



CITY OF WEST LAKE HILLS, TEXAS
NOTICE OF BOARD OF ADJUSTMENT (BOA) REGULAR MEETING
Wednesday, September 9, 2020 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 REMOTE Regular Meeting on the 9th day of September 2020 at 7:00 p.m., at which time the following items will be discussed, to-wit:

REMOTE ACCESS ONLY:

In accordance with the order of the Office of the Governor issued March 16, 2020, the City Council of the City of West Lake Hills will conduct a telephonic meeting in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the Coronavirus (COVID19).

The public may participate in this meeting by dialing in to the following toll free number: **(346) 248-7799**, Meeting ID **834 2276 4266**, Password: **387042**

If you wish to speak during the meeting, please provide your name, phone number and the item number you wish to speak on to citysec@westlakehills.org by 1:00 P.M. on September 9, 2020

Members of the public who wish to submit their written comments in lieu of speaking shall submit their comments by emailing citysec@westlakehills.org. Comments must be received by 1:00 P.M. on September 9, 2020

1. Call to Order
2. Citizen Communications The City Council 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 Council Later in the Meeting. The Council Cannot Respond to Matters Not Listed on the Agenda Until a Future Meeting. Speakers Shall Limit Their Comments to Five (5) Minutes Each
3. Consent Agenda All Consent Agenda Items Listed are Considered to be Routine by the City Council and Will be Enacted by One (1) Motion. No Separate Discussion or Action on any of the Items is Necessary Unless Desired by a Council Member or Citizen

- a. Approval of the August 12, 2020 Regular Meeting Minutes
 - b. Approval of a Refund of Fees paid for Guy Wire Easement for 707 Bulian Lane
 - c. **1301 – 1501 Westlake Drive:** Adopt an Ordinance for a Special Use Permit Request to Allow the Placement of a Temporary Commercial Coach to be Utilized as a Construction Planning and Management Office for the Duration of Project Planning and Construction on Properties Zoned R – 1 (West Lake Hills Code Sec. 38.04.031 (b)). Owner/Applicant 1501 Westlake Partners/Agent Hank Smith.
4. **Land Use 2 Hull Circle:** Discuss and Consider Action on a Variance Application for Four (4) Variances in Order to Remodel an Existing Residence: 1) Building Encroachment into the Front Setback - Carport; 2) Building Encroachment into a Setback - Building Addition; 3) Excavation Greater than 18" in a Setback; 4) Construct a New Residential Driveway Less than the 12 ft Required Minimum Width (West Lake Hills Code Sections 22.03.281, 22.03.170, and 22.03.175). Owners/Applicants Katherine & Michael Alexander.
 - a. Public Hearing: All persons wishing to speak for or against shall be heard.
5. **Land Use 437 Brady Lane:** Discuss and Consider Action on a Variance Application for the Following Variance in Order to Construct an Outdoor Patio/Landscaping Project: Building and Roof Eave Encroachment into the Side Setback (West Lake Hills Code Section 22.03.281). Applicants/Owners Allyson & Michael Marshall
 - a. Public Hearing: All persons wishing to speak for or against shall be heard.
6. Adjournment

Approved by: Linda Anthony, Mayor

Certificate

I certify that the above Notice of the September 9, 2020 Board of Adjustment Regular Meeting was posted on the bulletin board at the Municipal Building, 911 Westlake Drive, West Lake Hills, Texas on Friday, September 4, 2020 by 5:00 pm. and will remain posted continuously until said meeting is convened.

Signed by: Stephanie Mills, City Secretary

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. City Council 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 12, 2020 at 7:00 PM

1. Call to Order

With a quorum present, Mayor Anthony called the meeting to order at 7:00 p.m. Members in attendance were Mayor Linda Anthony, Mayor Pro Tem Jim O'Connor, Members Rhonda McCollough, Brian Plunkett, Beth South and Darin Walker.

2. Citizen Communications The City Council 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 Council Later in the Meeting. The Council Cannot Respond to Matters Not Listed on the Agenda Until a Future Meeting. Speakers Shall Limit Their Comments to Five (5) Minutes Each

Mayor Anthony opened the meeting for public comments. Hearing none, the public comment section was closed

3. Consent Agenda All Consent Agenda Items Listed are Considered to be Routine by the City Council and Will be Enacted by One (1) Motion. No Separate Discussion or Action on any of the Items is Necessary Unless Desired by a Council Member or Citizen
- a. Approval of the June 10, 2020 Regular Meeting Minutes

**Motion for Approval, with the addition of Items #4 and #5 to the Consent agenda made by Mayor Pro Tem O'Connor with a Second by Member Plunkett
Motion for Approval with additions carried unanimously by a vote of 4 ayes to 0 nays, with Member South abstaining**

4. Ordinance 98 Swiftcurrent Trail: Discuss and Consider Action to Adopt an Ordinance for a Special Use Permit Request to Allow the Placement of a Temporary Commercial Coach to be Utilized as a Construction Management Office for the Duration of the Construction of a Home on a Property Zoned R – 1 (West Lake Hills Code Sec. 38.04.031 (b)). Owners/Applicants Catherine and David Wilkes
- a. Public Hearing: All persons wishing to speak for or against shall be heard.

This item was moved and approved with the Consent agenda

5. Ordinance 509 Buckeye Trail: Discuss and Consider Action to Adopt an Ordinance for a Special Use Permit Request to Allow the Placement of a Temporary Commercial Coach to be Utilized as a Construction Management Office for the Duration of the Construction of a

Home on a Property Zoned R – 1 (West Lake Hills Code Sec. 38.04.031 (b)). Owner Lynn Carter/Applicant Catherine Wilkes with David Wilkes Builders.

- a. Public Hearing: All persons wishing to speak for or against shall be heard.

This item was moved and approved with the Consent agenda

6. Adjournment

Motion to adjourn the meeting was made by Member Walker at 7:05 p.m.

Respectfully submitted,

LINDA ANTHONY, MAYOR

ATTEST:

Stephanie Mills, City Secretary

These minutes were approved on _____, 2020.



SPECIAL USE PERMIT (SUP) STAFF REPORT

SEPTEMBER 9, 2020

Project Address: 1301 – 1501 Westlake Drive

Project Number: 16019

Agenda Item: Ordinance: 1301 – 1501 Westlake Drive: Discuss and Consider Action to Adopt an Ordinance for a Special Use Permit Request to Allow the Placement of a Temporary Commercial Coach to be Utilized as a Construction Planning and Management Office for the Duration of Project Planning and Construction on Properties Zoned R – 1 (West Lake Hills Code Sec. 38.04.031 (b)). Owner/Applicant 1501 Westlake Partners/Agent Hank Smith.

Applicant Information: 1501 Westlake Partners/Agent Hank Smith

Hearing Dates:

September 9, 2020 Board of Adjustment

Requested Action: Special Use Permit for a temporary commercial coach/construction trailer to be located on the property during the project planning/building construction process.

Location: The properties are located on Westlake Driven, north of Redbud Trail and northeast of Skyline Drive.

Zoning & Site Characteristics: The subject properties are zoned R – 1 – One-Family Residential. The properties total approximately 26.19 acres. The properties are accessible from Westlake Drive by an existing driveway that served an old home and barn. 1501 Westlake Drive backs up to Lake Austin (Little Bee Creek).

Background & Analysis: The applicant has applied for a Special Use Permit (SUP) for a commercial coach/trailer to serve as a temporary construction/land planning management office. The proposed location for the trailer will be located on 1501 Westlake Drive towards the south end of the property. No building permit or subdivision applications have been filed yet as the owner is in the preliminary project planning phase. The applicant expects no more than three to five people will be utilizing the trailer at any given time.

SUP Criteria & Analysis:

(1) The appearance, size, density and operating characteristics of the proposed special use are compatible with the surrounding neighborhood and uses;

- The proposed trailer will be located off the street on the property and will only be located temporarily for project planning/management/construction office. This proposed use is permitted by special use in all zoning districts.
- (2) The proposed use will not have an adverse effect on the value of surrounding properties or impede their proper development;
- The proposed structure is temporary and should not adversely impact the value of the surrounding properties.
- (3) The proposed use will not create a nuisance factor or otherwise interfere with a neighbor's enjoyment of the neighbor's property or operation of the neighbor's business;
- The proposed use will not interfere with neighbors' enjoyment of their properties. The proposed trailer will be located on the subject property and will only be there temporarily. The use will be limited to property development meetings/construction management to coincide with the City's permitted construction hours.
- (4) The traffic that the proposed use can reasonably be expected to generate on existing streets will not create or add significantly to congestion, a safety hazard, or a parking problem in the area, nor will it disturb the peace and quiet of the neighborhood; and
- The proposed trailer should not impact traffic or parking or pose a safety hazard. It is not anticipated to disturb the peace and quiet of the neighborhood.
- (5) The proposed use shall comply with all other applicable ordinances and regulations.
- Proposed conditions for the SUP (screened/positioned away from view from Westlake Drive and limit use to coincide with City's construction hours) are included in the SUP Ordinance. Any future building permits and other applications will need to comply with the City's rules and regulations.

Traffic/Transportation

No additional traffic is anticipated.

Lighting

Outdoor lighting is not applicable.

Building Code

The property and future construction will have to comply with all applicable City codes.

Subdivision

This request will not change the subdivision.

Comprehensive Planning Analysis

The request is in compliance with the Master Plan based on current and future land use.

Staff Recommendation:

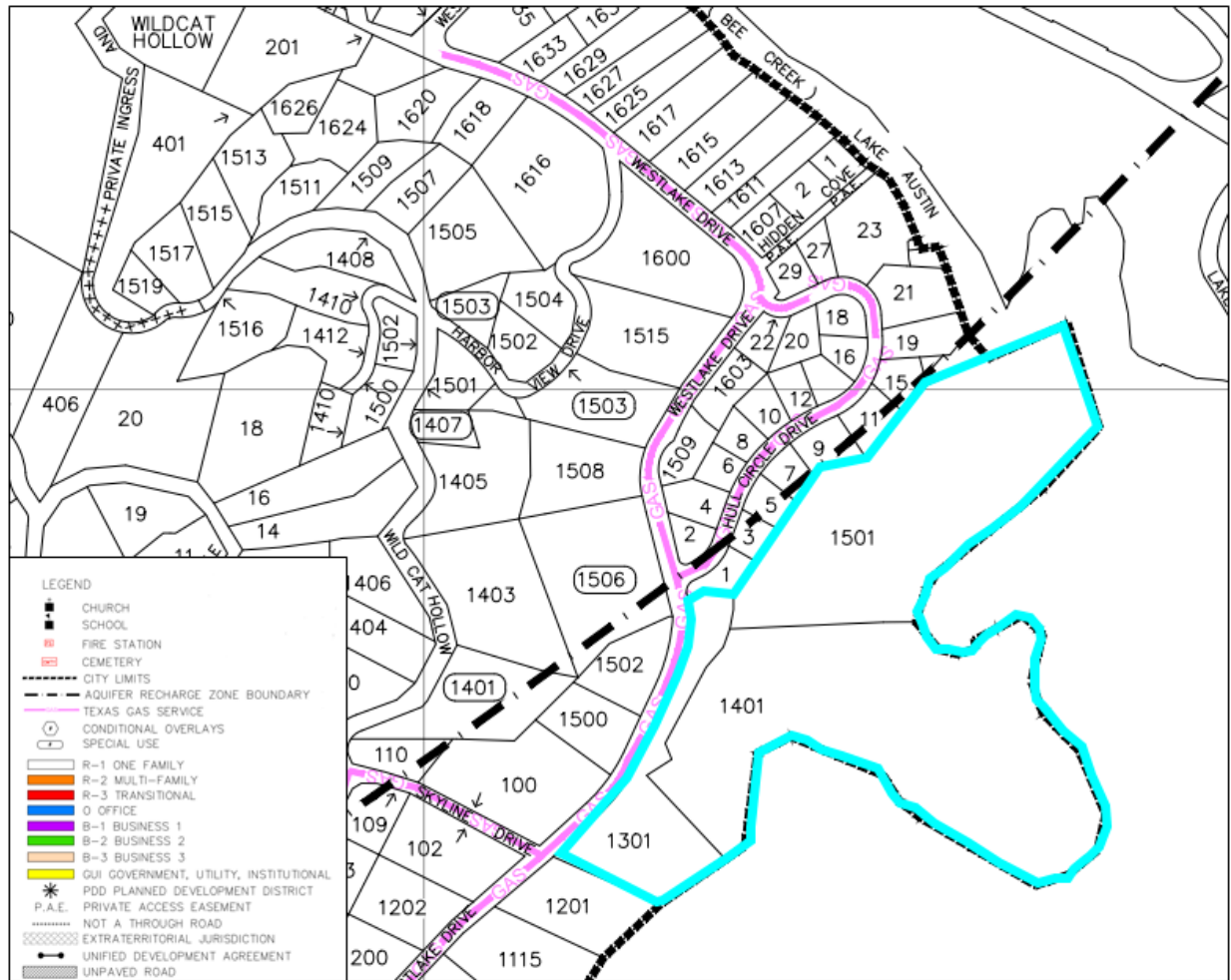
Staff recommends approval with the following conditions: 1) the trailer should be screened/positioned to be away from view from Westlake Drive; and 2) limited to be utilized during construction hours 7am – 6pm, Monday – Saturday.

Links to Relevant Code:

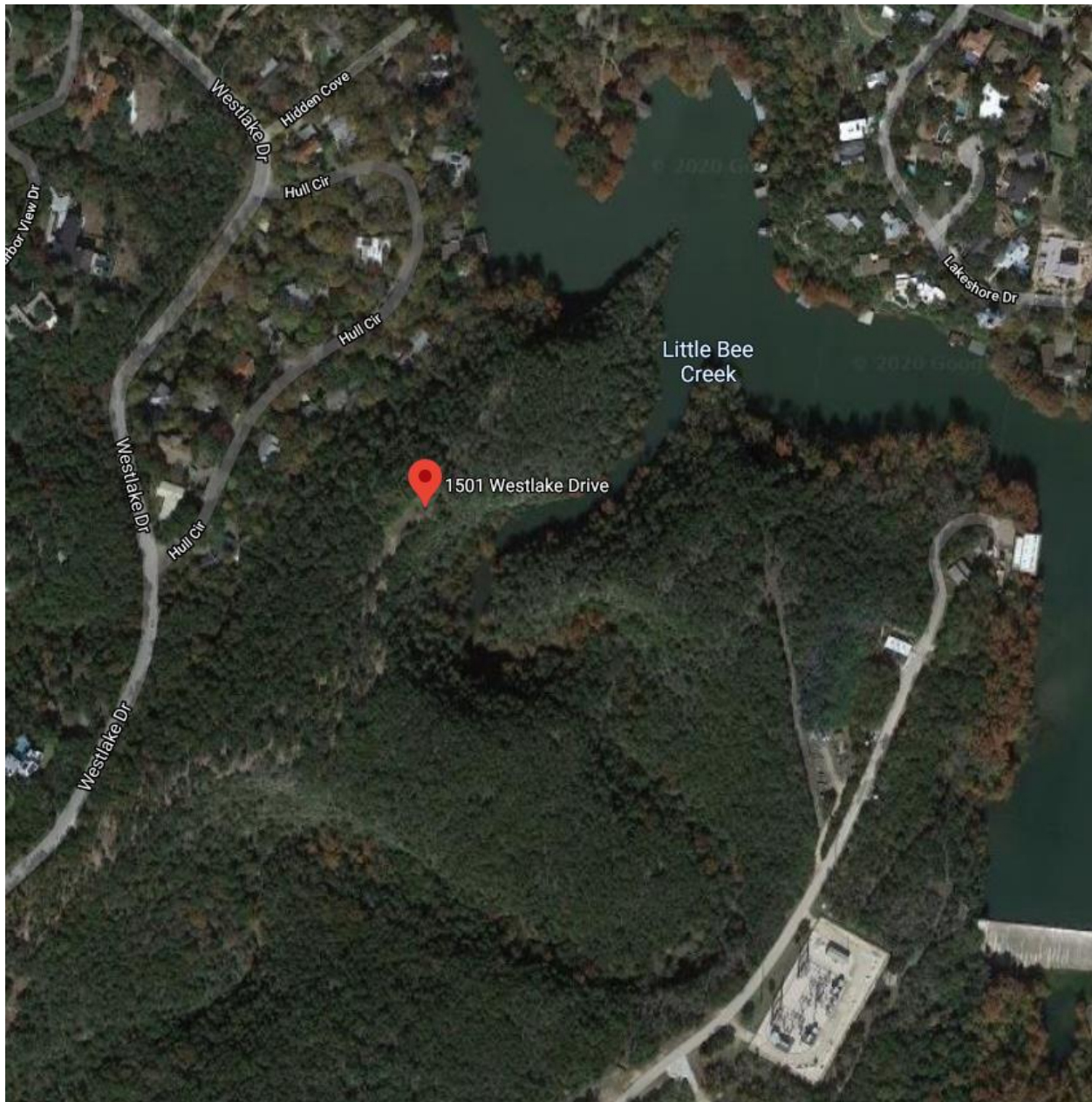
- **Sec. 38.04.031 Criteria for establishment of special use categories; uses allowed in specific districts**
- **Sec. 38.04.032 Special use permit**
- **Sec. 38.04.033 General criteria applicable to all special uses**
- **Sec. 38.04.035 General conditions for all special uses**

(Maps to follow)

Zoning:



Aerial:





CONSULTING. ENGINEERING. CONSTRUCTION.

July 29, 2020

Linda Anthony, Mayor
Westlake Hills Board of Adjustment Chairperson
911 Westlake Drive
West Lake Hills, TX 78746

RE: Special Use Permit Application

Dear Chairperson,

I represent the owners of 1301 – 1501 Westlake Drive and am requesting a special use permit to place a construction trailer on this property. The purpose of the trailer will be limited to meetings regarding property investigations and planning for the property. There will be no residents or anyone staying at the property overnight.

I would appreciate your earliest consideration of this request and I am available to answer questions at anytime.

Thank you for considering this request.

Respectfully,
ATWELL, LLC

SPECIAL USE PERMIT APPLICATION



Date Received: _____ Received By: _____
Amount Due \$ _____ Date Payment Received: _____
Admin Complete Date: _____ Permit No: _____

****All applications and supporting documents should be submitted electronically to
pzsec@westlakehills.org and planner@westlakehills.org****

APPLICANT INFORMATION

The agent is the official contact person for this project and the single point of contact. All correspondence and communication will be conducted with the agent. If no agent is listed, the owner will be considered the agent.

Property Owner: 1501 Westlake Partners Phone: 512 427-2744

Email: Marcus@dfiaustin.com

Address: PO Box 163267 City: Austin State: TX Zip: 78704

Agent*: _____ Phone: 512 695-3914

Email: _____

Address: 3815 S. Capital Of Texas Highway | Suite 300 City: Austin State: TX Zip: 78704

**Please submit Power of Attorney form designating authorized agent.*

PROJECT INFORMATION

Property Address: 1301-1501 Westlake Drive

Subdivision Name: N/A

Block: N/A Lot: N/A Tax Parcel ID: 01171101200000 / 01171101210000 / 01151306060000

Current Zoning Classification: R-1 One Family Total Lot Area: 10.9 / 15.288 acres

Proposed Special Use: _____ Applying for Variance ☐ Yes ☒ No
(if yes, please submit separate variance application)

Name of Business (if applicable): _____

Hours of Operation: _____ Duration of Use: _____

Present Land Use: Vacant Lot



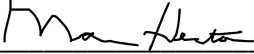
SPECIAL USE PERMIT APPLICATION

Brief description of proposed project:

placement of a construction trailer onto the property

AUTHORIZATION & ACKNOWLEDGEMENT

The above information is true to the best of my knowledge. I attest that the real property described is owned by me and all others as signed below. If the below is signed by the authorized agent of said property, the signature of the property owner must be included below or consent must be attached (Power of Attorney Form).


Signature

7.22.2020

Date

Marcus Hector -Vice President

Printed Name

APPLICATION CHECKLIST

Special Use Permit Application Checklist

- ☐ Completed, signed application
- ☐ Power of Attorney form, if applicable
- ☐ Proof of ownership of subject property
- ☐ Traffic Impact Analysis, if applicable (*required for projects expected to generate 200 trips a day, refer to Chapter 38 of the Code*)
- ☐ Letter addressed to BOA Chairperson describing proposed Special Use
- ☐ Property survey/Site Plan
- ☐ Building elevations if available
- ☐ Pictures of property
- ☐ Payment of application fees by check or credit card (*refer to Appendix A: Fee Schedule in the Code of Ordinances for current fees*)
- ☐ Other applicable information as required by staff



SPECIAL USE PERMIT APPLICATION

SPECIAL USE PERMIT PROCESS & PROCEDURES

Public Hearings

SUP applications are considered by the Board of Adjustment, which meets the second (2nd) Wednesday of the month. All meetings are held in the Council Chambers at City Hall, 911 Westlake Drive at 7:00pm and the agenda and meeting packet are posted on the City website the Friday before.

Public Notices

All public notices are handled by staff. Letters are sent to neighbors within 300' of the applicant's property at least ten (10) days before the BOA meeting; a notice in the newspaper is published at least fifteen (15) days prior to the meeting; and staff will provide the applicant with a notice sign to be placed on the property at least ten (10) days before the meeting.

Application Deadlines

Applications are due forty-five (45) days prior to the next BOA meeting. In some circumstances it may be possible to receive an extension by contacting planner@westlakehills.org

SUP Review Criteria

Refer to the City's Zoning Ordinance, Chapter 38, Article 38.04, Division 2 for Special Use criteria applicable to all special uses and criteria applicable to individual special uses.

STAFF NOTES

For Completion by Staff Only

Date public notification letters mailed: _____

Newspaper notice deadline: _____ Publication Date: _____

Date of Board of Adjustment Meeting: _____

Board of Adjustment Action: _____

Notes:



Property Profile



Legend

- Street Labels
- Jurisdiction
- FULL PURPOSE
 - LIMITED PURPOSE
 - EXTRATERRITORIAL JURISDICTION
 - 2 MILE ETJ AGRICULTURAL AGREEMENT
 - OTHER CITY LIMITS
 - OTHER CITIES ETJ
- TCAD Parcels

Notes

1301-1501 Westlake Drive

0.2 0 0.08 0.2 Miles

NAD_1983_StatePlane_Texas_Central_FIPS_4203_Feet

This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey. This product has been produced by the City of Austin for the sole purpose of geographic reference. No warranty is made by the City of Austin regarding specific accuracy or completeness.



SPECIAL POWER OF ATTORNEY FORM

KNOW ALL PERSONS BY THIS DOCUMENT that I, Marcus Hector on behalf of 1501 Westlake Partners, LP
have made, constituted and appointed Hank Smith
to be my duly authorized representative in connection with an application dated 7.22.2020,
to be heard by the Building Design Committee, Zoning & Planning Commission, and City
Council/Board of Adjustment of the City of West Lake Hills, Texas. All representations, whether
oral or written, made by the representative in support of the request have the full force and effect
of the applicant's approval. I do by this document constitute the above named representative as
my true and lawful attorney-in-fact to act in my name, place and stead, to do and perform any act
in connection with such application which I myself might perform or do if I was personally present.

1501 Westlake Partners, LP

Property Owner/Applicant Name

P.O. Box 163267

Austin

Street Address

Marcus Hector

Property Owner/Applicant Signature

TX

78716

State

Zip Code

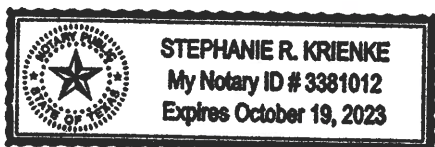
512.427.2744

Property Owner/Applicant Phone Number

This instrument was acknowledged before me on this the 31 day of August, 20 20.

Stephanie R. Krienke

Notary Public in and for the State of Texas



Order Confirmation

Ad Order Number

0000589726

Customer

WEST LAKE HILLS, CITY OF

Payor Customer

WEST LAKE HILLS, CITY OF

PO Number**Sales Rep.**

STH.Justin.Garcia

Customer Account

30404

Payor Account

30404

Ordered By

Anjali

Order Taker

STH.Justin.Garcia

Customer Address911 WESTLAKE DR
AUSTIN TX 787464509 USA**Payor Address**911 WESTLAKE DR
AUSTIN TX 787464509 USA**Customer Fax****Order Source****Customer Phone**

5123273628

Payor Phone

5123273628

Customer EMail**Special Pricing****Invoice Text****Ad Order Notes****Net Amount**

\$151.28

Tax Amount

\$0.00

Total Amount

\$151.28

Payment Amount

\$0.00

Amount Due

\$151.28

Ad Number

0000589726-01

Ad Type

Legal

Production Method

AdBooker

Production Notes**External Ad Number****Ad Attributes****Ad Released**

No

Pick Up**Ad Size**

1 X 31 li

Color

<u>Run Date</u>	<u>Product</u>	<u>Placement</u>	<u>Sched Cst</u>	<u>Disc/Prem</u>	<u>Color</u>	<u>Pickup</u>	<u>Tax</u>	<u>Subtotal</u>
08/20/2020	S-Westlake Picyuane	Legals	\$75.64	\$75.64	\$0.00	\$0.00	\$0.00	\$151.28
08/20/2020 - 08/20/2020	S-Web	Legals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Ad Content

**CITY OF WEST LAKE HILLS
PUBLIC NOTICE – SPECIAL USE PERMIT**

The City of West Lake Hills will hold a remote public hearing on September 9, 2020, at 7:00 P.M. before the Board of Adjustment/City Council in the Council Chambers at City Hall, 911 Westlake Drive, WestLake Hills, Texas, 78746 giving all interested persons the right to be heard regarding the item below. Please see the agenda posted online at <https://www.westlakehills.org/99/Agendas-Minutes> on September 4, 2020 by 5:00 P.M. for remote meeting participation instructions.

The BOA will consider a request for a Special Use Permit for the placement of a temporary commercial coach (construction trailer) located at 1301 – 1501 Westlake Drive, West Lake Hills, TX 78746. The properties are zoned R –1 (One-Family Residential).

For questions or to request a copy of the application, please contact the Building & Development Services Department at 512-327-3628 or email planner@westlakehills.org.

8/20/2020

0000589726-01

SPECIAL USE PERMIT 157-2020-F

A PERMIT SETTING FORTH THE CONDITIONS UNDER WHICH A SPECIAL USE SHALL BE PERMITTED FOR PLACEMENT OF A COMMERCIAL TRAILER.

WHEREAS, Westlake Partners, the owner of the herein described parcel of land at 1301-1501 Westlake Drive, has requested a Special Use Permit for placement of a commercial trailer on the property for temporary use during the construction period of the new residence.

WHEREAS, the notice as required by Section 38.03.038, as amended, has been given to adjacent property owners; and

WHEREAS, a valid objection in the Public Hearings or a written protest has not been submitted against the proposed Special Use Permit; and

WHEREAS, the Board of Adjustment find that the application for Special Use Permit meets the requirements of Section 38.04.031(11)(b) as amended; and

WHEREAS, the Board of Adjustment at its Public Hearing finds that the Special Use Permit on the herein described parcel is not against the public interest;

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ADJUSTMENT OF THE CITY OF WEST LAKE HILLS, TEXAS:

Article 1. The legal description of said parcel of land is as follows:

ABS 21 SUR 1, W SPARKS SUBDIVISION

Article 2. The permit is granted under the following general terms and conditions:

1. The use shall not require change in the character or exterior appearance of the principal structure;
2. The Special Use shall not create a nuisance factor or otherwise interfere with neighbors' enjoyment of their property;
3. The Special Use shall not have an adverse effect on the value of surrounding properties nor impede their proper development;
4. No signs are permitted on the described tract, except as permitted under the provisions of Chapter 32, of the West Lake Hills Code of Ordinances as amended; and
5. All representations, whether oral or written, made by the owner, or his agent, in support of a Special Use Permit are conditions upon which this permit is granted.

Article 3. The permit is granted under the following specific terms and conditions:

1. No security personnel be allowed to use construction trailer.
2. Construction trailer shall be placed off the road.
3. Use of construction trailer will be limited to construction hours of 7:00 a.m. to 6:00 p.m., Monday thru Saturday.

4. Construction trailer shall be screened.

Article 4. The duration of this Special Use Permit shall be for two (2) years from the effective date of the building permit.

Article 5. This Special Use Permit may be renewed for a specific period at the discretion of the City Administrator provided no written complaints have been received during the use period. When complaints have been registered, the applicant will obtain renewal approval from the Board of Adjustment.

Article 6. This Special Use Permit is for placement of a construction trailer on the property located at 1501 Westlake Drive for temporary use during the construction period of the new residence.

Article 7. This Special Use Permit is not transferable to another person or another parcel of land.

Article 8. The Board of Adjustment after notice and Public Hearing may revoke this Special Use Permit for one or more of the following reasons:

1. A violation of any of the representations plans, terms, general or special conditions, and limitations applicable to this Special Use Permit;
2. A violation of any applicable ordinance or regulation;
3. A change in the nature of the use without prior approval of the City;
4. Operation or maintenance of the Special Use Permit in a manner that is detrimental to the public health or safety, or to constitute a nuisance.

Article 9. The application form entitled "Special Use Permit Form" along with any supporting correspondence and documents, and marked as Exhibit "A" attached hereto are incorporated herein by reference for all pertinent purposes.

Article 10. This Special Use Permit shall become effective on September 9, 2020.

PASSED AND APPROVED this 9th day of September, 2020.

Linda Anthony
Board of Adjustment Chair

ATTEST:

Stephanie Mills, City Secretary

I/We acknowledge receipt of this SUP and agree to abide by its terms and conditions.

Applicant's Signature



SETBACKS, EXCAVATION, DRIVEWAY VARIANCES STAFF REPORT

SEPTEMBER 9, 2020

Project Address: 2 Hull Circle

Project Number: 15864

Agenda Item: Land Use: 2 Hull Circle: Discussion/consideration of a variance application for four (4) variances in order to remodel an existing residence: 1) building encroachment into the front setback – carport; 2) building encroachment into a setback – building addition; 3) excavation greater than 18" in a setback; 4) construct a new residential driveway less than the 12ft required minimum width (West Lake Hills Code Sections 22.03.281, 22.03.170, and 22.03.175). Owners/Applicants Katherine & Michael Alexander.

Applicant Information: Katherine and Michael Alexander

Hearing Dates:

July 15, 2020	ZAPCO (<i>postponed</i>)
August 19, 2020	ZAPCO
September 9, 2020	Board of Adjustment/City Council

Location: The subject property is between Westlake Drive and Hull Circle, north of Redbud Trail.

Zoning & Site Characteristics:

The subject property and surrounding neighborhood are zoned R-1 – One-Family Residential. The property is approximately 0.2933 acre and includes an existing home.

Background & Analysis:

Update for Board of Adjustment Meeting:

After the Zoning & Planning Commission met on August 19, 2020 and moved the application forward to the Board of Adjustment without a recommendation, the applicant sent a revised packet clarifying the variance requests.

- Encroachment into setback – Westlake Drive. Though the revised letter states this variance is no longer needed, staff confirmed that a portion of the proposed remodel/addition does in fact still encroach into this setback (approximately 8.7sf).
- Encroachment into the Hull Circle setback for proposed carport (approximately 13ft).

- Driveway width less than the minimum required 12ft (current proposed configuration is 11ft 6in).
- Excavation/fill greater than 24in in the front setback (proposed curb cut will need 24 – 30 inches of excavation)

Update for August 19, 2020 ZAPCO Meeting:

After discussion and postponement during the July 15, 2020, ZAPCO meeting, the applicant has redesigned the project and provided the following summary of changes to the requested variances:

1. The addition proposed on the Westlake Drive side has been redesigned so that it respects the building lines' associated with the corner lot. This has substantially reduced the setback encroachment to only 8.78 square feet.
2. The carport has been downsized to reduce setback encroachment by 4 feet and still allows for two cars and a small storage closet.
3. The driveway has been redesigned to allow for cars to pull out forward instead of in reverse.

Two revised layouts were submitted – Layout A and Layout B.

- Layout A – In this option, the master suite addition footprint is reduced and accordingly reduces the encroachment into the setback at the back of the house. The driveway is reconfigured to include turnaround space so vehicles backing out of the carport can driveway forward onto Hull Circle. The carport encroachment into the front setback is reduced (19ft 2 ½ in vs 23ft 3in in previous submittal).
- Layout B – In this option, the carport is split into two locations. At the front, the carport encroaches approximately 12ft 3 ¼ in in the front setback; at the side/back carport, it has two encroachments – 7ft 3 ¼ in the front setback, and 7ft 4 ¼ in in the back. The master suite addition encroaches 7ft 2 ⅞ in in the rear

The homeowners, Katherine and Michael Alexander, have applied for variances in order remodel their home, including building a new driveway to replace the existing one in a different location, construction of a new carport and building addition. The new driveway would require variances for the width (less than the minimum 12ft) and excavation/cut/fill for the portion in the setback (up to 18" is permitted in the setbacks). Additionally, the new addition and carport encroach into the building setbacks.

The property is a triangular shape located at the fork of Hull Circle and Westlake Drive. It therefore has two front yard setbacks (30ft for properties smaller than 0.5 acre).

The applicants explain that the existing driveway is steep, and covers the critical root zones of two large oak trees. The existing garage is small and can only park one car. Additionally, the applicants wish to expand the existing home to accommodate their family's needs. They are proposing to relocate the driveway and construct a new carport; and convert the existing garage to interior living space plus add a small addition. Portions of the existing home and

garage encroach into the setback. Approximately two to three feet of excavation will be needed in the setback for the new proposed driveway.

Variance Criteria Review:

When applying for a variance, the applicant has established by competent evidence that:

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

The application states – “Our home is situated on a corner lot and is sandwiched between Westlake Drive and Hull Circle. Consequently, the shape of our property is unusual and is bound by two “front-yard” setbacks of 30 feet and therefore our buildable area seems to be limited compared to other properties...It is apparent that converting the current garage and adding a carport is the only method of gaining square footage...”

“The current driveway is very steep which causes rainfall to wash across Hull Circle and onto my neighbor’s driveway-which is a violation of 22.03.175. The dated garage is a one car garage with some storage – it will not fit a 2nd vehicle. Our 2nd vehicle is forced to park outside of the garage. Therefore, we have adopted the previous owner’s practice which is to park in the unpaved area to the left of the driveway – another violation of code 22.03.175.”

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

The application states – “The current flora will benefit from the proposed project. The demolition of the current driveway will remove a significant amount of impervious coverage over the 25% and 50% critical root zones of the two Heritage live oaks that are located immediately to the left and right of the existing driveway. The location of the trees and their root zones dictated our proposed design and driveway configuration. The majority of the proposed construction would occur on top of current impervious coverage. We have a proposed a driveway that has one small section where it is only 8’ wide so that it can “squeeze” through the critical root zone of the two heritage live oaks.”

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

The application states – “We considered building a 2nd story which would add the need square footage but would not address the unsightly garage and parking issue. Additionally, my parents visit often for business and my father is handicapped and cannot walk up stairs so would prefer any additional bedroom to be on the 1st floor.”

“We considered building on the only viable area within the setback but it is a long, skinny rectangular area directly in front of our home’s front door and would require significant construction on the root zone of the heritage live oak tree in our front

yard – another reason why we are proposing construction on top of current impervious coverage.”

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

The application states – “Ideally, we would ask for more square footage, but have only proposed the minimum amount that could help our family be more comfortable with respecting the code of Ordinances. Our proposed carport fits two vehicles snugly and includes a modest storage closet.”

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

The application states – “We believe the proposed plan doesn’t violate any intent of the zoning ordinance or City Plan. In fact, we believe our plan embraces the code and brings our property closer in line with the City’s Comprehensive Plan.”

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

The application states – “Our home is on a corner lot and our only adjacent neighbor is on the east side of our property and the proposed construction is on the west side of our property.”

Traffic/Transportation

There may be an impact on traffic in that area during construction process.

Lighting

Outdoor lighting is not proposed with this variance request. Any outdoor lighting will need to comply with the City’s Code.

Building Code

The property and future construction will have to comply with all applicable City codes.

Subdivision

This request will not change the subdivision.

Comprehensive Planning Analysis

The existing and future land use comply with the Master Plan.

Zoning & Planning Commission Recommendation:

During the August 19, 2020 ZAPCO meeting, ZAPCO Chairman Robert Meisel moved the application forward to the Board of Adjustment without a recommendation.

Staff Recommendation:

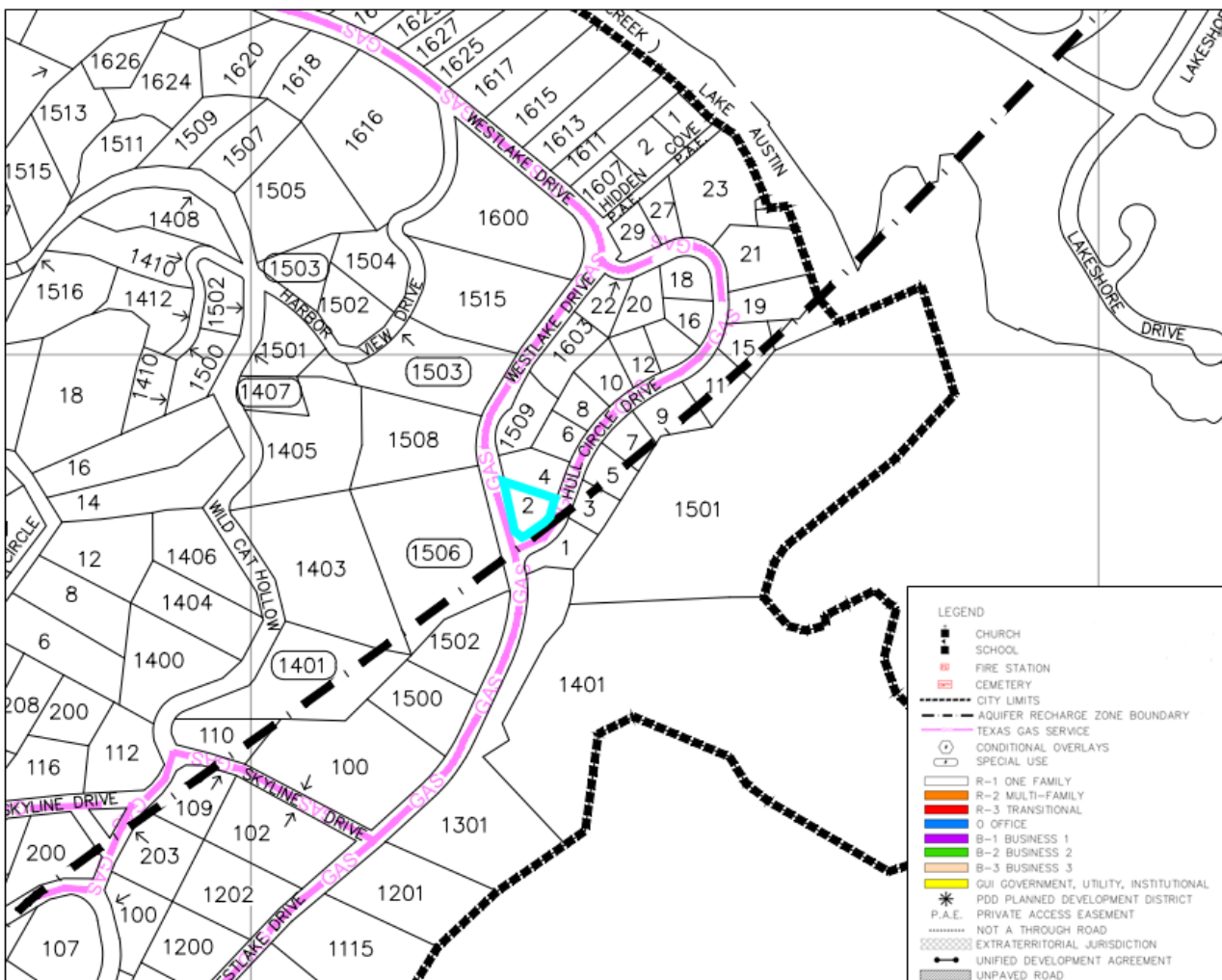
The staff recommendation is denial due to lack of hardship.

Links to Relevant Code:

- [Sec. 22.03.170 Site disturbance \(excavation, grading or filling\)](#)
- [Sec. 22.03.175 Off-street parking and parking pad requirements in residential areas](#)
- [Sec. 22.03.281 Schedule of regulations](#)
- [Sec. 22.03.514 Criteria and process required for granting variance](#)

(Maps to follow)

Zoning:



Aerial:



CITY OF WEST LAKE HILLS, TEXAS
MINUTES OF A ZONING & PLANNING COMMISSION (ZAPCO) REGULAR MEETING
Wednesday, August 19, 2020 at 6:30 PM



1. Call to Order. Chairman Robert Meisel.

With a quorum present, Chairman Meisel called the meeting to order at 6:36 p.m. Members in attendance were ZAPCO Chairman Robert Meisel, Vice-Chairman Jim Pledger, Commissioners

2. Administration Executive Session: An Executive Session may be held in accordance with the authority contained in Texas Government Code, section 551.071 for:
 - a. Consultation with City Attorney regarding legal duties and responsibilities of ZAPCO Commissioners.

Commissioner goes into Executive Session at 6:38 p.m.

Returns at 6:50 p.m.

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 July 15, 2020 Regular Meeting Minutes.

LM MOVES TO APPROVE. BV SECONDS.

4. Land Use 437 Brady Lane: Discussion/recommendation of a variance application for three (3) variances in order to construct an outdoor patio/landscaping project: 1) Increase impervious cover from 40% to 43%; 2) Building and roof eave encroachment into the side setback; 3) Tree and vegetation removal for the encroachment into the 1/2 critical root zone of Tree # 975 - 17" Live Oak (West Lake Hills Code Sections 22.03.281 and 22.03.304). Applicants/Owners Allyson & Michael Marshall.
 - a. Staff Briefing

AN gives the staff briefing.

Staff Recommendation: Denial for lack of hardship.

b. Presentation by applicant

Mike Marshall is the applicant and guides the Commissioners through the modifications with slides.

The hardship is protecting the oak trees (#975 and #976). Option two is the preferred option.

c. Public Hearing: All persons wishing to speak for or against shall be heard.

closed

d. Deliberation and Action

Commissioner Vandersteel: I appreciate they pushed the patio away from the property line. The hardship is the tree in the buildable area.

Commissioner Vaughan: Neighbors are in support.

Commissioner Maccini: I appreciate the work that has been done on this. The problem is you're wanting too much on a small lot and I don't see that as a hardship. I like Option two.

JAMES VAUGHAN MOVES TO RECOM APPROVAL OPTION TWO. BV
SECONDS. UNANIMOUS APPROVAL.

5. Land Use 2 Hull Circle: Discussion/recommendation of a variance application for four (4) variances in order to remodel an existing residence: 1) building encroachment into the front setback - carport; 2) building encroachment into a setback - building addition; 3) excavation greater than 18" in a setback; 4) construct a new residential driveway less than the 12ft required minimum width (West Lake Hills Code Sections 22.03.281, 22.03.170, and 22.03.175). Owners/Applicants Katherine & Michael Alexander.

a. Staff Briefing

AN spoke with the applicant about it being moved forward without recommendation.

b. Presentation by applicant

Michael Alexander asks for clarification.

Chairman Meisel states the public needs to be noticed on any changes to the application. I have the authority to say this application is incomplete and doesn't show a hardship. You can make your pitch to BOA. The alternative is to withdraw. I would recommend a refund

of your fees. Either go forward with a recommendation of denial or withdraw and come back with a new application.

Michael: If the revisions I submitted are very close to what I submitted today, it's about two feet of difference?

Chairman Meisel: If it changes it must be noticed to the public for the opportunity to review.

Michael: I can go to BOA on September 9th?

Chairman Meisel: I will rule from the dias for denial with lack of hardship.

AN: Move it forward without a recommendation. ZAPCO can only postpone an item once.

Michael: I just wanted to make sure I understood that correctly.

c. Public Hearing: All persons wishing to speak for or against shall be heard.

d. Deliberation and Action

6. Land Use 2 Downie Place: Discussion/recommendation of a request to partially release a drainage easement in order to construct a storage area (West Lake Hills Code Sec. 36.01.017). Owner/Applicant William Wiese.

a. Staff Briefing

AN gives staff briefing. A previously released was approved back in 2014.

Staff Recommendation: (1) conditionally approval with drainage study prior to drainage release (2) consider denial due to the drainage concerns.

Jim Pledger has questions about the process of getting it recorded with the county. There are issues that have been raised and we're talking about conditionally approving this.

b. Presentation by applicant

Tracy Bratton is the engineer and describes the request.

Channing Wiese and husband Bill are the property owners. We believe the area released does not impact drainage.

c. Public Hearing: All persons wishing to speak for or against shall be heard.

Phyllis lives on West Spring and states water does come through that easement. I'm not

opposed to approval but I'd like to know that any heavy rain wouldn't 'be an issue on our property.

Closed the PH.

d. Deliberation and Action

Bill Vandersteel: Which way does it flow?

Tracy Bratton: NW to SE. That easement is 60' wide.

Laurie Maccini wants to make sure there is not going to cause any harm down the road.

BV MOVES APP BASED ON CONDITION ON OPTION ONE AND A REPORT IS RECEIVED AND APPROVED BY THE CITY. JAMES VAUGHAN SECONDS.

Jim Pledger: I recommend we amend that he say the application not be released until the city engineers have concluded with the report.

AN: I will make sure the city sec and mayor won't sign until we get an all clear from the city engineer.

BV WITHDRAWS THE MOTION.

JIM PLEDGE MOVE THAT WE REQUEST A POSTPONEMENT UNTIL THE REPORT IS FINISHED AND THE CITY ENGINEER HAS APPROVED IT.

Bill Wiese requests to PP to September meeting.

7. Land Use 707 Bulian Lane: Discussion/recommendation of a request to release a guy wire easement in order to construct a new septic field (West Lake Hills Code Sec. 36.01.017). Owners/Applicants Sheila & Ronald Paynter.

a. Staff Briefing

AN gives the staff briefing. This is a guy wire easement but no utilities are in the easement.

Staff Recommendation: Approval.

b. Presentation by applicant

Ron Paynter is the applicant. 10 x 20. The house was built in 1992. Austin Energy has given their approval.

c. Public Hearing: All persons wishing to speak for or against shall be heard.

Closed the PH.

d. Deliberation and Action

JAMES VAUGHN MOVES TO APP. BV SECONDS. UNANIMOIS APPROVAL.

8. Adjournment. Chairman Robert Meisel.

MEETING IS ADJ. AT 7:57 P.M.

Respectfully submitted,

ROBERT MEISEL, CHAIRMAN

ATTEST:

ZAPCO Secretary Mark Litrell

These minutes were approved on _____, 2020.

Letter to the City Council / Board of Adjustments

The purpose of this letter is to provide a clear and concise summary of our variance request application. Given the amount of information we have considered and submitted, we felt the need condense the application into one document to make it easy for the City Council and BOA to review. We have also attached the “proposed” site plan PDF so that the council may view/print them in larger scale if desired.

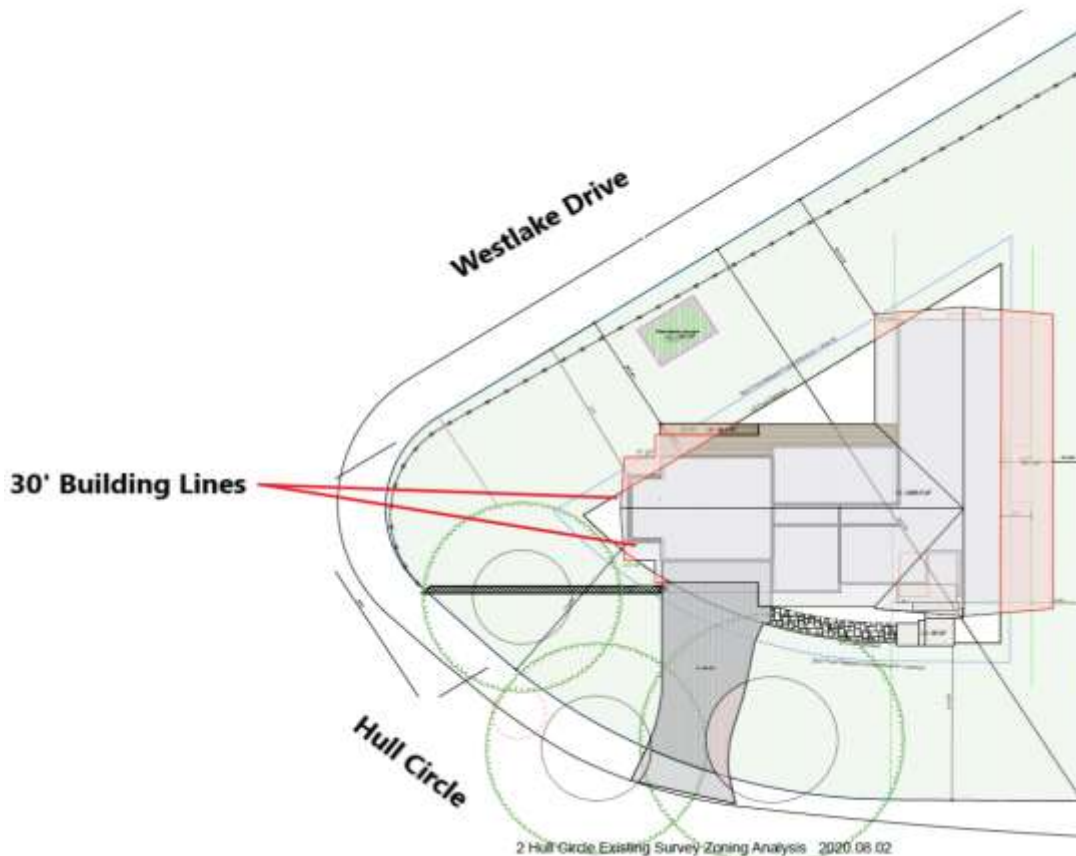
The three variances we are requesting will solve two problems: 1) An unsightly, non-compliant parking situation that does not appropriately accommodate two vehicles and requires exiting cars to reverse onto Hull Circle, and 2) Provide our growing family much needed square footage to our small home. Over the course of our 4 year tenure in this home, we have consulted with 5 different architects and considered every possible layout. The layout we have chosen to propose is the minimally acceptable option for our family, the least disruptive to the surrounding flora and fauna, and is the least intrusive into the setback. The layout includes a small addition to the left of our existing garage, a new carport, and a new, safer driveway. All of which would significantly improve the safety, aesthetic, and would remove significant impervious coverage from the CRZ of two heritage live oaks. We believe this is a win-win solution for our family and the City of West Lake Hills' Comprehensive Plan.

Also, please note that we originally requested a 4th variance to extend our addition into the Westlake Drive setback. However, after redesign we have been able to eliminate this variance request.

List of Variance Requests:

1. Encroachment into the Hull Circle Setback (for proposed carport)
2. Driveway less than required 12' Width. (our proposed width is 11' 6")
3. Excavation / Fill greater than 24". (Proposed curb cut will need 24-30" of excavation)

Existing Condition



Proposed Site Plan

Description of Proposed Project

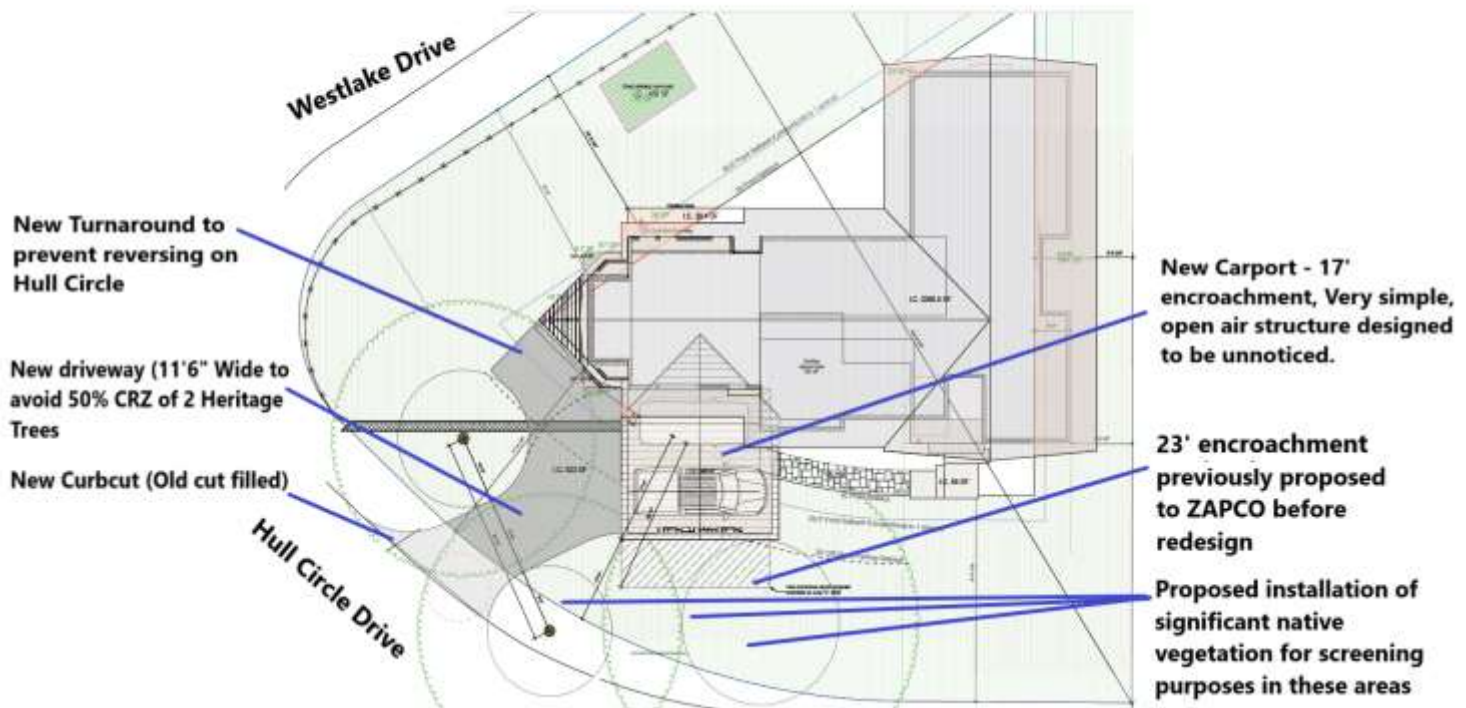


Table of Calculations

Lot Size:	12,233 SF (.28 acres)
Allowable Buildable Area:	3,264 SF
Allowable Impervious Coverage (36%):	4,399 SF
Existing Impervious Coverage:	4,088 SF
Proposed Impervious Coverage:	4,397 SF

Explanation for Variance Requests

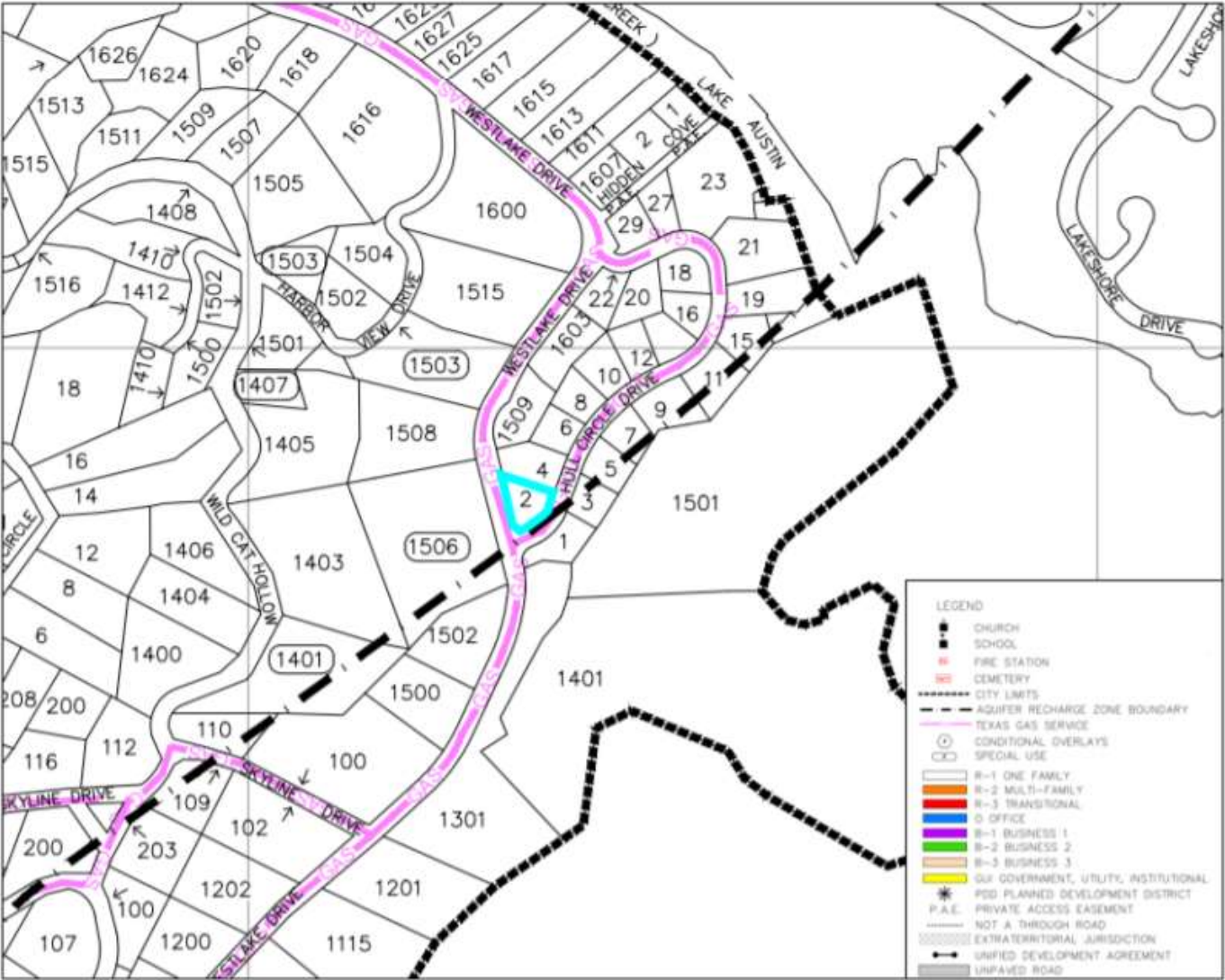
- Request for encroachment into the Hull Circle setback.** We originally asked for a 23' encroachment but after significant concessions and redesign we are asking permission for a 17' encroachment to build a new carport. We understand that 17' is a significant request but desperately want to convey that the proposed carport would be very simple, open-air architecture that would be concealed with native vegetative screening. Our goal is for the carport and the cars inside to go unnoticed to the public. We are happy to agree to any contingencies in regard to landscaping.
- Request for a driveway less than 12' in width.** To avoid the CRZ of two heritage live oaks, we originally asked permission for an 8' wide driveway. However, after significant redesign we were able to widen the driveway to a much more compliant 11' 6" and still avoid the 50% CRZ. This new driveway also includes a turnaround to prevent reversing onto Hull Circle and the proposed carport will appropriately accommodate two normal sized vehicles.
- Request for Excavation / Fill Variance** – We would need to excavate roughly 24'-30" only at the location where the new curb-cut will be installed. Any other excavation would be minimal.

HARDSHIP SUMMARY:

At .28 acres, our corner lot is very small, unusually shaped, and only has 3 sides. Therefore, the buildable area is sandwiched between two 30 foot “front yard” setbacks -one on the Westlake Drive side and the other on the Hull Circle side. It is our understanding that most homes in West Lake Hills enjoy a “back-yard” setback which is less restrictive. Although we have not confirmed, we suspect that city code and building restrictions were created based on the assumption that most lots would have both a front and back yard setback.

If you look at a survey of the neighborhood you can clearly see that our lot is an outlier in terms of shape. Almost all lots have 4 sides and have rear setbacks.

Zoning:

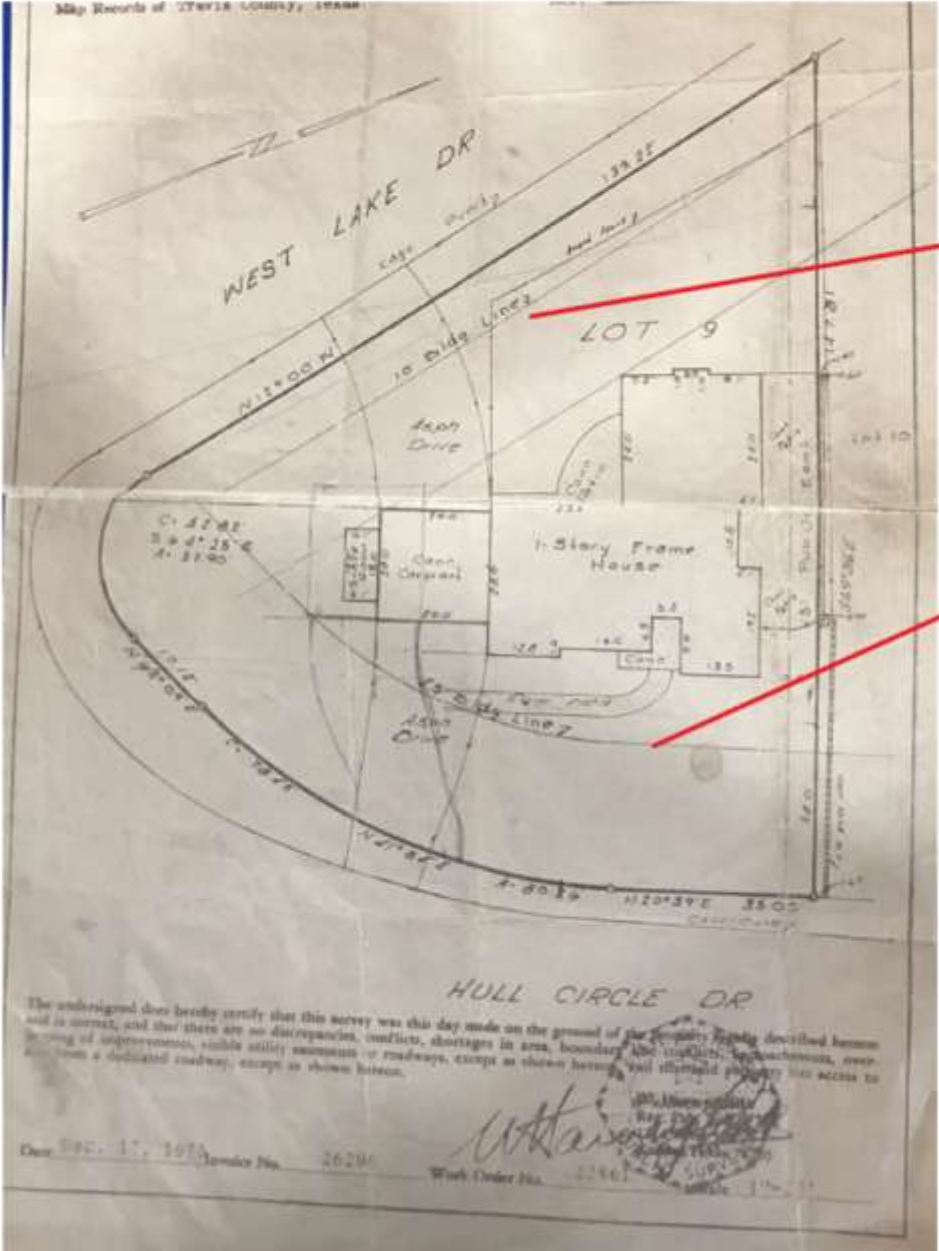


- Only 22.7% of our lot’s square footage can be deemed “buildable area” if the setback regulations are strictly enforced.
- The City of West Lake does provide a formula that is designed to be sympathetic towards small lots and allow for more impervious coverage. However, this formula does not benefit our small lot because of the setback limitations. We are

allowed 4,399 SF of impervious coverage but the setbacks limit our total buildable area to just 3,264 SF. So only 74% of our allowable impervious coverage area can be considered “buildable.”

We believe that the current setback restrictions impose limitations on our lot which are not in line with the original intent of the code. When you consider the original building restrictions taken from the original survey from 1975, it is clear that a “backyard” setback was intended to be present. We understand the need for more building restrictions as time passes but would ask the council to consider the original intent of the lot and contemplate if the existing restrictions are appropriate for this lot specifically. We feel we have legitimate hardship.

1975 Survey

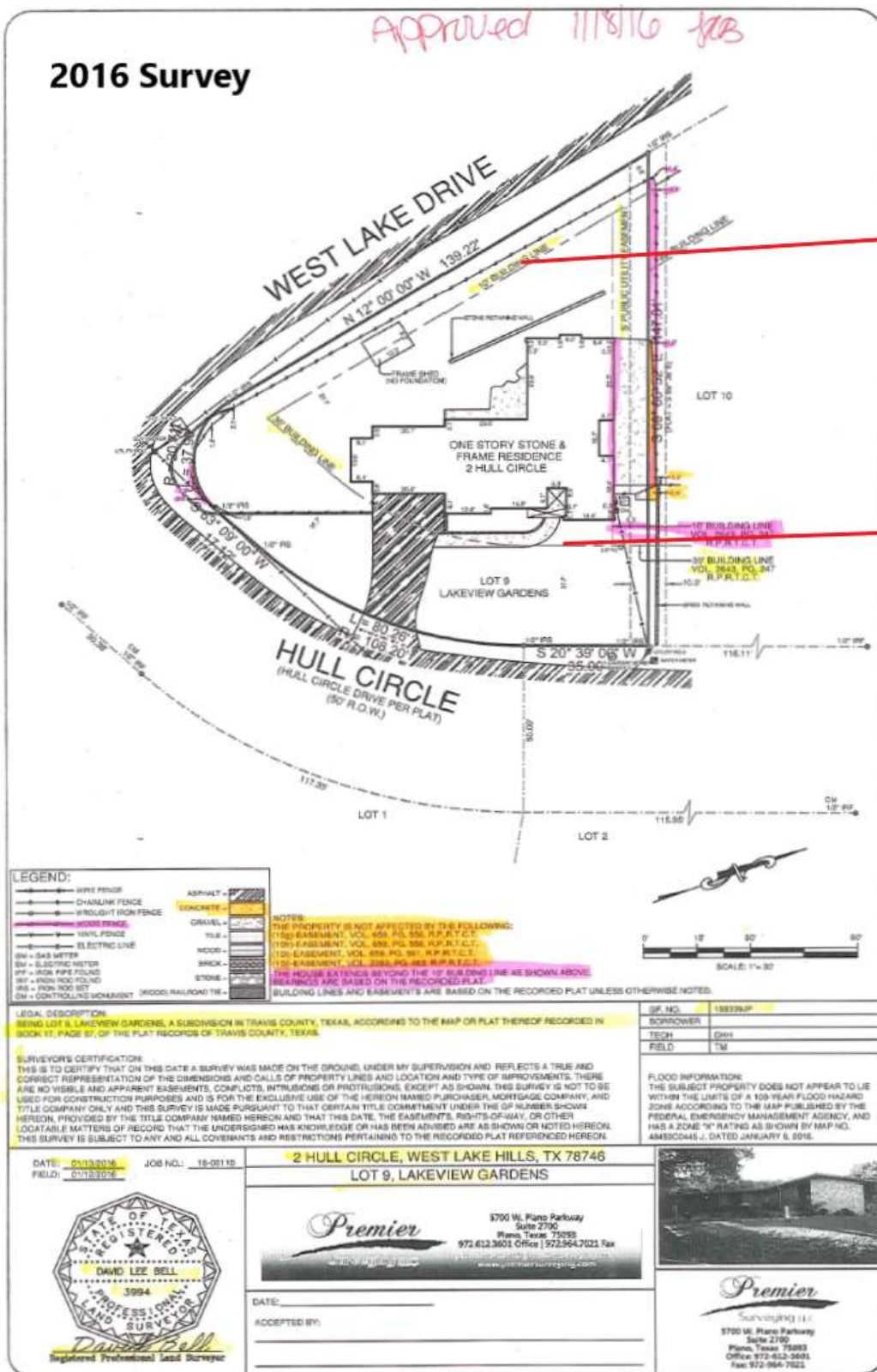


Original 10' "back-yard" setback on Westlake Dr.

Original 25' "front-yard" setback on Hull Circle Dr.

2016 Survey

30' "Frontyard" Setback on Hull Circle Dr.



Additional Photos:

Unsightly Parking Issues



Small, one car garage

Parking to the side of the driveway on compacted gravel

Dated, damaged driveway

Our home is the first one that is noticed by the public as you turn onto Hull Circle off of Westlake Drive. We feel a new driveway and new landscaping would correct this unsightly condition.

Existing Parking Conditions



Westlake Drive

Hull Circle Dr.

**Compacted
Parking area**

Poor Drainage

Rough Sketch of Proposal. NOT to Scale – Just conceptual.



**Site of Proposed Curbcut - Showing
excavation depth needed with 3' ruler**



**Approximately 24-30" of leaf litter and soil
needed to be excavated for site of new
curbcut.**

Other Considerations

Hull Circle Drive is unique in that 17 of the 21 homes are original structures. Most residents of Hull Circle celebrate the original architecture. All of the architects that we have consulted with agree that a 2 story addition would create a far more egregious impact as seen from Hull Circle than a single story carport in the front setback. The second story would even be visible from Westlake Drive and would likely impede the growth of the Live Oak tree canopy as it would be directly adjacent to it. Additionally, building a 2nd story does not address our non-compliant parking situation. Finally, the neighbor across the street in 1 Hull Circle, Raul Gonzales, has expressed concern over a 2nd story and would prefer to see a carport.

Multiple other layout options were considered including splitting the parking area into two separate carports. However, this layout ended up being more intrusive into the setbacks compared to the proposed layout. You can see detailed discussion on this in older documents of our application. See next page for some final thoughts.

Final Thoughts:

We understand we purchased a small and unusually shaped lot. This is our problem – not the council's. Please don't mistake this statement as a plea to "approve my request or we have to move!" If the council doesn't agree with us on hardship and our requests are denied then we will probably seek larger housing elsewhere. Again, this is our problem. However, we would ask you to please consider which scenario the City's Comprehensive Plan would favor if we were to move.

When Hull Circle was a new subdivision in the 1970's the first home to be built was #4 Hull Circle. Polly Burton (who I believe was a relative of the Hull Family that developed the street) lived in the same home until she died last year at age 93. Her home, which was the house next door to ours, was torn down last month to prepare for a new build. We have witnessed the demolition company excavate every square inch (literally) of buildable area to make way for a home that will be at least 3 times the size of our home. Again, we aren't complaining, we are just asking the city to consider the City's Comprehensive Plan and what it would favor. I think the odds are strong that if we sell our 1735 SF home it will be listed as a tear-down and be scraped to make way for a house that is designed to be as large as what is allowed by the City of West Lake.

We understand that 17' of encroachment into the setback seems substantial. However, when you consider the alternative we think that what we are asking for is very reasonable. Our proposal's end product is a home that is only 2500 square feet approximately. We have received letters of support from the owners of #1 Hull Circle, #3 Hull Circle, #4 Hull Circle, #5 Hull Circle and #10 Hull Circle.

Would the City's Comprehensive Plan favor a project that:

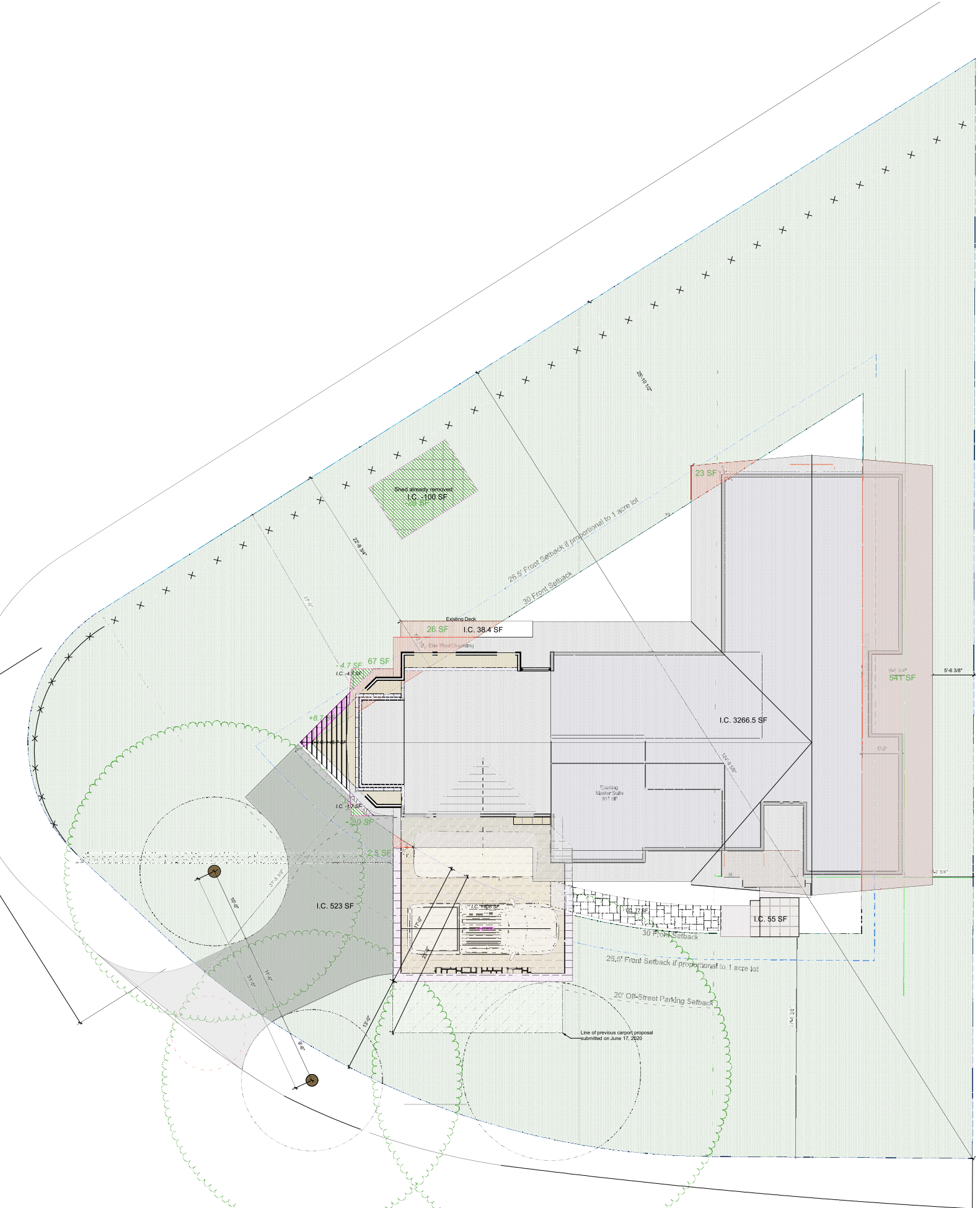
1. Keeps an original home with original architecture and small footprint.
2. Includes the installation of significantly more native landscaping that would largely conceal the proposed carport within the setback.
3. Removes substantial impervious coverage off the critical root zones of 2 heritage live oaks
4. Solves an unsightly parking problem

Or would the City's Master plan favor the demolition of an original home with **a small footprint** to make way for a new build that is designed to be as large as possible on a small lot. I strongly believe that what we are asking for is very reasonable and I strongly ask the commission to please approve.

Thank you,

Michael and Katherine Alexander

2 Hull Circle Drive



2 Hull Circle Existing Survey Zoning Analysis

APPLICATION COVER SHEET

Property Address: 2 Hull Circle Drive

Applicant Name: Katherine and Michael Alexander

Designated Agent (if any, Power of Attorney Required): _____

Applicant Phone Number: 512 571 8439 Email Address: michael@arstingplantsupply.com

Date Application was Submitted: _____

Variance(s) Requested: ① BUILD BEYOND SETBACK - CARPORT ② BUILD BEYOND SETBACK - ADDITION

③ EXCAVATE MORE THAN 18" IN SETBACK (DRIVEWAY)
④ BUILD DRIVEWAY LESS THAN 12' IN WIDTH

Applicant completes above section; City Staff completes the section below:

Variance File Number: _____ [A sequential identifier based on application date and noted in a Variance Application Log maintained by staff. Examples: 20110903A, 20110903B, 20111021A, etc.]

Application Fees Due: \$ _____ ☐ Fees Received on _____ by _____

DRAFT APPLICATION PACKET MATERIALS

Draft Application Packet Received on _____ by _____

☐ Letter to ZAPCO Chairperson ☐ Variance Approval Criteria Answers

☐ Site Plan Coversheet ☐ Site Plan Drawings

☐ Elevation Views and Floor Plans (new structures only)

☐ Septic Assessment (new structures only)

☐ Additional Support Materials (if any): _____

☐ Power of Attorney (if any) – Designated Representative: _____

Staff Analysis completed on _____ by _____

Staff Analysis sent to Applicant on _____ by _____

FINAL APPLICATION PACKET

Final Application Packet Reviewed and Approved on _____ by _____

Notice to Proceed Letter sent to Applicant on _____ by _____

• Notification Letter must be postmarked by _____ ☐ Confirmed by _____

• Sign must be posted by _____ ☐ Confirmed by _____

15 Copies of Final Packet received on _____ ☐ Confirmed by _____

ZAPCO

Scheduled for ZAPCO Hearing on: _____

ZAPCO Action Letter sent on _____ by _____

ZAPCO Recommendation: _____

Conditions/Comments (if any): _____

Modified application and materials (if any) received on _____ by _____

BOA/CITY COUNCIL

Scheduled for BOA/Council Hearing on: _____

BOA/Council Action: _____

Conditions/Comments (if any): _____

BOA/Council Action Letter sent on _____ by _____

FOLLOW-UP

Follow-up dates (vegetative screening installed, survival verification, etc.): _____

• Notifications added to Incode on _____ by _____

Postponement History (if any): _____

Notes: _____

LETTER TO ZAPCO CHAIRPERSON

DATE: June 4, 2020

Chairman Robert Meisel

Westlake Hills Zoning and Planning Commission

911 Westlake Drive

West Lake Hills, Texas 78746

Dear Mr. Chairman,

We are requesting a total of four variances in order to solve a major parking issue as well as provide additional square footage for my growing family. The first two variance requests are associated with the construction of a new curb cut and driveway – the first being a request to excavate more than 18” in the setback (for curb cut and drive) and the second is a request to have a section of our driveway to be less than 12’ in width. The driveway is designed at 8’ wide at one point in order to avoid the 50% critical root zone of two heritage live oak trees. We chose this variance instead of a tree variance request. The 3rd and 4th variance request would be permission to build an addition and carport beyond the current building setback lines. My family and I have been living at 2 Hull Circle since 2016 and we love this street. We chose Westlake because of the natural beauty, wildlife, and privacy which is noted in the goals of the City’s Comprehensive Plan. If the variance request is approved, we believe that this project will enhance the health of the current flora, specifically the heritage live oaks on the property, increase our neighbor’s enjoyment of their own property, and bring our dated home closer in line with the code of Ordinances and the City’s Comprehensive Plan.

In addition to holding a degree in Forestry, my wife and I own and operate Austin Plant Supply which specializes in supplying native plants and trees to Austin and the Hill Country. I say this because I believe it is important for you to understand that are intentions to preserve the natural flora are genuine. The purpose of this project is to solve two problems: 1. We need more square footage for our growing family and 2. We have a dated and very unsightly driveway and a very small garage that will only fit one vehicle. The existing driveway is very steep and was poured over the rootzones of two heritage live oak trees. Since the garage can only fit one vehicle and the driveway is very steep, we have adopted the practice of the previous homeowners: We are parking our 2nd vehicle on an unpaved section of area adjacent to the driveway. All of this is very unsightly, **highly visible**, and embarrassing at times. Our home is the first home the public sees as you turn onto Hull Circle off of Westlake Drive. We feel an obligation to have it look much nicer than its current state.

Additionally, the steep driveway has drainage issues. During heavy rainfall events, large amounts of running water rush down the driveway slope, across the curb and street, and flow into my neighbor Raul Gonzales’ property carrying mud, rock, gravel and debris with it. I find myself apologizing to Raul after every rain. I’ve tried putting in retaining rocks and a drainage system to slow the water but all has failed. (see photos). I believe all of the above would be solved by my proposed plan.

Our site plan proposes a new curb cut (which would replace the existing), a new driveway that is much more level and barely visible from the street, an open air carport in which the entrance does not face the street, and an installation of a heavily screened vegetative buffer over the existing driveway area close to the street. We chose an open air carport as opposed to a garage because we believe that an enclosed structure is not only much more visible but would also block the views of the natural landscape from all angles. Because we are requesting a variance to build closer to the street, we think its very important and in everyone’s best interest for the structure to be nondescript. The new driveway was designed to avoid the 50% critical root zone of two heritage live oak trees and also involves a decompaction treatment and landscape installation on other areas of current impervious coverage. The new landscaping will benefit the two heritage live oaks trees greatly. Our neighbor Troy Lewis at #3 Hull Circle agreed with this sentiment when I first approached him about the proposed site plan. Finally, if the parking situation is resolved with the new driveway and carport, we can convert the existing garage and make a small addition so that my family can have more usable space. All of the new construction would include heavy plantings of dense native vegetation to provide more privacy and become more in line with code of Ordinances.

Sincerely, Michael and Katherine Alexander (2 Hull Circle Drive)

1. **Describe in detail any special conditions you believe will result in unnecessary hardship to you if the terms of this ordinance are strictly or literally enforced.** If the current ordinance is literally enforced then our home would not fall in line with the City's Comprehensive Plan and we would be unable to add additional square footage to our home. In order to stay in the neighborhood, we need to add additional square footage for our growing family. Our home is situated on a corner lot and is sandwiched between Westlake Drive and Hull Circle. Consequently, the shape of our property is unusual and is bound by two "front-yard" setbacks of 30 feet therefore our buildable area seems to be limited compared to other properties. It is my understanding that most homes in the City have a front yard setback of 30' and a backyard setback of 10' which seems to limit our building area compared to other residences in Westlake. It is apparent that converting the current garage and adding a carport is the only method of gaining square footage which not only bring certain items up to code but will result in a property that coincides with the City's Comprehensive Plan.

Our property does have another curb cut on Westlake Drive however it is currently unusable and very unsafe given its limited line of site to the oncoming traffic.

The current driveway is very steep which causes rainfall to wash across Hull Circle and onto my neighbor's driveway – which is a violation of 22.03.175. The dated garage is a one car garage with some storage – it will not fit a 2nd vehicle. Our 2nd vehicle is forced to park outside of the garage. Therefore, we have adopted the previous owner's practice which is to park in the unpaved area to the left of the driveway – another violation of code 22.03.175. The whole parking situation is unsightly and embarrassing. Our home is the first house that is seen on Hull Circle – we feel this must be addressed.

2. **Why do you think the natural terrain and existing flora will not be unreasonably disrupted or destroyed in the variance you are requesting is granted?** The current flora will benefit from the proposed project. The demolition of the current driveway will remove a significant amount of impervious coverage over the 25% and 50% critical root zones of the two Heritage live oaks that are located immediately to the left and right of the existing driveway. The location of the trees and their root zones dictated our proposed design and driveway configuration. The majority of the proposed construction would occur on top of current impervious coverage. We have proposed a driveway that has one small section where it is only 8' wide so that it can "squeeze" through the critical root zone of the two heritage live oaks. The only other option would be a driveway that requires us to request two tree variances and pour a driveway on top of the root zones. The driveway will require 2-3' of excavation for the new curbcut to be installed, therefore we chose an area that was the furthest possible from the rootzone of the heritage live oaks. The small addition to the garage will lie on top of an existing limestone shelf where no root zone of any tree is present. There is one section of the proposed carport that would lie on top of the root zone of a heritage tree but we have proposed a cantilevered "floating" driveway in this area in order to avoid pouring pavement on the existing pervious coverage over the rootzone.

3. **What other reasonable alternatives have you considered? Why won't these other options alleviate the difficulty or hardship you think exists?**

We considered building a 2nd story which would add the needed square footage but would not address the unsightly garage and parking issue. Additionally, my parents visit often for business and my father is handicapped and cannot walk up stairs so would prefer any additional bedroom be on the 1st floor.

We considered building on the only viable area within the setback but it is a long, skinny rectangular area directly in front of our home's front door and would require significant construction on the root zone of the heritage live oak tree in our front yard – another reason why we are proposing construction on top of current impervious coverage.

We considered buying a smaller car so that two vehicles could squeeze into the garage but our garage will not fit two vehicles no matter what size they are.

We considered requesting another variance to pour a new curb cut driveway closer than 35' to Westlake drive but believe that the proposed location is the safest and least disturbing to the critical root zones of the trees.

We tried to incorporate our 2nd curb cut on Westlake drive into the layout but quickly realized the danger posed from Westlake drive and its poor line of sight.

4. **Why do you believe the variance you are requesting is the minimum required to alleviate the difficulty or hardship you think exists?**

Ideally, we would ask for more square footage, but have only proposed the minimum amount that could help our family be more comfortable while respecting the code of Ordinances. Our proposed carport fits two vehicles snugly and includes a modest storage closet. The size of our driveway and curbcut is the minimum that City code allows.

5. **Why do you believe your variance does not violate the intent of the zoning Ordinance or the goals of the City's Comprehensive Plan?** We appreciate the discernment of the City of Westlake zoning Ordinance – especially when it comes to preserving the natural beauty. We have been contemplating this for over 4 years with several different architects. We believe the proposed plan doesn't violate any intent of the zoning Ordinance or City Plan. In fact, we believe the our plan embraces the code and brings our property closer in line with the City's Comprehensive Plan.

6. **Why do you believe your variance will not adversely affect the neighboring properties or interfere with the enjoyment of these properties by their owners?**

Our home is on a corner lot and our only adjacent neighbor is on the east side of our property and the proposed construction is on the west side of our property. The adjacent neighbor is currently in the process of tearing down the existing home and building a massive house on the lot so it will be unoccupied for at least 2 years.

Raul Gonzales is our neighbor across the street in #1 Hull Circle. He is an architect and a former member of the Zoning and Planning Committee. He has collaborated with me extensively and made several contributions to the design.

The only other neighbors in close proximity are Troy and Lydia Lewis at #3 Hull Circle. I have spoken with Troy and shared the site plan with them and they have no objections per the attached email.

8/16/20

Dear Mr. Chairman and members of ZAPCO,

I have been extensively involved with the planning and design of the Alexander's proposal at 2 Hull Circle. I fully support this and would urge the commission to please approve the variance requests. The size and shape of the lot causes hardship without question. The project would very much improve the aesthetic of our street -especially being that #2 Hull Circle is the first house that is noticed.

Thank you very much,

Raul Gonzales

#1 Hull Circle Drive

Westlake Hills, Texas 78746

Revisions:

Since the last ZAPCO meeting on June 17, we have extensively explored other options and feel our redesigned proposal can still accomplish my family's goals while substantially reducing impact of our variance requests. We are proposing the commission to approve the Front Carport Layout A which is attached. A comparison Split Carport Layout B has also been attached to demonstrate depth of options explored.

Summary of Revisions:

1. The addition proposed on the Westlake Drive side has been redesigned so that it respects the building lines' associated with the corner lot. This has substantially reduced the setback encroachment to only 8.78 square feet.
2. The carport has been downsized to reduce setback encroachment by 4 feet and still allows for two cars and a small storage closet.
3. The driveway has been redesigned to allow for cars to pull out forward instead of in reverse.

Further Evidence of Hardships of the lot

Due to the lot's small size, narrow triangular shape with its two longer lot lines abutting streets (one of which is busy Westlake Drive) with the required 30' setbacks, there is only 3,264 SF of buildable area (**only 22.7% of total lot area**). This square footage is less than most newer houses. In fact the buildable area is only **74% of the lot's allowable impervious cover of 4,999 SF**

As an interesting point of comparison, if this lot were to be scaled up to be 1 acre with the setback distance regulations for 1 acre lots, the proportional setback distances would be a front setback of 26'-8" and side setback 13'-3", yielding a proportional buildable area of 4,036 SF or 36.2% of total lot area (a 23.7% increase over the restricted allowable area for our size lot).

The residence was constructed in the early 1970's, before the newer, more restrictive code and setback regulations were established, thus portions of the existing building already encroach into all three setbacks (which are presumed to be "grandfathered").

Issues presented by the current residence

Current residence is relatively small: 3 bedroom (one is very small), 2 very small baths totaling 1,735 SF.

Current garage is too small to fit two current vehicles, so one vehicle is always parked either on the driveway or on the caliche next to it, thus creating an eyesore. An adequately scaled new carport would better hide the vehicles, even if it encroaches in the setback.

Current driveway has no back-up area so one has to back out of the driveway onto Hull Circle (which is very close to the intersection with Westlake Drive). The current driveway currently covers portions of the critical root zones of two Live Oak trees.

Please consider that we have already removed a 100 SF shed which was located behind the house in the Westlake Drive setback.

Desired Improvements

Create more adequate covered parking by adding an appropriately sized carport.
Create a safer means by which to exit the driveway by providing a back-up area.
Remove the current asphalt coverage over the critical root zones of the two Live Oak trees.
Create a master bedroom suite which can allow for bedrooms to accommodate our growing family.

Exploration of Design Options

Since our initial proposal brought before ZAPCO last month, we've investigated many different layout and design options to satisfy our needs. Unfortunately, due to the very small size of the lot and moreover, the buildable area, all options encroach mostly into the Hull Circle setback. We settled on two layouts that were worth considering and ultimately considering Layout A to be the best fit and have the least amount of setback encroachment.

Front Carport Layout A is a smaller version of our original proposal but the addition to the left (south) of the existing garage has been redesigned so that it respects the building lines which **significantly reduces** the amount of setback encroachment. The triangular shape of the addition also respects the original architecture of the home and allows for a more appropriately scaled master suite. We feel this layout is the best option and least impactful.

Split Carport Layout B removes the southern stone protrusion of the garage and adds 2.5' onto the back for the Master Suite which allows for two single carports (**Carport Option B**). This driveway can also be 12' wide and also allows for an adequate back-up area and removes coverage of the critical root zones. This layout encroaches into both front setbacks, although by lesser distances, yet results in a slightly larger square footage of encroachment than Carport Option A.

Comparison and Consequences of the Options

First, for context, Hull Circle is an enclave of smaller, single-story 1970's houses in that period's version of Mid-Century modern design. Most owners have maintained, enhanced and celebrated this aesthetic. We also admire and want to celebrate this aesthetic in however we alter our residence.

We've consulted with at least 4 architects to provide us with these various options. They all agree that a 2 story addition, although "legal", would create a far more egregious impact as seen from Hull Circle than a single story carport in the front setback. The second story would even be

visible from Westlake Drive. Almost as importantly (although perhaps not strictly a concern for ZAPCO), is that the single story carport would be far more consistent with the style of the architecture of the house and Hull Circle enclave than a 2nd story over the garage. A 2nd story over the garage would likely impede the growth of the Live Oak tree canopy as it would be directly adjacent to it. Finally, the neighbor across the street in 1 Hull Circle, Raul Gonzales, has expressed concern to a 2nd story over the garage and would prefer to see a carport.

Another option would be for us to sell the house (which we definitely do not want to do). However, if we were to sell, it could be very likely be that a new owner would tear down the structure and build a two story structure with a larger footprint, thus most likely having more impact than any or our proposed carports. Refer to the oversized modernist structure which is currently under construction next door.

We beseech your indulgence in our request for the setback encroachments because of the extremely and unusually limited buildable area within the setback lines. We feel screening/concealing our 2 vehicles within a well designed carport will ultimately be an enhancement despite the encroachment. Our neighbors agree (including one who is an architect). Also, please consider that our proposed additions will result in only a total HVAC square footage of less than 2,500 SF. This is still modest by most standards in this neighborhood and certainly likely to be far less than any structure that could replace it if we were to sell.

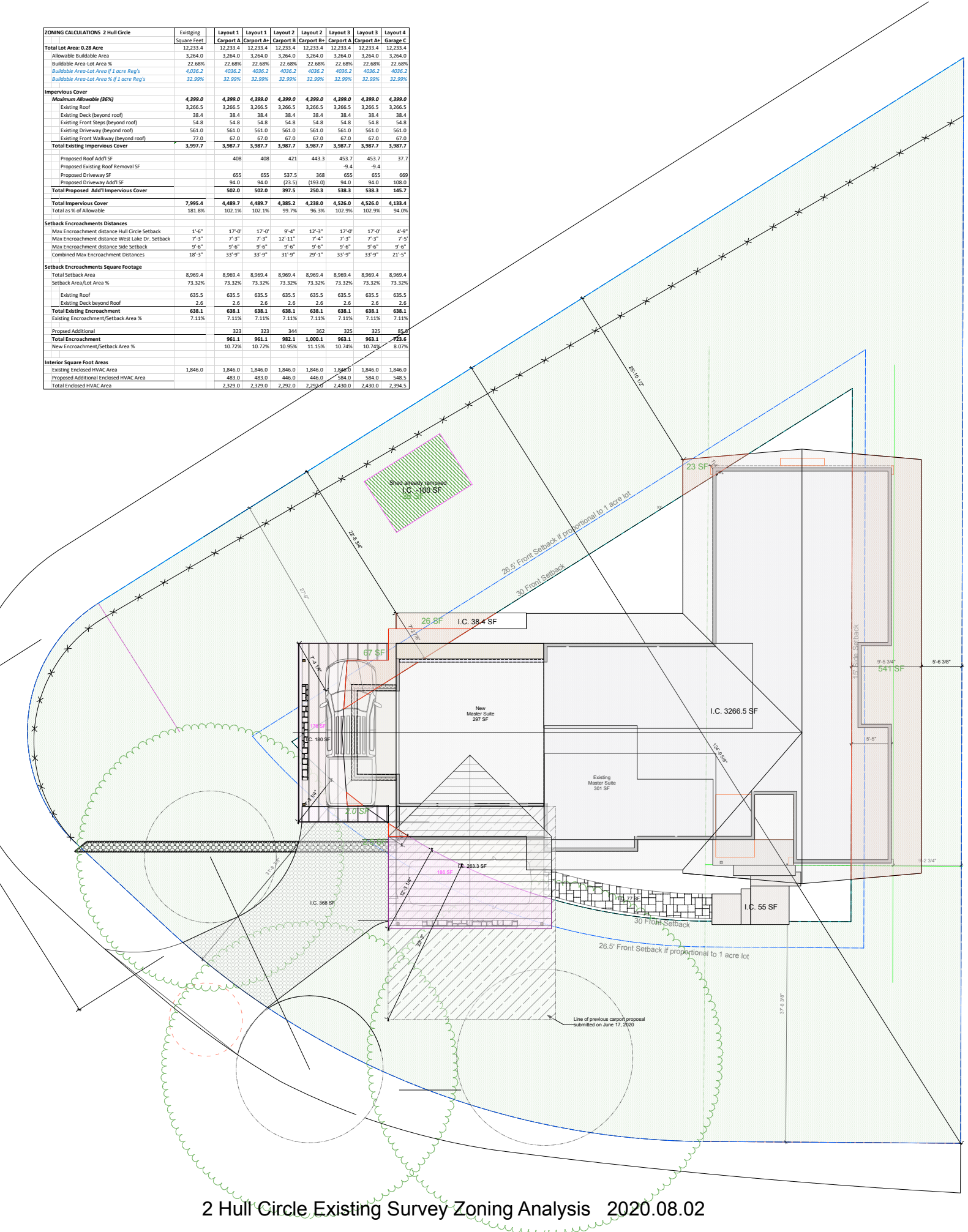
Finally, we would like to make it clear that this carport will be very simple, open air structure. If approved, our plan is to significantly screen the proposed carport with natural vegetation so that the visual impacts of the structure will be minimal. **We are happy to agree to contingencies in regards to the landscaping if needed.**

Thank you for your consideration,

Michael and Katherine Alexander

2 Hull Circle

ZONING CALCULATIONS 2 Hull Circle	Existing	Layout 1	Layout 1	Layout 2	Layout 2	Layout 3	Layout 3	Layout 4
Square Feet	Carport A	Carport A	Carport B	Carport B+	Carport A	Carport A	Garage C	
Total Lot Area: 0.28 Acre	12,233.4	12,233.4	12,233.4	12,233.4	12,233.4	12,233.4	12,233.4	12,233.4
Allowable Buildable Area	3,264.0	3,264.0	3,264.0	3,264.0	3,264.0	3,264.0	3,264.0	3,264.0
Buildable Area-Lot Area %	22.68%	22.68%	22.68%	22.68%	22.68%	22.68%	22.68%	22.68%
Buildable Area-Lot Area if 1 acre Reg's	4,036.2	4,036.2	4,036.2	4,036.2	4,036.2	4,036.2	4,036.2	4,036.2
Buildable Area-Lot Area % if 1 acre Reg's	32.99%	32.99%	32.99%	32.99%	32.99%	32.99%	32.99%	32.99%
Impervious Cover								
Maximum Allowable (36%)	4,399.0	4,399.0	4,399.0	4,399.0	4,399.0	4,399.0	4,399.0	4,399.0
Existing Roof	3,265.5	3,265.5	3,265.5	3,265.5	3,265.5	3,265.5	3,265.5	3,265.5
Existing Deck (beyond roof)	38.4	38.4	38.4	38.4	38.4	38.4	38.4	38.4
Existing Front Steps (beyond roof)	54.8	54.8	54.8	54.8	54.8	54.8	54.8	54.8
Existing Driveway (beyond roof)	561.0	561.0	561.0	561.0	561.0	561.0	561.0	561.0
Existing Front Walkway (beyond roof)	77.0	67.0	67.0	67.0	67.0	67.0	67.0	67.0
Total Existing Impervious Cover	3,997.7	3,987.7	3,987.7	3,987.7	3,987.7	3,987.7	3,987.7	3,987.7
Proposed Roof Add'l SF		408	408	421	443.3	453.7	453.7	37.7
Proposed Existing Roof Removal SF					9.4	9.4		
Proposed Driveway SF		655	655	537.5	368	655	655	669
Proposed Driveway Add'l SF		94.0	94.0	(23.5)	(193.0)	94.0	94.0	108.0
Total Proposed Add'l Impervious Cover		502.0	502.0	397.5	250.3	538.3	538.3	145.7
Total Impervious Cover	7,995.4	4,489.7	4,489.7	4,385.2	4,238.0	4,526.0	4,526.0	4,133.4
Total as % of Allowable	181.8%	102.1%	102.1%	99.7%	96.3%	102.9%	102.9%	94.0%
Setback Encroachments Distances								
Max Encroachment distance Hull Circle Setback	1'-6"	17'-0"	17'-0"	9'-4"	12'-3"	17'-0"	17'-0"	4'-9"
Max Encroachment distance West Lake Dr. Setback	7'-3"	7'-3"	7'-3"	12'-11"	7'-4"	7'-3"	7'-3"	7'-5"
Max Encroachment distance Side Setback	9'-6"	9'-6"	9'-6"	9'-6"	9'-6"	9'-6"	9'-6"	9'-6"
Combined Max Encroachment Distances	18'-3"	33'-9"	33'-9"	31'-9"	29'-1"	33'-9"	33'-9"	21'-5"
Setback Encroachments Square Footage								
Total Setback Area	8,969.4	8,969.4	8,969.4	8,969.4	8,969.4	8,969.4	8,969.4	8,969.4
Setback Area/Lot Area %	73.32%	73.32%	73.32%	73.32%	73.32%	73.32%	73.32%	73.32%
Existing Roof	635.5	635.5	635.5	635.5	635.5	635.5	635.5	635.5
Existing Deck beyond Roof	2.6	2.6	2.6	2.6	2.6	2.6	2.6	2.6
Total Existing Encroachment	638.1	638.1	638.1	638.1	638.1	638.1	638.1	638.1
Existing Encroachment/Setback Area %	7.11%	7.11%	7.11%	7.11%	7.11%	7.11%	7.11%	7.11%
Proposed Additional	323	323	344	362	325	325	325	85.5
Total Encroachment	961.1	961.1	982.1	1,000.1	963.1	963.1	963.1	723.6
New Encroachment/Setback Area %	10.72%	10.72%	10.95%	11.15%	10.74%	10.74%	10.74%	8.07%
Interior Square Foot Areas								
Existing Enclosed HVAC Area	1,846.0	1,846.0	1,846.0	1,846.0	1,846.0	1,846.0	1,846.0	1,846.0
Proposed Additional Enclosed HVAC Area	483.0	483.0	446.0	446.0	584.0	584.0	584.0	548.5
Total Enclosed HVAC Area	2,329.0	2,329.0	2,292.0	2,292.0	2,430.0	2,430.0	2,430.0	2,394.5



2 Hull Circle Existing Survey Zoning Analysis 2020.08.02

APPLICATION COVER SHEET

Property Address: 2 Hull Circle Drive

Applicant Name: Katherine and Michael Alexander

Designated Agent (if any, Power of Attorney Required): _____

Applicant Phone Number: 512 571 8439 Email Address: michael@arstingplantsupply.com

Date Application was Submitted: _____

Variance(s) Requested: ① BUILD BEYOND SETBACK - CARPORT ② BUILD BEYOND SETBACK - ADDITION
③ EXCAVATE MORE THAN 18" IN SETBACK (DRIVEWAY)
④ BUILD DRIVEWAY LESS THAN 12' IN WIDTH

Applicant completes above section; City Staff completes the section below:

Variance File Number: _____ [A sequential identifier based on application date and noted in a Variance Application Log maintained by staff. Examples: 20110903A, 20110903B, 20111021A, etc.]

Application Fees Due: \$ _____ ☐ Fees Received on _____ by _____

DRAFT APPLICATION PACKET MATERIALS

Draft Application Packet Received on _____ by _____

☐ Letter to ZAPCO Chairperson

☐ Variance Approval Criteria Answers

☐ Site Plan Coversheet

☐ Site Plan Drawings

☐ Elevation Views and Floor Plans (new structures only)

☐ Septic Assessment (new structures only)

☐ Additional Support Materials (if any): _____

☐ Power of Attorney (if any) – Designated Representative: _____

Staff Analysis completed on _____ by _____

Staff Analysis sent to Applicant on _____ by _____

FINAL APPLICATION PACKET

Final Application Packet Reviewed and Approved on _____ by _____

Notice to Proceed Letter sent to Applicant on _____ by _____

• Notification Letter must be postmarked by _____ ☐ Confirmed by _____

• Sign must be posted by _____ ☐ Confirmed by _____

15 Copies of Final Packet received on _____ ☐ Confirmed by _____

ZAPCO

Scheduled for ZAPCO Hearing on: _____

ZAPCO Action Letter sent on _____ by _____

ZAPCO Recommendation: _____

Conditions/Comments (if any): _____

Modified application and materials (if any) received on _____ by _____

BOA/CITY COUNCIL

Scheduled for BOA/Council Hearing on: _____

BOA/Council Action: _____

Conditions/Comments (if any): _____

BOA/Council Action Letter sent on _____ by _____

FOLLOW-UP

Follow-up dates (vegetative screening installed, survival verification, etc.): _____

• Notifications added to Incode on _____ by _____

Postponement History (if any): _____

Notes: _____

LETTER TO ZAPCO CHAIRPERSON

DATE: June 4, 2020

Chairman Robert Meisel

Westlake Hills Zoning and Planning Commission

911 Westlake Drive

West Lake Hills, Texas 78746

Dear Mr. Chairman,

We are requesting a total of four variances in order to solve a major parking issue as well as provide additional square footage for my growing family. The first two variance requests are associated with the construction of a new curb cut and driveway – the first being a request to excavate more than 18” in the setback (for curb cut and drive) and the second is a request to have a section of our driveway to be less than 12’ in width. The driveway is designed at 8’ wide at one point in order to avoid the 50% critical root zone of two heritage live oak trees. We chose this variance instead of a tree variance request. The 3rd and 4th variance request would be permission to build an addition and carport beyond the current building setback lines. My family and I have been living at 2 Hull Circle since 2016 and we love this street. We chose Westlake because of the natural beauty, wildlife, and privacy which is noted in the goals of the City’s Comprehensive Plan. If the variance request is approved, we believe that this project will enhance the health of the current flora, specifically the heritage live oaks on the property, increase our neighbor’s enjoyment of their own property, and bring our dated home closer in line with the code of Ordinances and the City’s Comprehensive Plan.

In addition to holding a degree in Forestry, my wife and I own and operate Austin Plant Supply which specializes in supplying native plants and trees to Austin and the Hill Country. I say this because I believe it is important for you to understand that our intentions to preserve the natural flora are genuine. The purpose of this project is to solve two problems: 1. We need more square footage for our growing family and 2. We have a dated and very unsightly driveway and a very small garage that will only fit one vehicle. The existing driveway is very steep and was poured over the rootzones of two heritage live oak trees. Since the garage can only fit one vehicle and the driveway is very steep, we have adopted the practice of the previous homeowners: We are parking our 2nd vehicle on an unpaved section of area adjacent to the driveway. All of this is very unsightly, **highly visible**, and embarrassing at times. Our home is the first home the public sees as you turn onto Hull Circle off of Westlake Drive. We feel an obligation to have it look much nicer than its current state.

Additionally, the steep driveway has drainage issues. During heavy rainfall events, large amounts of running water rush down the driveway slope, across the curb and street, and flow into my neighbor Raul Gonzales’ property carrying mud, rock, gravel and debris with it. I find myself apologizing to Raul after every rain. I’ve tried putting in retaining rocks and a drainage system to slow the water but all has failed. (see photos). I believe all of the above would be solved by my proposed plan.

Our site plan proposes a new curb cut (which would replace the existing), a new driveway that is much more level and barely visible from the street, an open air carport in which the entrance does not face the street, and an installation of a heavily screened vegetative buffer over the existing driveway area close to the street. We chose an open air carport as opposed to a garage because we believe that an enclosed structure is not only much more visible but would also block the views of the natural landscape from all angles. Because we are requesting a variance to build closer to the street, we think it is very important and in everyone’s best interest for the structure to be nondescript. The new driveway was designed to avoid the 50% critical root zone of two heritage live oak trees and also involves a decompaction treatment and landscape installation on other areas of current impervious coverage. The new landscaping will benefit the two heritage live oak trees greatly. Our neighbor Troy Lewis at #3 Hull Circle agreed with this sentiment when I first approached him about the proposed site plan. Finally, if the parking situation is resolved with the new driveway and carport, we can convert the existing garage and make a small addition so that my family can have more usable space. All of the new construction would include heavy plantings of dense native vegetation to provide more privacy and become more in line with code of Ordinances.

Sincerely, Michael and Katherine Alexander (2 Hull Circle Drive)

1. **Describe in detail any special conditions you believe will result in unnecessary hardship to you if the terms of this ordinance are strictly or literally enforced.** If the current ordinance is literally enforced then our home would not fall in line with the City's Comprehensive Plan and we would be unable to add additional square footage to our home. In order to stay in the neighborhood, we need to add additional square footage for our growing family. Our home is situated on a corner lot and is sandwiched between Westlake Drive and Hull Circle. Consequently, the shape of our property is unusual and is bound by two "front-yard" setbacks of 30 feet therefore our buildable area seems to be limited compared to other properties. It is my understanding that most homes in the City have a front yard setback of 30' and a backyard setback of 10' which seems to limit our building area compared to other residences in Westlake. It is apparent that converting the current garage and adding a carport is the only method of gaining square footage which not only bring certain items up to code but will result in a property that coincides with the City's Comprehensive Plan.

Our property does have another curb cut on Westlake Drive however it is currently unusable and very unsafe given its limited line of site to the oncoming traffic.

The current driveway is very steep which causes rainfall to wash across Hull Circle and onto my neighbor's driveway – which is a violation of 22.03.175. The dated garage is a one car garage with some storage – it will not fit a 2nd vehicle. Our 2nd vehicle is forced to park outside of the garage. Therefore, we have adopted the previous owner's practice which is to park in the unpaved area to the left of the driveway – another violation of code 22.03.175. The whole parking situation is unsightly and embarrassing. Our home is the first house that is seen on Hull Circle – we feel this must be addressed.

2. **Why do you think the natural terrain and existing flora will not be unreasonably disrupted or destroyed in the variance you are requesting is granted?** The current flora will benefit from the proposed project. The demolition of the current driveway will remove a significant amount of impervious coverage over the 25% and 50% critical root zones of the two Heritage live oaks that are located immediately to the left and right of the existing driveway. The location of the trees and their root zones dictated our proposed design and driveway configuration. The majority of the proposed construction would occur on top of current impervious coverage. We have proposed a driveway that has one small section where it is only 8' wide so that it can "squeeze" through the critical root zone of the two heritage live oaks. The only other option would be a driveway that requires us to request two tree variances and pour a driveway on top of the root zones. The driveway will require 2-3' of excavation for the new curbcut to be installed, therefore we chose an area that was the furthest possible from the rootzone of the heritage live oaks. The small addition to the garage will lie on top of an existing limestone shelf where no root zone of any tree is present. There is one section of the proposed carport that would lie on top of the root zone of a heritage tree but we have proposed a cantilevered "floating" driveway in this area in order to avoid pouring pavement on the existing pervious coverage over the rootzone.

3. **What other reasonable alternatives have you considered? Why won't these other options alleviate the difficulty or hardship you think exists?**

We considered building a 2nd story which would add the needed square footage but would not address the unsightly garage and parking issue. Additionally, my parents visit often for business and my father is handicapped and cannot walk up stairs so would prefer any additional bedroom be on the 1st floor.

We considered building on the only viable area within the setback but it is a long, skinny rectangular area directly in front of our home's front door and would require significant construction on the root zone of the heritage live oak tree in our front yard – another reason why we are proposing construction on top of current impervious coverage.

We considered buying a smaller car so that two vehicles could squeeze into the garage but our garage will not fit two vehicles no matter what size they are.

We considered requesting another variance to pour a new curb cut driveway closer than 35' to Westlake drive but believe that the proposed location is the safest and least disturbing to the critical root zones of the trees.

We tried to incorporate our 2nd curb cut on Westlake drive into the layout but quickly realized the danger posed from Westlake drive and its poor line of sight.

4. **Why do you believe the variance you are requesting is the minimum required to alleviate the difficulty or hardship you think exists?**

Ideally, we would ask for more square footage, but have only proposed the minimum amount that could help our family be more comfortable while respecting the code of Ordinances. Our proposed carport fits two vehicles snugly and includes a modest storage closet. The size of our driveway and curbcut is the minimum that City code allows.

5. **Why do you believe your variance does not violate the intent of the zoning Ordinance or the goals of the City's Comprehensive Plan?** We appreciate the discernment of the City of Westlake zoning Ordinance – especially when it comes to preserving the natural beauty. We have been contemplating this for over 4 years with several different architects. We believe the proposed plan doesn't violate any intent of the zoning Ordinance or City Plan. In fact, we believe the our plan embraces the code and brings our property closer in line with the City's Comprehensive Plan.

6. **Why do you believe your variance will not adversely affect the neighboring properties or interfere with the enjoyment of these properties by their owners?**

Our home is on a corner lot and our only adjacent neighbor is on the east side of our property and the proposed construction is on the west side of our property. The adjacent neighbor is currently in the process of tearing down the existing home and building a massive house on the lot so it will be unoccupied for at least 2 years.

Raul Gonzales is our neighbor across the street in #1 Hull Circle. He is an architect and a former member of the Zoning and Planning Committee. He has collaborated with me extensively and made several contributions to the design.

The only other neighbors in close proximity are Troy and Lydia Lewis at #3 Hull Circle. I have spoken with Troy and shared the site plan with them and they have no objections per the attached email.

APPLICATION COVER SHEET

Property Address: 2 HULL CIRCLE
Applicant Name: Michael Alexander
Designated Agent (if any, Power of Attorney Required): _____
Applicant Phone Number: 512-571-8439 Email Address: michael@austinsplantsupply.com
Date Application was Submitted: 6/5/20
Variance(s) Requested:

- ① BUILDING BEYOND SETBACK FOR NEW CARPORT AND ADDITION
② EXCAVATE GREATER THAN 18" TV SETBACK FOR NEW CURB CUT.

Applicant completes above section; City Staff completes the section below:

Variance File Number: _____ [A sequential identifier based on application date and noted in a Variance Application Log maintained by staff. Examples: 20110903A, 20110903B, 20111021A, etc.]

Application Fees Due: \$ _____ ☐ Fees Received on _____ by _____

DRAFT APPLICATION PACKET MATERIALS

Draft Application Packet Received on _____ by _____
☐ Letter to ZAPCO Chairperson ☐ Variance Approval Criteria Answers
☐ Site Plan Coversheet ☐ Site Plan Drawings
☐ Elevation Views and Floor Plans (new structures only)
☐ Septic Assessment (new structures only)
☐ Additional Support Materials (if any): _____
☐ Power of Attorney (if any) – Designated Representative: _____
Staff Analysis completed on _____ by _____
Staff Analysis sent to Applicant on _____ by _____

FINAL APPLICATION PACKET

Final Application Packet Reviewed and Approved on _____ by _____
Notice to Proceed Letter sent to Applicant on _____ by _____
• Notification Letter must be postmarked by _____ ☐ Confirmed by _____
• Sign must be posted by _____ ☐ Confirmed by _____
15 Copies of Final Packet received on _____ ☐ Confirmed by _____

ZAPCO

Scheduled for ZAPCO Hearing on: _____
ZAPCO Action Letter sent on _____ by _____
ZAPCO Recommendation: _____
Conditions/Comments (if any): _____
Modified application and materials (if any) received on _____ by _____

BOA/CITY COUNCIL

Scheduled for BOA/Council Hearing on: _____
BOA/Council Action: _____
Conditions/Comments (if any): _____
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FOLLOW-UP

Follow-up dates (vegetative screening installed, survival verification, etc.): _____
• Notifications added to Incode on _____ by _____

Postponement History (if any): _____
Notes: _____

LETTER TO ZAPCO CHAIRPERSON

DATE: June 4, 2020

Chairman Robert Meisel

Westlake Hills Zoning and Planning Commission

911 Westlake Drive

West Lake Hills, Texas 78746

Dear Mr. Chairman,

We are requesting two variances in order to solve a major parking issue as well as provide additional square footage for my growing family. The first variance would be to excavate an area greater than 18" below natural grade in order to install a new curb cut that would replace our existing curb cut. The 2nd variance request would be permission to build beyond the current building setback lines. My family and I have been living at 2 Hull Circle since 2016 and we love this street. We chose Westlake because of the natural beauty, wildlife, and privacy which is noted in the goals of the City's Comprehensive Plan. If the variance request is approved, we believe that this project will enhance the health of the current flora, specifically the heritage live oaks on the property, increase our neighbor's enjoyment of their own property, and bring our dated home closer in line with the code of Ordinances and the City's Comprehensive Plan.

In addition to holding a degree in Forestry, my wife and I own and operate Austin Plant Supply which specializes in supplying native plants and trees to Austin and the Hill Country. I say this because I believe it is important for you to understand that are intentions to preserve the natural flora are genuine. The purpose of this project is to solve two problems: 1. We need more square footage for our growing family and 2. We have a dated and very unsightly driveway and a small garage situation that violates current code. Our garage faces the street (code violation 22.03.175) and only fits one of our vehicles. The existing driveway is very steep and was poured over the rootzones of two heritage live oak trees. Since the garage can only fit one of our vehicles and the driveway is very steep, we have adopted the practice of the previous homeowners: We are parking our 2nd vehicle on an unpaved section of area adjacent to the driveway. All of this is very unsightly, **highly visible**, and embarrassing at times. Our home is the first home the public sees as you turn onto Hull Circle off of Westlake Drive. We feel an obligation to have it look much nicer than its current state.

Additionally, the steep driveway has drainage issues. During heavy rainfall events, large amounts of running water rush down the driveway slope, across the curb and street, and flow into my neighbor Raul Gonzales' property carrying mud, rock, gravel and debris with it. I find myself apologizing to Raul after every rain. I've tried putting in retaining rocks and a drainage system to slow the water but all has failed. (see photos). I believe all of the above would be solved by my proposed plan.

Our site plan proposes a new curb cut (which would replace the existing), a new driveway that is much more level and barely visible from the street, an open air carport in which the entrance does not face the street, and an installation of a heavily screened vegetative buffer over the existing driveway area close to the street. We chose an open air carport as opposed to a garage because we believe that an enclosed structure is not only much more visible but would also block the views of the natural landscape from all angles. Because we are requesting a variance to build closer to the street, we think its very important and in everyone's best interest for the structure to be nondescript. The new driveway was designed to avoid the 50% critical root zone of two heritage live oak trees and also involves a decompaction treatment and landscape installation on other areas of current impervious coverage. The new landscaping will benefit the two heritage live oaks trees greatly. Our neighbor Troy Lewis at #3 Hull Circle agreed with this sentiment when I first approached him about the proposed site plan. Finally, if the parking situation is resolved with the new driveway and carport, we can convert the existing garage and make a small addition so that my family can have more usable space. All of the new construction would include heavy plantings of dense native vegetation to provide more privacy and become more in line with code of Ordinances.

Sincerely,

Michael and Katherine Alexander (2 Hull Circle Drive)

1. **Describe in detail any special conditions you believe will result in unnecessary hardship to you if the terms of this ordinance are strictly or literally enforced.** If the current ordinance is literally enforced then our home would not fall in line with the City's Comprehensive Plan and we would be unable to add additional square footage to our home. In order to stay in the neighborhood, we need to add additional square footage for our growing family. Our home is situated on a corner lot and is sandwiched between Westlake Drive and Hull Circle. Consequently, our home is bound by two "front-yard" setbacks of 30 feet. It is my understanding that most homes in the City have a front yard setback of 30' and a backyard setback of 10' which seems to limit our building area compared to other residences in Westlake. It is apparent that converting the current garage and adding a carport is the only method of gaining square footage which not only bring certain items up to code but will result in a property that coincides with the City's Comprehensive Plan.

Our property does have another curb cut on Westlake Drive however it is currently unusable and very unsafe given its limited line of site to the oncoming traffic.

The current driveway and garage violate code in 22.03.175 in that the garage entrance faces the street. Additionally, the steep slope gradient causes rainfall to wash across Hull Circle and onto my neighbor's driveway – another violation of 22.03.175. The dated garage is small and only allows space for 1 of our vehicles. Our 2nd vehicle is forced to park outside of the garage. Therefore, we have adopted the previous owner's practice which is to park in the unpaved area to the left of the driveway – another violation of code 22.03.175. The whole parking situation is unsightly and embarrassing. Our home is the first house that is seen on Hull Circle – we feel this must be addressed.

2. **Why do you think the natural terrain and existing flora will not be unreasonably disrupted or destroyed in the variance you are requesting is granted?** The current flora will benefit from the proposed project. The demolition of the current driveway will remove a significant amount of impervious coverage over the root zones of the two Heritage live oaks that are located immediately to the left and right of the existing driveway. The location of the trees and their root zones dictated our proposed design and driveway configuration. The majority of the proposed construction would occur on top of current impervious coverage. The proposed driveway was configured to have the least amount of impact on the critical root zones of the heritage trees. There will require 2-3' of excavation for the new curbcut to be installed, therefore we chose an area that was the furthest possible from the rootzone of the heritage live oaks although one 10" cedar tree is closeby. I believe it could be considered a threat anyway as it is leaning over the street rather sharply. The small addition to the garage will lie on top of an existing limestone shelf where no root zone of any tree is present. There is one section of the proposed carport that would lie on top of the root zone of a heritage tree but we have proposed a cantilevered "floating" driveway in this area in order to avoid pouring pavement on the existing pervious coverage over the rootzone.
3. **What other reasonable alternatives have you considered? Why won't these other options alleviate the difficulty or hardship you think exists?**

We considered building a 2nd story which would add the needed square footage but would not address the unsightly garage and parking issue. Additionally, my parents visit often for business and my father is handicapped and cannot walk up stairs so would prefer any additional bedroom be on the 1st floor.

We considered building on the only viable area within the setback but it is a long, skinny rectangular area directly in front of our home's front door and would require significant construction on the root zone of the heritage live oak tree in our front yard – another reason why we are proposing construction on top of current impervious coverage.

We considered buying a smaller car so that two vehicles could squeeze into the garage but my company vehicle is a standard size pickup truck used as a delivery vehicle for our business.

We considered requesting another variance to pour a new curb cut driveway closer than 35' to Westlake drive but believe that the proposed location is the safest and least disturbing to the critical root zones of the trees.

We tried to incorporate our 2nd curb cut on Westlake drive into the layout but quickly realized the danger posed from Westlake drive and its poor line of sight.

4. **Why do you believe the variance you are requesting is the minimum required to alleviate the difficulty or hardship you think exists?**

Ideally, we would ask for more square footage, but have only proposed the minimum amount that could help our family be more comfortable while respecting the code of Ordinances. Our proposed carport fits two vehicles snugly and includes a modest storage closet. The size of our driveway and curbcut is the minimum that City code allows.

5. **Why do you believe your variance does not violate the intent of the zoning Ordinance or the goals of the City's Comprehensive Plan?** We appreciate the discernment of the City of Westlake zoning Ordinance – especially when it comes to preserving the natural beauty. We have been contemplating this for over 4 years with several different architects. We believe the proposed plan doesn't violate any intent of the zoning Ordinance or City Plan. In fact, we believe the our plan embraces the code and brings our property closer in line with the City's Comprehensive Plan.

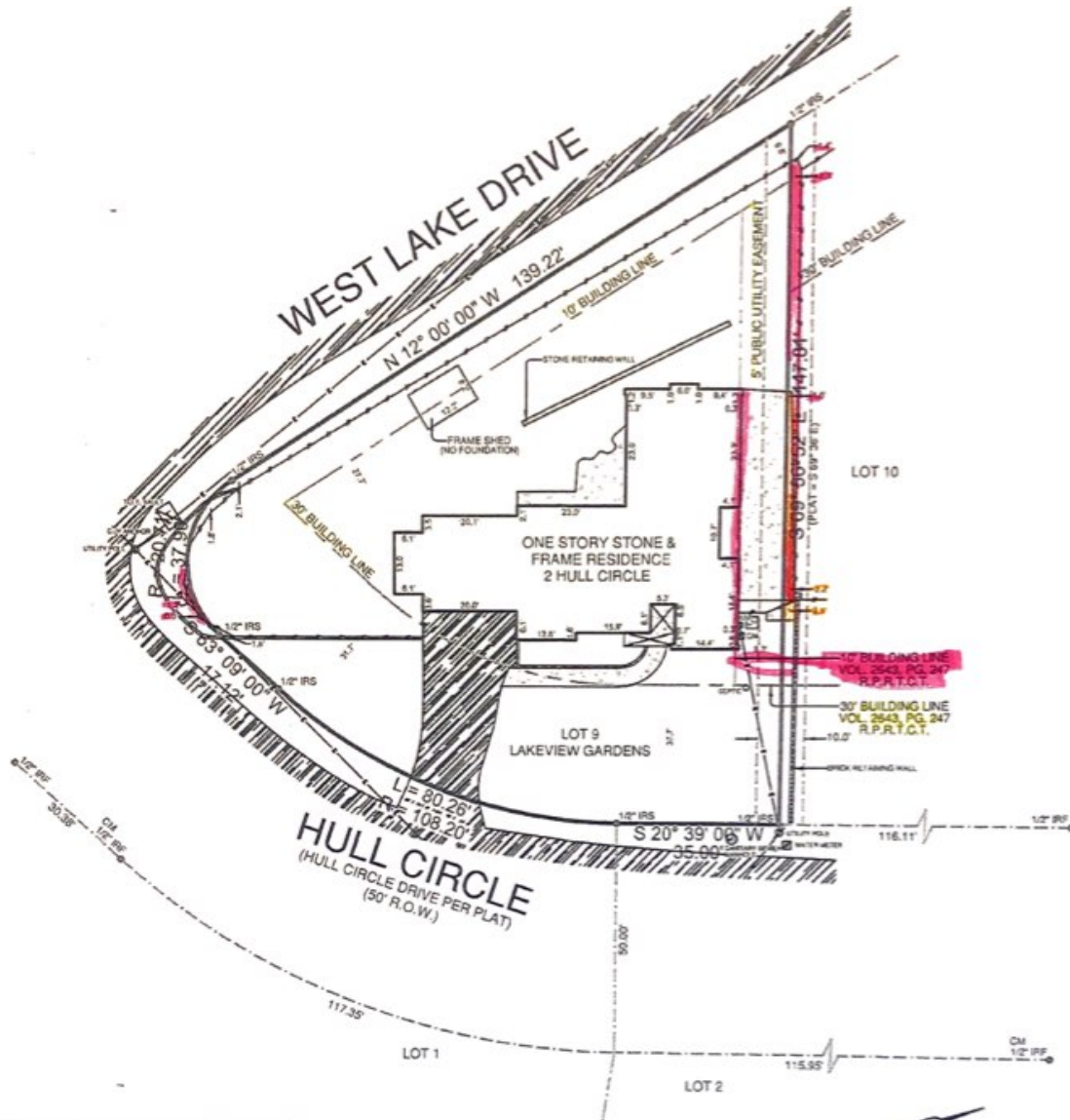
6. **Why do you believe your variance will not adversely affect the neighboring properties or interfere with the enjoyment of these properties by their owners?**

Our home is on a corner lot and our only adjacent neighbor is on the east side of our property and the proposed construction is on the west side of our property. The adjacent neighbor is currently in the process of tearing down the existing home and building a massive house on the lot so it will be unoccupied for at least 2 years.

Raul Gonzales is our neighbor across the street in #1 Hull Circle. He is an architect and a former member of the Zoning and Planning Committee. He has collaborated with me extensively and made several contributions to the design.

The only other neighbors in close proximity are Troy and Lydia Lewis at #3 Hull Circle. I have spoken with Troy and shared the site plan with them and they have no objections per the attached email.

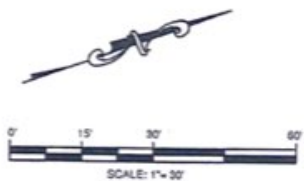
Approved 11/8/16 JLB



LEGEND:

— WIRE FENCE	ASPHALT
— CHAINLINK FENCE	CONCRETE
— WROUGHT IRON FENCE	GRAVEL
— WOOD FENCE	TILE
— VINYL FENCE	WOOD
— ELECTRIC LINE	BRICK
GM - GAS METER	STONE
EM - ELECTRIC METER	
UPF - IRON PIPE FOUND	
IRF - IRON ROD FOUND	
IRB - IRON ROD SET	
CM - CONTROLLING MONUMENT	(WOOD) RAILROAD TIE

NOTES:
 THE PROPERTY IS NOT AFFECTED BY THE FOLLOWING:
 (100) EASEMENT, VOL. 859, PG. 558, R.P.R.T.C.T.
 (100) EASEMENT, VOL. 859, PG. 558, R.P.R.T.C.T.
 (100) EASEMENT, VOL. 859, PG. 561, R.P.R.T.C.T.
 (100) EASEMENT, VOL. 859, PG. 561, R.P.R.T.C.T.
 THE HOUSE IS NOT BEYOND THE 10' BUILDING LINE AS SHOWN ABOVE.
 BUILDING LINES AND EASEMENTS ARE BASED ON THE RECORDED PLAT UNLESS OTHERWISE NOTED.



LEGAL DESCRIPTION:
 BEING LOT 9, LAKEVIEW GARDENS, A SUBDIVISION IN TRAVIS COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN BOOK 17, PAGE 97, OF THE PLAT RECORDS OF TRAVIS COUNTY, TEXAS.

SURVEYOR'S CERTIFICATION:
 THIS IS TO CERTIFY THAT ON THIS DATE A SURVEY WAS MADE ON THE GROUND, UNDER MY SUPERVISION AND REFLECTS A TRUE AND CORRECT REPRESENTATION OF THE DIMENSIONS AND CALLS OF PROPERTY LINES AND LOCATION AND TYPE OF IMPROVEMENTS. THERE ARE NO VISIBLE AND APPARENT EASEMENTS, CONFLICTS, INTRUSIONS OR PROTRUSIONS, EXCEPT AS SHOWN. THIS SURVEY IS NOT TO BE USED FOR CONSTRUCTION PURPOSES AND IS FOR THE EXCLUSIVE USE OF THE HEREON NAMED PURCHASER, MORTGAGE COMPANY, AND TITLE COMPANY ONLY AND THIS SURVEY IS MADE PURSUANT TO THAT CERTAIN TITLE COMMITMENT UNDER THE GF NUMBER SHOWN HEREON. PROVIDED BY THE TITLE COMPANY NAMED HEREON AND THAT THIS DATE, THE EASEMENTS, RIGHTS-OF-WAY, OR OTHER LOCATABLE MATTERS OF RECORD THAT THE UNDERSIGNED HAS KNOWLEDGE OR HAS BEEN ADVISED ARE AS SHOWN OR NOTED HEREON. THIS SURVEY IS SUBJECT TO ANY AND ALL COVENANTS AND RESTRICTIONS PERTAINING TO THE RECORDED PLAT REFERENCED HEREON.

GF. NO.	15933UP
BORROWER	
TECH	CMH
FIELD	TM

FLOOD INFORMATION:
 THE SUBJECT PROPERTY DOES NOT APPEAR TO LIE WITHIN THE LIMITS OF A 100-YEAR FLOOD HAZARD ZONE ACCORDING TO THE MAP PUBLISHED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY, AND HAS A ZONE "X" RATING AS SHOWN BY MAP NO. 48453C0445 J, DATED JANUARY 6, 2016.

DATE: 01/13/2016 JOB NO.: 16-00110
 FIELD: 01/12/2016

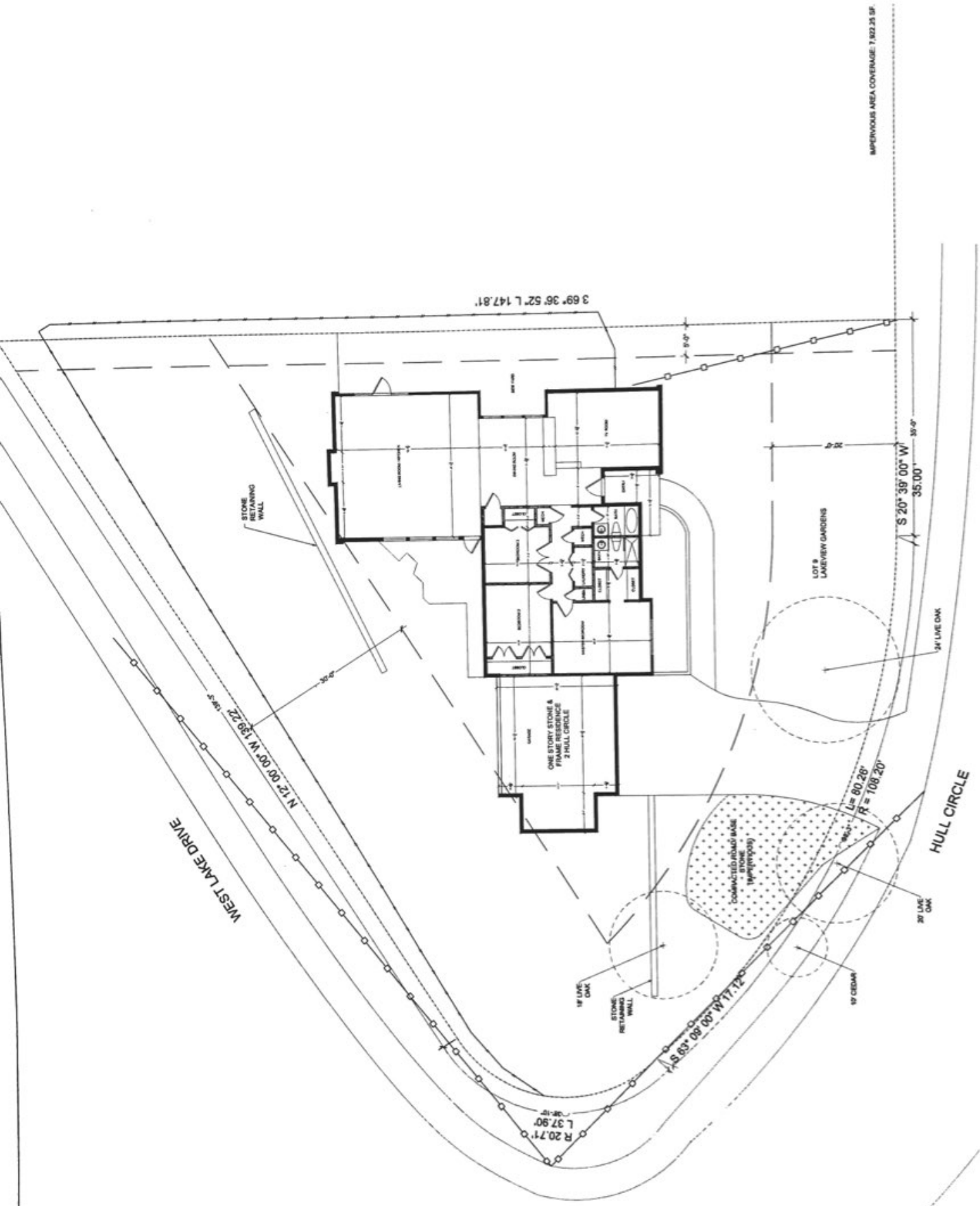
2 HULL CIRCLE, WEST LAKE HILLS, TX 78746
 LOT 9, LAKEVIEW GARDENS



DATE: _____
 ACCEPTED BY: _____



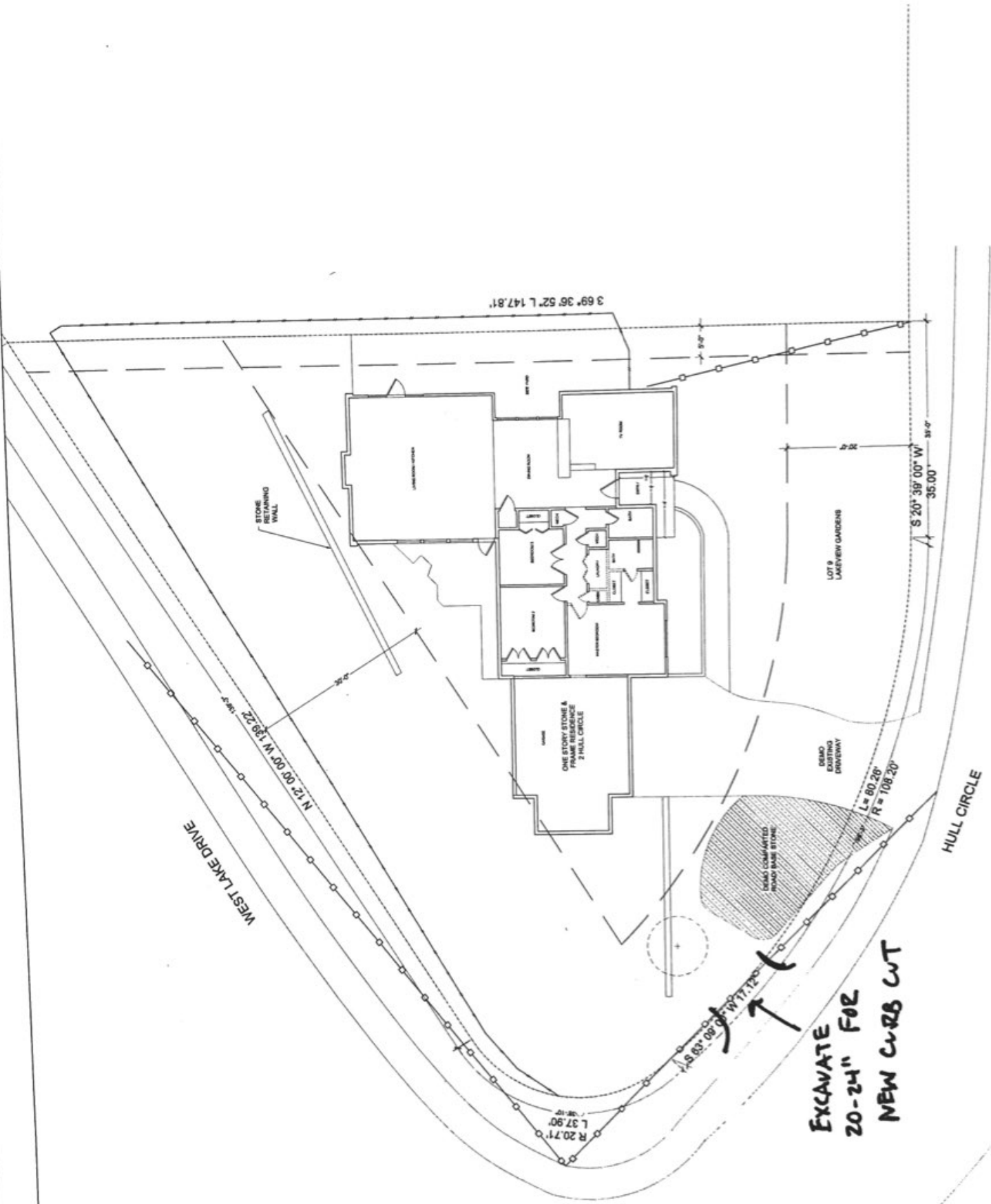
Premier Surveying
 5700 W. Plano Parkway Suite 2700
 Plano, Texas 75093
 Office: 972-612-3601
 Fax: 972-664-7021



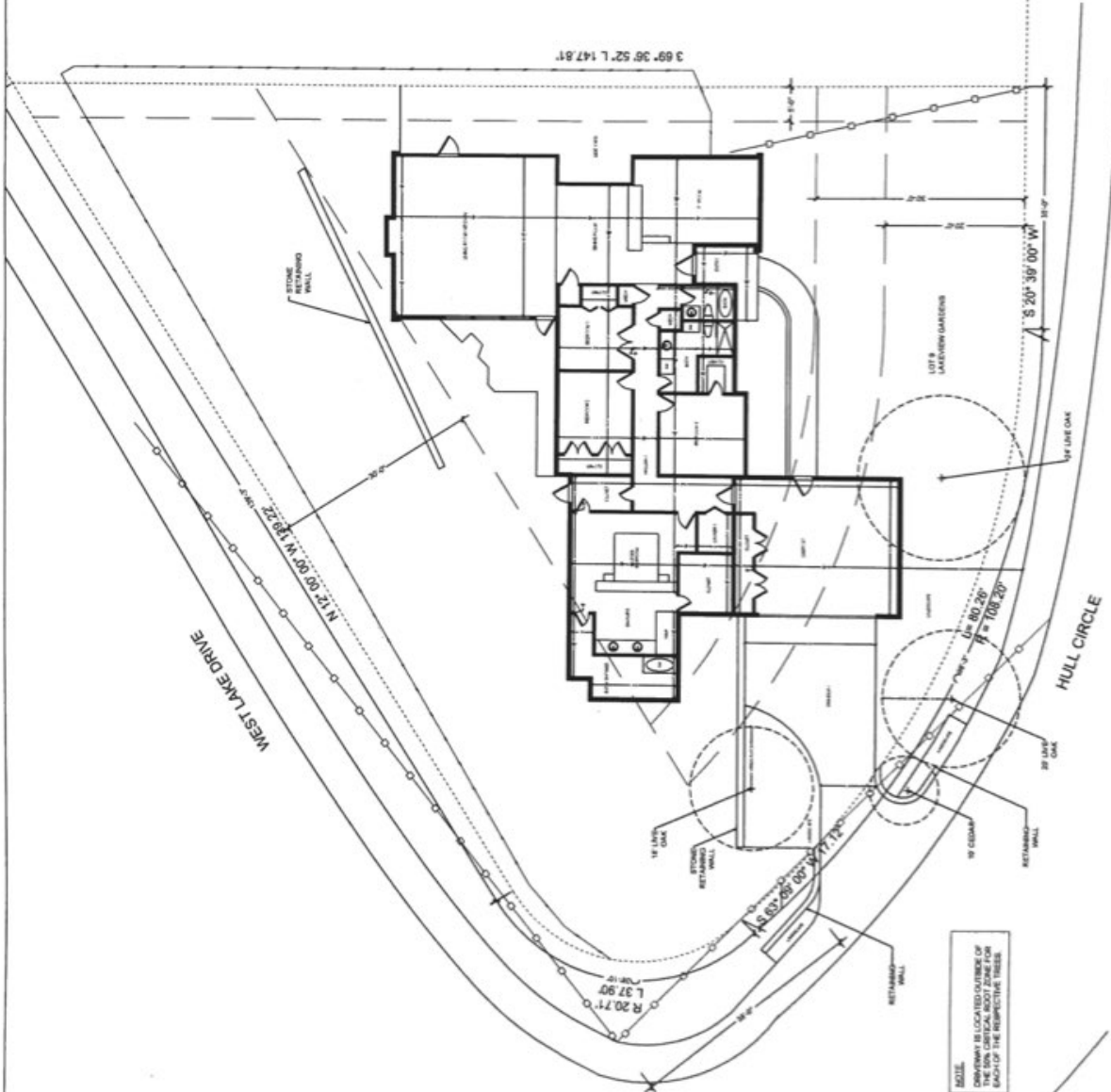
IMPERVIOUS AREA COVERAGE: 7,822.25 SF

1 EXISTING SURVEY

FULL SCALE: 1/8" = 1'-0"
 HALF SCALE: 1/16" = 1'-0"



PROPERTY DATA AND CALCULATIONS			
LOT SIZE	12.085 AC	12.085 AC	0.2611 AC
PERVIOUS AREA	12.085 AC	12.085 AC	0.2611 AC
ALLOWABLE IMPERVIOUS COVERAGE	35.0%	4.237 AC	0.2611 AC
IMPERVIOUS COVERAGE			
ITEM	EXISTING	PROPOSED	
DRIVEWAY	2,121.44 SF	3,031.28 SF	
WALKWAY	1,111.11 SF	1,111.11 SF	
PATIO	150.00 SF	150.00 SF	
POOL	484.00 SF	484.00 SF	
FRONT BACK PATIO	222.44 SF	222.44 SF	
TOTAL	38,787.97 SF	42,018.81 SF	



NOTES:
1. DRIVEWAY IS LOCATED OUTSIDE OF THE 100' SETBACK ZONE FOR EACH OF THE RESPECTIVE TIERES.

1 NEW SITE FLOOR PLAN
FULL SCALE 1/8" = 1'-0"
HALF SCALE 1/16" = 1'-0"

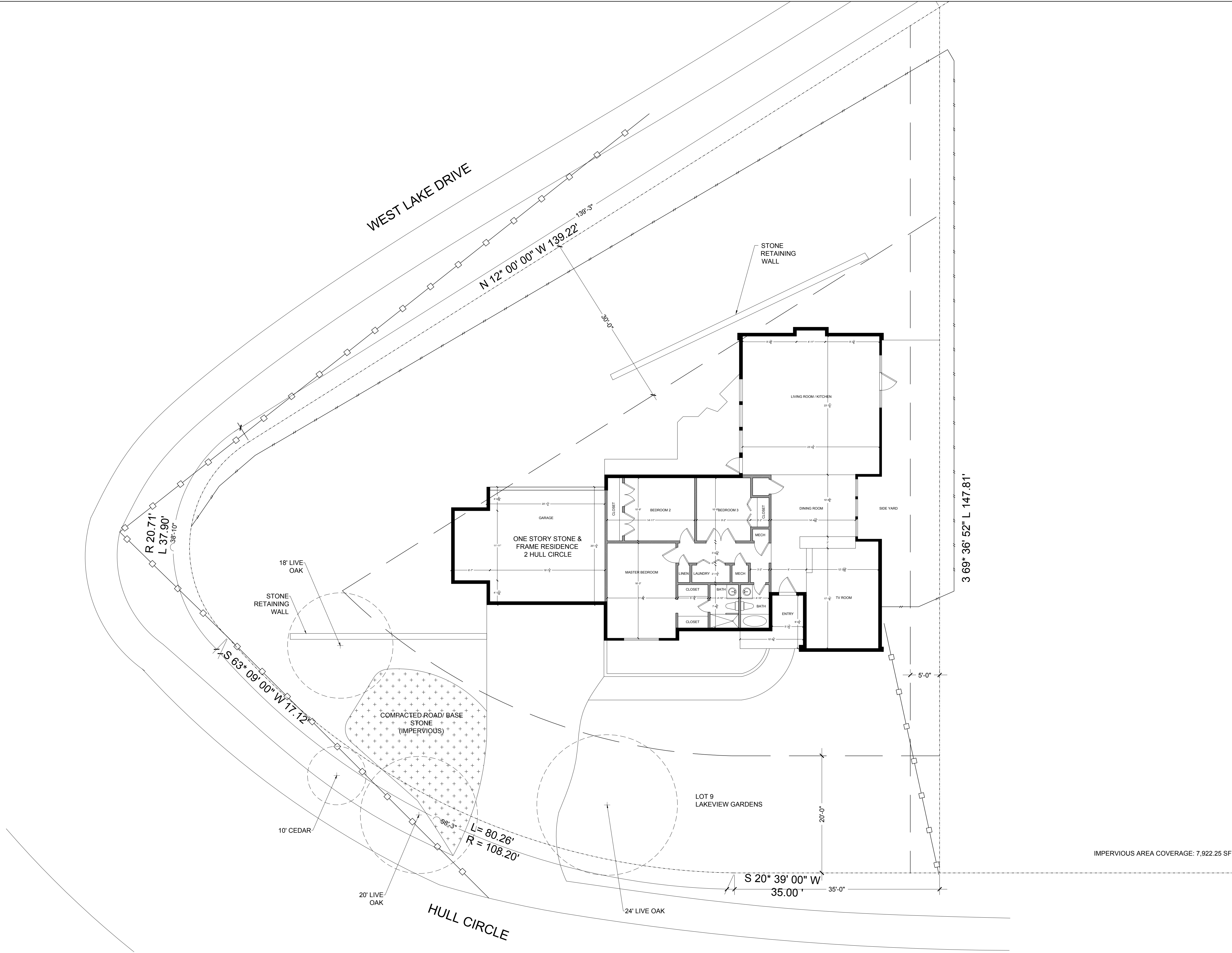
M ALEXANDER RESIDENCE
2 HULL CIRCLE
WESTLAKE HILLS, TEXAS 78746

DESIGNED BY
DRAWN BY
REVIEWED BY

SUBMITTAL	DATE
DESCRIPTION	

DATE 06/01/2020
DRAWING TITLE
NEW SITE PLAN

SHEET
A2.01



1 EXISTING SURVEY
FULL SCALE: 1/8" = 1'-0"
HALF SCALE: 1/16" = 1'-0"

M ALEXANDER RESIDENCE
2 HULL CIRCLE
WESTLAKE HILLS, TEXAS 78746

DESIGNED: BD
DRAWN: IG
REVIEWED: BD

SUBMITTAL:

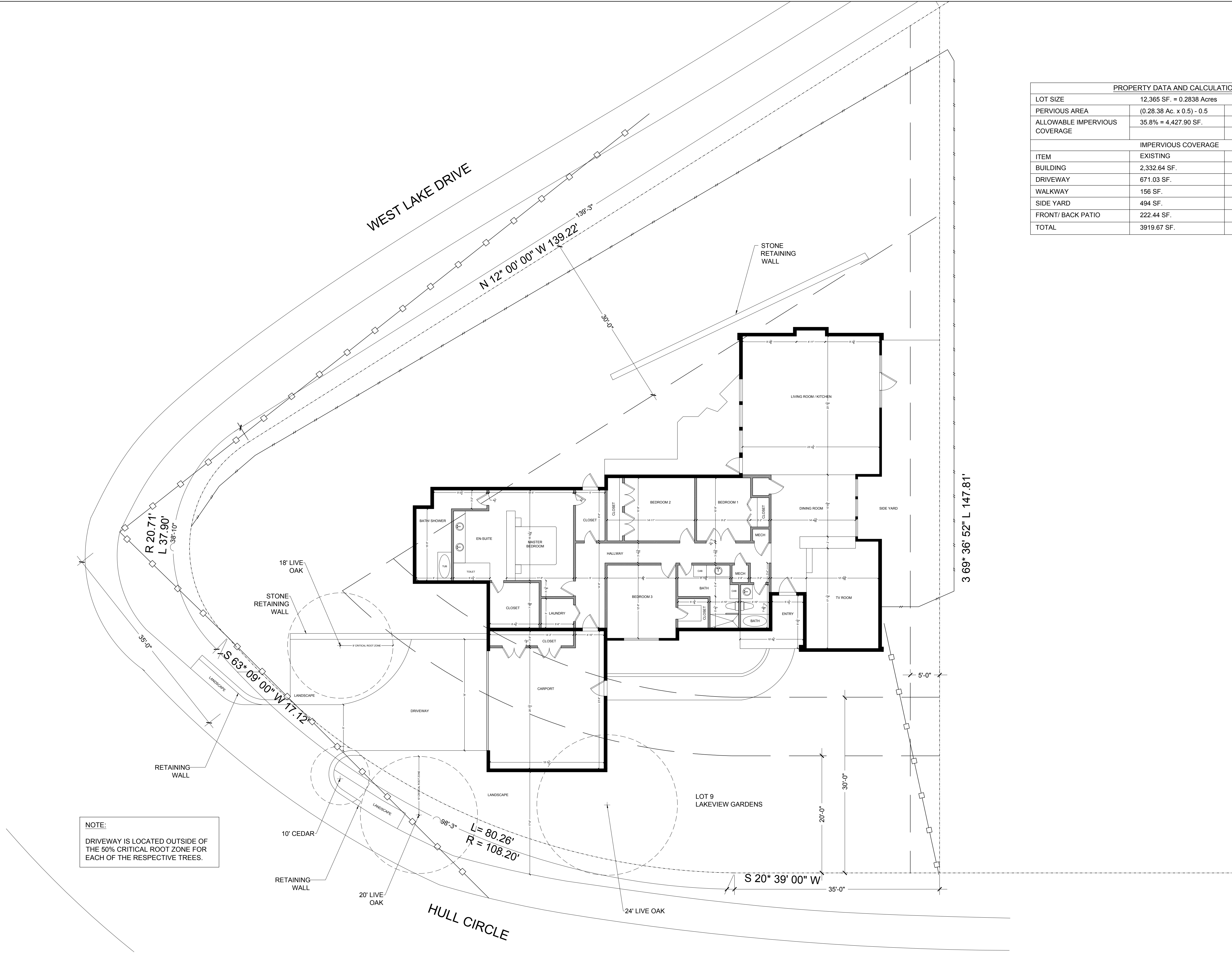
DESCRIPTION	DATE

DATE: 06/01/2020

DRAWING TITLE:
EXISTING SURVEY

SHEET:

A1.01



PROPERTY DATA AND CALCULATIONS		
LOT SIZE	12,365 SF. = 0.2838 Acres	
PERVIOUS AREA	(0.28 38 Ac. x 0.5) - 0.5	0.3581 Ac. = 35.8%
ALLOWABLE IMPERVIOUS COVERAGE	35.8% = 4,427.90 SF.	
	IMPERVIOUS COVERAGE	
ITEM	EXISTING	PROPOSED
BUILDING	2,332.64 SF.	3,033.35 SF.
DRIVEWAY	671.03 SF.	399.83 SF.
WALKWAY	156 SF.	148.34 SF.
SIDE YARD	494 SF.	494 SF.
FRONT/ BACK PATIO	222.44 SF.	222.44 SF.
TOTAL	3919.67 SF.	4297.96 SF.

M ALEXANDER RESIDENCE
2 HULL CIRCLE
WESTLAKE HILLS, TEXAS 78746

DESIGNED: BD
DRAWN: IG
REVIEWED: BD

SUBMITTAL:	
DESCRIPTION	DATE

DATE: 06/01/2020

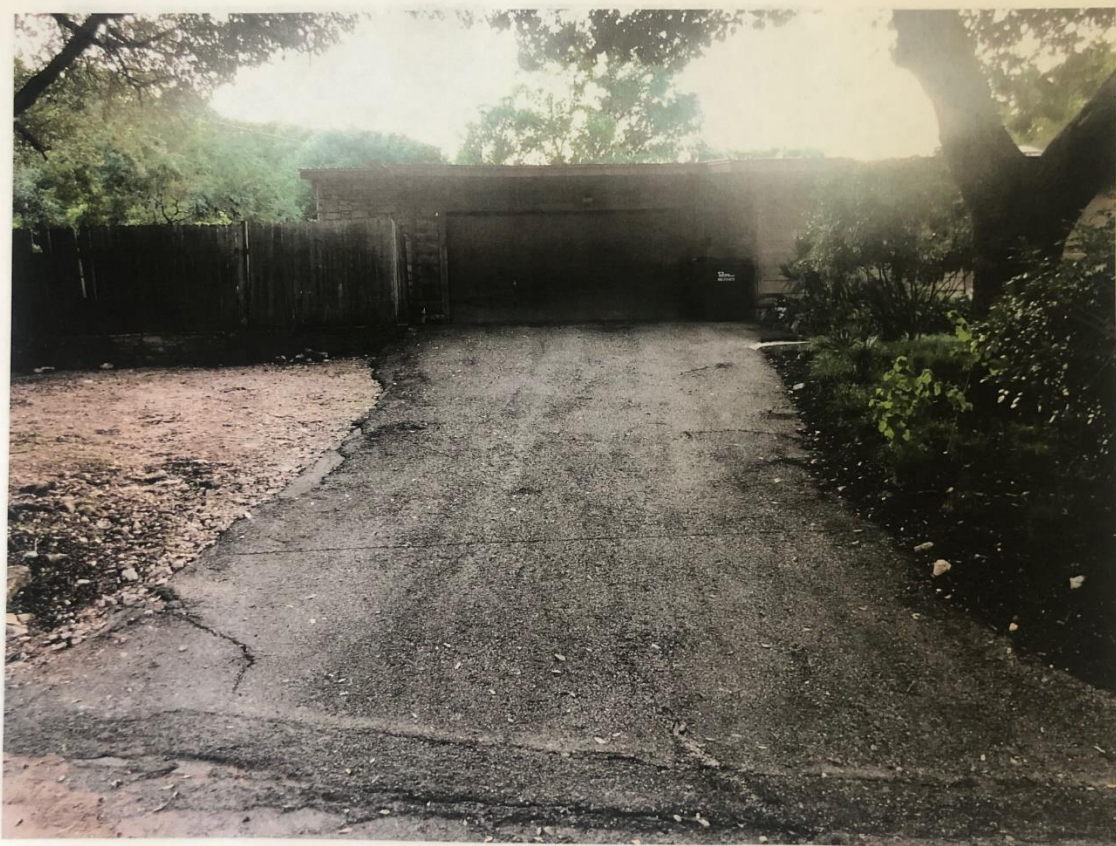
DRAWING TITLE:
NEW SITE PLAN

SHEET:

A2.01

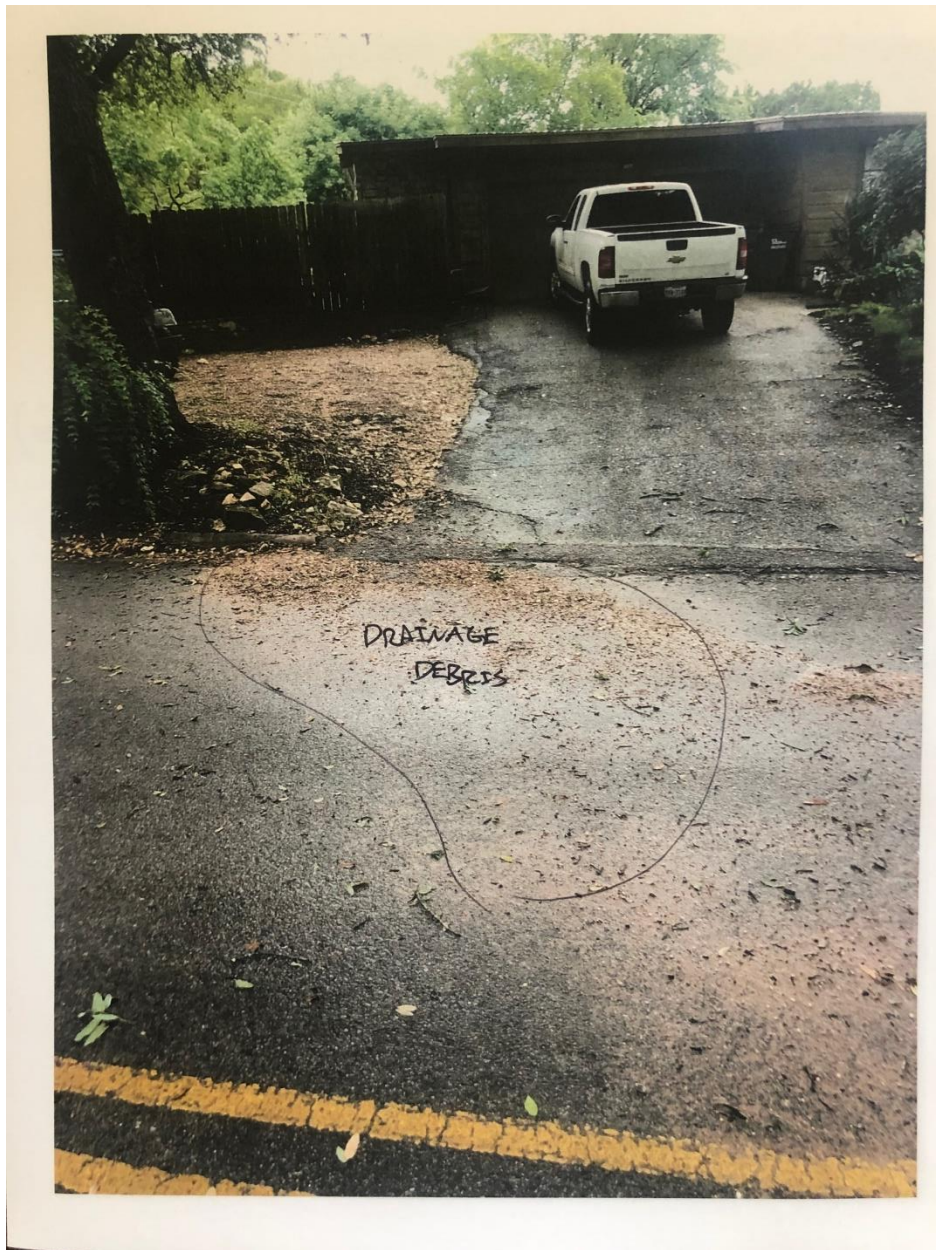
1 NEW SITE FLOOR PLAN
FULL SCALE: 1/8" = 1'-0"
HALF SCALE: 1/16" = 1'-0"

NOTE. DRIVEWAY IS LOCATED OUTSIDE OF THE 50% CRITICAL ROOT ZONE FOR EACH OF THE RESPECTIVE TREES.

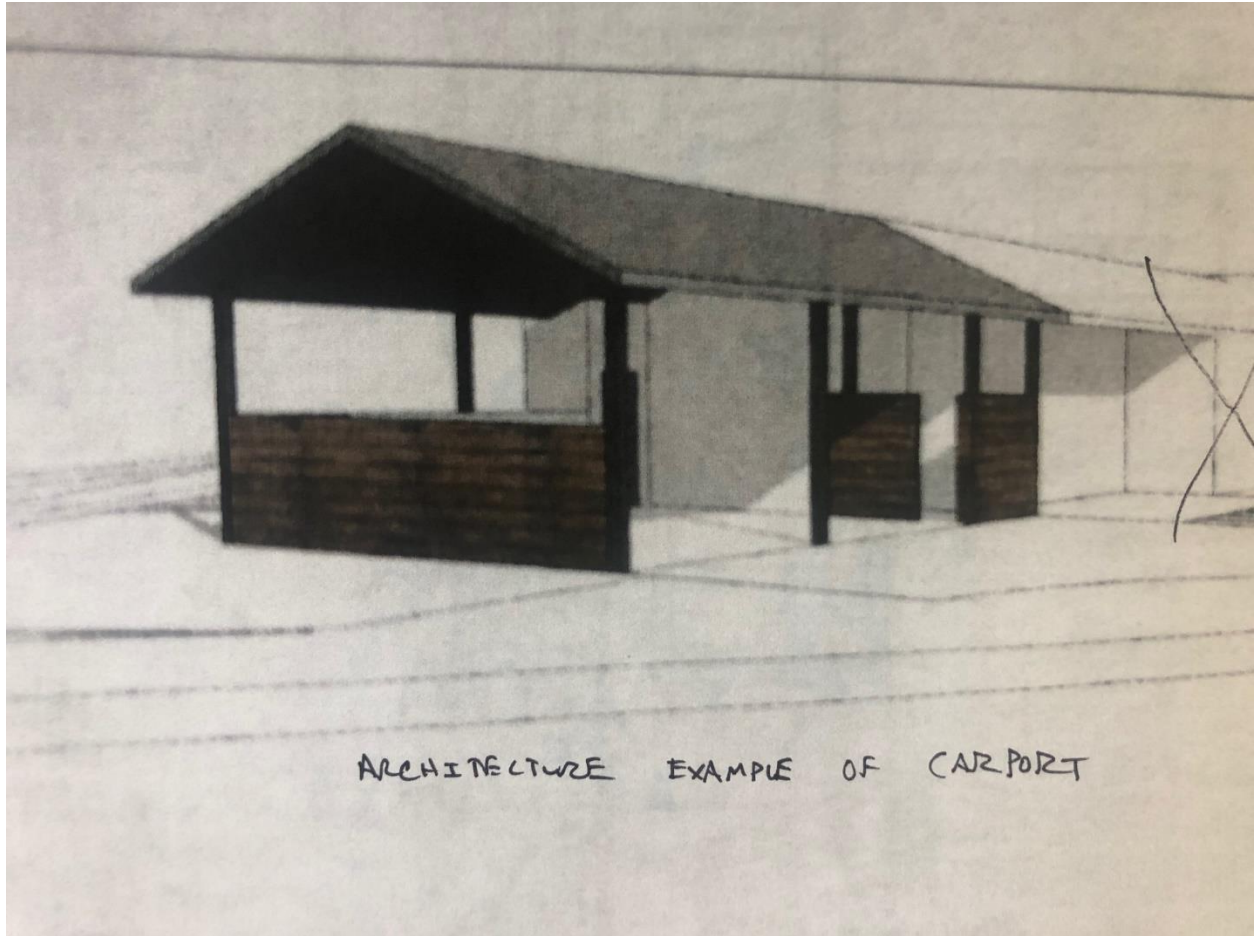














Site plan

2 messages

Michael Alexander [REDACTED] >

Tue, Jun 2, 2020 at 1:43 PM

To: "t. d." <[REDACTED]>

Attached is the site plan we are proposing. Have any objections? Would you support this change? Thanks Troy!

--

NEW LOCATION! - **Right next door to Callahan's General Store**

Austin Plant Supply
443 Bastrop Highway N Unit 2
Austin, Texas 78741

Cell: 512.571.8439
www.austinplantsupply.com

**2 Hull Circle Proposed Site plan - Final.pdf**

118K

t.d. <[REDACTED]>

Wed, Jun 3, 2020 at 7:59 AM

Reply-To: "t.d." [REDACTED]
[REDACTED]

Michael,
Thanks for sending.
We have no objections based on your call with me yesterday and after reviewing your diagram.

Good luck,
Troy and Lydia

[Quoted text hidden]

Anjali Naini

From: Michael Alexander <[REDACTED]>
Sent: Monday, June 29, 2020 8:38 PM
To: Anjali Naini; Mark pzsec
Subject: Fwd: 2 Hull Circle Variance Request Feedback

Follow Up Flag: Follow up
Flag Status: Flagged

Anjali,

I'm forwarding you an email from the owner next door - Sasha Petrovic at 4 hull circle. Can you please include in my application? Thanks!!

Begin forwarded message:

From: Michael Alexander <[REDACTED]>
Date: June 26, 2020 at 11:03:13 AM CDT
To: Katherine Green <[REDACTED]>
Subject: Fwd: 2 Hull Circle Variance Request Feedback

Suprising

----- Forwarded message -----

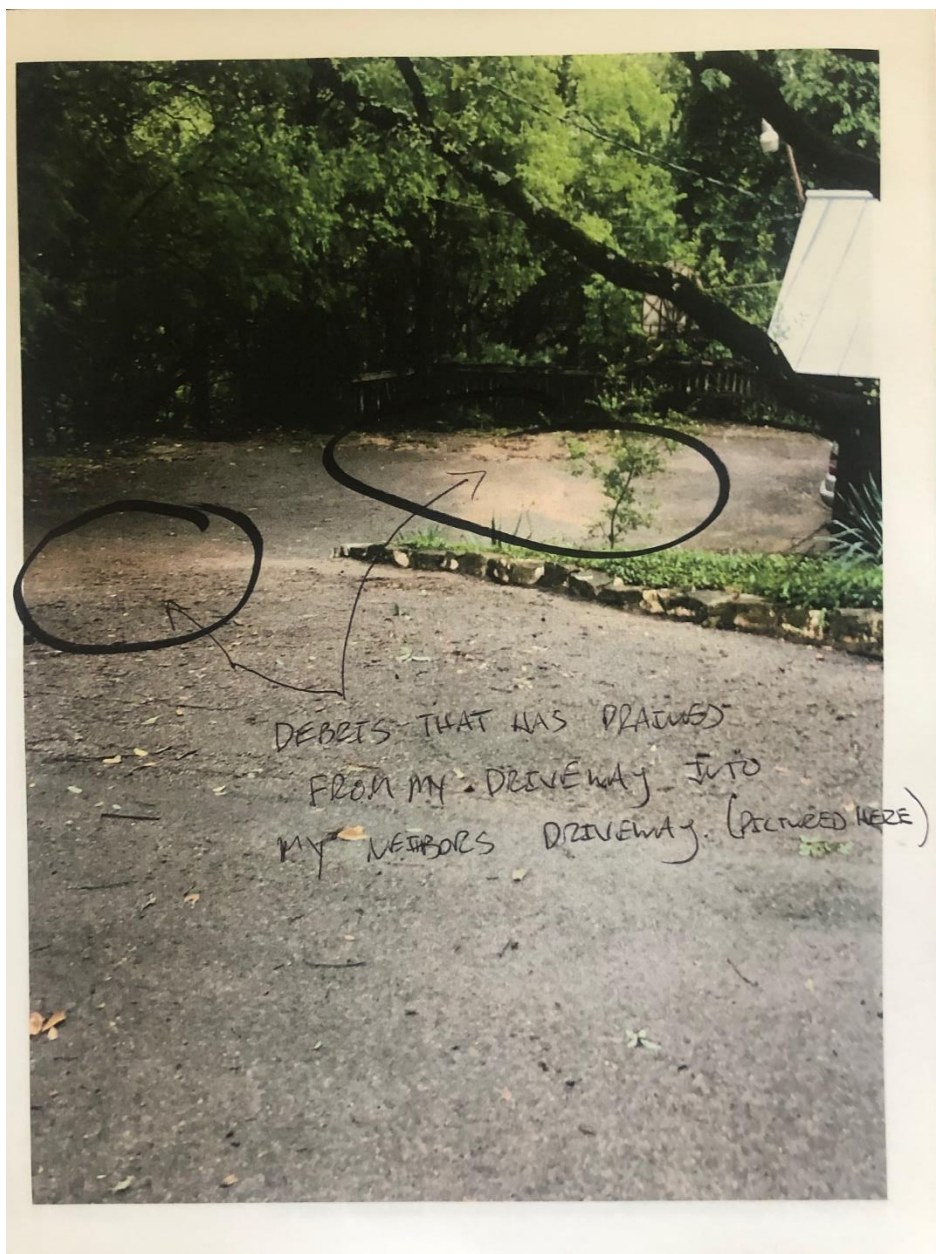
From: Sasha Petrovic <[REDACTED]>
Date: Fri, Jun 26, 2020 at 11:02 AM
Subject: 2 Hull Circle Variance Request Feedback
To: Michael Alexander <[REDACTED]>

Hi Michael,

I'm writing to you in regards to your variance request at 2 Hull Circle. Please feel free to use this email as part of your variance packet.

I'm the owner of 4 Hull Circle, the only neighbor that shares a fence line with 2 Hull Circle, and I'm fully supportive of the variance request. The variance request will enhance the safety and aesthetics of Hull Circle. I have no concerns nor any reason anyone should object to the request.

-Sasha Petrovic
Owner 4 Hull Circle





**SETBACK ENCOACHMENT, IMPERVIOUS COVER
& TREE VARIANCE REQUESTS
STAFF REPORT**

SEPTEMBER 9, 2020

Project Address: 437 Brady Lane

Project Number: 15863

Agenda Item: Land Use: **437 Brady Lane:** Discuss and Consider Action on a Variance Application for the Following Variance in Order to Construct an Outdoor Patio/Landscaping Project: Building and Roof Eave Encroachment into the Side Setback (West Lake Hills Code Section 22.03.281). Applicants/Owners Allyson & Michael Marshall

Applicant Information: Property Owners/Applicants Allyson and Michael Marshall

Hearing Dates:

July 15, 2020	ZAPCO (<i>postponed</i>)
August 19, 2020	ZAPCO
September 9, 2020	Board of Adjustment/City Council

Location: The subject property is located north of Bee Cave Road, east of Sugar Creek Drive, and west of Ridgewood Road.

Zoning & Site Characteristics:

The subject property and surrounding neighborhood are zoned R-1 – One-Family Residential and is approximately 0.2305 acre. There is an existing home on the property.

Background & Analysis:

Update

After the application was discussed and postponed during the July 15, 2020 ZAPCO meeting, the Marshalls turned in a revised variance application packet and are withdrawing two variance requests – 1) impervious cover up to 43%; and 2) encroachment into the ½ critical root zone of Tree # 975 – 17” Live Oak.

The remaining variance request is for the side setback encroachment to match the building footprint of the existing house (setbacks would be 9ft 3in for the new patio and 6ft 9in for the patio roof eave – *City side setback requirement is 20ft for two-story homes on lots less than 0.375 acre*).

The homeowners, Allyson and Michael Marshall, submitted three variance requests in order to remodel their outdoor living space. The three variances are the following: 1) increase in impervious cover from existing 40% (received variance in 2008) to 43%; 2) side setback encroachment for deck and roof eave (deck footprint would be setback 5ft from property line and roof eave would be 3ft 8in from property line); and 3) tree variance for the encroachment into the ½ critical root zone of Tree # 975, a 17" Live Oak.

Per the City Code, properties that are smaller than 0.5 acre and connected to the City's wastewater system are eligible for an increased amount of impervious cover (otherwise, the maximum allowed is 25%). The allowable impervious cover amount for this property is 38.475% ($0.2305 \times 0.5 - 0.5$). The Marshalls previously received variances in 2008, including an impervious cover variance of up to 40% maximum impervious cover, and they are now requesting up to 43% maximum impervious cover. The impervious cover variance request is being minimized by removing the existing patio. The existing home encroaches into the side and rear setbacks.

Variance Criteria Review:

When applying for a variance, the applicant has established by competent evidence that:

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

The application states – "We are planning this project to accommodate two large oak trees near our current patio. One of the large oak trees has a canopy over the current concrete porch that does not allow for a roof. The current concrete patio is in this oak trees' ¼ and ½ critical root zone. Removing the concrete patio and putting a deck in the critical root zone will improve hydration and nutrition for the tree. We have considered putting an outdoor living space near the back of the yard and the side of the yard but both encroach on the setbacks and the other large oak would be affected."

"In the back of our yard, the neighbors can see directly into our yard from their new second story home."

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

The application states – "We will be improving the existing flora by adding native plants, increasing the land's ability to absorb water, and prevent erosion. By taking out the current concrete port, we will uncover the critical root system of the large oak by the house. The current yard is dirt so planting native vegetation will improve the existing terrain."

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

The application states – “We have spoken to three landscape architects to get opinions and drawings and all three agreed on the placement of the deck and covered area. All three plans focused on accommodating trees, increasing usable space, improving water absorption, and improving the native flora. We have considered having landscape in the backyard without a covered area which does not work well with rain or heat.”

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

The application states – “...Earlier plans had a larger roof but we decreased the roof by approximately half. We took out plans to put stepping stones on the side of the house near our trash and recycling cans to decrease impervious coverage...”

“A covering or roof inside the setback lines interferes with existing trees. Our lot is 0.23 acres and the 1960s home was already over setback lines, which makes finding room for a small covered deck very difficult. We have done our best to keep the covered area small and encourage the growth of the mature trees.”

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

The application states – “The Comprehensive Plan desires to protect native plants, existing flora, enhance the wooded feel of West Lake Hills. We are protecting the existing flora (accommodating a large oak tree), adding native plants (throughout the entire yard), and replacing the current dirt and weed yard to increase water absorption. I believe we want the same things – more beautiful West Lake Hills landscape.”

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

The application states – “They have large bamboo blocking the view of our house. The cover will not be seen much over the fence by either neighbor. We have discussed our project with all immediate neighbors that will be closest to the setback line we are seeking a variance for and they have approved the project.”

Traffic/Transportation

No impact on traffic is expected.

Lighting

Outdoor lighting is not proposed for this project.

Building Code

The property and future construction will have to comply with all applicable City codes.

Subdivision

This request will not change the subdivision.

Comprehensive Planning Analysis

The existing residential land use complies with the Master Plan.

Zoning & Planning Commission Recommendation:

During the August 19, 2020 ZAPCO meeting, the Commissioners unanimously recommended approval by a vote of 5 – 0 of the setback variance request in Option 2 (match the existing house setback including roof eave).

Staff Recommendation

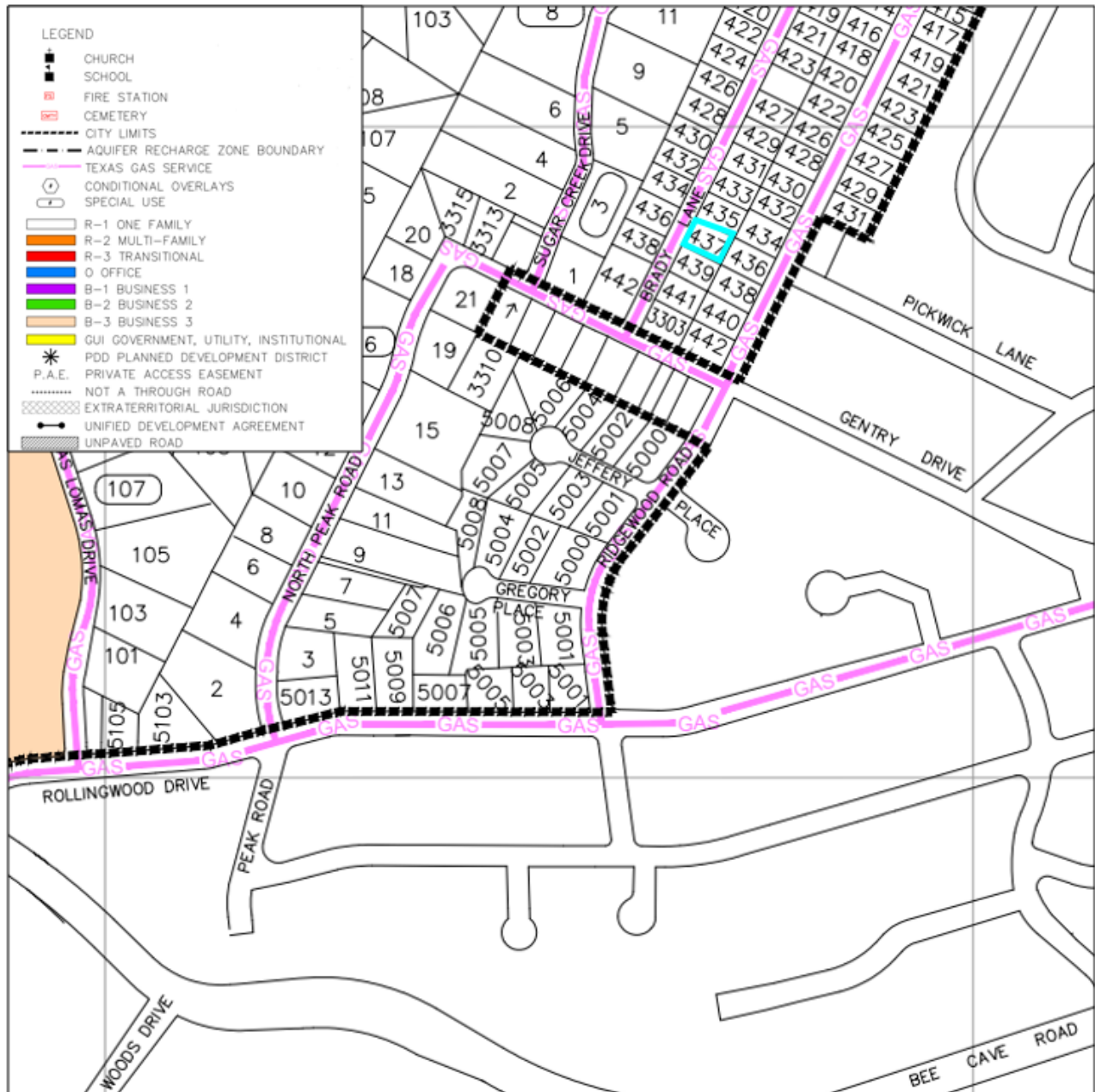
The staff recommendation is denial due to lack of hardship.

Links to Relevant Code:

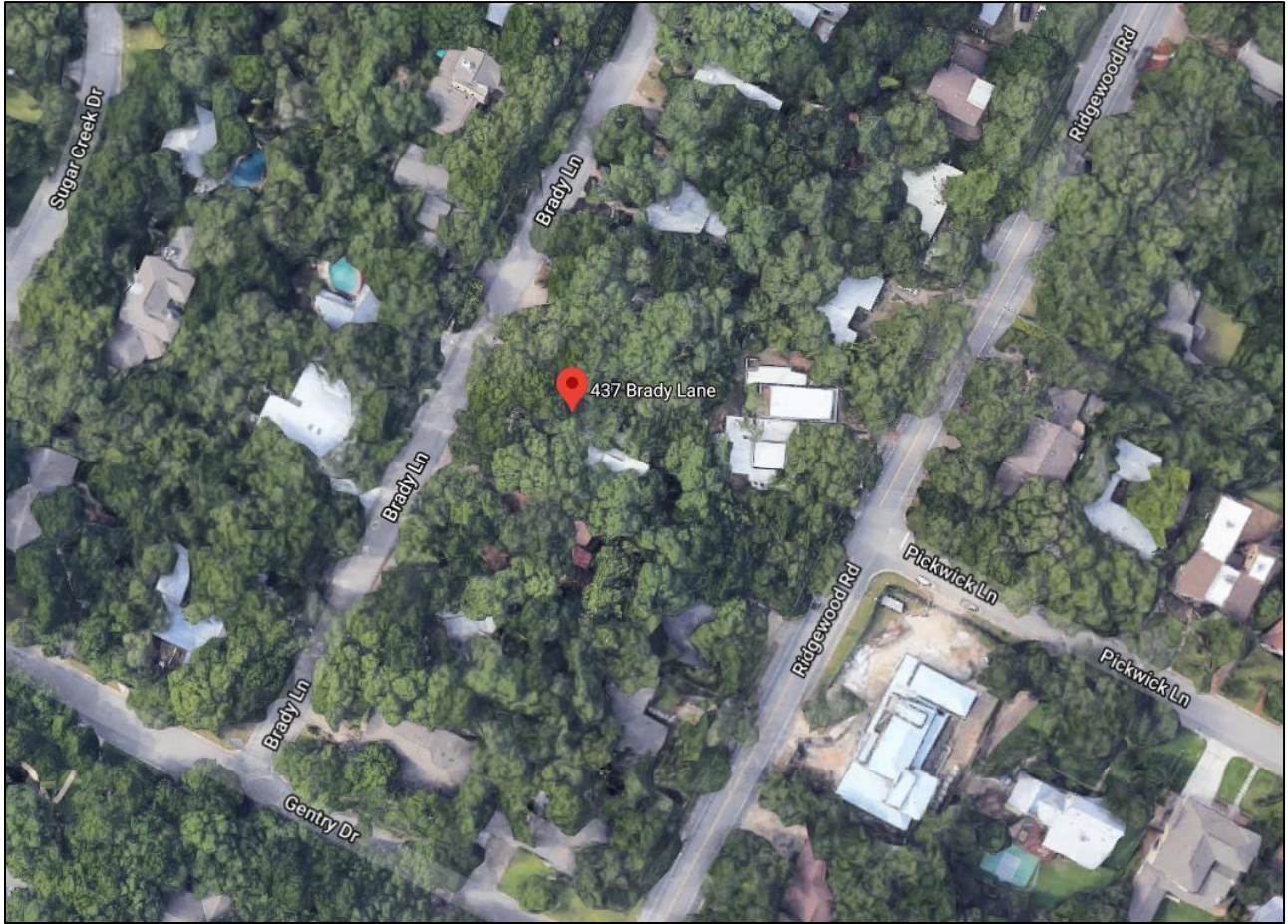
- [Sec. 22.03.304 Tree and vegetation removal and replacement](#)
- [Sec. 22.03.276 Setbacks for accessory structures](#)
- [Sec. 22.03.281 Schedule of regulations](#)
- [Sec. 22.03.514 Criteria required for granting variance](#)

(Maps to follow)

Zoning:



Aerial:



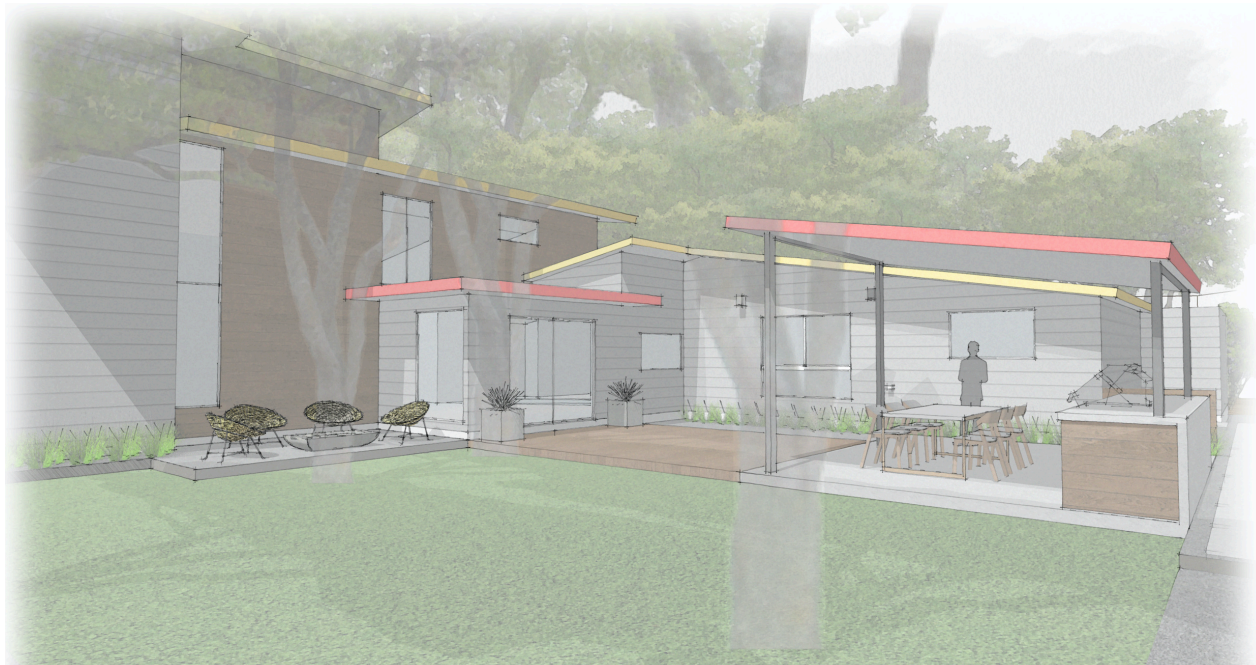
Covered Patio - Variance Request

Mike and Allyson Marshall

437 Brady Ln, West Lake Hills, TX

ZAPCO August 19, 2020

BOA September 9, 2020



Covered Patio

- We'd like an outdoor covered area to provide:
 - Shade from the heat
 - Protection from rain
 - A clean space from falling debris like bird poop and leaves
 - A place to hang a ceiling fan to cool the area and fight mosquitos
- Additional goals
 - Save our trees and large branches
 - Provide more water to largest oak on property
 - Reduce runoff with vegetation

Hardships

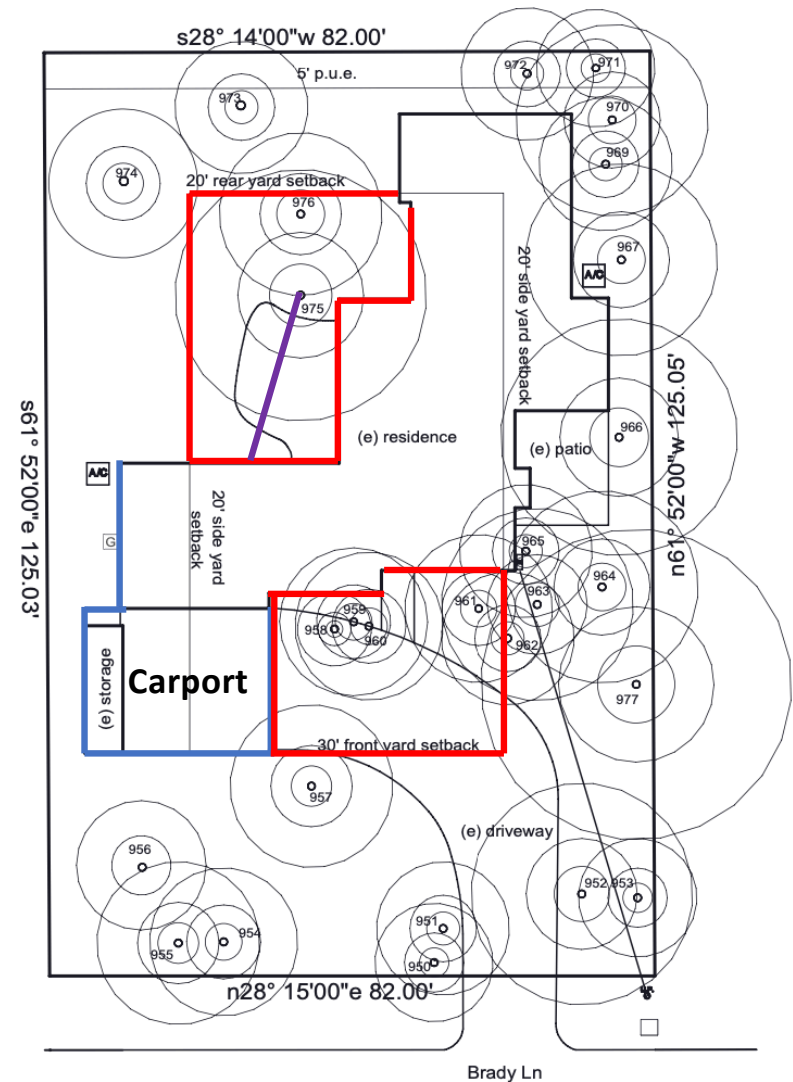
- No outdoor covered areas
- Small 0.23 acre lot developed in 1960
- Backyard building zone interference
 - Tree 976, 9-inch
 - Tree 975, 20-inch
 - Tree 975 low 11" branch over existing patio
- Front yard building zone interference
 - Carport egress and driveway
 - Trees 958, 959, 960, 961, and 962

NOTE:

Red outlines available area in building zone

Blue outlines original 1960 side setback

Purple line is 11" tree branch





TREE #975 – Large Live Oak



TREE #975 – Large Branch

Options considered and rejected

- Front yard covered patio in permissible building area
 - Carport egress and driveway occupy 80% of available front building zone area
 - 5 trees occupy remaining 20% of available front building zone area
 - Does not preserve 1960 AD Stenger ranch architecture
- Font yard cover over existing patio
 - Requires setback variance
 - In sight by many of our neighbors
- Backyard cover over existing patio
 - Limb up tree 975 >20 ft tall – remove 11-inch branch
- Covered patio aligned with existing carport (withdrawn)
 - Setback to match carport
 - Impervious coverage increase of 0-3%
 - Received concern from ZAPCO

Variance Requests

1. Side Setback - match existing setback of 1960 house
- ~~2. Impervious Coverage~~
- ~~3. Tree, ½ Critical Root Zone Penetration~~



Original 1960 setback on 0.23 acre lot



Original 1960 setback on 0.23 acre lot

Options proposed – trees vs side setback

- Option 1 – match the carport setback
 - Setback to match carport
 - Impervious coverage increase of 0-3%
- Option 2 – match the house setback including eave
 - Setback to match house with eave
 - Remove existing backyard patio to reduce impervious coverage in tree 975 root zone
 - Eliminated need for ½ Critical Root Zone variance - use ledger boards and premanufactured footings
- Option 3 – match the house setback, but not eave
 - Option 2 without eave
- Option 4 – remove (or limb up) 2 trees, no setback variance
 - Remove tree 976 <10 inch – no fee permit required
 - Limb up tree 975 >20ft tall – remove 11-inch branch, no permit required
 - Request removal of tree 975 >17-inch diameter – variance required

Setback Variance Request

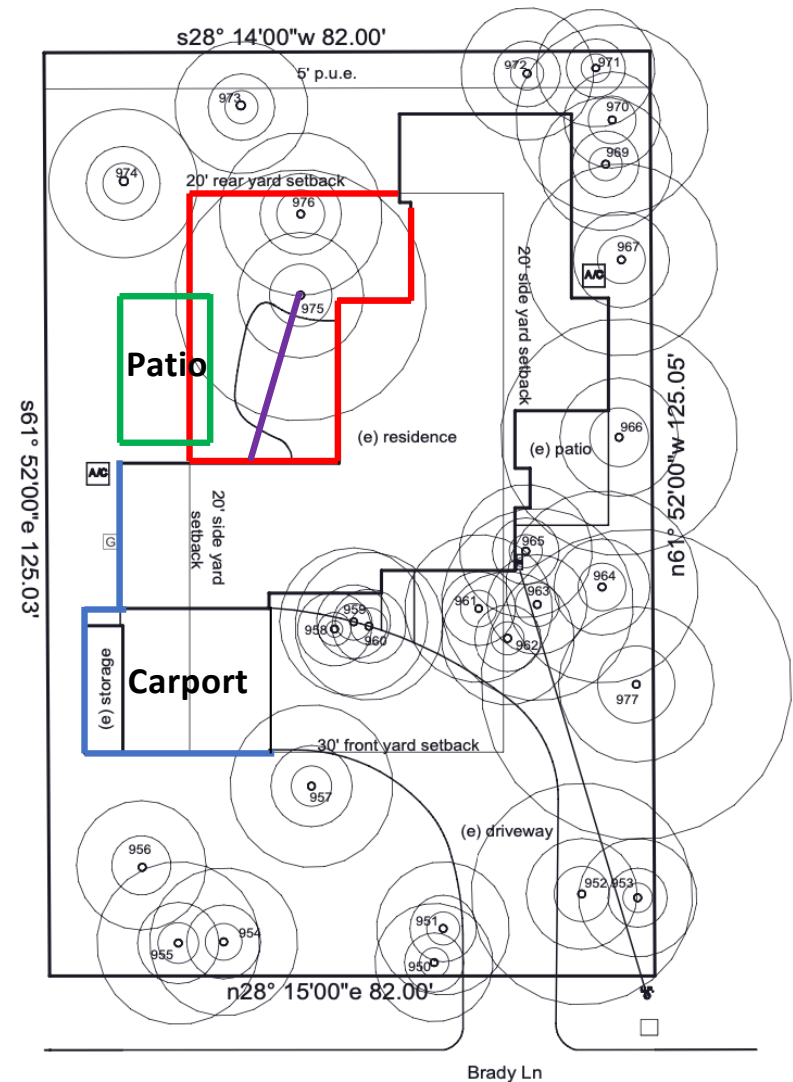
- Option 2 (preferred) - roof w/ eave
 - Match house at 9' 3"
 - Match eave at 6' 9"
- Option 3 - roof w/o eave
 - Match house at 9' 3"

NOTE:

Red outlines available area in building zone

Blue outlines original 1960 side setback

Purple line is 11" tree branch



DATE August 10, 2020

Chairman Robert Meisel
West Lake Hills Zoning and Planning Commission
911 Westlake Drive
West Lake Hills, Texas 78746

Dear Mr. Chairman:

Based on our discussion with ZAPCO on June 15, 2020, we are submitting a revised variance request for our outdoor living and landscape project with setback encroachment only. Additionally, the request has been reduced to match the house setback and not the carport setback. We ask that you please consider our request for our home at 437 Brady Ln. built in 1960 by A.D. Stenger on a 0.23-acre lot:

1. Setback - (preferred option) to build an outdoor living space to match the original 1960 house setback: a building setback of 9' 3" with an eave setback of 6' 9".

WITHDRAWN

~~2. Impervious Coverage Increase~~

~~3. Tree ½ CRZ penetration~~

Michael and Allyson both work full-time from our home and we have 4 children living in our 2900 sq ft home. We expect to use the outdoor space for working, meals, and enjoying friends.

The current request includes an overhead structure to cover only the dining table which is a reduction from an earlier request to additionally cover a grill and countertop and the original landscape design with a larger structure that covered most of the deck and patio. We have also removed a request for additional pavers and flatwork recommended by the landscape designer. We have a carport egress and two large oak trees within our building area which create the hardship and request to expand into the side setback away from the trees.

Our proposal includes the removal of an existing patio to reduce impervious coverage and provide additional water to our largest oak tree.

The plans also include landscaping to reduce run-off: 1 ½ inches of expanded shale, 3 inches of healthy soil, flower beds, trees, and 1200 sq ft of sod..

We have discussed our plans with all our immediate neighbors. All have all verbally approved and some have also sent in letters of approval.

Sincerely,

Mike and Allyson Marshall
437 Brady Lane

ANSWERS TO VARIANCE APPROVAL CRITERIA QUESTIONS

(1) Describe in detail any special conditions you believe will result in unnecessary hardship to you if the terms of this ordinance are strictly or literally enforced.

We would like a roof over our patio to provide shade, shelter from the rain, protection from debris and bird feces, and the ability to hang a ceiling fan. If the terms of this ordinance are strictly enforced we would have to limb up an 11-inch branch of our large live oak tree to put a roof over our current patio that is within the property setback. Also within the property setback, is an area in front of the house. Strict enforcement of the ordinance by building in front of the house will block the entry to the carport.

In the July ZAPCO meeting, we were asking for 3 variances but we have minimized the project so we are only asking for a setback variance.

Mike and Allyson both work full-time from home and our children have been doing school online which will continue in the fall. All six of us have needed a quiet, covered workspace. A covered deck would enable some family members to work outside under a roof with a fan. Currently, we are working at a table under the carport and parking cars on the driveway and street.

(2) Why do you think the natural terrain and existing flora will not be unreasonably disrupted or destroyed in the variance you are requesting is granted?

By removing the current concrete patio, we will uncover the critical root system of the large oak by the house. We will be improving the existing flora by adding native plants, increasing the land's ability to absorb water, and prevent erosion. The current yard is dirt so planting native vegetation will improve the existing terrain. Our neighbors have invasive bamboo around the edge of our property. We will put a barrier to block the spread of bamboo. Our new design will increase the ability to absorb water through steel edging around flower beds, which will prevent erosion. The natural slope of the yard is designed to drain water but by slowing it down, more water will soak into the yard.

(3) What other reasonable alternatives have you considered? Why won't these other options alleviate the difficulty or hardship that you think exists?

A front yard patio within building setbacks requires the removal of 5 trees and blocks the entrance to the carport. This option would also change the original A. D. Stenger

architecture we have worked so hard to preserve. With 5 drivers in the family, we need full use of the carport and driveway.

Options considered:

Building a backyard patio within the building setbacks would require the removal of 2 large oak trees.

Building a roof over the existing patio would require the removal of an 11-inch branch of tree 975.

Building within the current setbacks also keeps decking or patio in the critical root zone of tree 975 and 976. A deck in this space would require digging in the critical root zone of both of these trees.

Relocating the patio to match the carport setback was discouraged in the July ZAPCO meeting.

(4) Why do you believe the variance you are requesting is the minimum required to alleviate the difficulty or hardship you think exists?

At the recommendation of ZAPCO, we reduced the size of the patio which reduced the setback variance request by approximately 4 feet. The patio size reduction also eliminated the need for an impervious coverage variance. Changing the floating deck to tie into the house and use prefabricated footings in the critical root zone eliminated our need for a tree variance. We have reduced the size of the roof and patio multiple times since we began discussing the project with landscape architects to arrive at the current, most minimal plan.

(5) Why do you believe your variance does not violate the intent of the Zoning Ordinance or the goals of the City's Comprehensive Plan?

Our covered deck project has centered around the desires of the Comprehensive Plan of West Lake Hills. The Comprehensive Plan desires to protect native plants, existing flora, enhance the wooded feel of West Lake Hills. We are protecting existing flora and maintaining the wooded feel of West Lake Hills by accommodating all of our trees. We are adding native plants throughout the entire yard and prohibiting invasive bamboo from spreading. We are replacing the current dirt and weed yard to increase water absorption.

(6) Why do you believe your variance will not adversely affect neighboring properties or interfere with the enjoyment of these properties by their owners?

Our neighbors have large bamboo blocking their view of our house. The roof will not be seen much over the fence by any neighbors. We have discussed our project with all immediate neighbors and they have approved the project as demonstrated by the emails sent for the July ZAPCO meeting.

The neighbors behind us, the Galby's, drove some of the design to alleviate the view of their shed which is less than 5 feet from the fence, and their tall, new house looks into our backyard. The Galby's view of our yard will improve from dirt and weeds to native plants and more trees. In our discussion of the project with the Galby's, their primary concern was to preserve the trees which is our primary concern as well. Our yard will not have as much water runoff so the Galby's will not have as much runoff through their backyard, which was another shared concern.

The neighbors closest to the roof structure will not see the roof because of the clumping bamboo against our shared fence.

outdoor living and landscape

drawing index



abbreviation

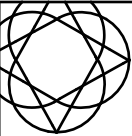
#	Pound OR Number	FO	Face Of	TME	To Match Existing
&	And	FND	Foundation	TOC	Top Of Concrete
@	At	GA	Gauge	TOS	Top Of Steel
ACT	Acoustic Ceiling Tile	GALV	Galvanized	TW	Top of Wall
AD	Area Drain	HI	High	TYP	Typical
AFF	Above Finished Floor	HP	High Point	UNO	Unless Noted Otherwise
BSMT	Basement	HR	Hour	U/S	Underside
BYND	Beyond	ILO	In Lieu Of	VIF	Verify In Field
BL	Build Line	INSUL	Insulated or Insulation	W/	With
BOT	Bottom	INT	Interior	WD	Wood
BW	Bottom of Wall	INV	Invert Elevation		
CIP	Cast In Place	LO	Low		
CHNL	Channel	MAX	Maximum		
CJ	Control Joint	MDO	Medium Desnity Overlay		
CL	Center Line	MECH	Mechanical		
CLG	Ceiling	MEMBR	Membrane		
CLR	Clear	MIN	Minimum		
CMU	Concrete Masonry Unit	MTL	Metal		
COL	Column	NIC	Not In Contract		
CONC	Concrete	NO	Number		
CONT	Continuous	NOM	Nominal		
CPT	Carpet	OC	On Center		
CTYD	Courtyard	OH	Overhang or Opposite Hand		
DEMO	Demolish or Demolition	PE	Professional Engineer		
DIA	Diameter	PCC	Pre-Cast Concrete		
DIM	Dimension	PLUMB	Plumbing		
DIMS	Dimensions	PLYD	Plywood		
DN	Down	PT	Pressure Treated		
DR	Door	PNT	Paint or Painted		
DWG	Drawing	RBR	Rubber		
EA	Each	RCP	Reflected Ceiling Plan		
EJ	Expansion Joint	RD	Roof Drain		
EL	Elevation	REQD	Required		
ELEC	Electrical	SIM	Similar		
ELEV	Elevator or Elevation	SPEC	Specified OR Specification		
EQ	Equal	SPK	Sprinkler or Speaker		
EXIST	Existing	SSTL	Stainless Steel		
EXP JT	Expansion Joint	STL	Steel		
EXT	Exterior	STRUCT	Structure or Structural		
FFE	Finished Floor	SYP	Southern Yellow Pine		
FIXT	Fixture	T&G	Tongue And Groove		
FLR	Floor	TELE	Telephone		
FM	Filled Metal	TLT	Toilet		

notes

1. topographic information shown +/-6" tolerance.
2. final grades to be determined on site at time of install.
3. report any drainage, elevation or site issues to design team.
4. unless otherwise noted, all dimensions are to the following:
face of wall, face of building, face of curb, edge of
pavement, centerline of pavement.

legend

symbol	description
	detail reference
	material or finish reference
	section symbol
	existing topography
	proposed topography
	existing spot grade
	proposed spot grade
	water flow
	pipe size
	enlargement area with reference
	matchline
	elevation reference
	north arrow



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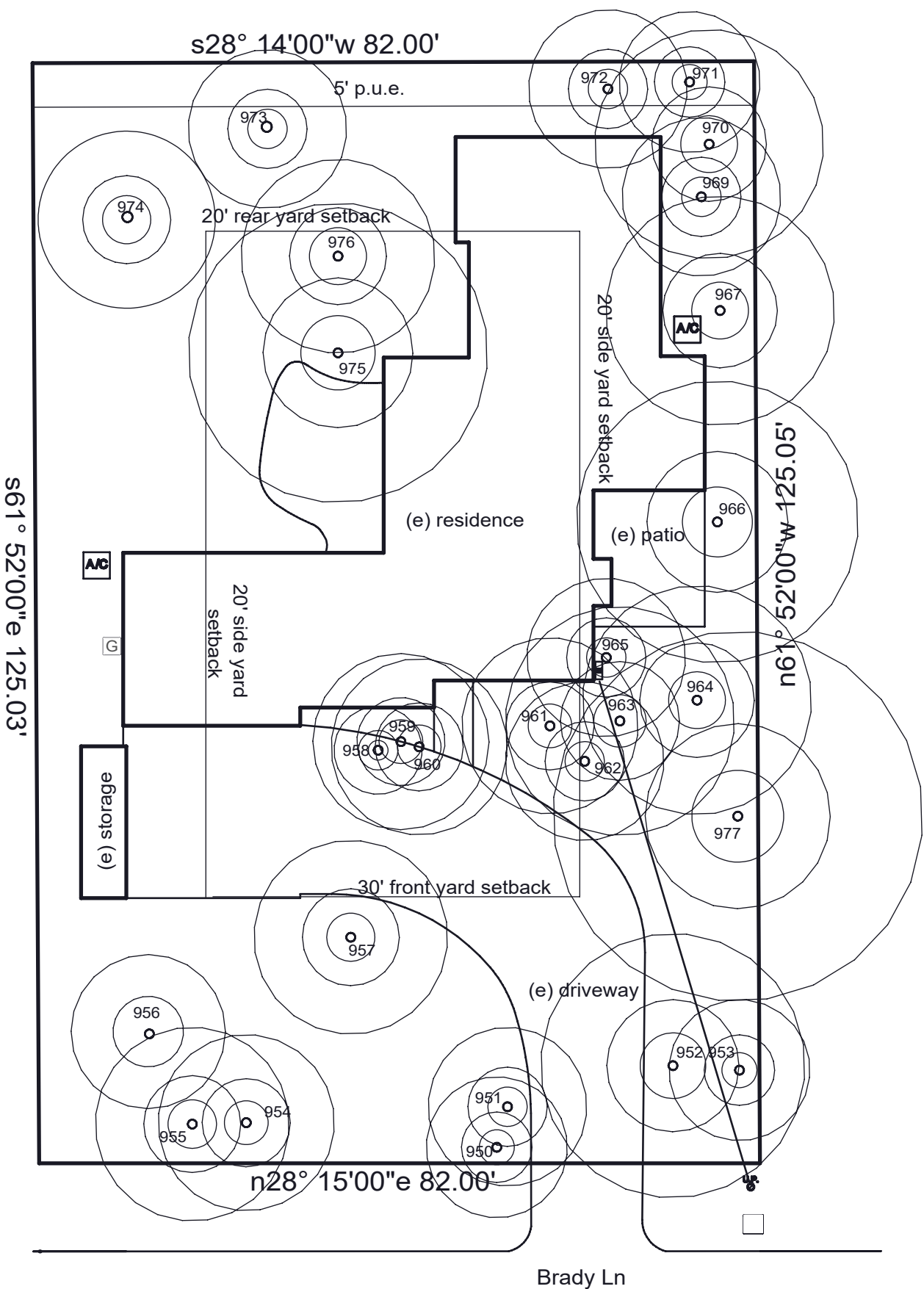
date issued:

revisions:

drawn by: aod

abbreviations

symbol	definition
OH	overhead power
A/C	a/c
E	electrical
G	gas
U.P.	power pole
	water meter
(e)	existng
(n)	proposed
	existing trees
	property line
	easement line



tree index

tag	size	type
950	8"	elm
951	9"	elm
952	15"	elm
953	11"	elm
954	10"	elm
955	11"	elm
956	6"	live oak
957	11"	elm
958	8"	live oak
959	7,10"	live oak
960	10"	elm
961	10"	live oak
962	9"	live oak
963	13"	live oak
964	10"	live oak
965	9"	live oak
966	6"	live oak
967	8,10,13"	live oak
968	6"	live oak
969	8,9"	live oak
970	13"	live oak
971	8"	live oak
972	9"	elm
973	9"	elm
974	10"	live oak
975	17"	live oak
976	11"	live oak
977	21"	live oak



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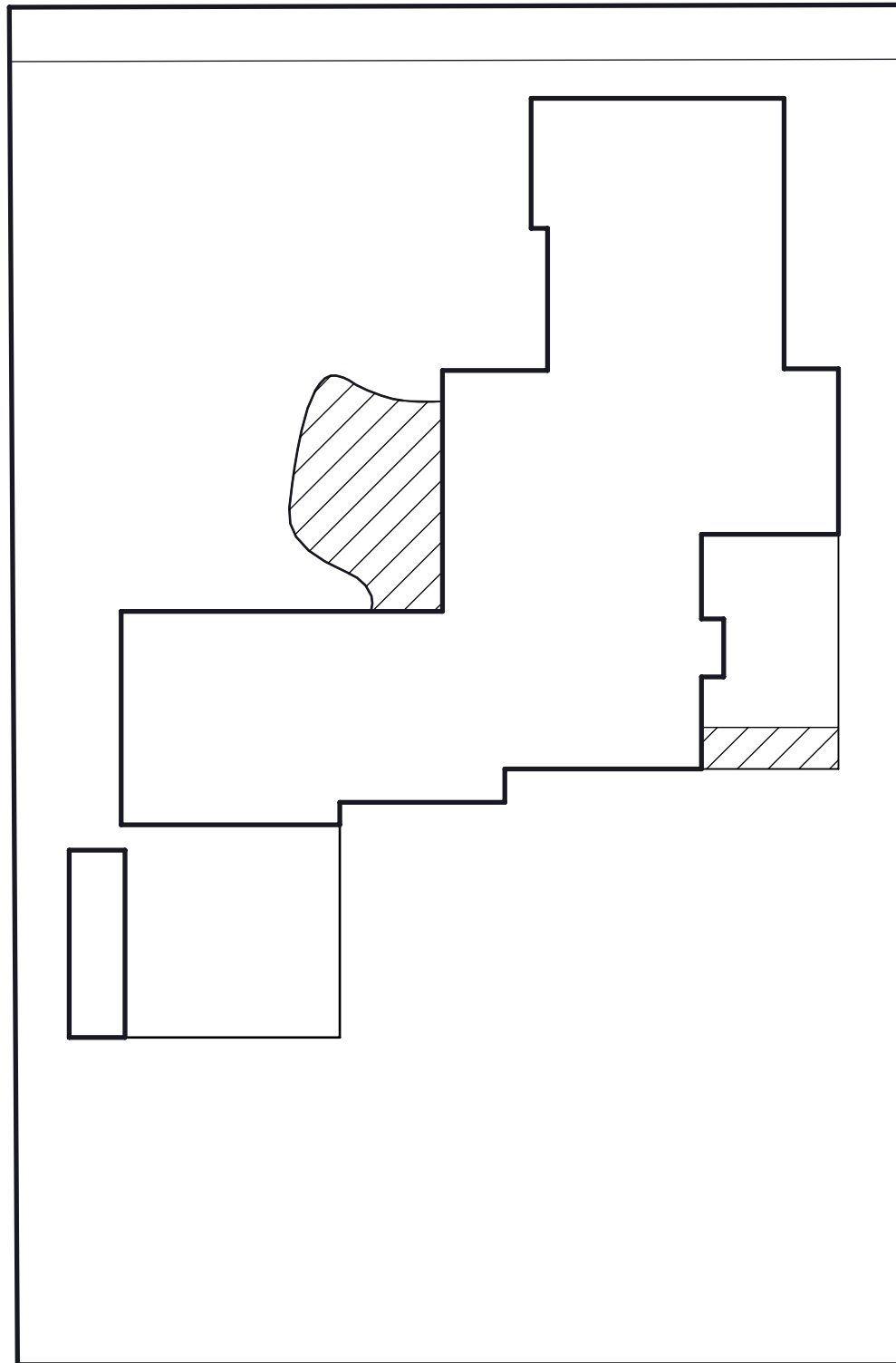
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drawn by:

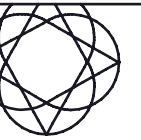
aod

- property line
- easement line
-  demolition - concrete



1 demolition plan

scale: 1/16" = 1'-0"



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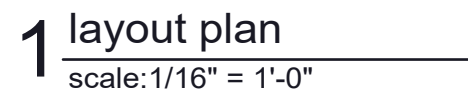
revisions:

drawn by: aod

1.01

symbol	definition
--------	------------

————— property line
————— easement line



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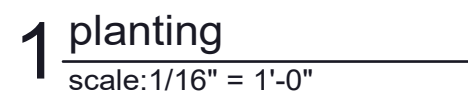
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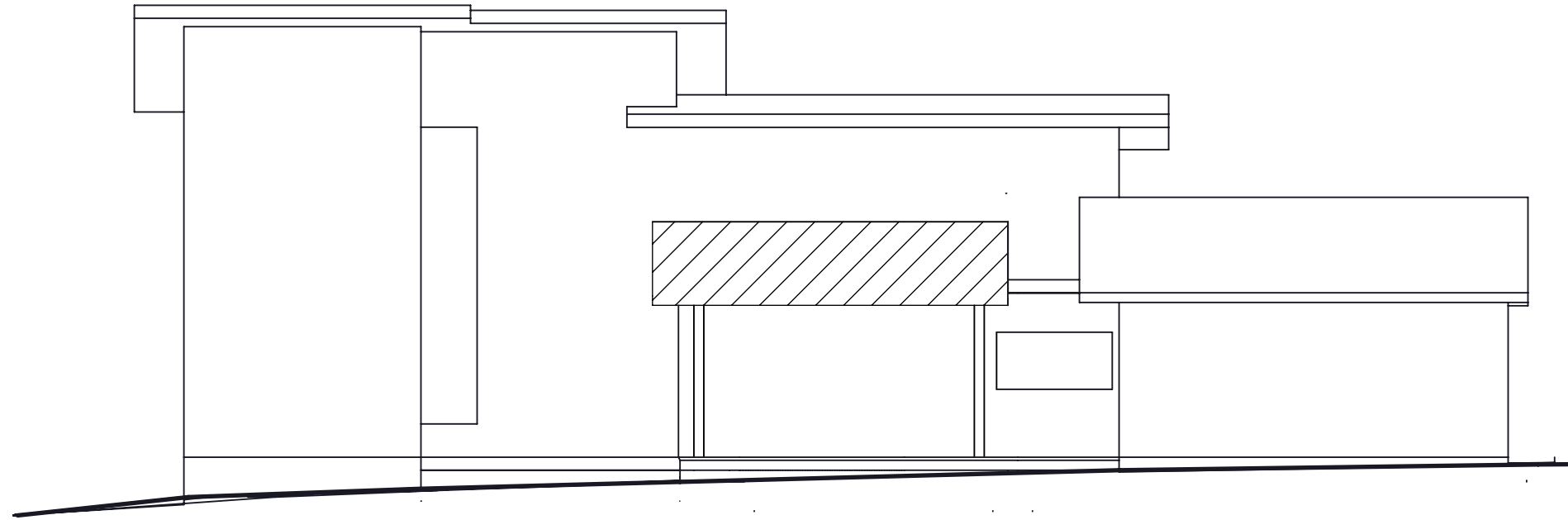
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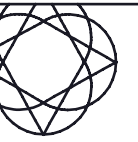
Page 103 of 154



1 right elevation
scale: 1/8" = 1'-0"



2 back elevation
scale: 1/8" = 1'-0"



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2.01





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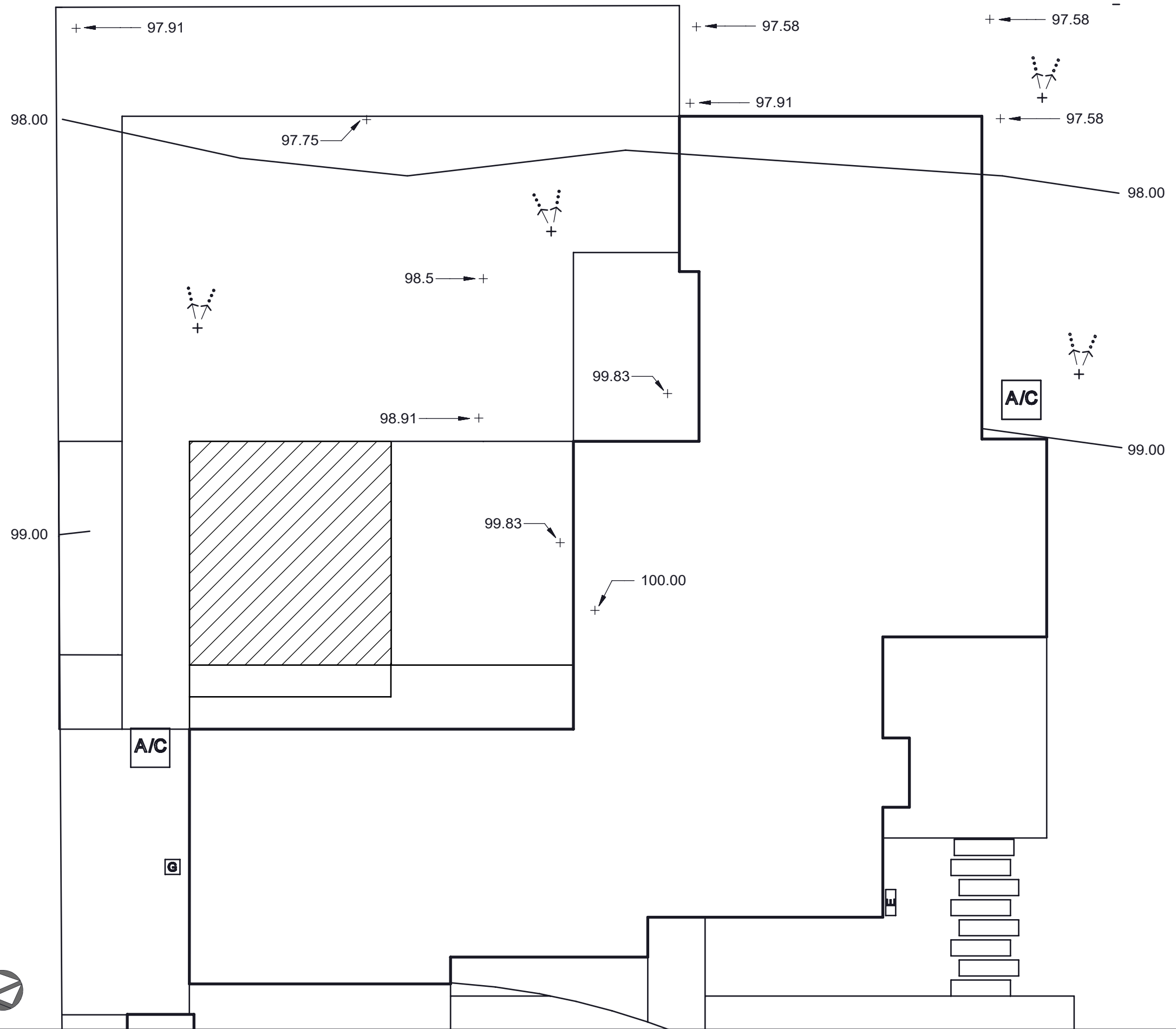
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3.02



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1 grade and drainage

scale: 1/8" = 1'-0"



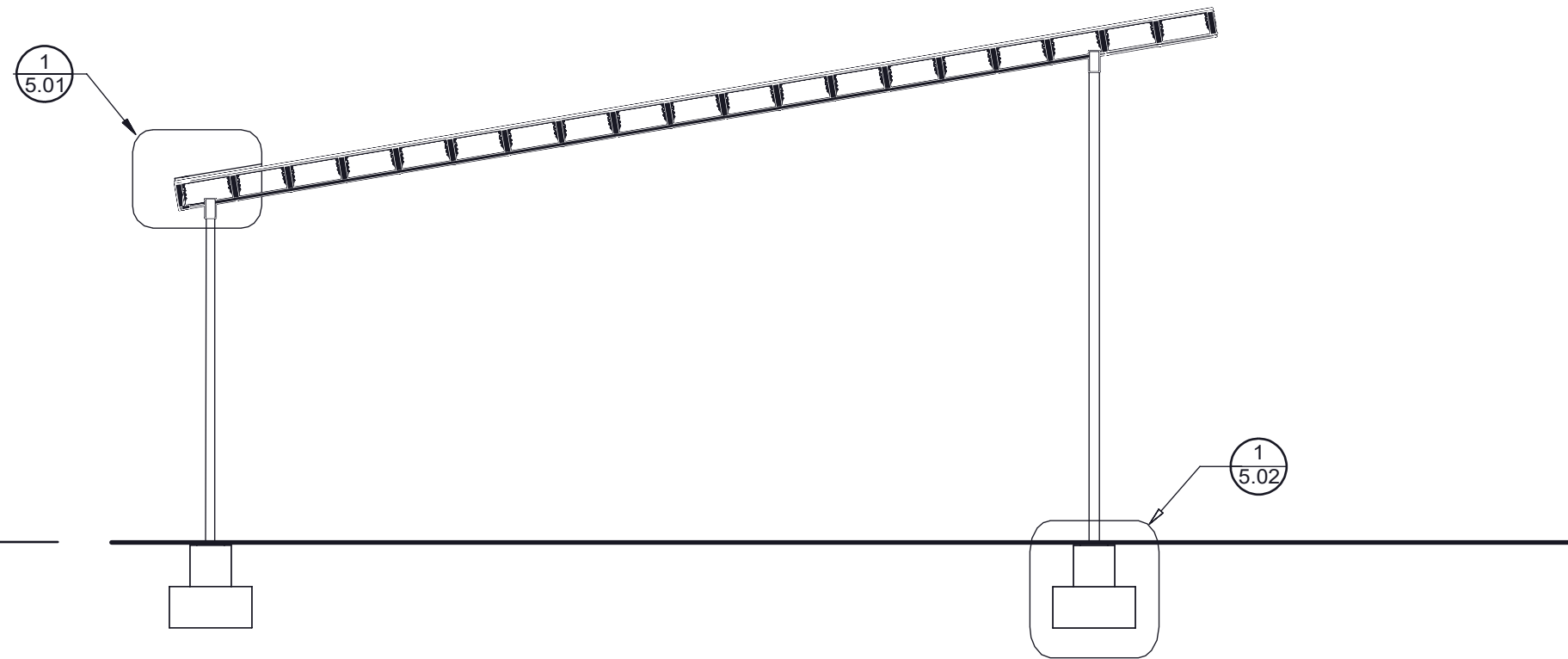


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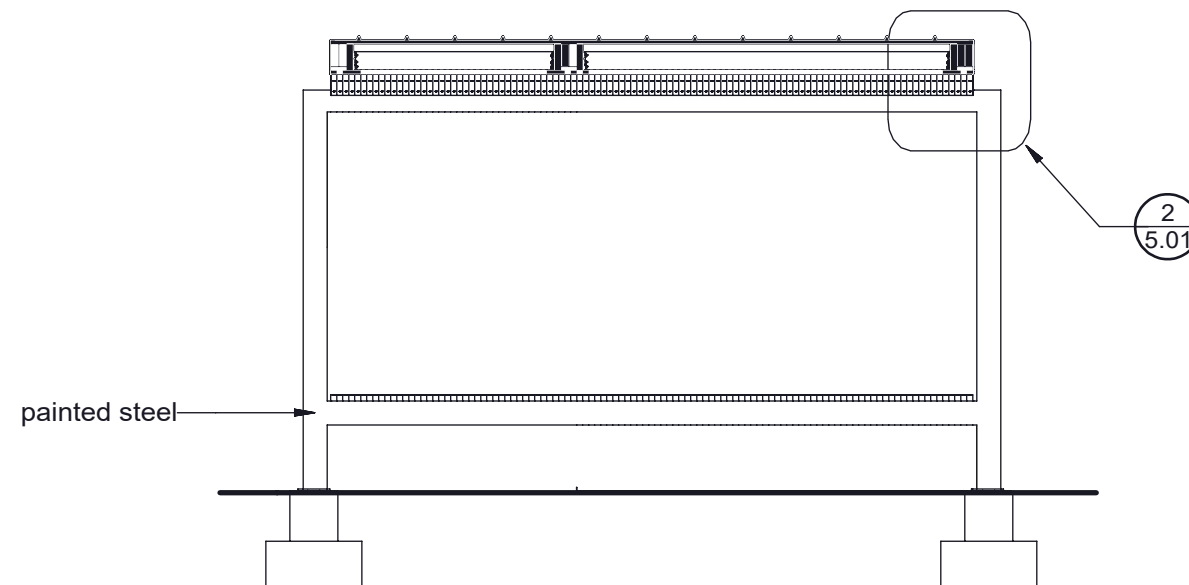
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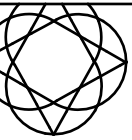
4.02

1 back section
scale: 1/4" = 1'-0"



2 left section
scale: 1/4" = 1'-0"





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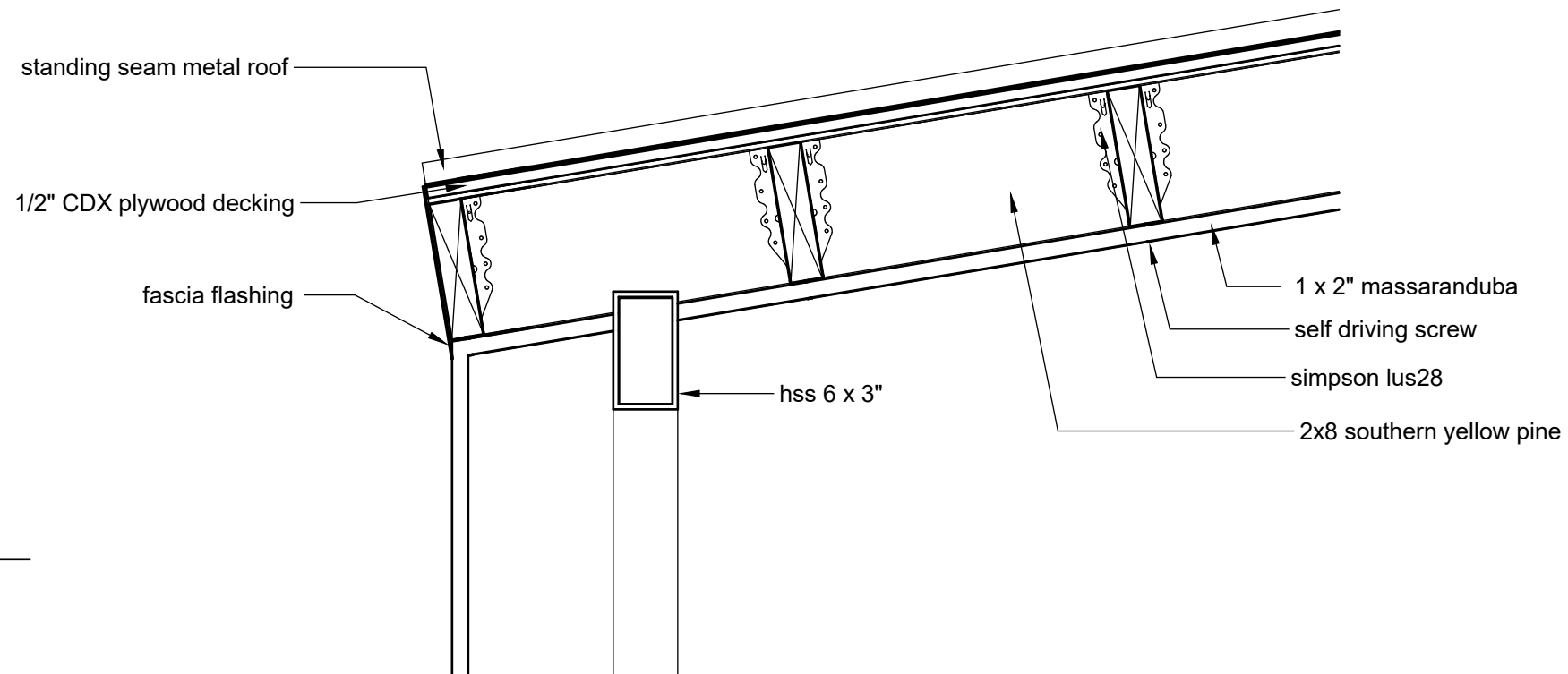
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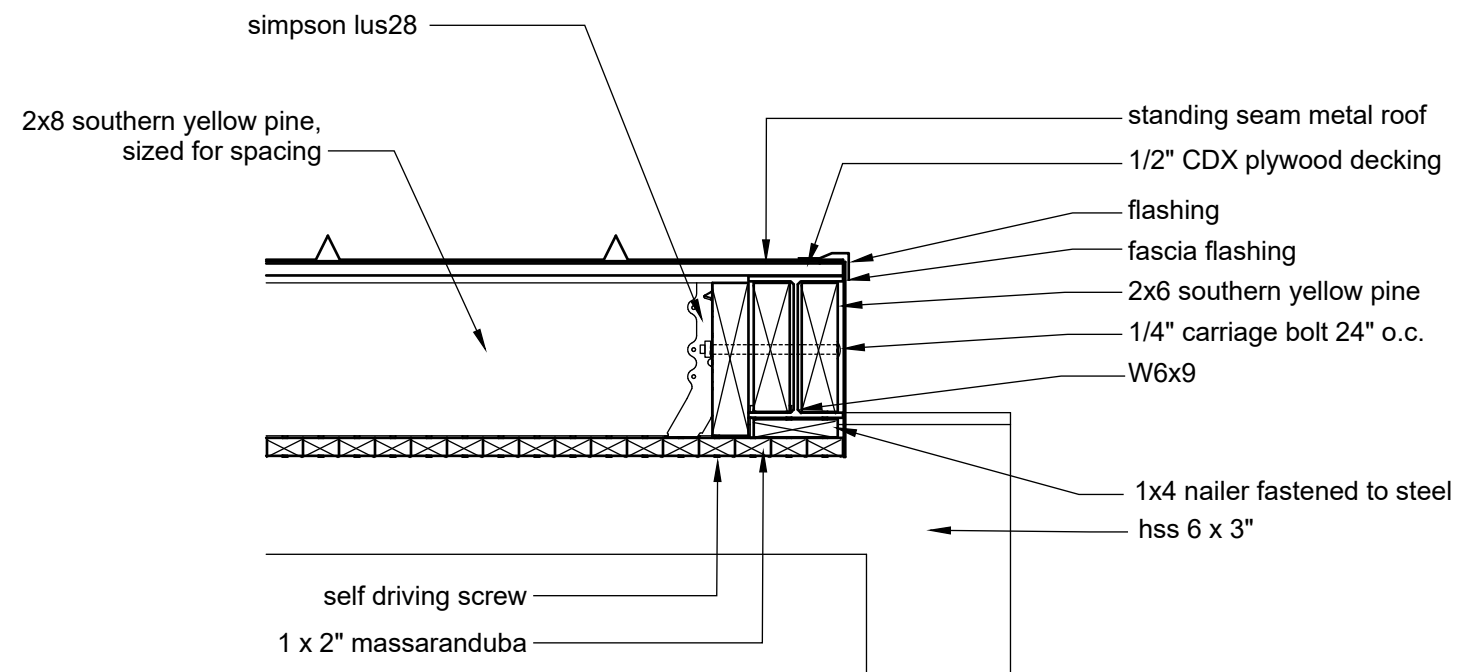
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drawn by: aod

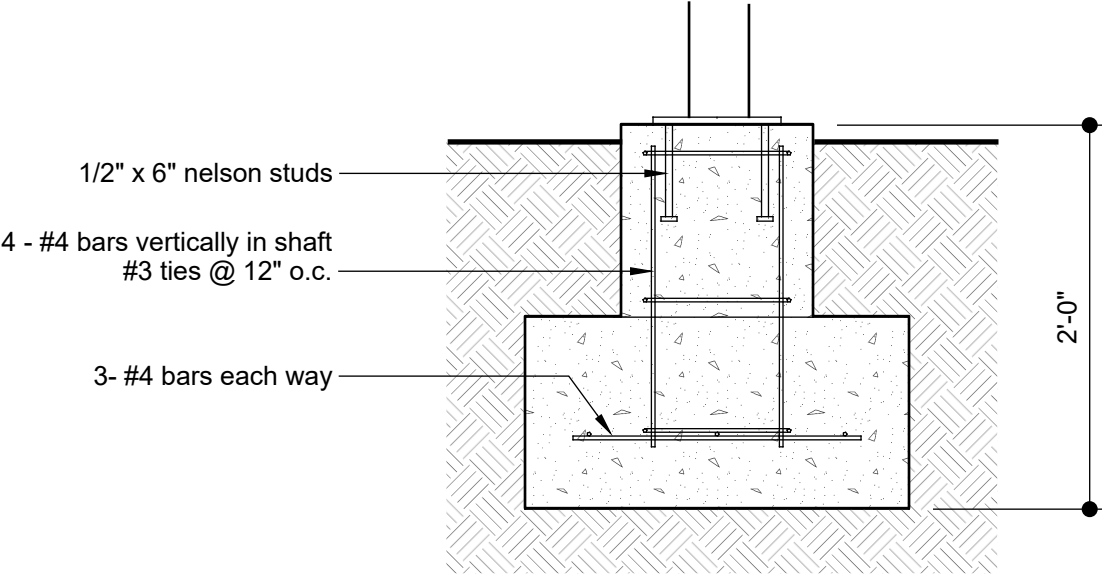
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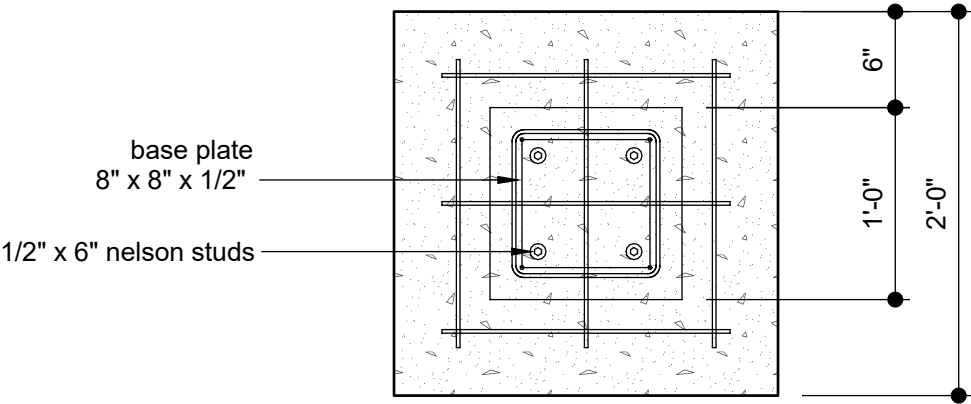
1 structure detail
scale: 1 1/2" = 1'-0"



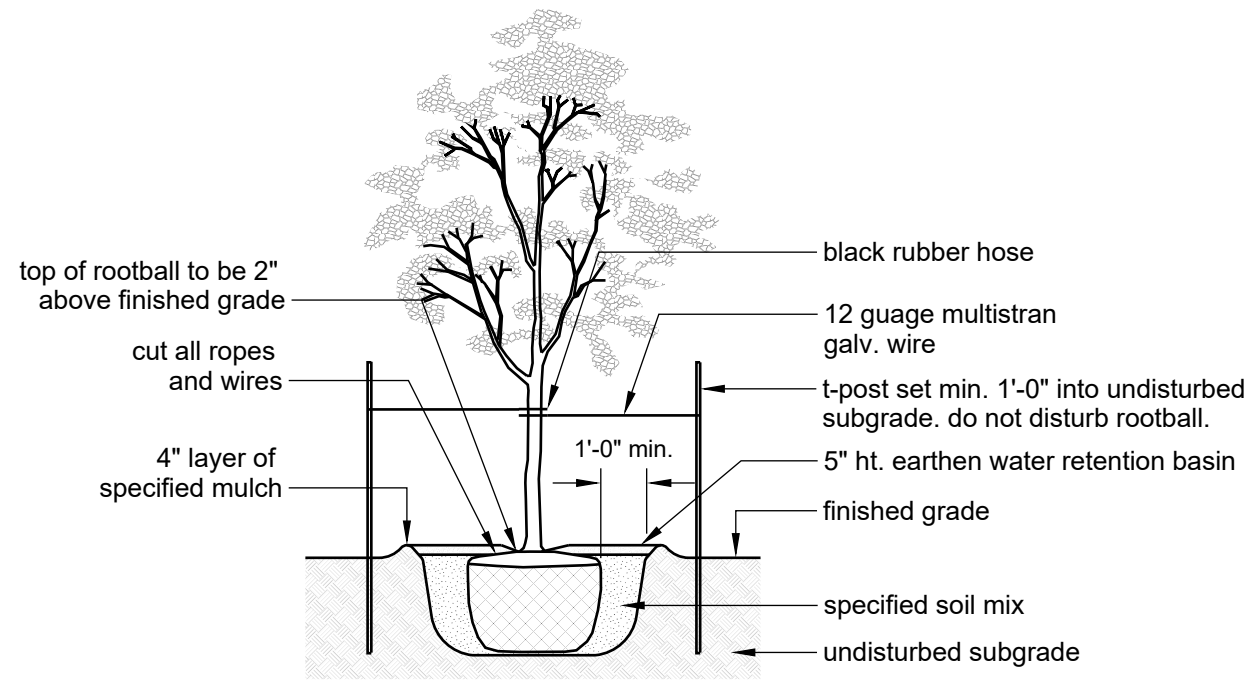
2 structure detail
scale: 1 1/2" = 1'-0"



1 detail- footing
scale: 1" = 1'-0"



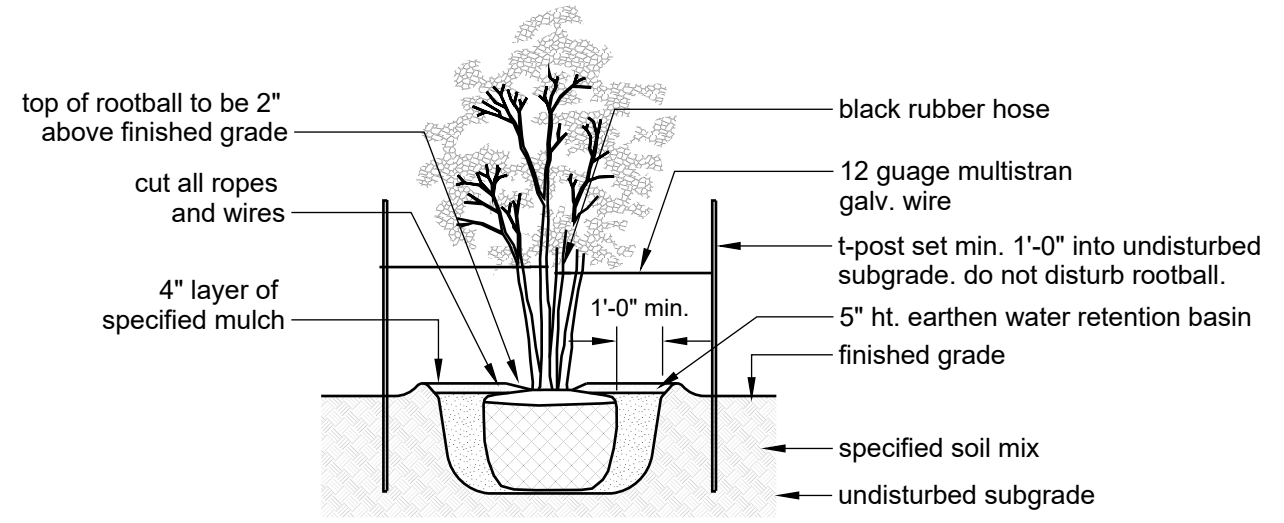
2 detail- footing
scale: 1" = 1'-0"



1 single trunk tree

scale: 1/4" = 1'=0"

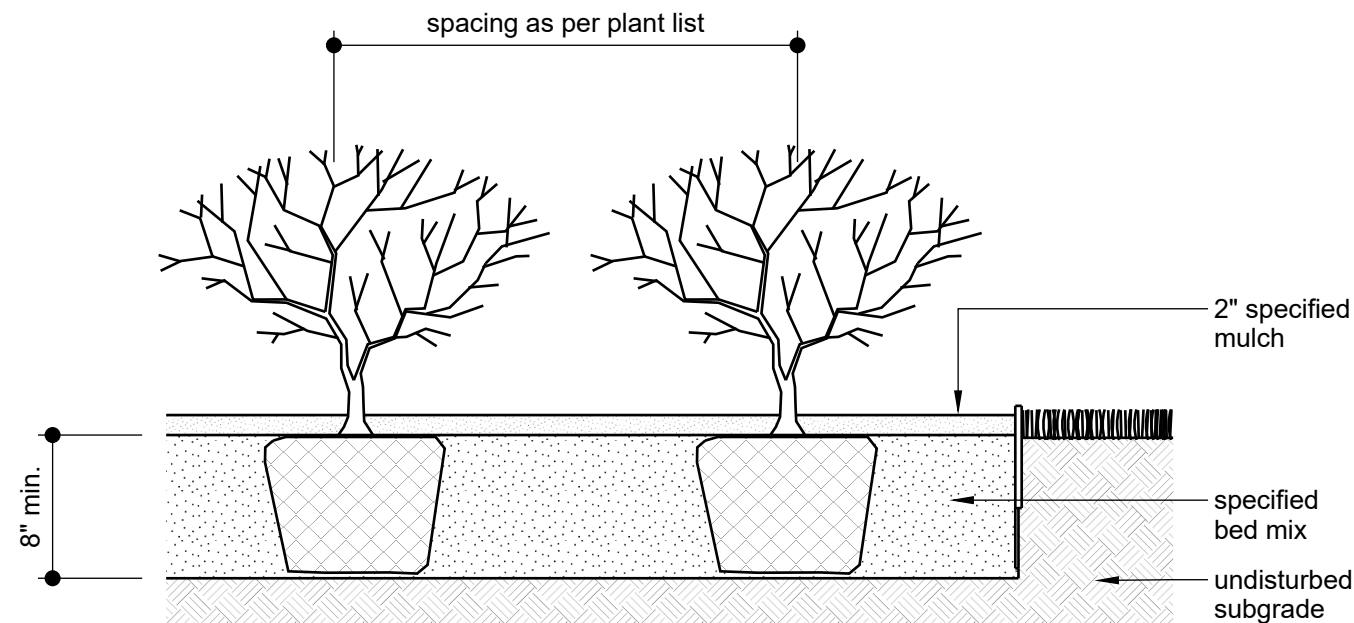
- notes:
1. trees 4" cal. and less- (2) t-posts
 2. trees 4" cal. and greater- (3) t-posts



1 multi trunk tree

scale: 1/4" = 1'=0"

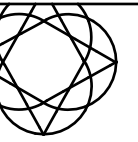
- notes:
1. trees 4" cal. and less- (2) t-posts
 2. trees 4" cal. and greater- (3) t-posts



1 shrub and ground cover

scale: 3/4" = 1'=0"

note:
crown all planting beds to provide positive drainage



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Anjali Naini

From: Amy Brown [REDACTED] >
Sent: Tuesday, July 14, 2020 3:18 PM
To: Anjali Naini
Subject: Fwd: Marshall 437 Brady Ln - Variance Request
Attachments: Marshall - Concept.pdf

To Whom it May Concern,

Amy and Tom Brown at 438 Brady Lane would like to express our full support for the Marshall's project. We would additionally make the general comment that setbacks for the lots on Brady and Ridgewood are inappropriately large and should be reconsidered so owners aren't subjected to onerous variance processes based on ordinances designed for the much larger lots in the rest of West Lake Hills.

Thank You,

Amy Brown
512-825-4333
438 Brady Lane

----- Forwarded message -----

From: Allyson Marshall [REDACTED] >
Date: Tue, Jul 14, 2020 at 3:01 PM
Subject: Fwd: Marshall 437 Brady Ln - Variance Request
To: Joel + Desma [REDACTED] >, Ellie Wheeler [REDACTED] >, Amy Brown [REDACTED] >, Amy Clarkson [REDACTED] >

The ZAPCO meeting regarding our variances is this Wednesday, July 15. Below are the 2 ways to voice approval of the project, Anjali Naini's email (the city manager), and our project design.

----- Forwarded message -----

From: Anjali Naini <planner@westlakehills.org>
Date: Mon, Jul 13, 2020 at 11:49 AM
Subject: RE: Marshall 437 Brady Ln - Variance Request
To: Allyson Marshall [REDACTED] >
Cc: Michael Marshall [REDACTED] >

Hi Allyson,

Your neighbors have two options:

1) They can speak in support of your application during the meeting Wednesday evening (will need to also email me by 12:30pm Wednesday); or

2) They can just email me their comments by 12:30pm on Wednesday

Please note both options require them to contact me by email by 12:30pm on Wednesday. If they choose option 1 above, they will still need to email me a summary of their comments and provide me their name, phone number they will be calling from, and which agenda item they wish to comment on.

Sincerely,

Anjali

Anjali Naini, AICP | *Director of Building & Development Services*



City of West Lake Hills | 911 Westlake Dr.
West Lake Hills, TX 78746
Tel: (512) 327-3628 | Fax: (512) 327-1863
www.westlakehills.org | planner@westlakehills.org

Anjali Naini

From: amy Keiller [REDACTED]
Sent: Tuesday, July 14, 2020 4:43 PM
To: Anjali Naini
Subject: Variance proposal - 437 Brady Lane

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Anjali,

My name is Amy Clarkson, I live at 435 Brady Lane and am directly next to the Marshall's. I wanted to voice my comment that I am in full support of their variance proposal. I hope my opinion will help encourage the approval of the project. My phone # is 619-822-9622 should I need to be contacted.

Thank you,
Amy Clarkson

Sent from my iPhone

Anjali Naini

From: Joel + Desma <[REDACTED]>
Sent: Tuesday, July 14, 2020 7:05 PM
To: Anjali Naini
Subject: Re: Marshall 437 Brady Ln - Variance Request

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Anjali,

My name is Desma Deitz and I live at 436 Brady Lane, right across the street from the Marshall's. I am very supportive of their variance proposal and hope it will be approved. Feel free to reach out if I can answer any questions or address any concerns you might have. I can be reached at 646-808-4674.

All the best,
Desma Deitz

Anjali Naini

From: graeme walker <[REDACTED]>
Sent: Wednesday, July 15, 2020 10:35 AM
To: Anjali Naini
Subject: 437 Brady Lane Planning Application

Dear Anjali,

My name is Graeme Walker. Myself and my family reside at 439 Brady Lane (since 2014) and are direct neighbors with the Marshalls.

We write to fully support their variance and building permit application for the improvements to their back yard and deck.

We have reviewed the plans and walked the site with Mike and Allyson, and believe that they will result in a great improvement to the space. We fully support the upgrades and improvements that they are undertaking.

I can be reached at this email address or 512-777-9601 should further information be required.

Kind Regards,
Graeme

Sent from [Mail](#) for Windows 10

APPLICATION COVER SHEET

Property Address: 437 Brady Ln, West Lake Hills, TX 78746

Applicant Name: Allyson Marshall

Designated Agent (if any, Power of Attorney Required): _____

Applicant Phone Number: 512-633-0360

Email Address: _____

Date Application was Submitted: June 4, 2020

Variance(s) Requested: 1. Impervious Coverage - requesting 43%, 2008 variance of 40%, allowable .23*.5-.5=38.5%.
2. Setback - requesting to match original 1960 carport: a building setback 5' 0" with an eave setback of 3' 8".
3. Tree variance - requesting to put deck footings inside the 1/2 CRZ for a large oak tree. We will remove a concrete patio currently covering 25% of the tree's CRZ.

Applicant completes above section; City Staff completes the section below:

Variance File Number: _____ [A sequential identifier based on application date and noted in a Variance Application Log maintained by staff. Examples: 20110903A, 20110903B, 20111021A, etc.]

Application Fees Due: \$ _____ ☐ Fees Received on _____ by _____

DRAFT APPLICATION PACKET MATERIALS

Draft Application Packet Received on _____ by _____

☐ Letter to ZAPCO Chairperson

☐ Variance Approval Criteria Answers

☐ Site Plan Coversheet

☐ Site Plan Drawings

☐ Elevation Views and Floor Plans (new structures only)

☐ Septic Assessment (new structures only)

☐ Additional Support Materials (if any): _____

☐ Power of Attorney (if any) – Designated Representative: _____

Staff Analysis completed on _____ by _____

Staff Analysis sent to Applicant on _____ by _____

FINAL APPLICATION PACKET

Final Application Packet Reviewed and Approved on _____ by _____

Notice to Proceed Letter sent to Applicant on _____ by _____

• Notification Letter must be postmarked by _____ ☐ Confirmed by _____

• Sign must be posted by _____ ☐ Confirmed by _____

15 Copies of Final Packet received on _____ ☐ Confirmed by _____

ZAPCO

Scheduled for ZAPCO Hearing on: _____

ZAPCO Action Letter sent on _____ by _____

ZAPCO Recommendation: _____

Conditions/Comments (if any): _____

Modified application and materials (if any) received on _____ by _____

BOA/CITY COUNCIL

Scheduled for BOA/Council Hearing on: _____

BOA/Council Action: _____

Conditions/Comments (if any): _____

BOA/Council Action Letter sent on _____ by _____

FOLLOW-UP

Follow-up dates (vegetative screening installed, survival verification, etc.): _____

• Notifications added to Incode on _____ by _____

Postponement History (if any): _____

Notes: _____

APPLICATION COVER SHEET

Property Address: 437 Brady Ln, West Lake Hills, TX 78746

Applicant Name: Allyson Marshall

Designated Agent (if any, Power of Attorney Required): _____

Applicant Phone Number: 512-633-0360 Email Address: [REDACTED]

Date Application was Submitted: June 4, 2020

Variance(s) Requested: 1. Impervious Coverage - requesting 43%, 2008 variance of 40%, allowable .23*.5-.5=38.5%.
2. Setback - requesting to match original 1960 carport: a building setback 5' 0" with an eave setback of 3' 8".
3. Tree variance - requesting to put deck footings inside the 1/2 CRZ for a large oak tree. We will remove a concrete patio currently covering 25% of the tree's CRZ.

Applicant completes above section; City Staff completes the section below:

Variance File Number: _____ [A sequential identifier based on application date and noted in a Variance Application Log maintained by staff. Examples: 20110903A, 20110903B, 20111021A, etc.]

Application Fees Due: \$ _____ ☐ Fees Received on _____ by _____

DRAFT APPLICATION PACKET MATERIALS

Draft Application Packet Received on _____ by _____

☐ Letter to ZAPCO Chairperson ☐ Variance Approval Criteria Answers

☐ Site Plan Coversheet ☐ Site Plan Drawings

☐ Elevation Views and Floor Plans (new structures only)

☐ Septic Assessment (new structures only)

☐ Additional Support Materials (if any): _____

☐ Power of Attorney (if any) – Designated Representative: _____

Staff Analysis completed on _____ by _____

Staff Analysis sent to Applicant on _____ by _____

FINAL APPLICATION PACKET

Final Application Packet Reviewed and Approved on _____ by _____

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BOA/Council Action: _____

Conditions/Comments (if any): _____

BOA/Council Action Letter sent on _____ by _____

FOLLOW-UP

Follow-up dates (vegetative screening installed, survival verification, etc.): _____

• Notifications added to Incode on _____ by _____

Postponement History (if any): _____

Notes: _____

DATE June 4, 2020

Chairman Robert Meisel
West Lake Hills Zoning and Planning Commission
911 Westlake Drive
West Lake Hills, Texas 78746

Dear Mr. Chairman:

We are requesting variances for our outdoor living and landscape project for impervious coverage, setback encroachment and Critical Root Zone (CRZ) encroachment. Our home at 437 Brady Ln, was originally built in 1960 by AD Stenger on a 0.23-acre lot and remodeled in 2008. We postponed this project for many years due to the drought and the limited Ridgewood Village well water supply. Now that both of these issues are resolved, we ask that you please consider our request:

1. Impervious Coverage - we are requesting an increase in impervious coverage from our 2008 variance of 40% to 43%. (Allowable per ordinance $.23 \times .5 = .115$ to $.23 \times .5 = .115$)
2. Setback - we are requesting to build an outdoor living space to match the original 1960 carport setback: a building setback of 5' 0" with an eave setback of 3' 8".
3. Tree variance - we are requesting to put footings for the deck inside the $\frac{1}{2}$ CRZ for a large oak tree. We are removing a concrete patio currently covering 25% of the tree's CRZ..

Michael and Allyson both work full-time from our house and we have 4 children living in our 2900 sq ft home. We expect to use the outdoor space for working, meals, and enjoying multiple groups of people simultaneously.

The current request includes an overhead structure to cover only the grill and dining table which is a reduction from the original design with a larger structure that covered most of the deck and patio. We have also removed a request for additional pavers and flatwork recommended by the landscape designer. We have two large oak trees within our setback which create the desire to expand north away from the trees. Functionally and architecturally, we have been advised that the overhead structure should mirror the lines of the existing carport and roof.

Our proposal includes the removal of an existing patio to minimize the request for impervious coverage. This area would instead be replaced by a new deck to allow water to our largest oak tree in the CRZ. The tree variance is to allow deck footings in the CRZ instead of the current concrete patio.

The plans also include 1 $\frac{1}{2}$ inches of expanded shale, 3 inches of healthy soil, flower beds, trees, and 1200 sq ft of sod. We expect these additions to increase the moisture our yard will absorb.

Two of our neighbors have storage sheds within their setbacks that can easily be seen from our backyard. Our plans include adding trees that add healthy vegetation, provide visual privacy from the sheds, and block nighttime lights from the adjacent homes that shine into our master, dining, and kitchen windows.

Three of the 4 neighbors that share a fence with us have bamboo in their yards. We have worked tirelessly to eradicate the bamboo from our yard, installed a bamboo barrier, and have been bamboo free for 12 months.

We have discussed our plans with all our immediate neighbors and they have all verbally approved.

Sincerely,

Mike and Allyson Marshall
437 Brady Lane

ANSWERS TO VARIANCE APPROVAL CRITERIA QUESTIONS

(1) Describe in detail any special conditions you believe will result in unnecessary hardship to you if the terms of this ordinance are strictly or literally enforced.

We are planning this project to accommodate two large oak trees near our current patio. One of the large oak trees has a canopy over the current concrete porch that does not allow for a roof. The current concrete patio is in this oak trees' $\frac{1}{4}$ and $\frac{1}{2}$ critical root zone. Removing the concrete patio and putting a deck in the critical root zone will improve hydration and nutrition for the tree. We have considered putting an outdoor living space near the back of the yard and the side of the yard but both encroach on setbacks and the other large oak would be affected.

In the back of our yard, the neighbors can see directly into our yard from their new second story home. Our neighbors are wonderful but their lights shine in our master bedroom, kitchen, and dining areas all day and night. Our landscape plan gives us privacy and obstructs the neighbors' lights.

Mike and Allyson both work full-time from home and our children have been doing school online which will continue in the fall. Our two college sons' school has decided to have students take online classes after Thanksgiving and Eanes is strongly considering some portion of classes be online in the upcoming year. All six of us have needed quiet, covered workspace but we have discouraged the use of technology in kids' bedrooms. A covered deck would enable some family members to work outside under a roof with a fan. Currently, we are working at a table under the carport and parking cars on the driveway and street (5 drivers in the family). Again, the roof will not fit up against the house due to the large oak tree.

The yard is currently dirt and weeds so it is not used often. We love being outdoors and want to make a usable backyard living space. In West Lake Hills, 7 months a year average highs over 80 degrees, so a covered porch enables us to use the backyard in our hot temperatures. Without an overhead covering, our grill and outdoor furniture get worn faster and they are exposed all the time and get less use due to cleaning required with every use.

(2) Why do you think the natural terrain and existing flora will not be unreasonably disrupted or destroyed in the variance you are requesting is granted?

We will be improving the existing flora by adding native plants, increasing the land's ability to absorb water, and prevent erosion. By taking out the current concrete porch, we will uncover the critical root system of the large oak by the house. The current yard is dirt so planting native vegetation will improve the existing terrain. Our neighbors have invasive bamboo around the edge of our property. We will put a barrier to block the spread of bamboo. Our new design will increase the ability to absorb water through steel edging around flower beds, which will prevent erosion. The slope of the yard is designed to drain water but by slowing it down, more water will soak into the yard. A bonus to replacing weeds and dirt with grass lawns, trees, and shrubs is that it can reduce the air temperature surrounding the home by up to 14°F.

(3) What other reasonable alternatives have you considered? Why won't these other options alleviate the difficulty or hardship that you think exists?

We have spoken to three landscape architects to get opinions and drawings and all three agreed on the placement of the deck and covered area. All three plans focused on accommodating trees, increasing usable space, improving water absorption, and improving the native flora. We have considered having landscape in the backyard without a covered area which does not work with rain or heat. We currently work outside on computers in our carport for approximately 5 days a week. However, with 5 drivers in the family, we would like to use our carport to get cars off the street. The only placement inside our setbacks is right up against the house but the large oak tree prevents a roof in this area. The trees are dictating where the covered patio goes.

(4) Why do you believe the variance you are requesting is the minimum required to alleviate the difficulty or hardship you think exists?

We tried to work around the trees and get a covered area that can cover a table and a grill. It does not cover anything else. We have planned on space between the house and the structure to not be covered to provide water to the yard and minimize the covered area. Earlier plans had a larger roof but we decreased the roof by approximately half. We took out plans to put stepping stones on the side of the house near our trash and recycling cans to decrease impervious coverage. We added flower beds against the house instead of taking the deck up to the house. We used decking to increase the ability of water to get into the ground in uncovered areas and concrete in covered areas.

A covering or roof inside setback lines interferes with existing trees. Our lot is 0.23 acres and the 1960s home was already over setback lines, which makes finding room

for a small covered deck very difficult. We have done our best to keep the covered area small and encourage the growth of the mature trees.

(5) Why do you believe your variance does not violate the intent of the Zoning Ordinance or the goals of the City's Comprehensive Plan?

The Comprehensive Plan desires to protect native plants, existing flora, enhance the wooded feel of West Lake Hills. We are protecting existing flora (accommodating a large oak tree), adding native plants (throughout the entire yard), and replacing the current dirt and weed yard to increase water absorption. I believe we want the same things - more beautiful West Lake Hills landscape.

(6) Why do you believe your variance will not adversely affect neighboring properties or interfere with the enjoyment of these properties by their owners?

They have large bamboo blocking their view of our house. The cover will not be seen much over the fence by either neighbor. We have discussed our project with all immediate neighbors that will be closest to the setback line we are seeking a variance for and they have approved the project.

The neighbors behind us, the Galby's, drove some of the design to alleviate the view of their shed which is less than 5 feet from the fence and their new house looks into our backyard. The Galby's view of our yard will improve from dirt and weeds to native plants and more trees. In our discussion of the project with the Galby's, their primary concern was about preserving the trees which is our primary concern as well. Our yard will not have as much water runoff so the Galby's will not have as much runoff through their backyard, which was another concern they had.

Marshall Residence

outdoor living and landscape

vicinity map



project description

project address:
allyson & mike marshall
437 Brady Ln,
West Lake Hills, TX, 78746
512.694.4198

designer:
austin outdoor design
1412 collier street, studio c
austin texas 78704

builder:
austin outdoor design
1412 collier street, studio c
austin texas 78704

impervious cover

Area Description	Ex Sq Ft	New/Added Sq Ft	Total Sq Ft
1st floor	2214.31	0.00	2214.31
2nd floor	0.00	0.00	0.00
3rd floor	0.00	0.00	0.00
Basement	0.00	0.00	0.00
Covered parking	386.82	0.00	386.82
Covered deck	0.00	0.00	0.00
Covered porch	0.00	0.00	0.00
Covered patio	0.00	291.96	291.16
Balcony	0.00	0.00	0.00
Other roofed areas	88.34	0.00	88.34
Building Area	2689.47	291.16	2981.43
Building Cover	2689.47	291.16	2981.43
Driveway	1130.99	0.00	1130.99
Sidewalks	0.00	0.00	0.00
Uncovered patio	240.70	-240.70	0.00
Uncovered deck	0.00	117.50	117.50
Other flatwork	0.00	86.30	86.30
Impervious Cover	4061.16	255.39	4316.55
Pool (surface area)			0.00
Spa (surface area)			0.00
Lot size 10220.68			43%
% coverage	39.73%	2.5%	42.23%

drawing index

sheet number	description
LS 0.00	cover
LS 0.01	notes
LS 1.00	site plan
LS 1.01	demolition plan
LS 1.02	layout plan
LS 1.04	planting
LS 2.01	elevations
LS 3.01	layout and materials
LS 3.02	dimensions
LS 3.03	grade and drainage
LS 4.01	elevations
LS 4.02	sections
LS 5.01	details
LS 5.02	details
LS 5.03	details



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abbreviation

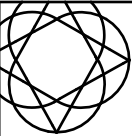
#	Pound OR Number	FO	Face Of	TME	To Match Existing
&	And	FND	Foundation	TOC	Top Of Concrete
@	At	GA	Gauge	TOS	Top Of Steel
ACT	Acoustic Ceiling Tile	GALV	Galvanized	TW	Top of Wall
AD	Area Drain	HI	High	TYP	Typical
AFF	Above Finished Floor	HP	High Point	UNO	Unless Noted Otherwise
BSMT	Basement	HR	Hour	U/S	Underside
BYND	Beyond	ILO	In Lieu Of	VIF	Verify In Field
BL	Build Line	INSUL	Insulated or Insulation	W/	With
BOT	Bottom	INT	Interior	WD	Wood
BW	Bottom of Wall	INV	Invert Elevation		
CIP	Cast In Place	LO	Low		
CHNL	Channel	MAX	Maximum		
CJ	Control Joint	MDO	Medium Desnity Overlay		
CL	Center Line	MECH	Mechanical		
CLG	Ceiling	MEMBR	Membrane		
CLR	Clear	MIN	Minimum		
CMU	Concrete Masonry Unit	MTL	Metal		
COL	Column	NIC	Not In Contract		
CONC	Concrete	NO	Number		
CONT	Continuous	NOM	Nominal		
CPT	Carpet	OC	On Center		
CTYD	Courtyard	OH	Overhang or Opposite Hand		
DEMO	Demolish or Demolition	PE	Professional Engineer		
DIA	Diameter	PCC	Pre-Cast Concrete		
DIM	Dimension	PLUMB	Plumbing		
DIMS	Dimensions	PLYD	Plywood		
DN	Down	PT	Pressure Treated		
DR	Door	PNT	Paint or Painted		
DWG	Drawing	RBR	Rubber		
EA	Each	RCP	Reflected Ceiling Plan		
EJ	Expansion Joint	RD	Roof Drain		
EL	Elevation	REQD	Required		
ELEC	Electrical	SIM	Similar		
ELEV	Elevator or Elevation	SPEC	Specified OR Specification		
EQ	Equal	SPK	Sprinkler or Speaker		
EXIST	Existing	SSTL	Stainless Steel		
EXP JT	Expansion Joint	STL	Steel		
EXT	Exterior	STRUCT	Structure or Structural		
FFE	Finished Floor	SYP	Southern Yellow Pine		
FIXT	Fixture	T&G	Tongue And Groove		
FLR	Floor	TELE	Telephone		
FM	Filled Metal	TLT	Toilet		

notes

1. topographic information shown +/-6" tolerance.
2. final grades to be determined on site at time of install.
3. report any drainage, elevation or site issues to design team.
4. unless otherwise noted, all dimensions are to the following:
face of wall, face of building, face of curb, edge of pavement, centerline of pavement.

legend

symbol	description
	detail reference
	material or finish reference
	section symbol
	existing topography
	proposed topography
	existing spot grade
	proposed spot grade
	water flow
	pipe size
	enlargement area with reference
	matchline
	elevation reference
	north arrow



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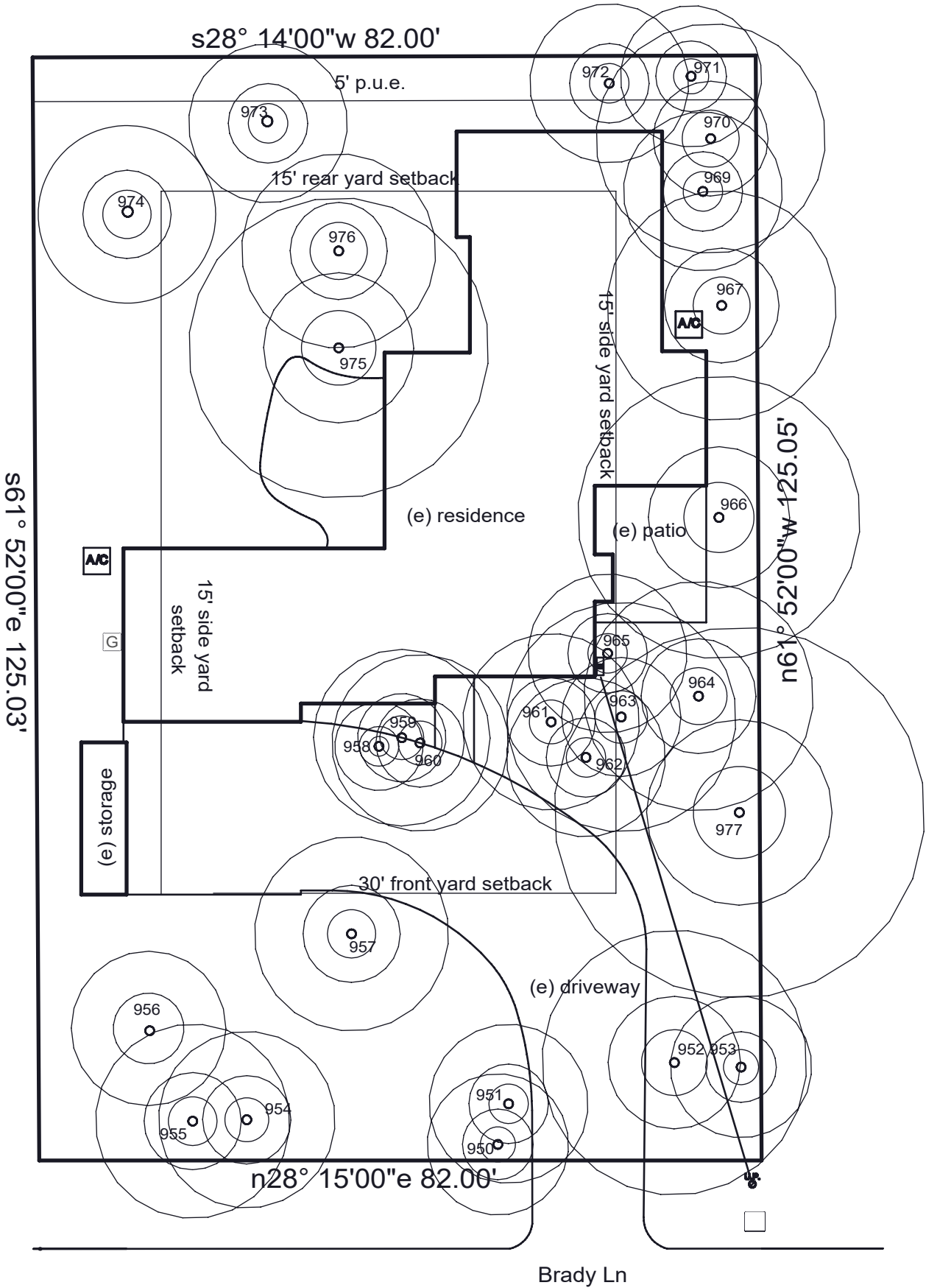
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abbreviations

symbol	definition
OH	overhead power
A/C	a/c
E	electrical
G	gas
U.P.	power pole
	water meter
(e)	existng
(n)	proposed
	existing trees
	property line
	easement line

tree index

tag	size	type
950	8"	elm
951	9"	elm
952	15"	elm
953	11"	elm
954	10"	elm
955	11"	elm
956	6"	live oak
957	11"	elm
958	8"	live oak
959	7,10"	live oak
960	10"	elm
961	10"	live oak
962	9"	live oak
963	13"	live oak
964	10"	live oak
965	9"	live oak
966	6"	live oak
967	8,10,13"	live oak
968	6"	live oak
969	8,9"	live oak
970	13"	live oak
971	8"	live oak
972	9"	elm
973	9"	elm
974	10"	live oak
975	17"	live oak
976	11"	live oak
977	21"	live oak



1 site plan
scale: 1/16" = 1'-0"



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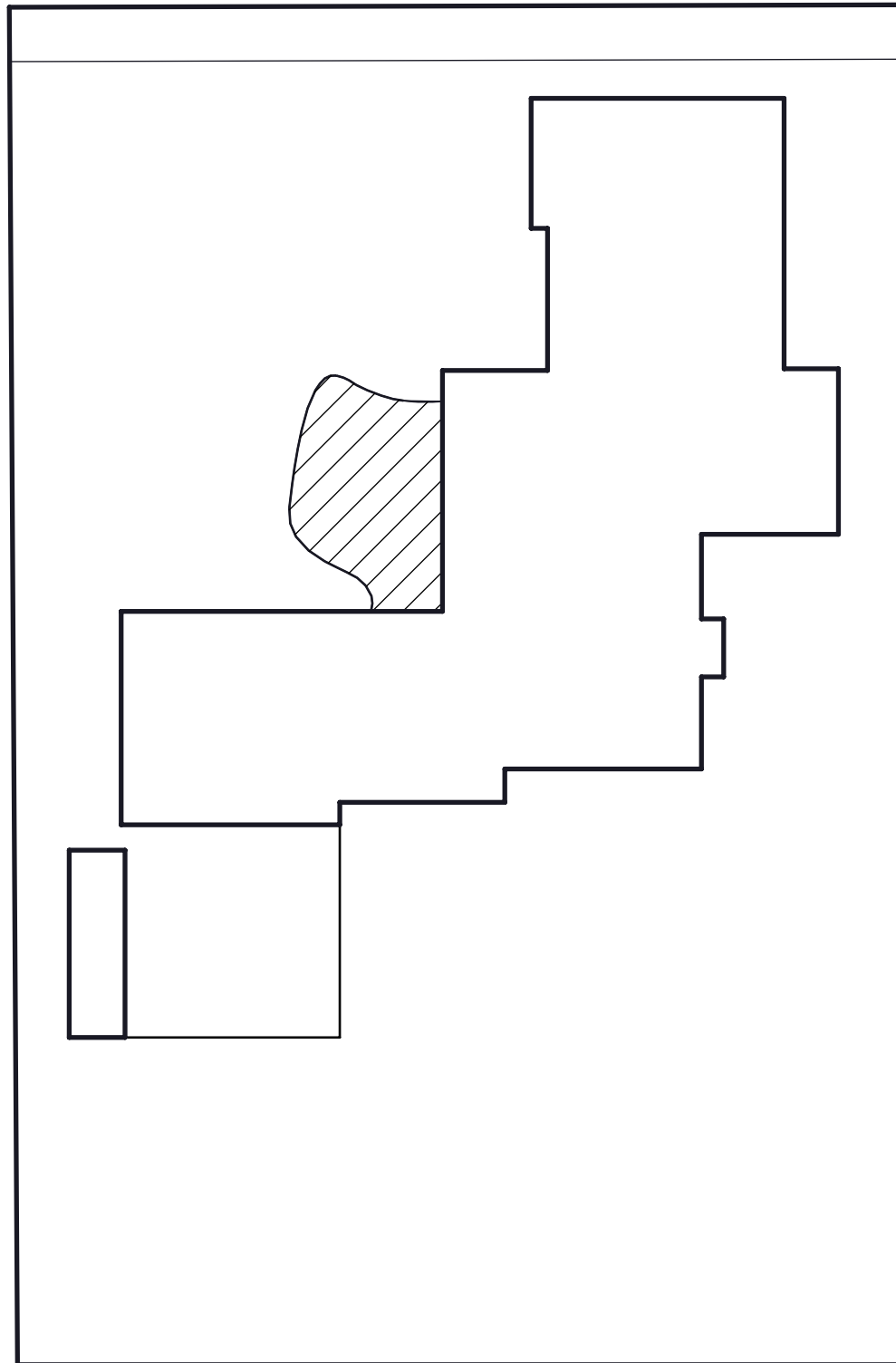
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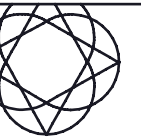
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1.00

- property line
- easement line
-  demolition - concrete



1 demolition plan
scale: 1/16" = 1'-0"



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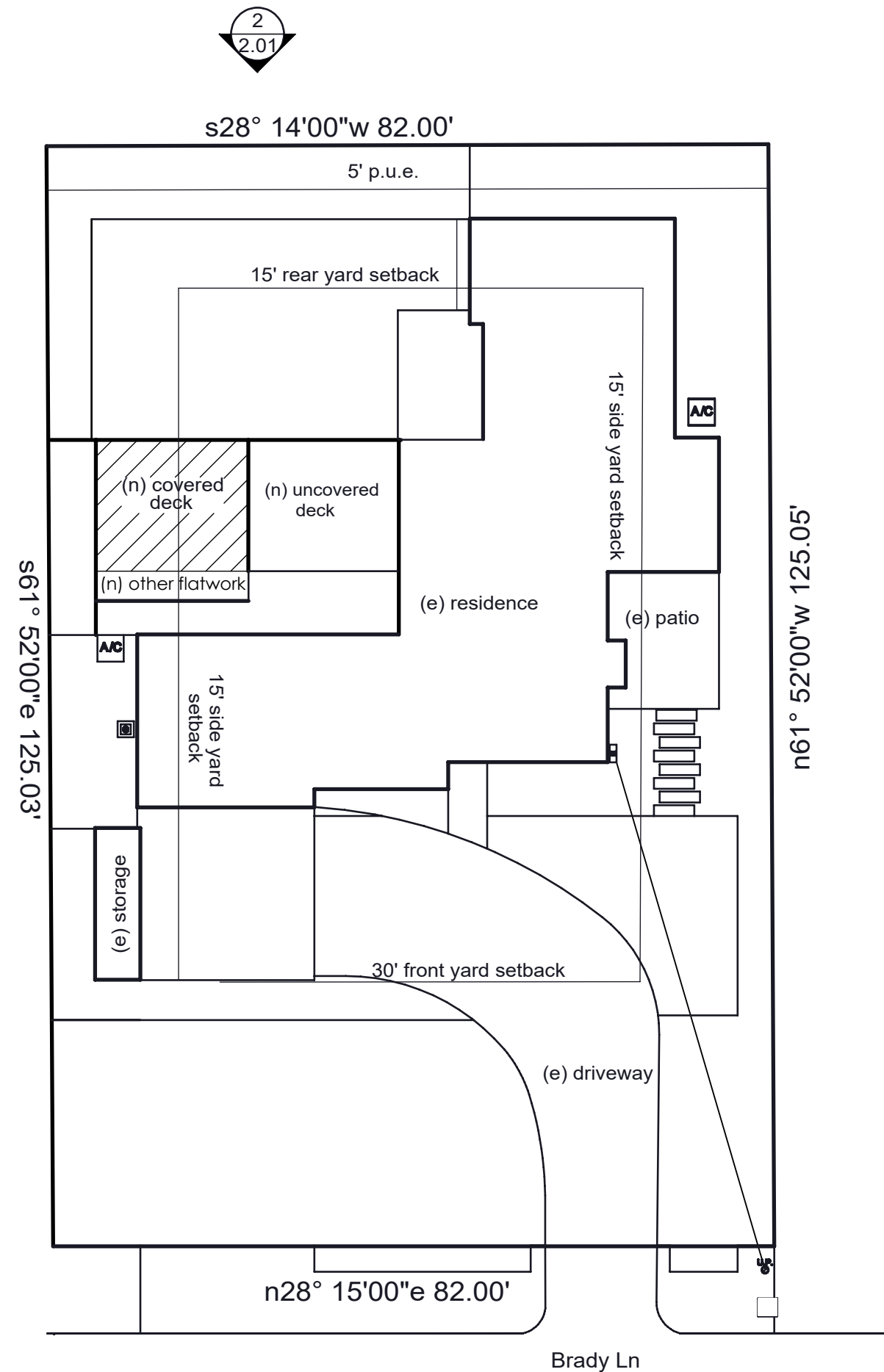
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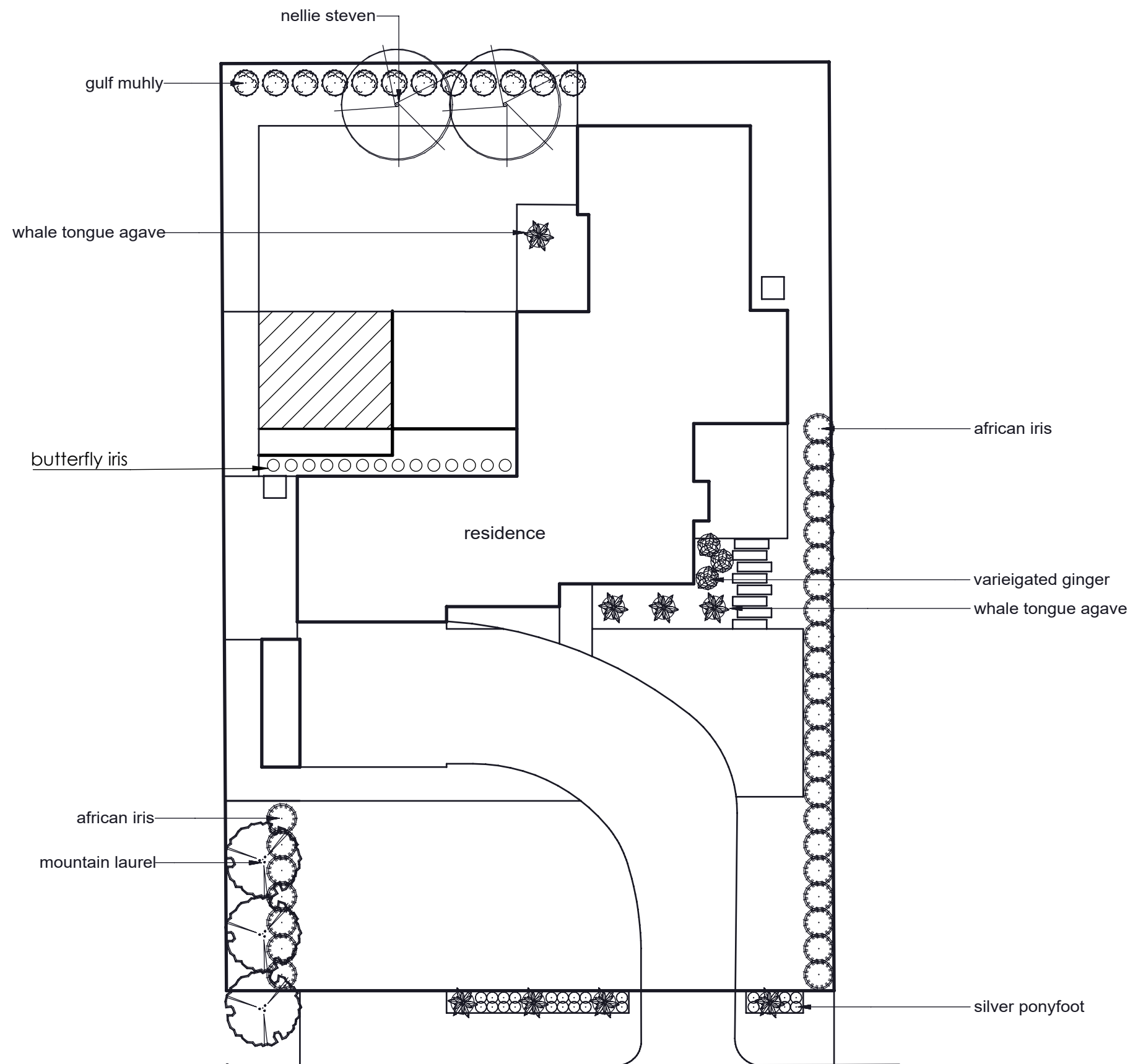
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symbol	definition
--------	------------

_____ property line
_____ easement line



1 layout plan
scale: 1/16" = 1'-0"



1 planting
scale: 1/16" = 1'-0"



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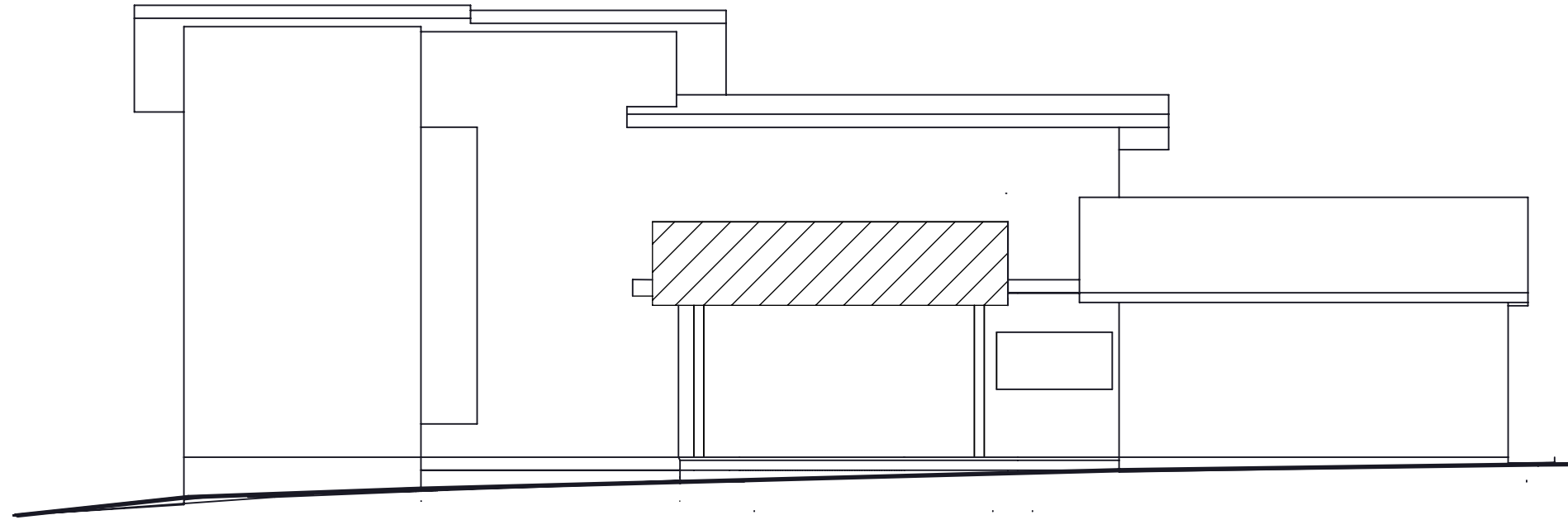
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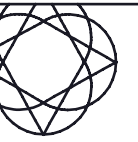
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1.03

1 right elevation
scale: 1/8" = 1'-0"



2 back elevation
scale: 1/8" = 1'-0"



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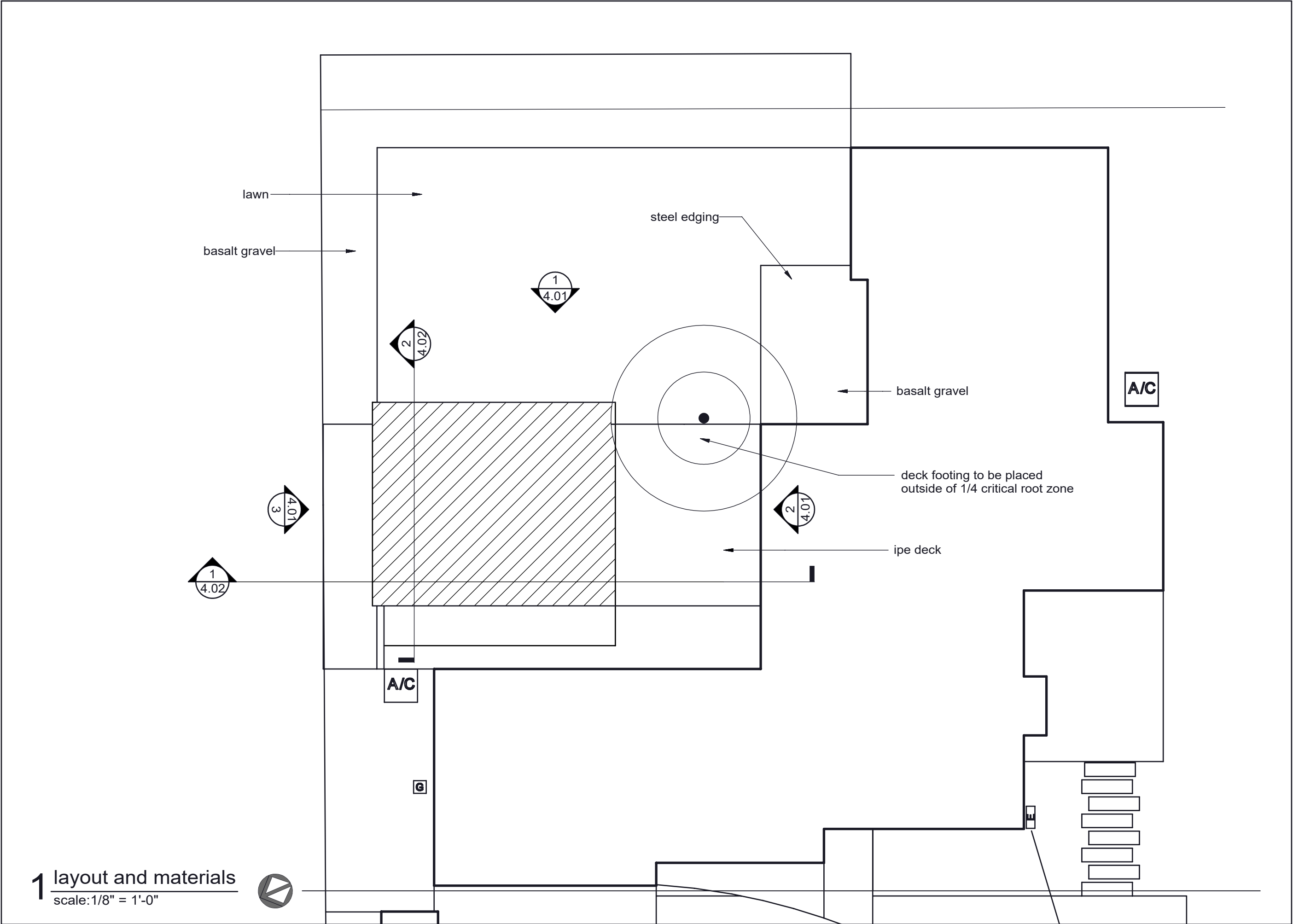
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2.01



1 layout and materials
scale: 1/8" = 1'-0"



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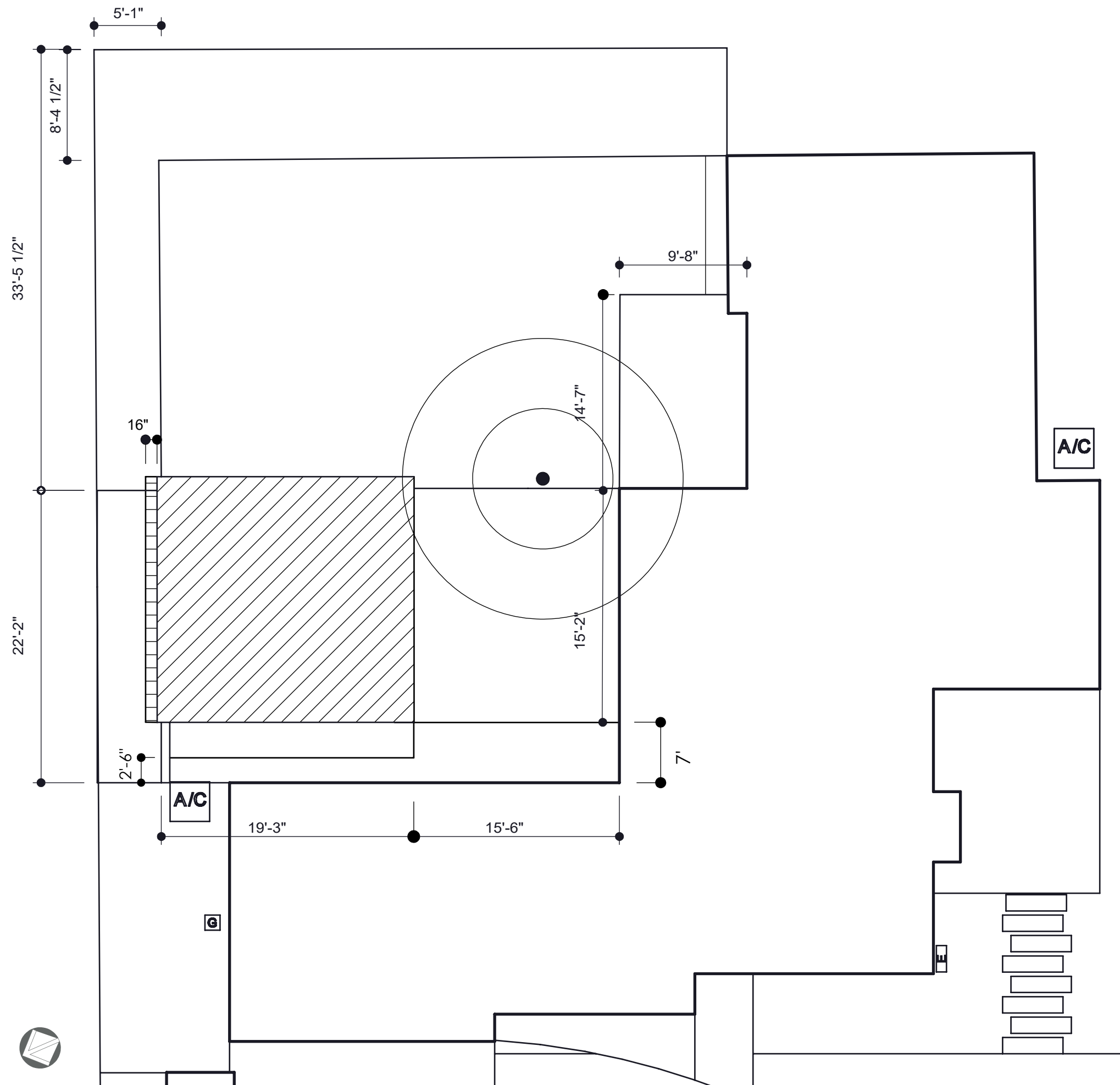
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1 dimensions
scale: 1/8" = 1'-0"



add

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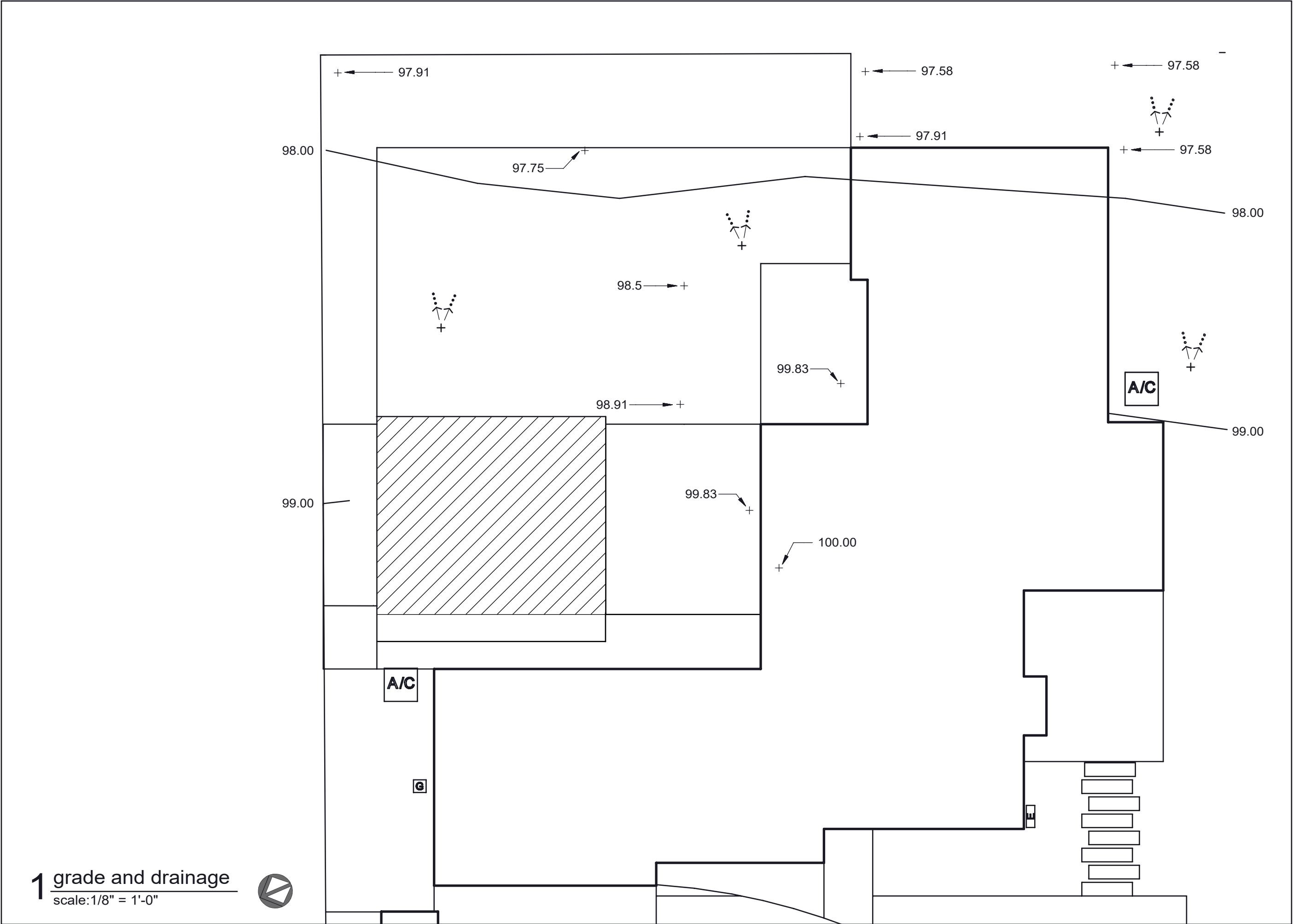
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3.02



1 grade and drainage
scale: 1/8" = 1'-0"



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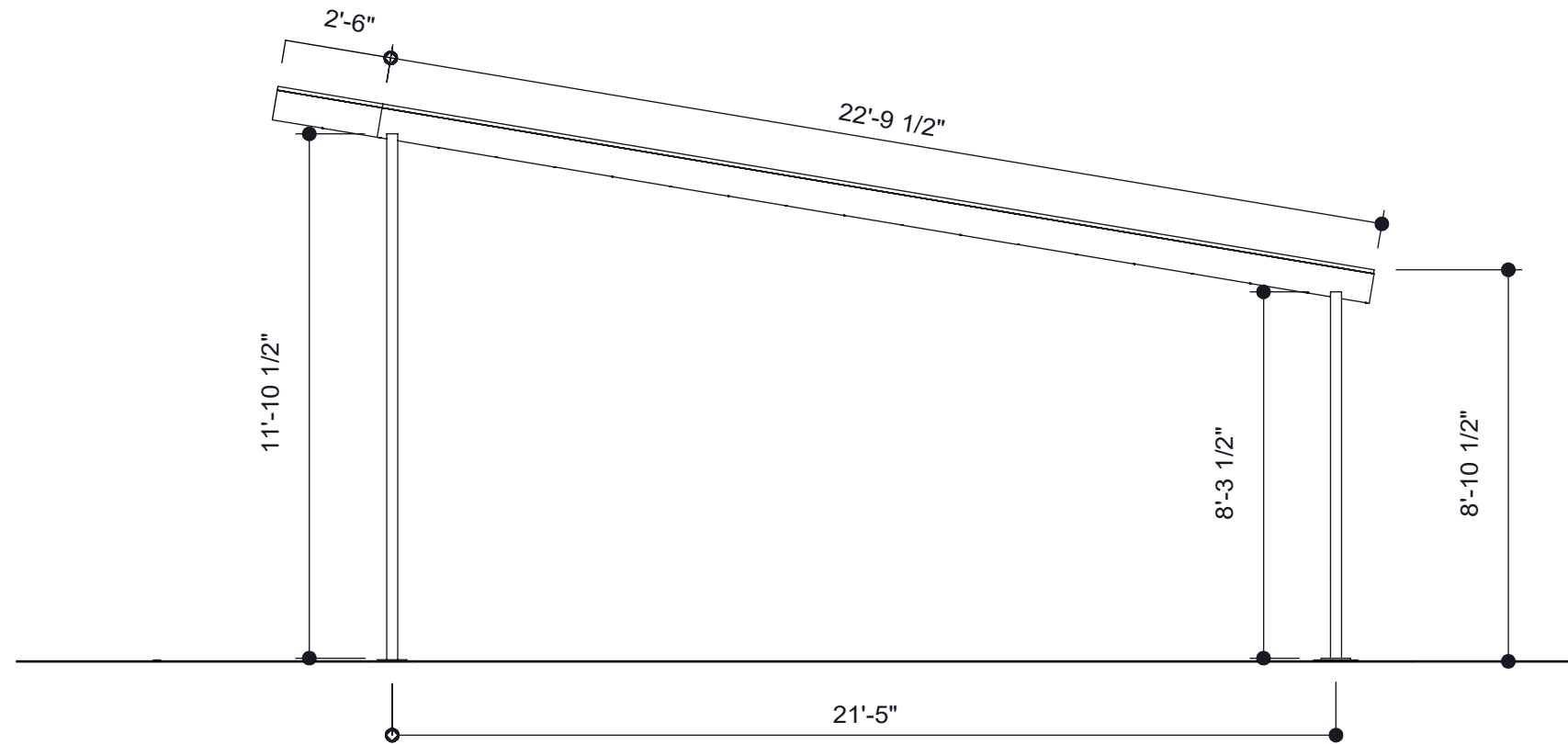
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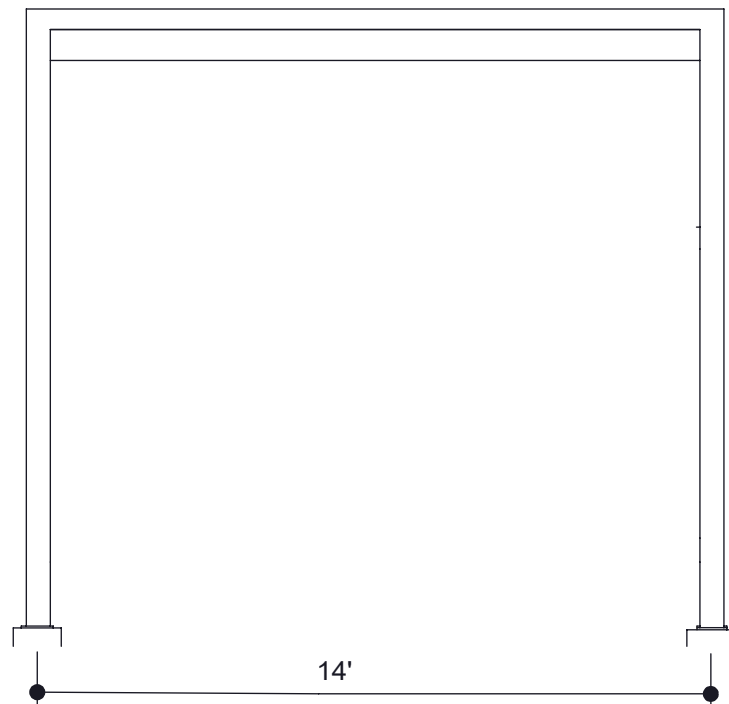
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4.01

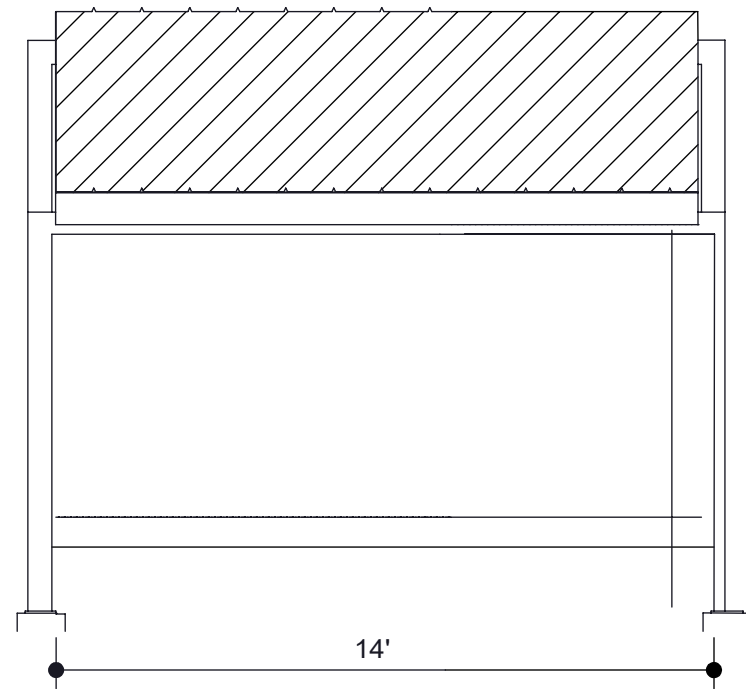
1 front elevation
scale: 1/4" = 1'-0"



2 left elevation
scale: 1/4" = 1'-0"



3 right elevation
scale: 1/4" = 1'-0"



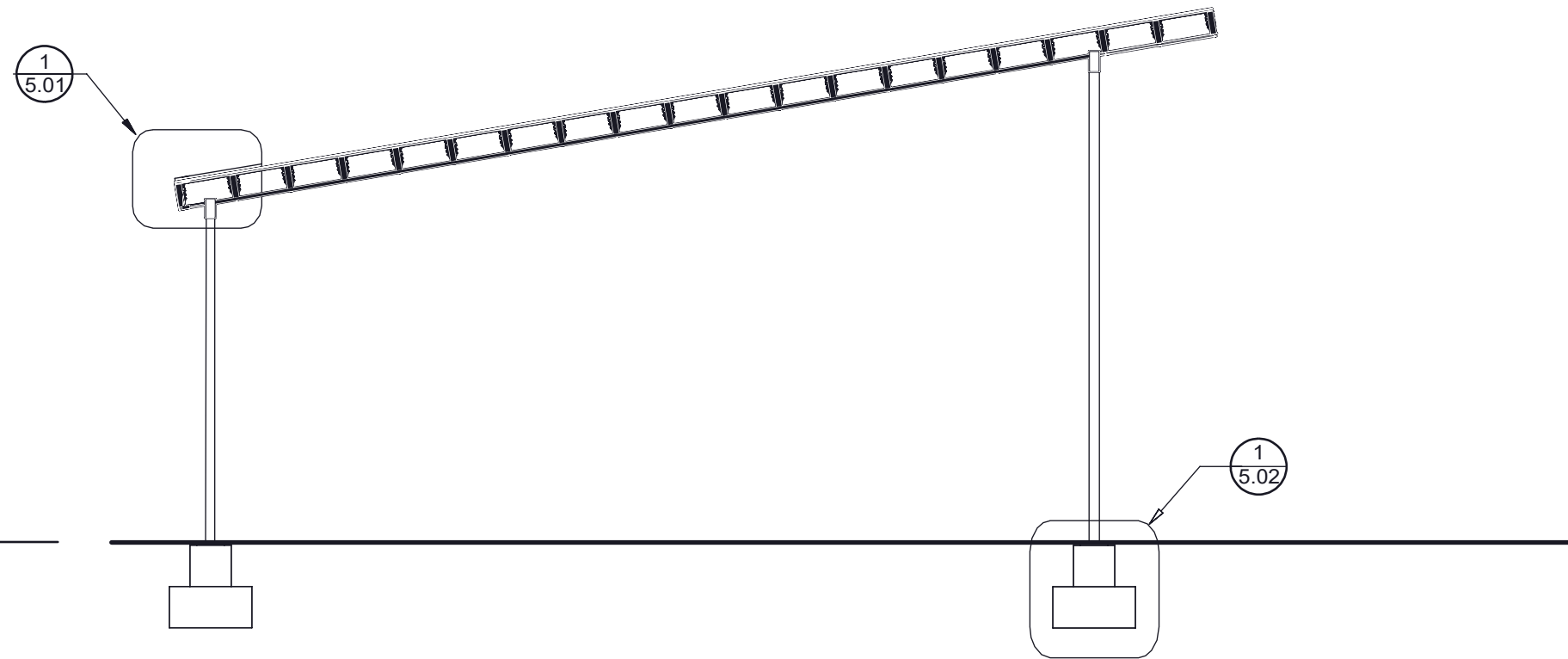


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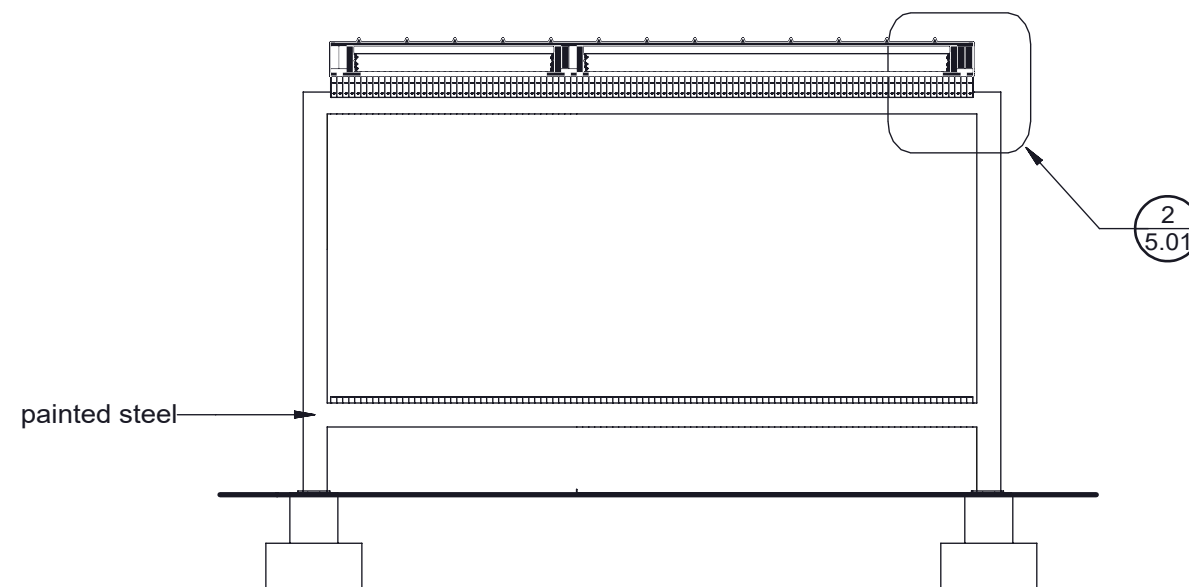
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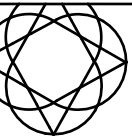
4.02

1 back section
scale: 1/4" = 1'-0"



2 left section
scale: 1/4" = 1'-0"





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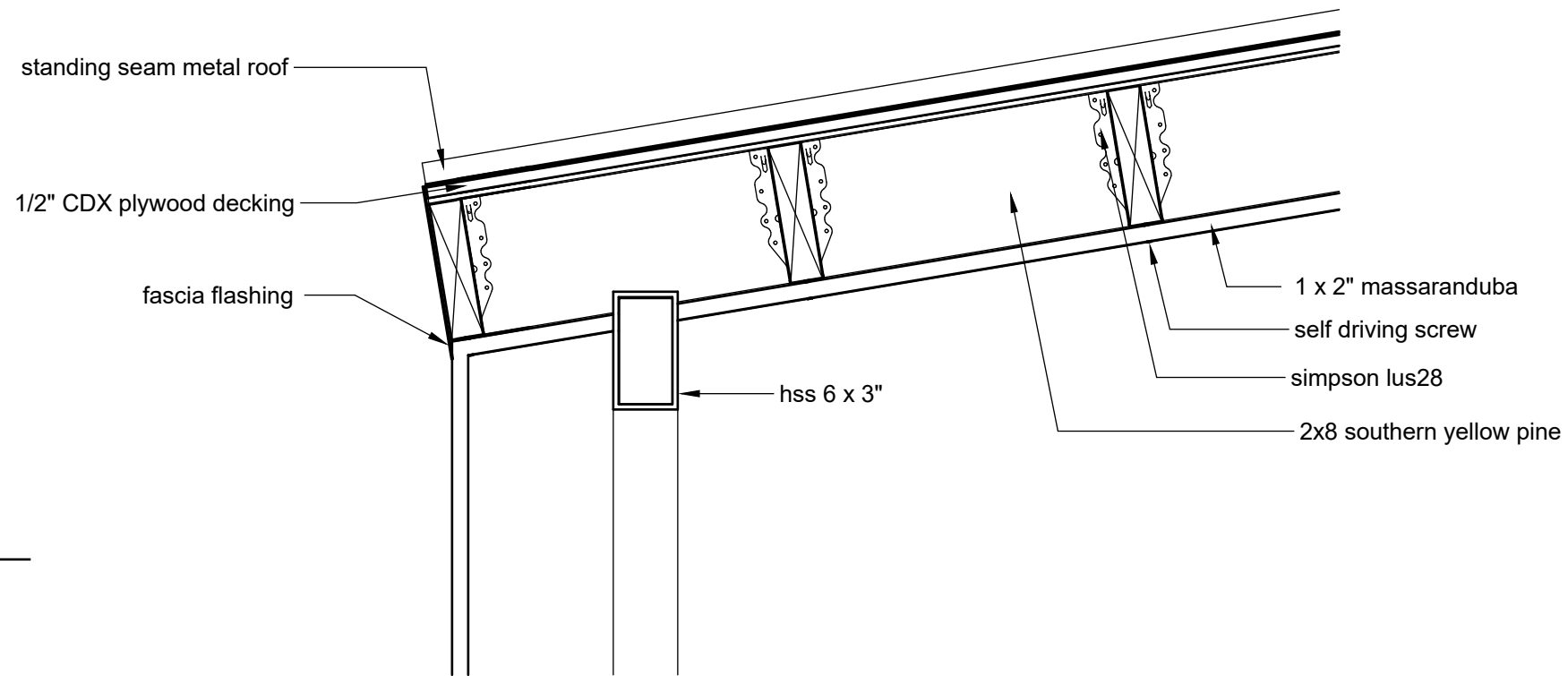
revisions:

drawn by: aod

5.01

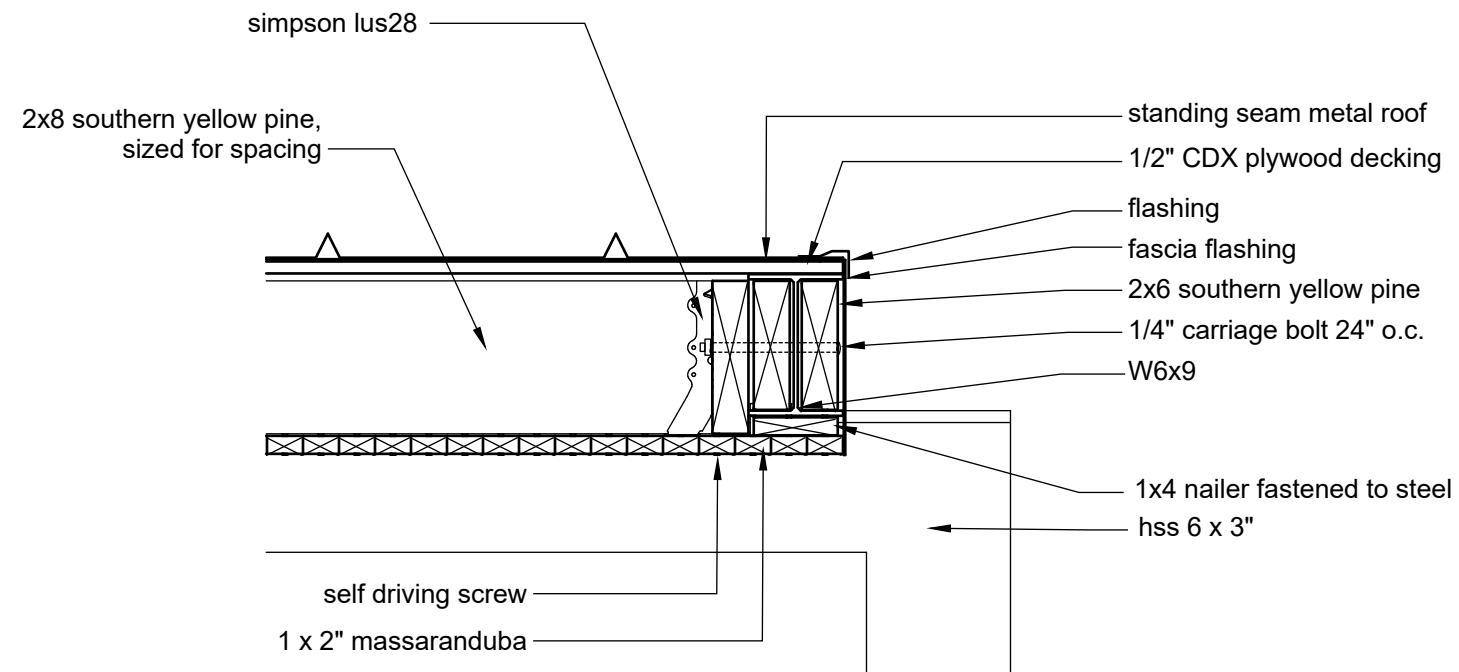
1 structure detail

scale: 1 1/2" = 1'-0"



2 structure detail

scale: 1 1/2" = 1'-0"



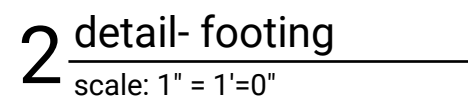
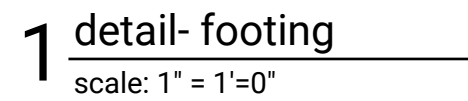


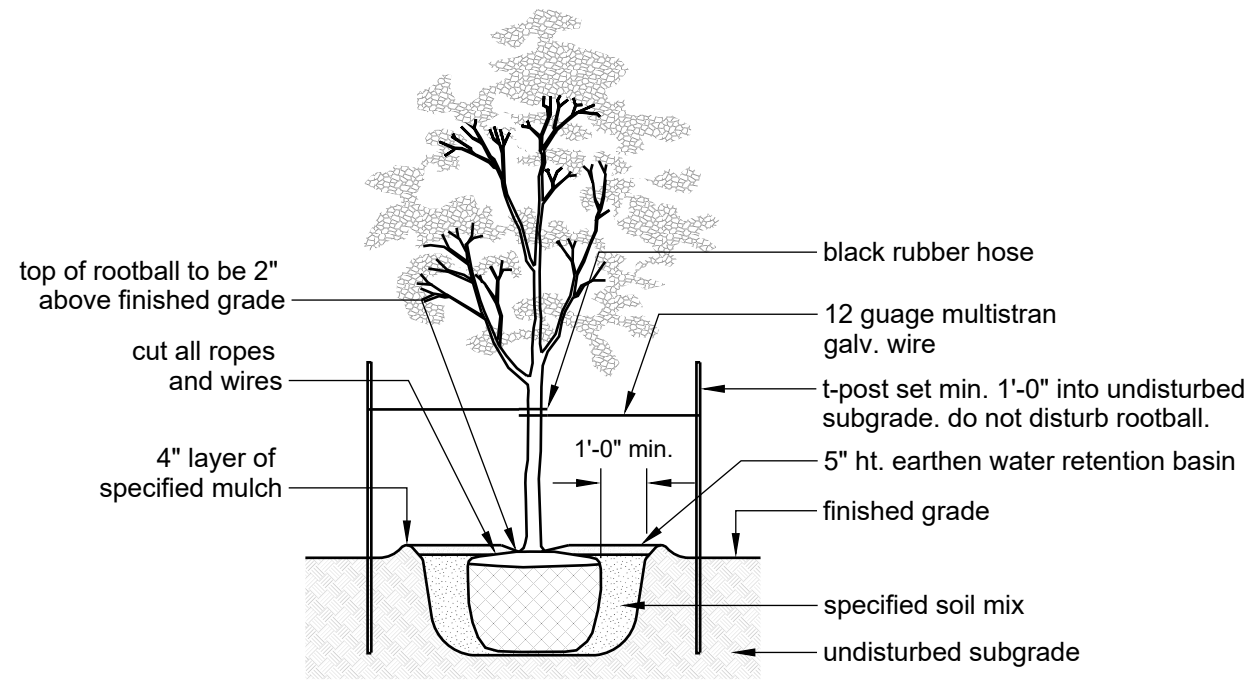
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Drawn by: aod

5.02

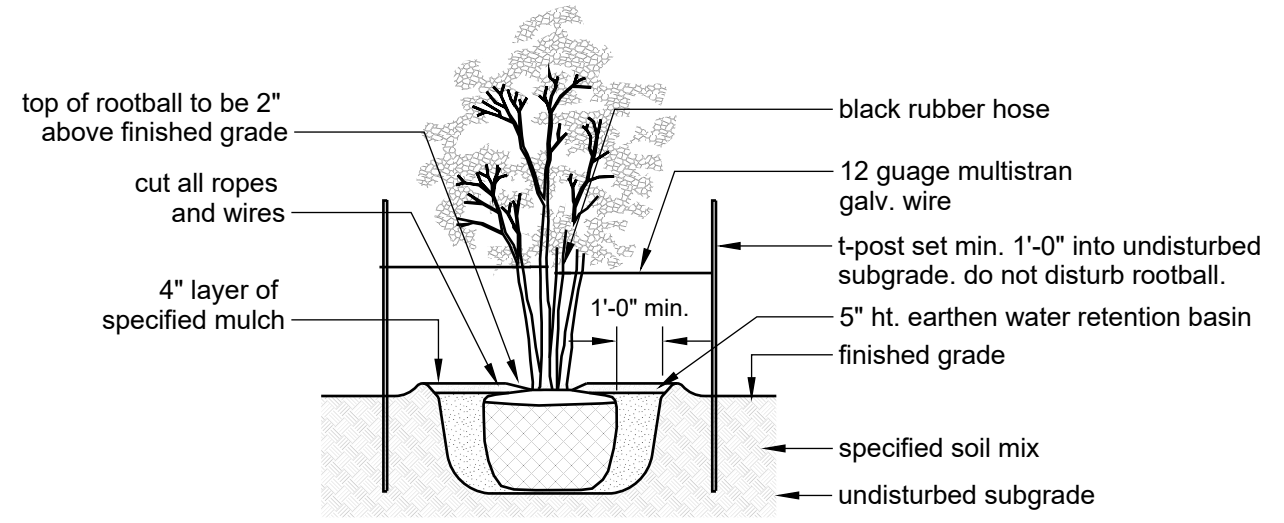
Page 137 of 154





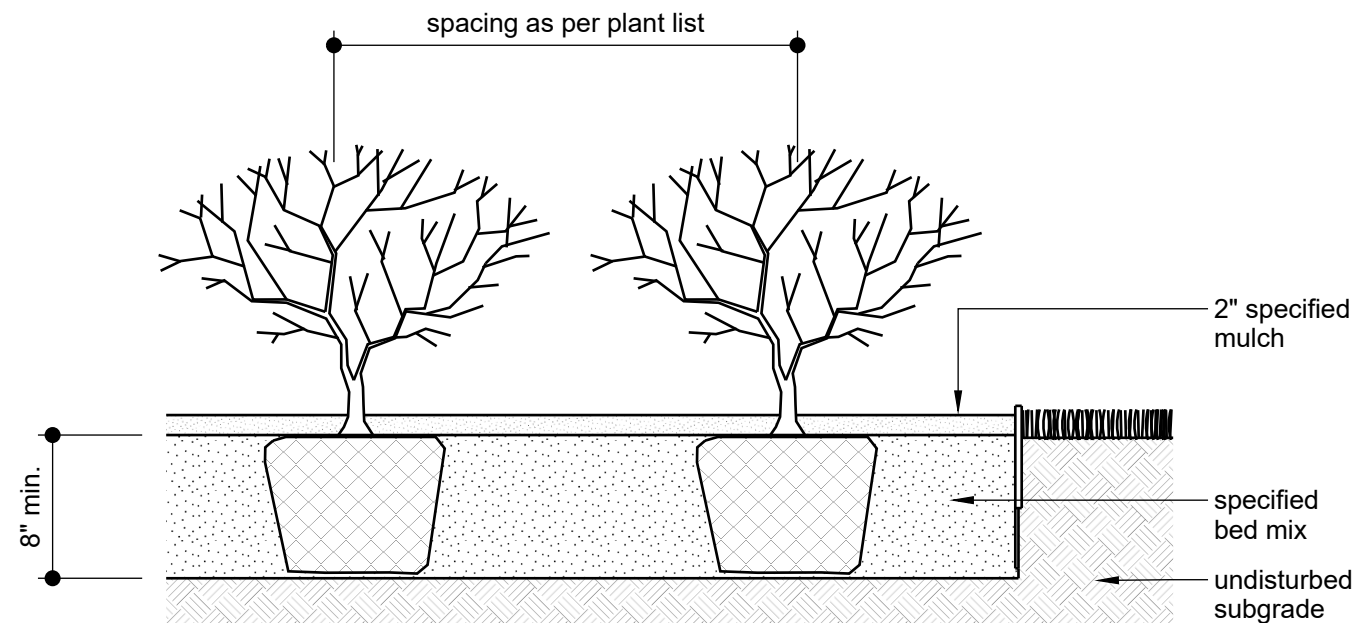
1 single trunk tree
scale: 1/4" = 1'=0"

- notes:
1. trees 4" cal. and less- (2) t-posts
2. trees 4" cal. and greater- (3) t-posts



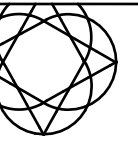
1 multi trunk tree
scale: 1/4" = 1'=0"

- notes:
1. trees 4" cal. and less- (2) t-posts
2. trees 4" cal. and greater- (3) t-posts



1 shrub and ground cover
scale: 3/4" = 1'=0"

note:
crown all planting beds to provide positive drainage



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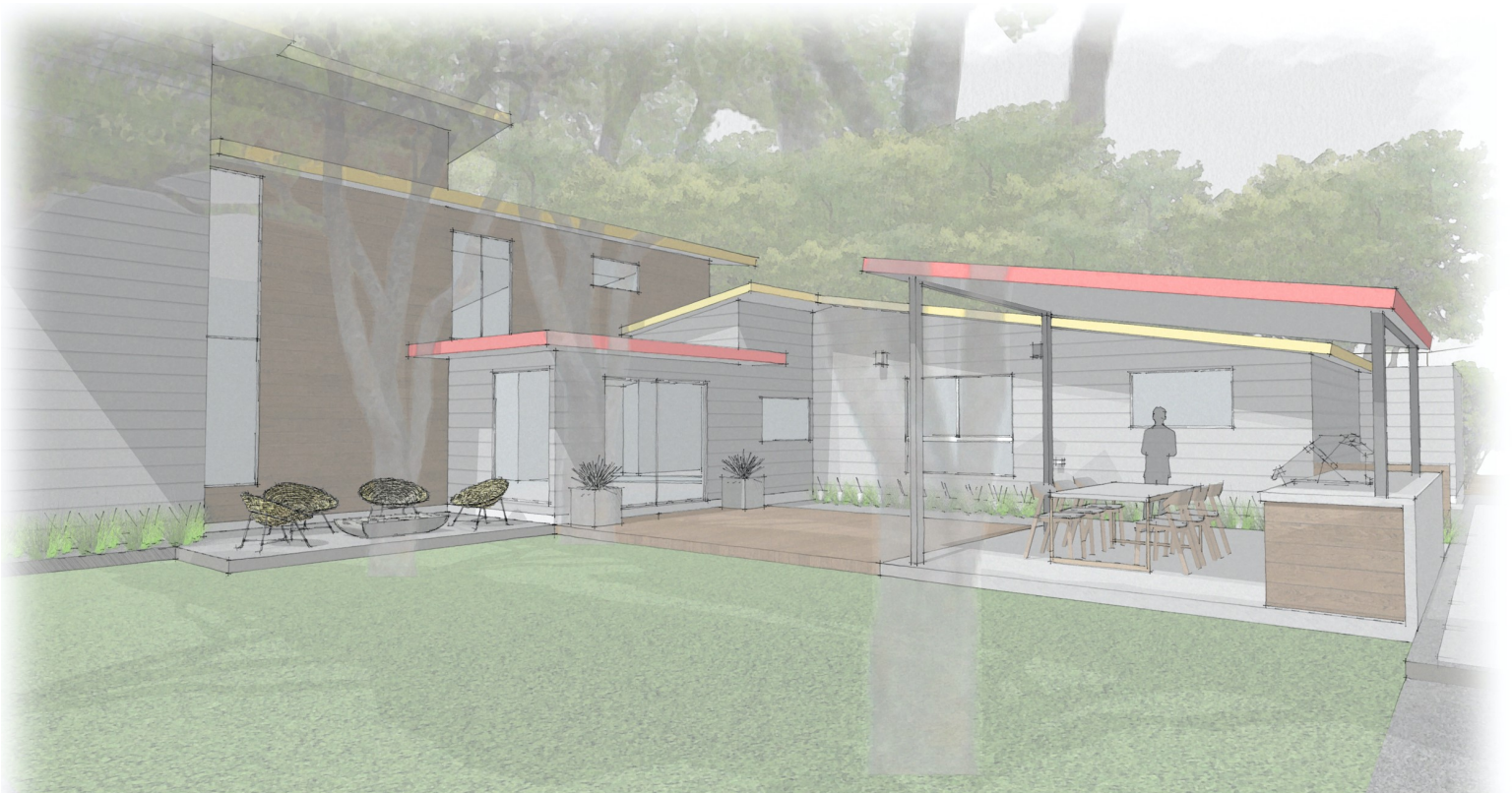
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vicinity map



project description

project address:
allyson & mike marshall
437 Brady Ln,
West Lake Hills, TX, 78746
512.694.4198

designer:
austin outdoor design
1412 collier street, studio c
austin texas 78704

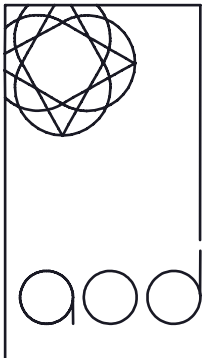
builder:
austin outdoor design
1412 collier street, studio c
austin texas 78704

impervious cover

Area Description	Ex Sq Ft	New/Added Sq Ft	Total Sq Ft
1st floor	2214.31	0.00	2214.31
2nd floor	0.00	0.00	0.00
3rd floor	0.00	0.00	0.00
Basement	0.00	0.00	0.00
Covered parking	386.82	0.00	386.82
Covered deck	0.00	0.00	0.00
Covered porch	0.00	0.00	0.00
Covered patio	0.00	291.96	291.16
Balcony	0.00	0.00	0.00
Other roofed areas	88.34	0.00	88.34
Building Area	2689.47	291.16	2981.43
Building Cover	2689.47	291.16	2981.43
Driveway	1130.99	0.00	1130.99
Sidewalks	0.00	0.00	0.00
Uncovered patio	240.70	-240.70	0.00
Uncovered deck	0.00	117.50	117.50
Other flatwork	0.00	86.30	86.30
Impervious Cover	4061.16	255.39	4316.55
Pool (surface area)			0.00
Spa (surface area)			0.00
Lot size 10220.68			43%
% coverage	39.73%	2.5%	42.23%

drawing index

sheet number	description
LS 0.00	cover
LS 0.01	notes
LS 1.00	site plan
LS 1.01	demolition plan
LS 1.02	layout plan
LS 1.04	planting
LS 2.01	elevations
LS 3.01	layout and materials
LS 3.02	dimensions
LS 3.03	grade and drainage
LS 4.01	elevations
LS 4.02	sections
LS 5.01	details
LS 5.02	details
LS 5.03	details



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abbreviation

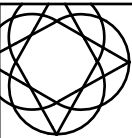
#	Pound OR Number	FO	Face Of	TME	To Match Existing
&	And	FND	Foundation	TOC	Top Of Concrete
@	At	GA	Gauge	TOS	Top Of Steel
ACT	Acoustic Ceiling Tile	GALV	Galvanized	TW	Top of Wall
AD	Area Drain	HI	High	TYP	Typical
AFF	Above Finished Floor	HP	High Point	UNO	Unless Noted Otherwise
BSMT	Basement	HR	Hour	U/S	Underside
BYND	Beyond	ILO	In Lieu Of	VIF	Verify In Field
BL	Build Line	INSUL	Insulated or Insulation	W/	With
BOT	Bottom	INT	Interior	WD	Wood
BW	Bottom of Wall	INV	Invert Elevation		
CIP	Cast In Place	LO	Low		
CHNL	Channel	MAX	Maximum		
CJ	Control Joint	MDO	Medium Desnity Overlay		
CL	Center Line	MECH	Mechanical		
CLG	Ceiling	MEMBR	Membrane		
CLR	Clear	MIN	Minimum		
CMU	Concrete Masonry Unit	MTL	Metal		
COL	Column	NIC	Not In Contract		
CONC	Concrete	NO	Number		
CONT	Continuous	NOM	Nominal		
CPT	Carpet	OC	On Center		
CTYD	Courtyard	OH	Overhang or Opposite Hand		
DEMO	Demolish or Demolition	PE	Professional Engineer		
DIA	Diameter	PCC	Pre-Cast Concrete		
DIM	Dimension	PLUMB	Plumbing		
DIMS	Dimensions	PLYD	Plywood		
DN	Down	PT	Pressure Treated		
DR	Door	PNT	Paint or Painted		
DWG	Drawing	RBR	Rubber		
EA	Each	RCP	Reflected Ceiling Plan		
EJ	Expansion Joint	RD	Roof Drain		
EL	Elevation	REQD	Required		
ELEC	Electrical	SIM	Similar		
ELEV	Elevator or Elevation	SPEC	Specified OR Specification		
EQ	Equal	SPK	Sprinkler or Speaker		
EXIST	Existing	SSTL	Stainless Steel		
EXP JT	Expansion Joint	STL	Steel		
EXT	Exterior	STRUCT	Structure or Structural		
FFE	Finished Floor	SYP	Southern Yellow Pine		
FIXT	Fixture	T&G	Tongue And Groove		
FLR	Floor	TELE	Telephone		
FM	Filled Metal	TLT	Toilet		

notes

1. topographic information shown +/-6" tolerance.
2. final grades to be determined on site at time of install.
3. report any drainage, elevation or site issues to design team.
4. unless otherwise noted, all dimensions are to the following:
face of wall, face of building, face of curb, edge of
pavement, centerline of pavement.

legend

symbol	description
	detail reference
	material or finish reference
	section symbol
	existing topography
	proposed topography
	existing spot grade
	proposed spot grade
	water flow
	pipe size
	enlargement area with reference
	matchline
	elevation reference
	north arrow



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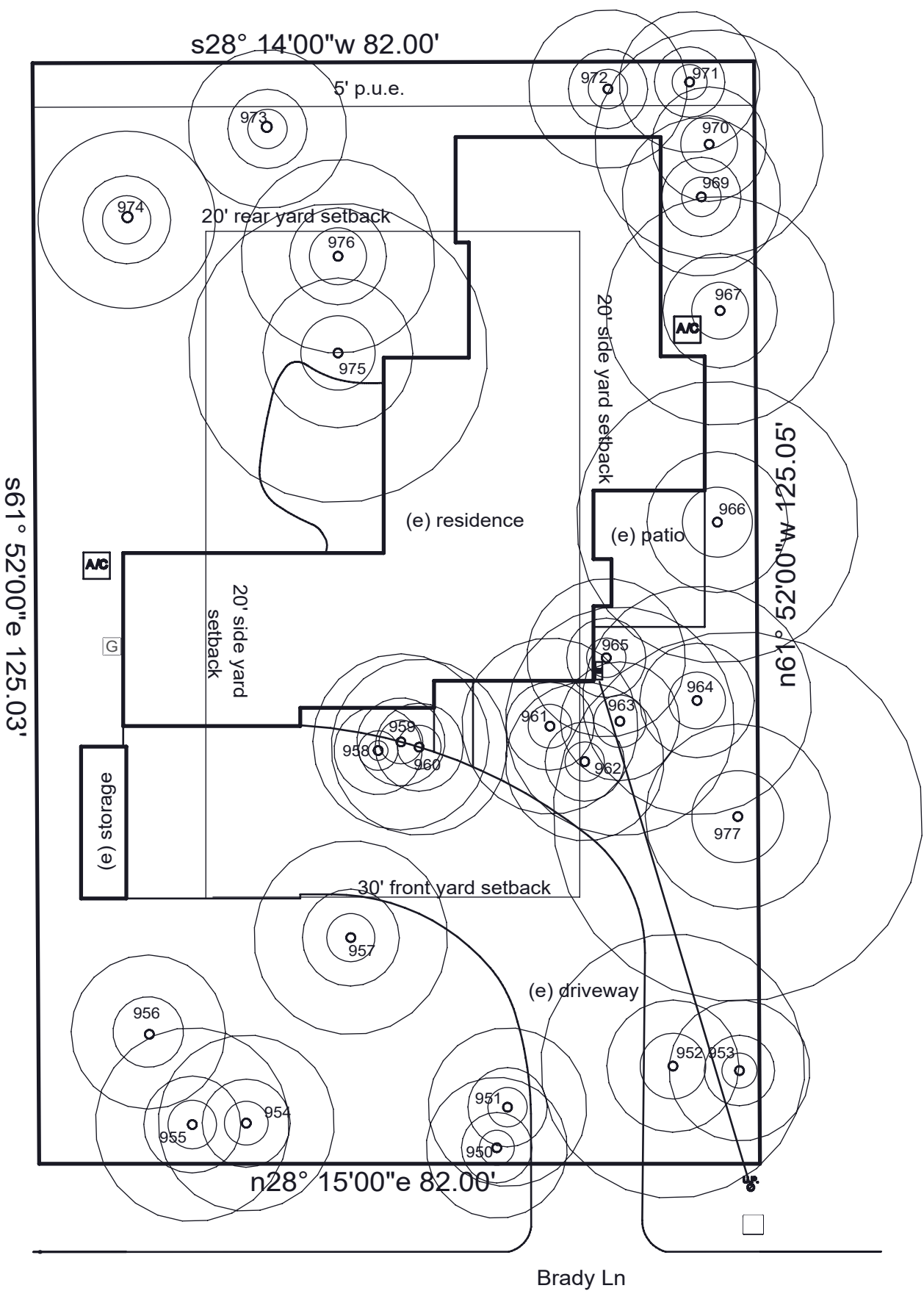
revisions:

drawn by:

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abbreviations

symbol	definition
OH	overhead power
A/C	a/c
E	electrical
G	gas
U.P.	power pole
	water meter
(e)	existng
(n)	proposed
	existing trees
	property line
	easement line



tree index

tag	size	type
950	8"	elm
951	9"	elm
952	15"	elm
953	11"	elm
954	10"	elm
955	11"	elm
956	6"	live oak
957	11"	elm
958	8"	live oak
959	7,10"	live oak
960	10"	elm
961	10"	live oak
962	9"	live oak
963	13"	live oak
964	10"	live oak
965	9"	live oak
966	6"	live oak
967	8,10,13"	live oak
968	6"	live oak
969	8,9"	live oak
970	13"	live oak
971	8"	live oak
972	9"	elm
973	9"	elm
974	10"	live oak
975	17"	live oak
976	11"	live oak
977	21"	live oak



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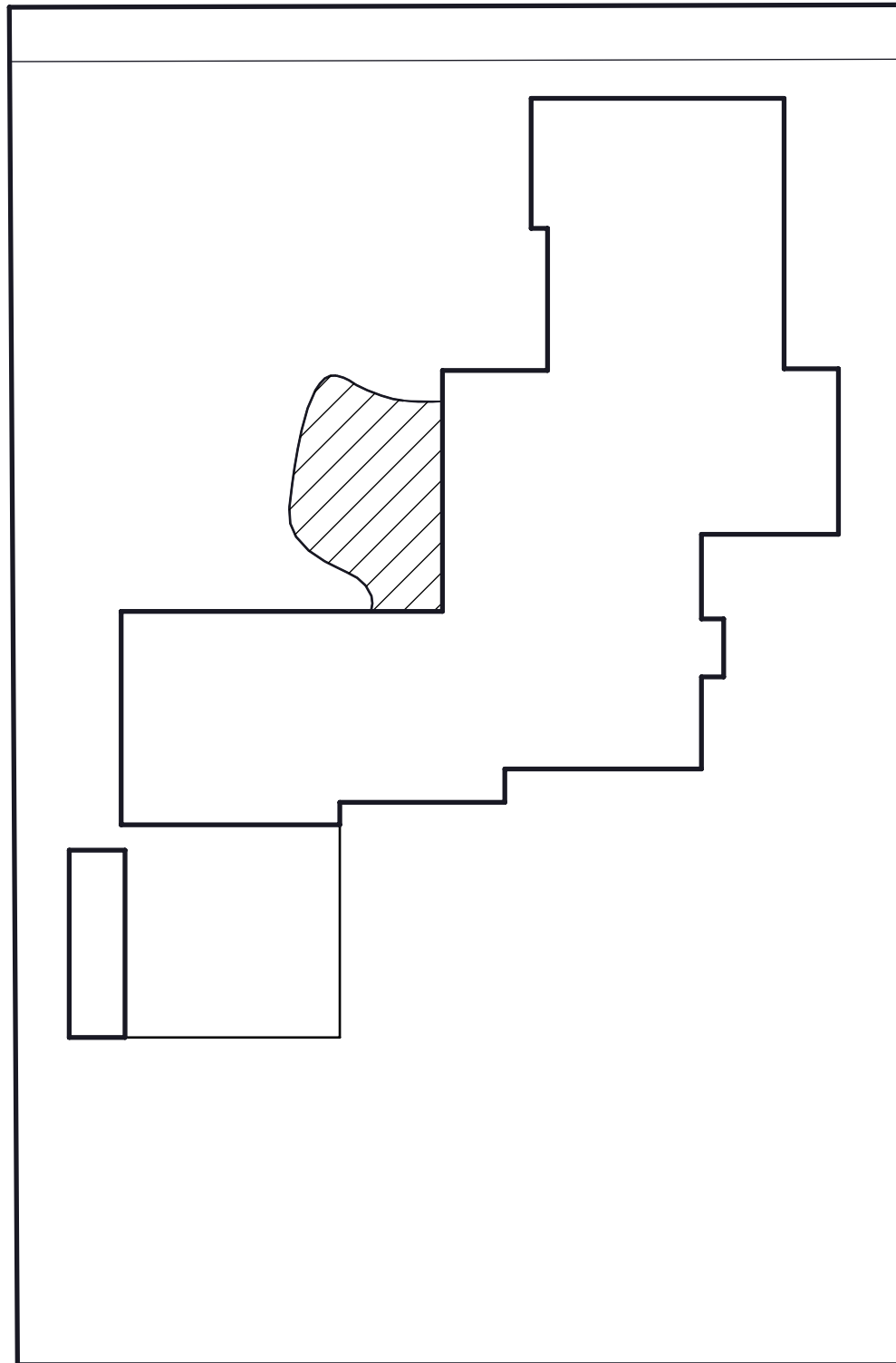
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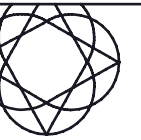
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- property line
- easement line
-  demolition - concrete



1 demolition plan
scale: 1/16" = 1'-0"



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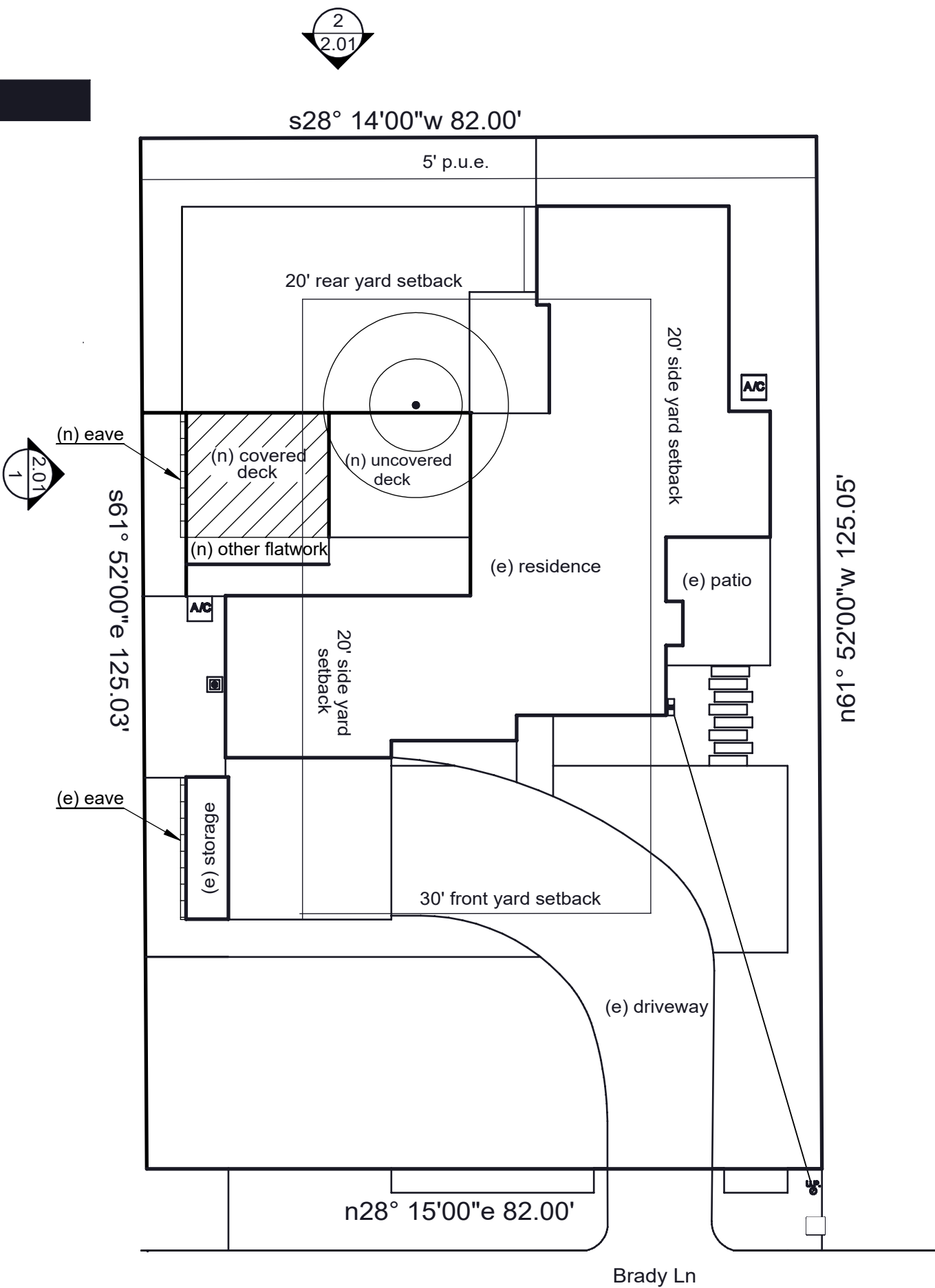
drawn by: aod

1.01

abbreviations

symbol	definition
OH	overhead power
A/C	a/c
	electrical
G	gas
U.P.	power pole
	water meter
(e)	existng
(n)	proposed

property line
easement line



1 layout plan
scale: 1/16" = 1'-0"



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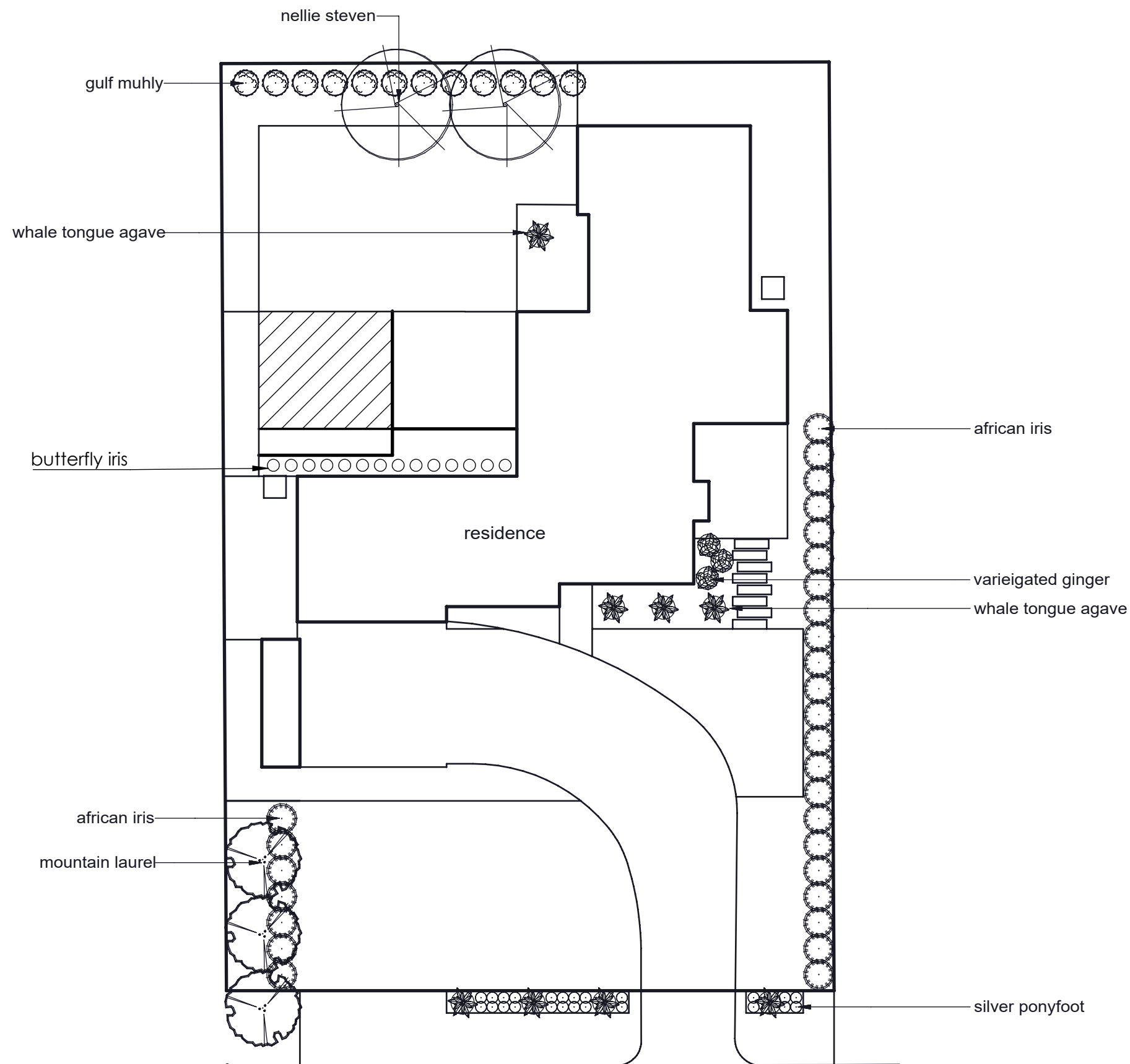
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1 planting

scale: 1/16" = 1'-0"



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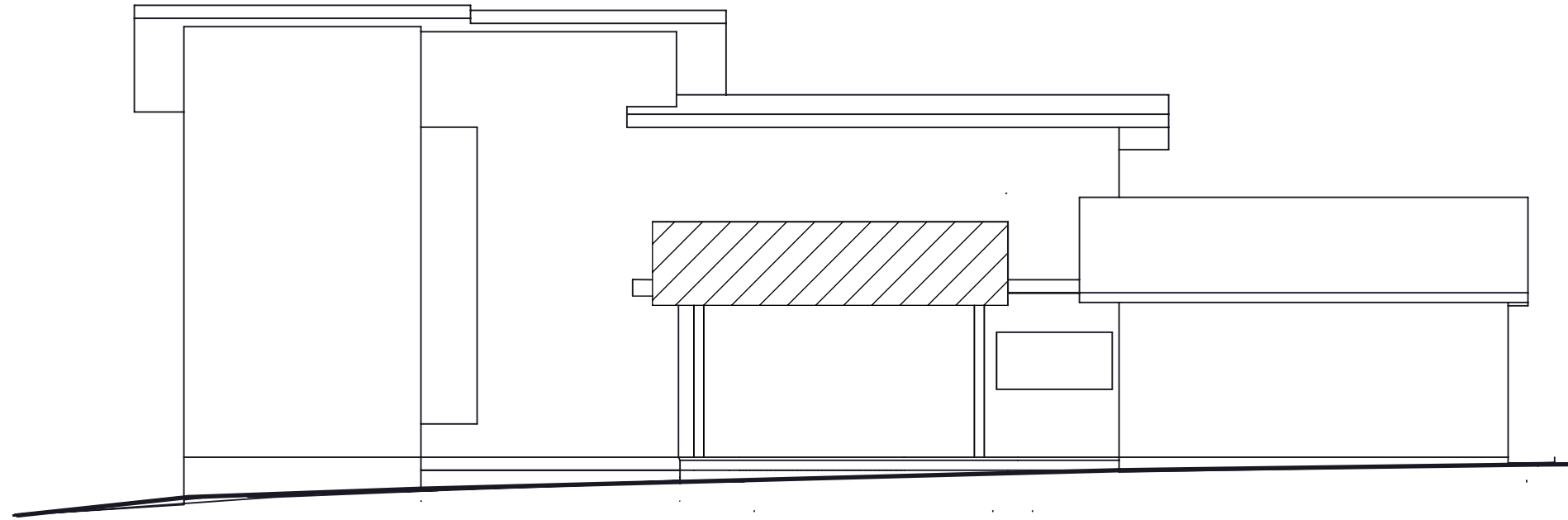
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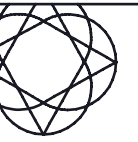
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1.03

1 right elevation
scale: 1/8" = 1'-0"



2 back elevation
scale: 1/8" = 1'-0"



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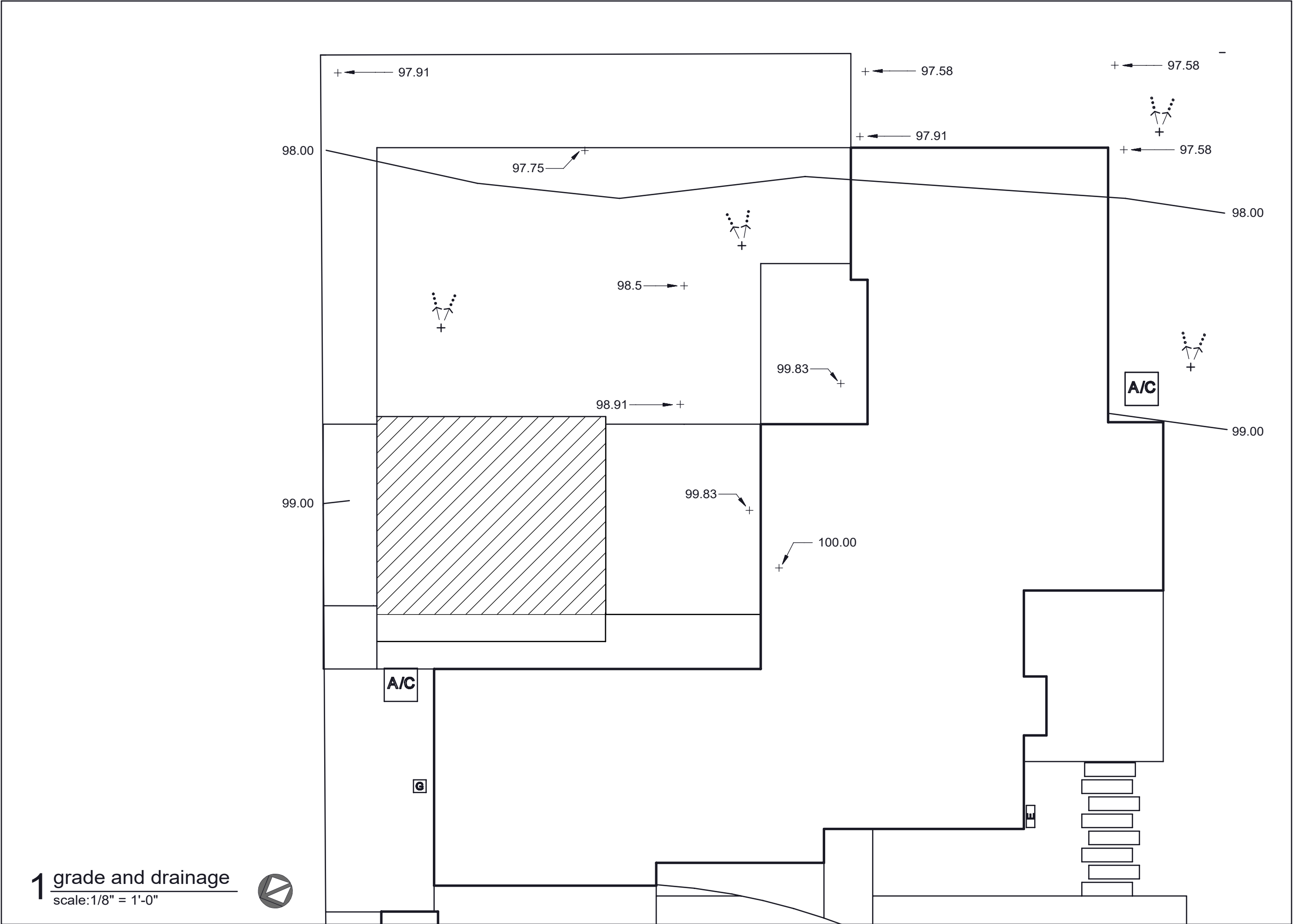
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3.02



1 grade and drainage
scale: 1/8" = 1'-0"



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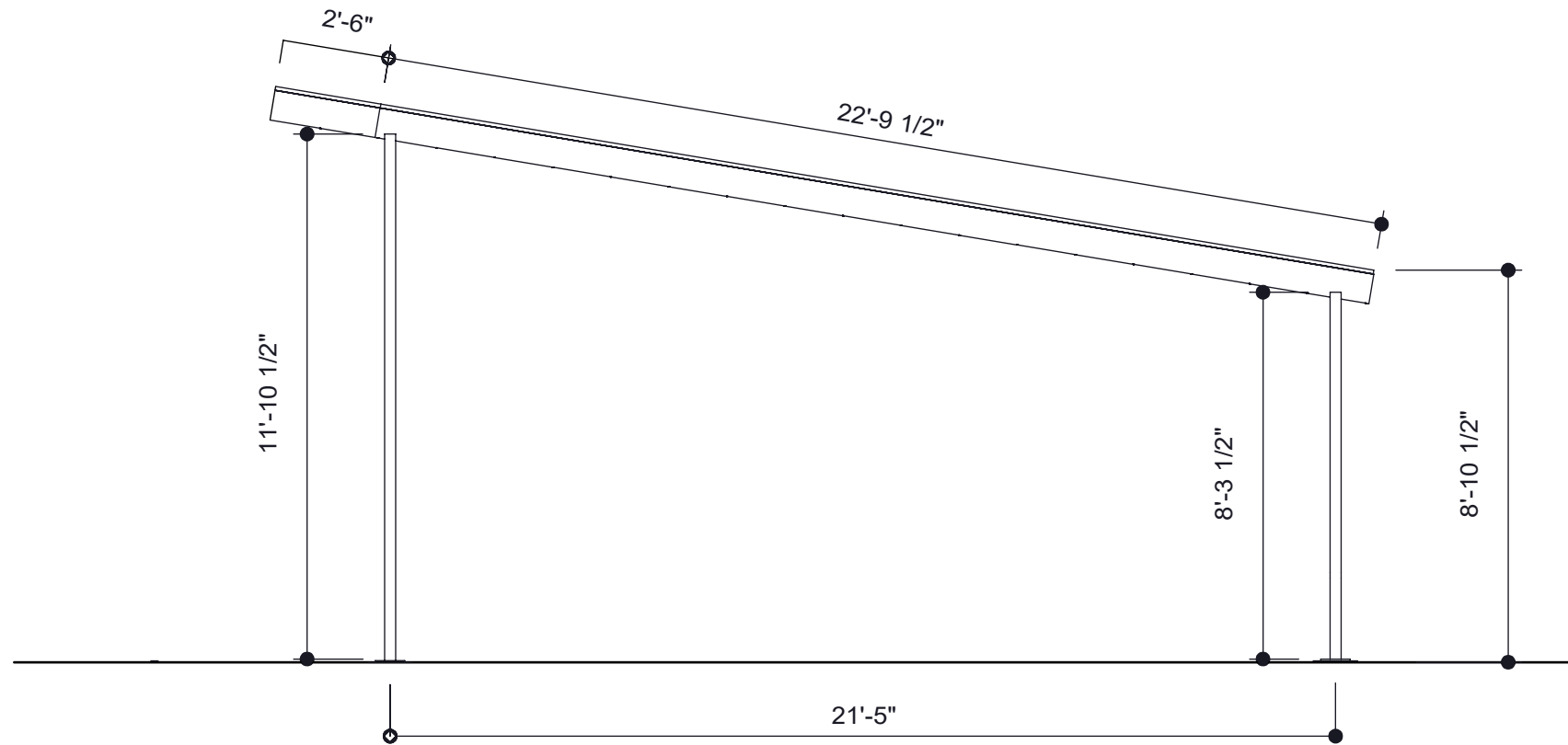
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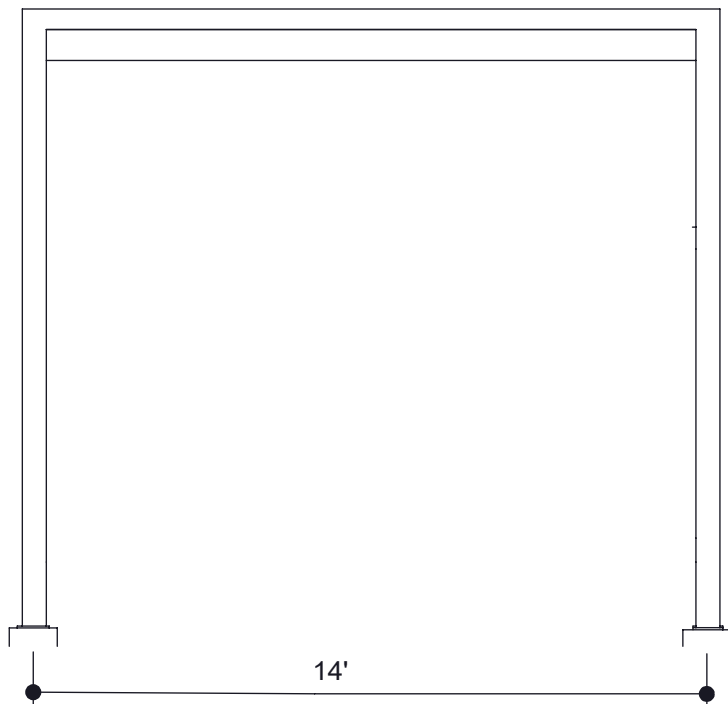
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4.01

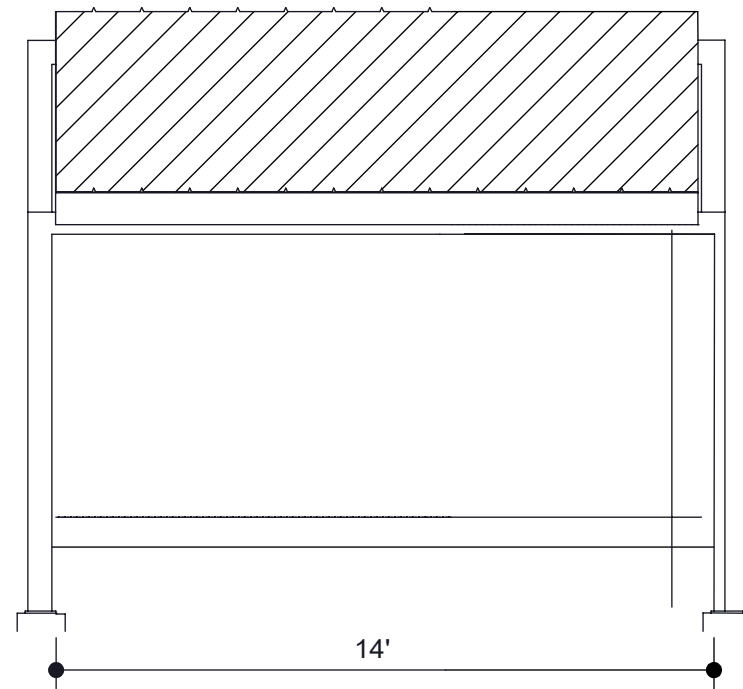
1 front elevation
scale: 1/4" = 1'-0"



2 left elevation
scale: 1/4" = 1'-0"



3 right elevation
scale: 1/4" = 1'-0"



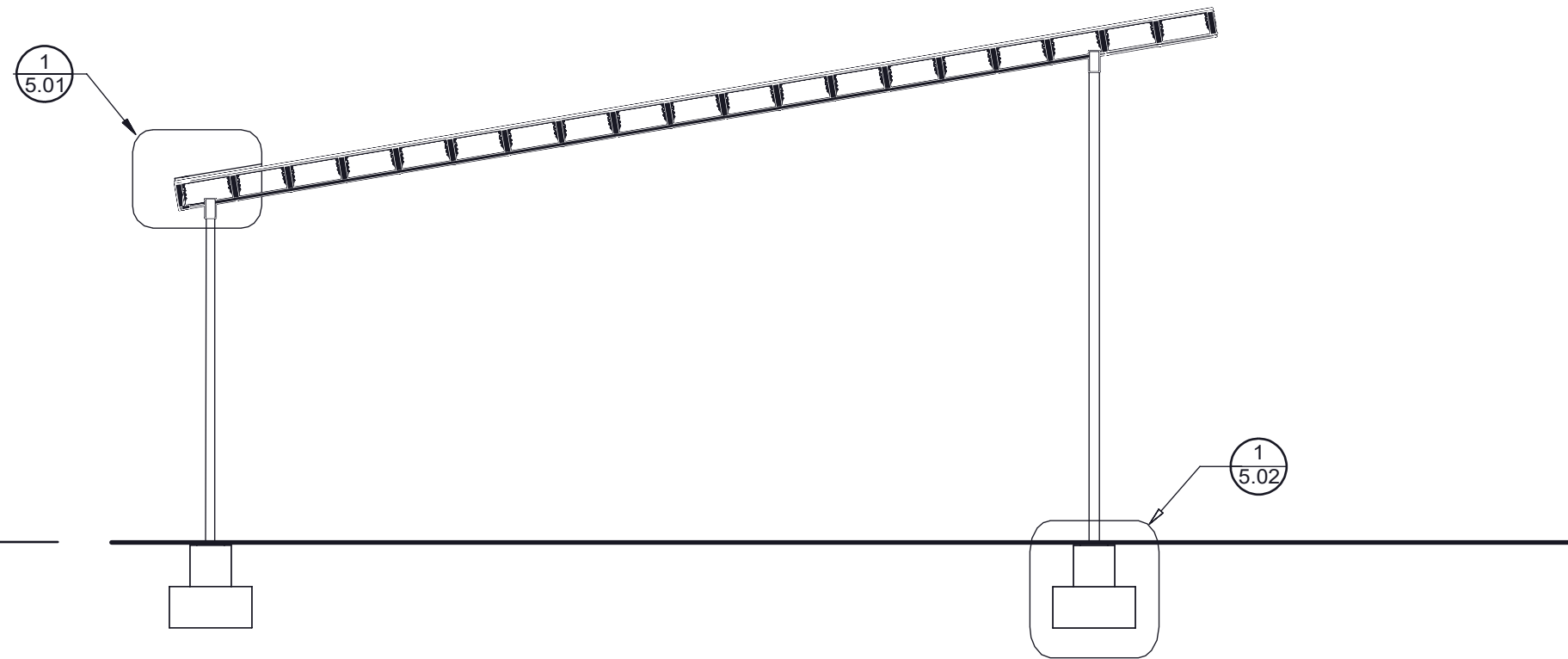


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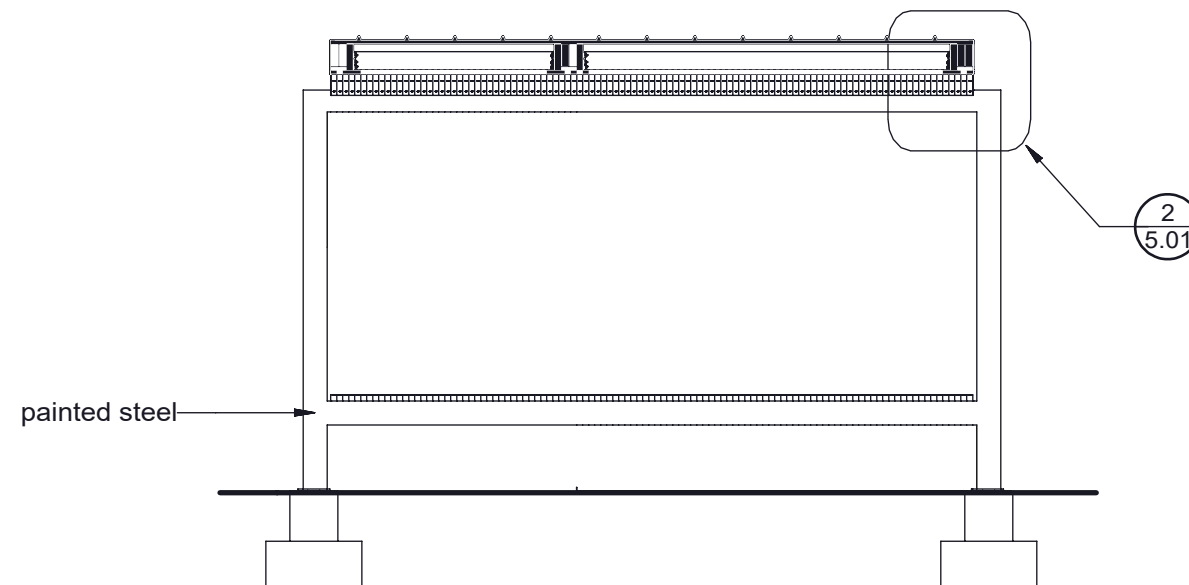
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4.02

1 back section
scale: 1/4" = 1'-0"

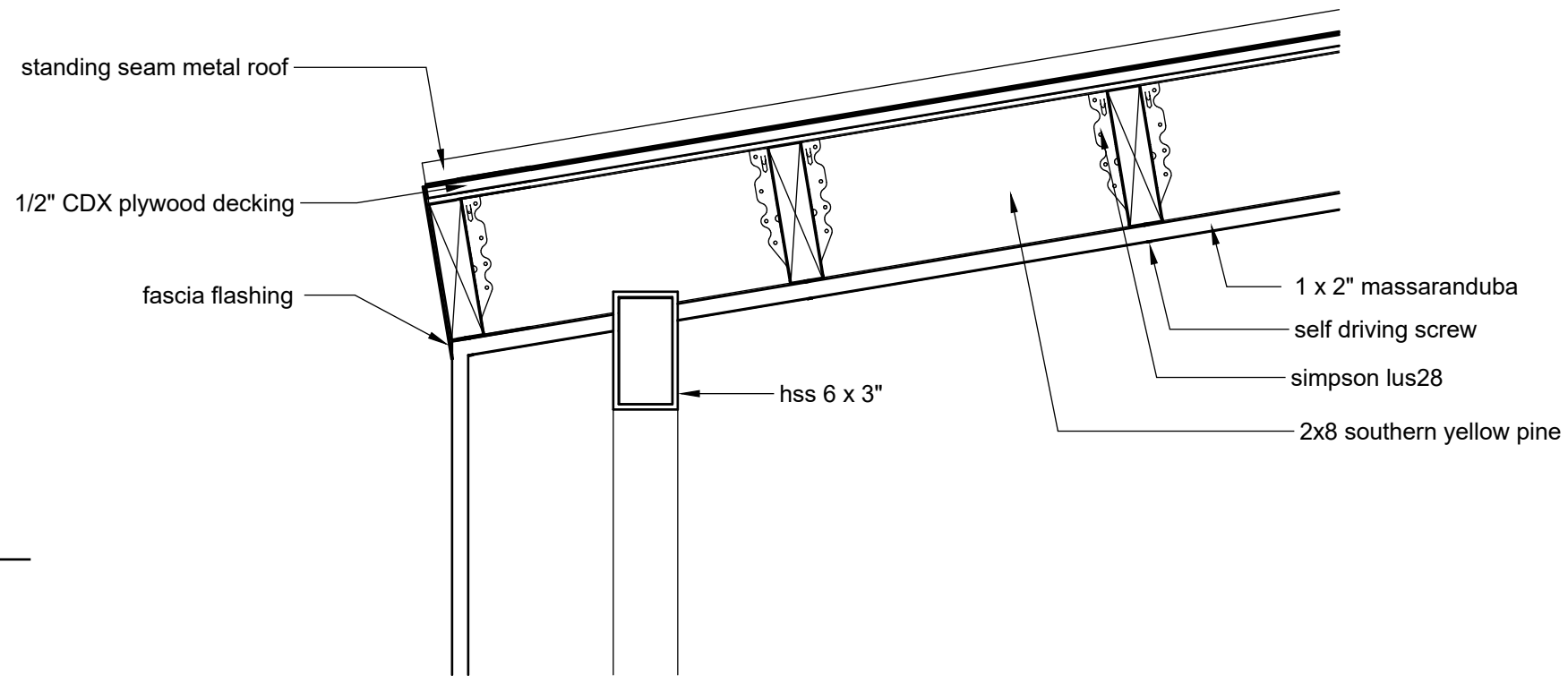


2 left section
scale: 1/4" = 1'-0"



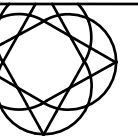
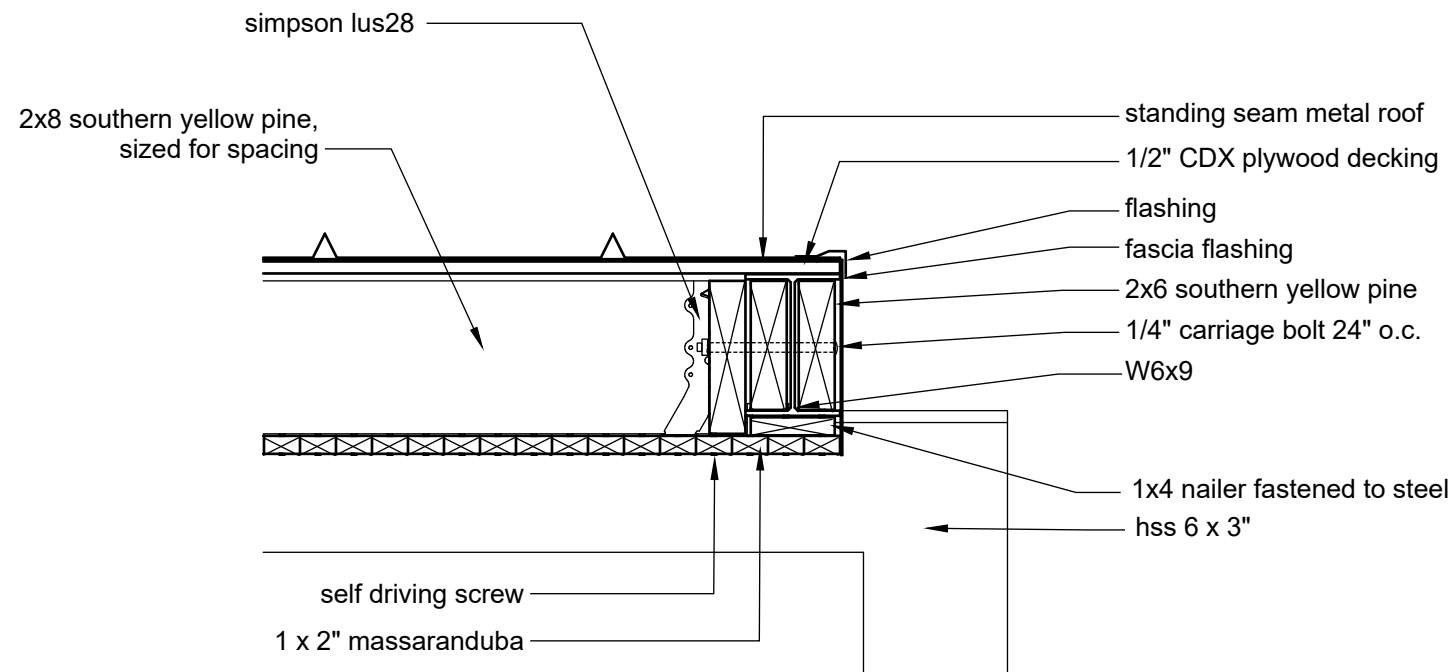
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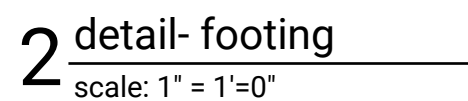
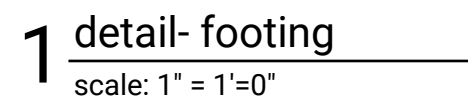


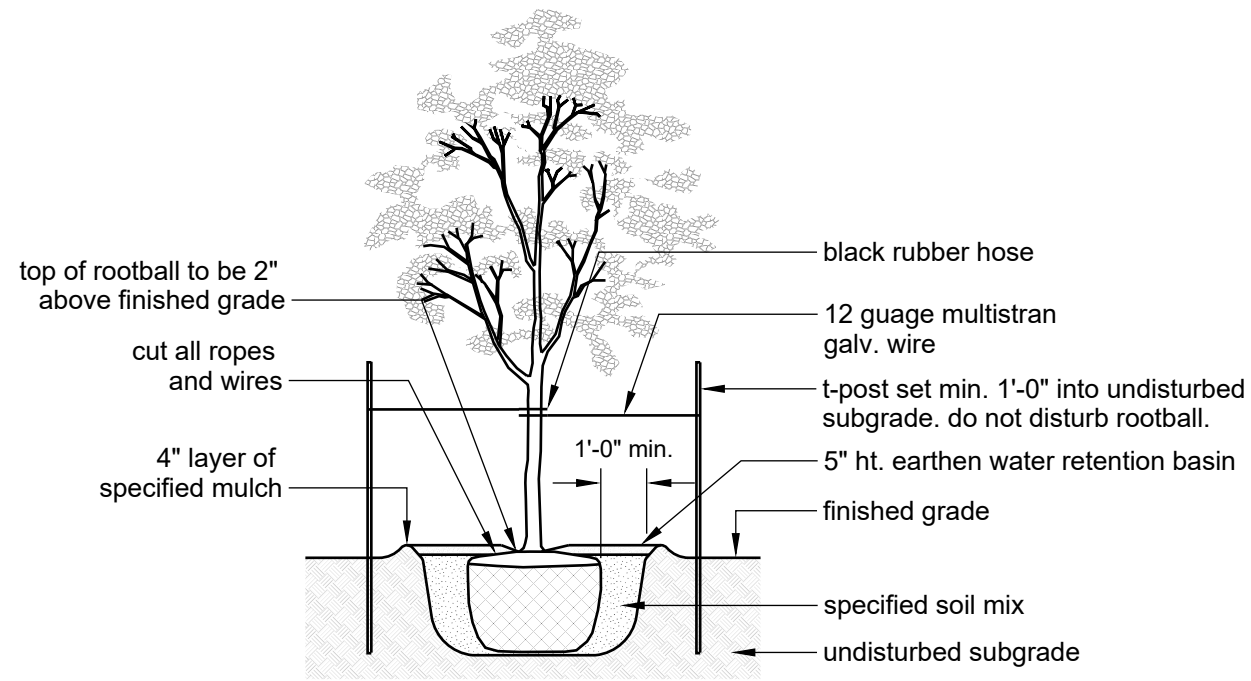
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5.02

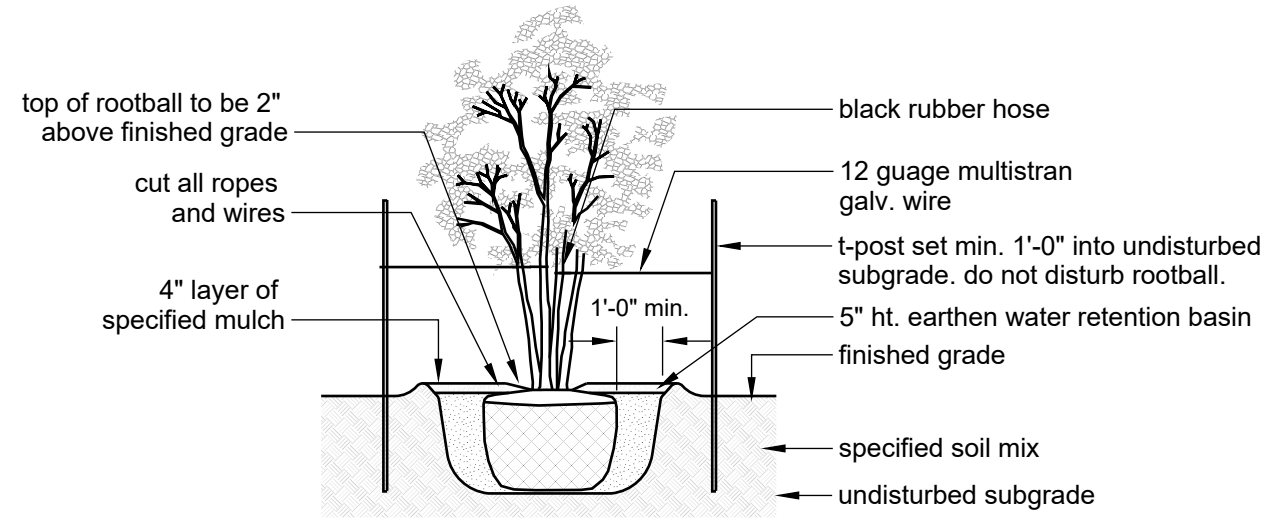
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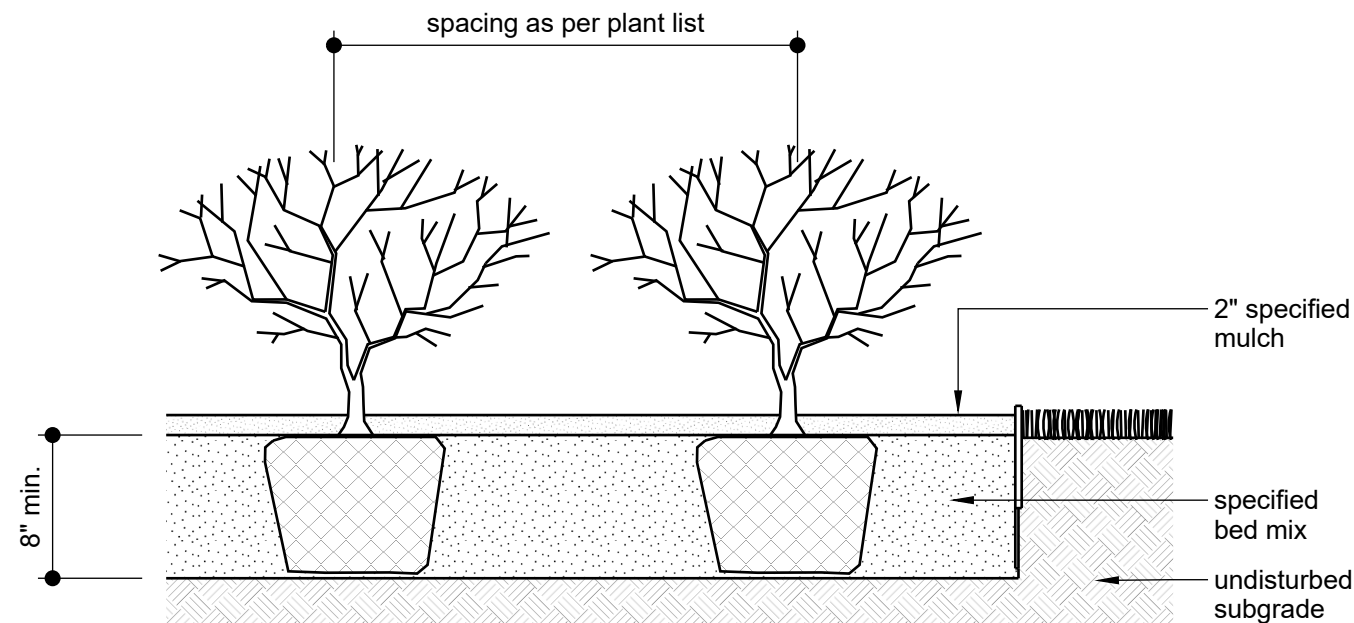
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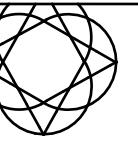
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