

CITY OF WEST LAKE HILLS, TEXAS  
MINUTES OF A BOARD OF ADJUSTMENT (BOA) REGULAR MEETING  
Wednesday, December 10, 2025 at 7:00 PM

1. Call to Order

**With a quorum present, Chair Vaughan called the meeting to order at 7:01 p.m.**

**BOARD MEMBERS PRESENT:**

Chair James Vaughan  
Gordon Bowman  
Dana Harmon  
Brian Plunkett  
Darin Walker  
Jim O'Connor (alternate)

**CITY STAFF PRESENT:**

City Administrator Trey Fletcher  
City Secretary Terry Blanchard  
Director of BDS Jennifer Bills  
Chief of Police Scott Gerdes  
City Attorney Charles E. Zech

The meeting was suspended at 7:02 p.m.

The meeting was reconvened at 7:03 p.m.

2. Citizen Communications The Board welcomes public comments at this point on any issue. If the issue is listed on the agenda, the speaker may choose to comment during the Public Comment period or when the specific agenda item is taken up by the Board later in the meeting. The Board cannot respond to or discuss matters not listed on the agenda. The Board may provide factual information, refer the item to a staff member, or request the item be added to a future meeting agenda. Speakers shall limit their comments to five (5) minutes each.

**Chair Vaughan opened the meeting for public comments. Hearing none, the public comment section was closed.**

3. Administration Discuss and consider action to approve the November 12, 2025 Regular Meeting Minutes.

**MOTION: Upon a motion made by Board Member Harmon and a second by Board Member Walker, the Board voted six (6) for and none (0) opposed to approve the minutes as presented. Motion carried.**

4. Land Use 704 Laurel Valley Drive — Discuss and consider action on a recommendation from ZAPCO on variances for new residential construction:
1. For grading on a slope greater than 35%, where no grading is allowed by code (Drainage and Erosion Control Manual Section 7.4.1)
  2. For closed cuts and fills greater than 10' in height on slopes between 25% and 35%, where the maximum closed cut is 10 feet and the maximum closed fill is 6 feet by code (Drainage and Erosion Control Manual Section 7.4.1)

Applicant: Davin Fillpot, Architect LLC

Director Bills gave a summary. To date, two written comments in support have been received. ZAPCO recommended denial. Ernesto Cragolino with AlterStudio gave a presentation to the Council. The hardship is due to the irregularity of previous cuts. The plan is to stay at 25% impervious coverage by removing the circular drive. The erosion issues from open cuts will be corrected. Reviewed proposed floor plans. The civil engineers will provide required letters. Brenda Smith (neighbor at 925 Live Oak Circle) asked questions about the location, height and stone color.

**MOTION: Upon a motion made by Board Member Walker and a second by Board Member Plunkett, the Board voted six (6) for and none (0) opposed to approve the variances as unnecessary to hardship to the applicant is to be pre-existing conditions based on prior construction and that there is no reasonable alternative to the requisite variance due to the fact that they would have to take out the driveway in order to get the pool. Motion carried.**

5. Land Use 803 Loma Linda Drive — Discuss and consider action on a recommendation from ZAPCO on variances for new residential construction:
  1. For the continuation of existing non-conforming status following destruction exceeding 50% of the replacement cost of the damaged structure (Section 38.04.061 (8))
  2. For roof overhangs/eaves extending more than 2 feet into the front yard setback (Section 22.03.275 (3))
  3. For grading greater than 18 inches in the front and side building setback (Section 22.03.170 (f))

Applicant: Bill Roesch, Property Owner

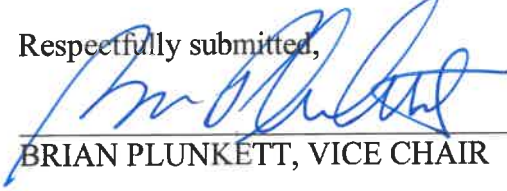
Director Bills gave a summary. To date, four written comments in support have been received. ZAPCO recommended approval with condition that applicant demonstrates that the walls were necessary. The Council heard a recorded statement from the property owner. Alejandra Flores reviewed the variance requests with the Council. Mark Blumenthal (neighbor at 950 Roadrunner) spoke in support of the family and proposed variance requests.

**MOTION: Upon a motion made by Chair Vaughan and a second by Board Member Harmon, the Board voted six (6) for and none (0) opposed to approve variance request #1 and #2, and approve request #3 conditional on drainage engineering report demonstrating the necessity of grading greater than 18" in order to prevent damage to the property due to drainage issues; the unnecessary hardship to the applicant being quite evident, their house unfortunately burned down and there is no reasonable alternative to the requisite variances that will alleviate that difficulty. Motion carried.**

## 6. Adjournment

Chair Vaughan adjourned the meeting at 7:52 p.m.

Respectfully submitted,

  
BRIAN PLUNKETT, VICE CHAIR

ATTEST:

  
Terry Blanchard, TRMC  
City Secretary

These minutes were approved on January 14, 2026.

