted with one motion. There will be no separate discussion of these item/s unless a Commission Member or citizen so requests.
 - a. Approval of the September 17, 2025 Zoning and Planning Commission Meeting minutes
 - b. Report of previous ZAPCO cases acted on by the BOA/City Council
4. Administration Appointment of Zoning and Planning Commission vice-chair

5. **Public Hearing 706 Laurel Valley Rd.:** Discuss and consider action to make a recommendation to City Council on the release of a portion of a 10-foot wide public utility and drainage easement on a recorded plat (Section 36.01.017 of the West Lake Hills Code).

Applicant: Donald Henslee, Property Owner

6. **Public Hearing 406 Redbud Trl.:** Discuss and consider action to make a recommendation to the Board of Adjustment on a variance to allow for grading on a slope of 35% or greater (Drainage and Erosion Control Design Manual Section 7.4.1).

Applicant: Bhavani Singal - Workshop No 5

7. **Public Hearing 701 S Capital of Highway Building J:** Discuss and consider action to make a recommendation to City Council on the following variances from the Uniform Sign Agreement and Chapter 32 of the Code of Ordinances for Building J in the Village at Westlake shopping center:

1. For the installation of 2 signs not spaced within 2 inches of a masonry face (Village at Westlake Uniform Sign Criteria section I.E)
2. For the installation of 2 signs not matching the approved colors for the site (Village at Westlake Uniform Sign Agreement section I.K)
3. For the installation of a sign on the roof of a building (Code of Ordinances Section 32.01.016(15) - Prohibited Signs)
4. For the installation of a canopy sign that does not match any of the allowed sign types (Code of Ordinances Section 32.03 - Sign Categories)

Applicant: Vince Buxton - First and Main Signs

8. Adjournment. Chairman Robert Meisel.

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

Certificate

I certify that the above Notice of the October 15, 2025 Zoning & Planning Commission Meeting was posted on the front window at the Municipal Building, 4010 Bee Cave Road, West Lake Hills, Texas on Thursday, October 9, 2025 at 5:00 pm. and will remain posted continuously until said meeting is convened.

By Joel Sherrouse, Development Coordinator

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

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