



CITY OF WEST LAKE HILLS, TEXAS
NOTICE OF ZONING & PLANNING COMMISSION (ZAPCO) REGULAR MEETING
Wednesday, September 16, 2020 at 6:30 PM

Notice is hereby given that the Zoning and Planning Commission (ZAPCO) of the City of West Lake Hills, Texas, will hold a Regular Remote Meeting on the 16th day of September 2020 at 6:30 p.m., in the Council Chamber, Municipal Building, 911 Westlake Drive, West Lake Hills, Texas, 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 Zoning & Planning Commission 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 (COVID-19).

The public may participate in this meeting by dialing in to the following toll-free number **1-346-248-7799, Meeting ID: 826 4387 2083, Password: 387042**

If you wish to speak during the meeting, please submit your **name, phone number and the item #** you wish to speak on at least 6 hours prior to the meeting (12:30 p.m. on Wednesday September 16th) by emailing planner@westlakehills.org or pzsec@westlakehills.org.

Members of the public who wish to submit their written comments in lieu of speaking shall submit their comments by emailing planner@westlakehills.org or pzsec@westlakehills.org. **Comments must be received by 12:30 P.M. on September 16th.**

The meeting will be live streamed here: <http://mixlr.com/city-of-west-lake-hills/> and the audio will be available on the City’s website the day after the meeting.

1. Call to Order. Chairman Robert Meisel.

2. 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 August 19, 2020 Regular Meeting Minutes.
3. Land Use 402 Camp Craft Road: Discussion/Recommendation on a variance application for six (6) variances in order to remodel the existing non-conforming home and accessory structures: 1) Refurbish and allow an existing non-conforming main structure to remain in a side setback; 2) Refurbish and allow an existing non-conforming accessory structure to remain in a rear setback; 3) Enclose/refurbish an existing non-conforming structure (sport court) in a rear and side setback; 4) Allow an existing driveway to be rehabilitated and remain in a side setback; 5) Removal of a 27" Crepe Myrtle Tree; and 6) Removal of a 15" Oak Tree (West Lake Hills Code Sections 22.03.281, 22.03.175, 22.03.304(4)). Owners Robert and Tanja Lee/Applicant CleanTag Permits - Linda Sullivan.
 - a. Staff Briefing
 - b. Presentation by applicant
 - c. Public Hearing: All persons wishing to speak for or against shall be heard.
 - d. Deliberation and Action
4. Land Use 809 Canyon Creek: Discussion/consideration of several variance requests in order to rehabilitate/remodel an existing home that is non-conforming: 1) Reduction/encroachment of the interior side setback for new steps to the deck, rehabilitate an existing overhang, and rehabilitate the existing structure; 2) Encroachment into front setback to allow the rehabilitation of the existing structure and add new rain screen overhang over the front door; 3) Encroachment into side street setback for rehabilitation of the existing structure and addition of overhang; 4) Replacement of a failing retaining wall on the right side of the house encroaching in the setback that is taller than the maximum permitted 18 inches height in a setback; 5) Cut/fill and construction of new retaining wall on left side of the house that encroaches the setbacks and is greater than 6 feet in height; 6) Grading and drainage/cut to the left of the house in a setback; 7) Remove of Tree # 182 (14 inch Chinese Tallow). (West Lake Hills Code Sections 22.03.275(3); 22.03.276; 22.03.170(g), 22.03.304(4), 22.03.281). Owner Samuel Dillard/Applicant Waterloo Permits, LLC.
 - a. Staff Briefing
 - b. Presentation by applicant
 - c. Public Hearing: All persons wishing to speak for or against shall be heard.
 - d. Deliberation and Action
5. Adjournment. Chairman Robert Meisel.

Robert Meisel, Chairman
By Anjali Naini, Director of Building &
Development Services

Certificate

I certify that the above Notice of the September, 16 2020 Zoning & Planning Commission Meeting was posted on the bulletin board at the Municipal Building, 911 Westlake Drive, West Lake Hills, Texas on Friday, September 11, 2020 by 5:00 pm. and will remain posted continuously until said meeting is convened.

By Anjali Naini, Director of Building &
Development Services

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

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

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 Bill Harwell, Laurie Maccini, Bill Vandersteel and James Vaughan.

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.

Zoning and Planning Commission went into Executive Session at 6:38 p.m. and reconvened in Open Session 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.

COMMISSIONER MACCINI MOVES TO APPROVE. COMMISSIONER VANDERSTEEL SECONDS. UNANIMOUS (5-0) APPROVAL.

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

Planner Naini 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.

Chairman Meisel opened the meeting for public comments. Hearing none, the public comment section was 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.

COMMISSIONER VAUGHAN MOVES TO RECOMMEND APPROVAL USING OPTION TWO. COMMISSIONER VANDERSTEEL SECONDS. UNANIMOUS (6-0) 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

Planner Naini spoke with the applicant about the application 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 Board of Adjustment. 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?

Planner Naini: 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.

Chairman Meisel opened the meeting for public comments. Hearing none, the public comment section was closed.

- d. Deliberation and Action

Chairman Meisel: I WILL RULE FROM THE DIAS FOR A RECOMMENDATION OF DENIAL WITH LACK OF HARDSHIP BASED ON THE STATE OF THE RECORDS.

WE'LL MOVE FORWARD WITHOUT A RECOMMENDATION.

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

Planner Naini gives staff briefing. A previously release was approved back in 2014.

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

Vice-Chairman Pledger has questions about the process of getting it recorded with Travis 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.

Chairman Meisel opened the meeting for further public comments. Hearing none, the public comment section was closed.

d. Deliberation and Action

Commissioner Vandersteel: Which way does it flow?

Tracy Bratton: Northwest to Southeast. That easement is 60' wide.

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

COMMISSIONER VANDERSTEEL MOVES TO RECOMMEND APPROVAL BASED ON A CONDITION ON OPTION ONE AND A REPORT IS RECEIVED AND APPROVED BY THE CITY. COMMISSIONER VAUGHAN SECONDS.

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

Planner Naini: I will make sure the city secretary and mayor won't sign until we get

an all clear from the city engineer.

COMMISSIONER VANDERSTEEL WITHDRAWS THE MOTION.

VICE-CHAIRMAN PLEDGER MOVES THAT WE REQUEST A POSTPONEMENT UNTIL THE REPORT IS FINISHED AND THE CITY ENGINEER HAS APPROVED IT.

Bill Wiese requests to postpone 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

Planner Naini 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. The easement is 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.

Chairman Meisel opened the meeting for public comments. Hearing none, the public comment section was closed.

- d. Deliberation and Action

**COMMISSIONER VAUGHAN MOVES TO RECOMMEND APPROVAL.
COMMISSIONER VANDERSTEEL SECONDS. UNANIMOUS (5-0) APPROVAL.**

8. Adjournment. Chairman Robert Meisel.

Motion to adjourn the meeting at 7:57 p.m.

Respectfully submitted,

ROBERT MEISEL, CHAIRMAN

ATTEST:

ZAPCO Secretary Mark Litrell

These minutes were approved on _____, 2020.



**SETBACKS, DRIVEWAY,
& TREE VARIANCES
STAFF REPORT**

SEPTEMBER 16, 2020

Project Address: 402 Camp Craft Road

Project Number: 16033

Agenda Item: Land Use: 402 Camp Craft Road: Discussion/Recommendation on a variance application for six (6) variances in order to remodel the existing non-conforming home and accessory structures: 1) Refurbish and allow an existing non-conforming main structure to remain in a side setback; 2) Refurbish and allow an existing non-conforming accessory structure to remain in a rear setback; 3) Enclose/refurbish an existing non-conforming structure (sport court) in a rear and side setback; 4) Allow an existing driveway to remain in a side setback; 5) Removal of a 27" Crepe Myrtle Tree; and 6) Removal of a 15" Oak Tree (West Lake Hills Code Sections 22.03.281, 22.03.175, 22.03.304(4)). Owners Robert and Tanja Lee/Applicant CleanTag Permits - Linda Sullivan.

Applicant Information: Owners Robert and Tanja Lee/Applicant Clean Tag Permits – Linda Sullivan

Hearing Dates:

September 16, 2020 ZAPCO

October 14, 2020 Board of Adjustment/City Council

Location: The subject property is located north of Westbank Drive, south of Bee Cave Road, between Eanes School Road and Konstanty Circle.

Zoning & Site Characteristics:

The subject property is zoned R-1 – One-Family Residential. The adjacent neighbor on the north is zoned GUI – Government, Utility, Institutional; the rear of the property is adjacent to a property located in the City’s ETJ; and the adjacent neighbor to the south is zoned O – Office. The property is approximately 2.65 acres and includes an existing house and accessory structures. The property contains a drainage easement that runs the entire length of the south side of the property.

Background & Analysis:

This property is the former site of Camp Craft, a children’s summer camp for which Camp Craft Road is named. The homeowners, Tanja and Robert Lee, are requesting several variances in order to rehabilitate and remodel the existing buildings and convert them into their family

home and home office. The variances include refurbishing/remodeling existing structures that encroach building setbacks; enclosing a sport court that encroaches a setback; maintain an existing driveway that encroaches into the setback; and the removal of two trees (Tree # 75 – 27” Crepe Myrtle and Tree # 94 – 15” Oak).

Setback Variances – Main Residence and Stone Cottage:

The larger main building will be utilized as the primary residence, and is partially located in the setback. The small stone building in the rear is entirely located in the rear setback, and the homeowners would like to rehabilitate it to utilize it as a home office. No additions are proposed to these structures but the homeowners wish to preserve and rehabilitate them. These two variances were previously approved by the City in 1994 to allow the structures to remain in the setbacks. The previous variance application material is included in the packet.

Setback Variance – Sport Court:

There is an existing sports court the homeowners wish to rehabilitate and re-enclose. The existing sports court encroaches the setback and at some point in the past used to be covered, with a roof which was previously removed.

Driveway Variance:

The homeowners would like to keep the existing driveway that partially encroaches the 10ft side driveway setback.

Tree Variances

Two tree variances are requested. One is a 27” Crepe Myrtle (Tree # 75) and the second is a 15” Live Oak (Tree # 94). The Crepe Myrtle is located in the footprint of the planned extension/addition of the main structure, and the Live Oak is growing directly against and overhanging the stone accessory building the homeowners wish to preserve.

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.

Regarding the main structure, “The approximately 132 sf encroachment is a portion of an existing uninhabitable historic stone structure. In order to follow code literally the portion of the structure encroaching into the setback would need to be removed.” The detached stone structure in the setback is completely encroaching the setback and would have to be demolished since it cannot be moved.

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

The application states – “There are 246 trees on the lot, 236 of which are proposed to remain. Considering the number of trees on the lot we believe the removal of these two trees is not an unreasonable disruption to the flora considering the scope

of the proposed work. We are happy to provide mitigation for these trees as needed.”

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

For the main house and detached structure variances, the applicants believe their only alternatives are to abandon the project/remove/demolish the existing structures. The existing driveway encroaches the side setback and might be able “...to be relocated outside of the setback in order to follow the code literally but that design would be far more disruptive to the surrounding flora.” Regarding the sport court, there are not “...any reasonable alternatives.”

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

Regarding the main structure, the applicants explain that they are “asking only what is needed to save the structure. We are not seeking an addition in the setback.” Regarding the detached structure in the setback, the applicants explain that the entire building is located in the setback, “...therefore we can restore/repurpose/remodel the building with a variance and permits, or it must be demolished.” Regarding the tree variances, the project was “...carefully designed to maintain the wooded lot of which 236 trees are proposed to remain.”

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

The application states – “Granting this variance is not in violation of the goals in that the highest priorities of the West Lake Hills’ master plan is the preservation of flora, fauna, and natural terrain while respecting and protecting individuals’ privacy in all building projects and land use. Granting these variances is in keeping with these goals.”

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

For the main house setback encroachment, the application states that the “neighboring structures are approximately 180’ apart (including the neighbor’s parking lot). There is a substantial natural buffer, with ample tree growth creating a screen between the two properties along the southern property line.”

For the detached structure in the setback, the applicant states “The neighbor most affected by this encroachment is to the northwest. That property is a residential use property but is not yet fully developed.”

Regarding the tree variances, the applicant states that their removal “...will not affect any neighboring properties as the lot is heavily wooded and the trees in question are both in the interior of the lot.”

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.

Staff Recommendation

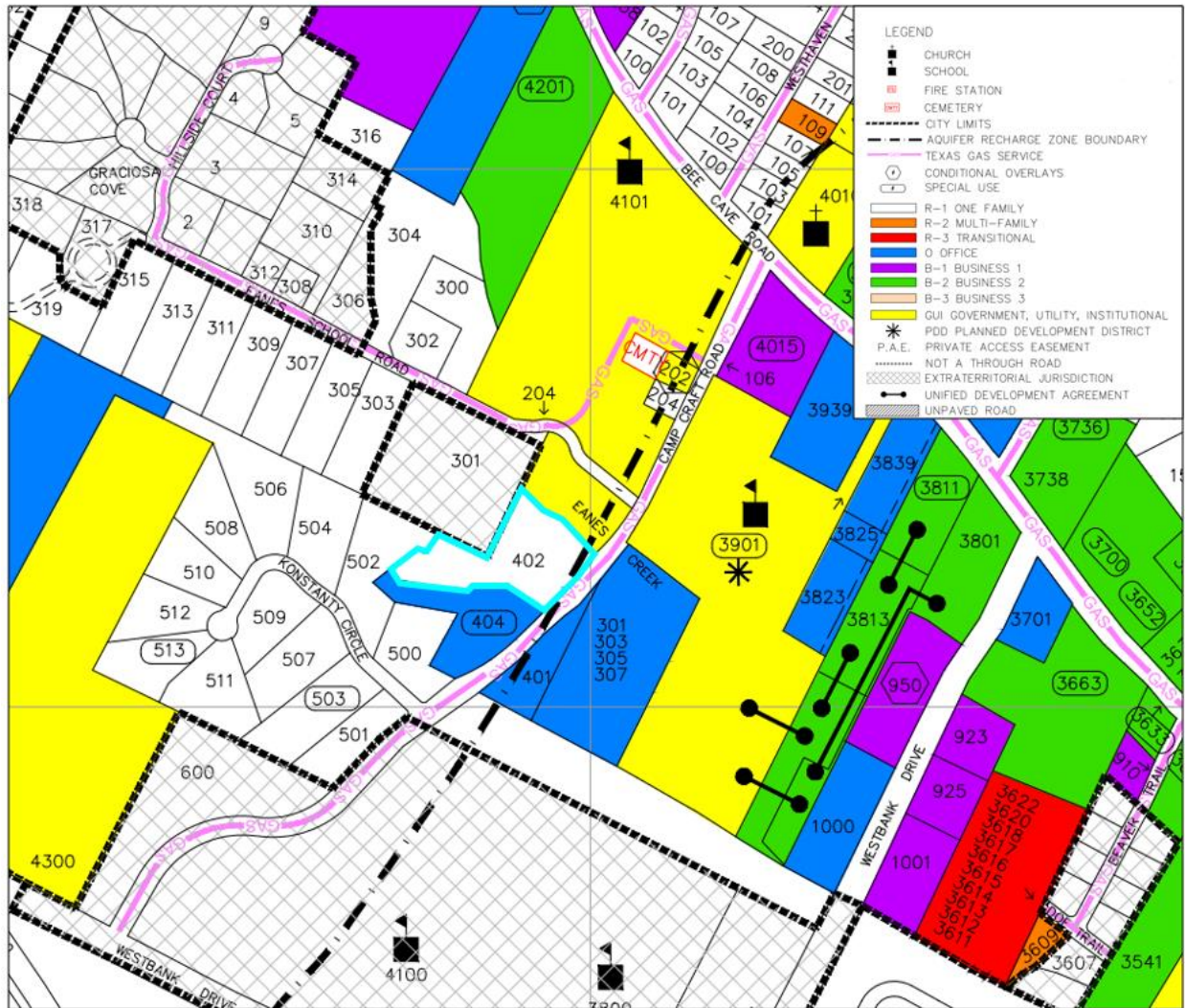
The staff recommendation is approval due to the unique characteristics of this property. The homeowners wish to rehabilitate the existing structure and are not proposing any further encroachment into setbacks.

Links to Relevant Code:

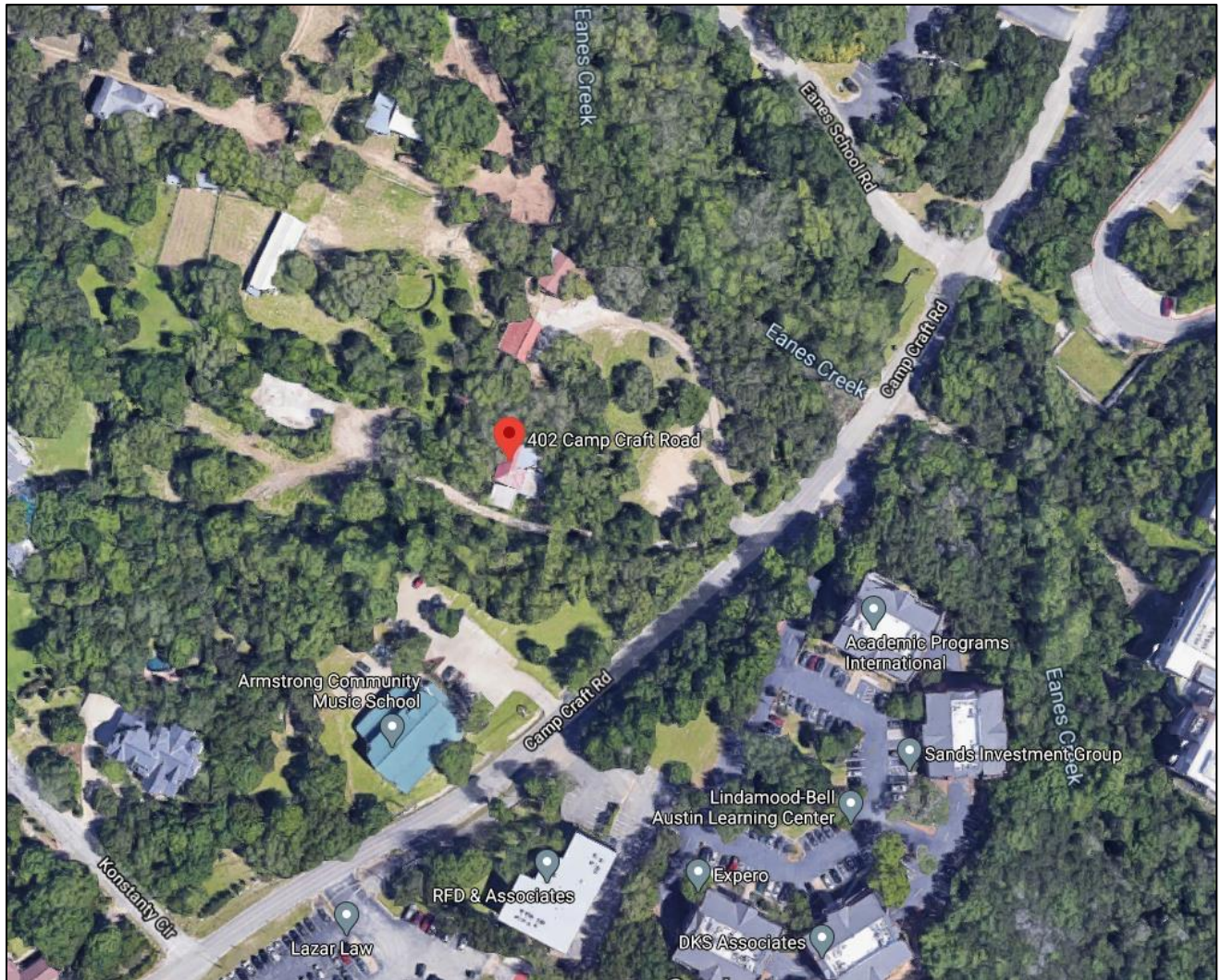
- [Sec. 22.03.175 Off-street parking and parking pad requirements in residential areas](#)
- [Sec. 22.03.281 Schedule of regulations](#)
- [Sec. 22.03.304 Tree and vegetation removal and replacement](#)
- [Sec. 22.03.514 Criteria and process required for granting variance](#)

(Maps to follow)

Zoning:



Aerial:



APPLICATION COVER SHEET

Property Address: 402 Camp Craft Rd. 78746

Applicant Name: Robert and Tanja Lee

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

Applicant Phone Number: 312-479-5026 Email Address: _____

Date Application was Submitted: 7/31/2020

Variance(s) Requested: (1) to allow for an existing structure to remain in the setback, (2) to allow for an existing secondary structure to remain in the setback, (3) to allow for an existing structure to remain in the setback and to allow for improvements to made in the setback, (4) to allow for an existing driveway to remain in the setback, (5) allow for the removal of a 27" crepe myrtle, and (6) to allow for the removal of a 15" oak.

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: _____

Tanja and Robert Lee
402 Camp Craft Rd
West Lake Hills, Texas 78746

July 26, 2020

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

RE: REQUEST FOR VARIANCE – 402 CAMP CRAFT RD

Dear ZAPCO Chairman,

We are the excited new owners of 402 Camp Craft Road, the old Camp Craft itself. This beautiful property with its historic buildings will hopefully become our quirky family home! Because of the peculiarities of the property and the historic buildings, which we intend to preserve, we are applying for several variances that we believe are necessary to accomplish this preservation and transformation. Notably, two (2) of these variances have been previously approved and are included here for re-approval.

Building Setbacks (2). Both the main stone building (3451 sqft) and the small stone building (605 sq. ft.) intrude into the 20-foot setbacks of the property line. Both buildings predate the current property subdivision. The larger main stone building is partially within the setback, a small corner of the lowest level of the original stone structure. The small stone building, also predating the current property configuration, is wholly within the setback. **We are requesting two variances to refurbish and repurpose these two historic stone buildings**, preserving and bringing each to code as much as possible. The larger building is intended as our main residence, and the smaller building is intended as a home office. Each of these variances were previously approved by West Lake Hills city council after recommendation by ZAPCO (March 23rd, 1994). Those improvements were started but not finished. The variance approvals, and subsequent permit issuance, show support by the city boards for the project and acknowledges the variance requests are in keeping with the West Lake Hill Comprehensive Plan.

Sports Court (1). The concrete sports court at Camp Craft was a covered structure (pictures included, no date). We do not know when the roof to the court was removed, but the concrete pylons which supported the original trusses remain—the roof and trusses are gone. The sports court, which also predates the current configuration of the property lines, lies partially within the 40-foot setback on the west, and ~1 foot within the 20-foot setback to its north. The concrete foundation of the sports court is substantial, several feet thick on the eastern face. Removal of the current foundation in order to construct a similarly sized structure ~20 feet east-southeast would require significant excavation,

additional impervious cover, and of course a significant cost. **We are requesting a variance to re-cover and enclose the existing sports court**, to be used as a residential workshop and antique automobile storage.

Drive Setback (1). Directly adjacent to the lower level of the main home is an asphalt drive which extends from the road to the sports court. The lower drive intrudes on the setback at the same pinch-point creating the setback issue for the main house. The lower drive is one of two drives on the property, both of which are partially located within the 10' driveway setbacks of different property lines. The lower drive is a direct connection to the sports court. The higher drive, also located within a different setback and a much longer route, will be removed to create a usable backyard for our home and to reduce impervious cover. **We are requesting a variance to keep and maintain the current lower drive** as no other route to the sports court is viable.

Tree Removal (2). Lastly, **we are requesting variances for the removal of two trees**. The first is a 27" crepe myrtle which lies within the footprint of the planned extension to the main stone structure. The second is a safety and structural hazard, a 15" oak which has been allowed to grow directly against and overhang the same stone structure we intend to preserve. There are 246 trees on the lot, out of which a total of 10 trees are proposed for removal. Minimal impact on trees is a design requirement we have imposed on our architects, Furman & Keil Architects. Indeed, we do not believe any other reasonable design could achieve a lower impact on the trees. Nonetheless, removal of any tree is not something we ask for lightly. To mitigate this impact, we have identified multiple areas on the property where we intend to plant native replacement trees.

It is not for simplicity that we are committed to keeping as much of the beautiful historic buildings as possible, to keeping as many trees as possible, and to utilizing the existing improvements as efficiently as possible. We sincerely hope and request that you are aligned with us in preserving and improving this unique property.

Thank you,

Two handwritten signatures in black ink. The signature on the left is 'Tanja' followed by a stylized 'da'. The signature on the right is more complex, starting with three vertical lines and ending with a long horizontal stroke.

Tanja and Robert Lee

ANSWERS TO VARIANCE APPROVAL CRITERIA QUESTIONS

West Lake Hills City Code requires applicants to answer each of the following questions. The ZAPCO Commissioners, Board of Adjustment and City Council Members consider your answers to these questions when evaluating your application. *(Feel free to respond to these questions on a separate page or document.)*

- (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.

Please see separate document for answers.

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

Please see separate document for answers.

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

Please see separate document for answers.

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

Please see separate document for answers.

- (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?

Please see separate document for answers.

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

Please see separate document for answers.

Property Address: 402 Camp Craft Rd.

(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.

Main House Setback Encroachment

The approximately 132 sf encroachment is a portion of an existing uninhabitable historic stone structure. In order to follow code literally the portion of the structure encroaching into the setback would need to be removed. Removing only the 132 sf of encroachment is not a viable option as a partial demolition would cause repercussions to the structural system of the house and create significant site disruption and degradation. Saving the structure would require a permit to remodel the entire building which is only possible with an approved variance.

Detached Structure in Setback

This structure is entirely in the setback and due to the nature of the load-bearing stone structure, it cannot be relocated. In order to save this structure and for it to be inhabitable we must request a variance to remodel and bring this structure up to code. Following the setback rules literally would require this historic structure be demolished.

Driveway Encroachment

This existing drive accesses the far west quadrant of the lot. It is the shortest and most direct route. The unique geometry of the site does not allow convenient access to this portion of the site other than what exists. Relocating the drive outside the setback in order to follow the code literally would be far more disruptive to the surrounding flora.

Sport Court Remodel

The existing sport court foundation is more than 40 years old and could easily be returned to its original condition with the addition of a roof. The foundation is a substantial concrete slab and can not be relocated outside the setback. Following the code literally would render the existing structure unusable and require its demolition which would be far more disruptive to the surrounding flora than a repair/remodel.

**Removal of 27" Crepe Myrtle - Tree #75
Removal of 15" Oak - Tree #94**

The two trees in question are proposed for removal in order to allow for an addition to the Main House. There are 246 trees on the lot, 10 of which are proposed for removal. Considering the number of trees on the lot we believe the design of the addition does well to accommodate a vast majority of the established trees and requiring these two trees to remain would create a difficult design challenge. We are happy to provide mitigation for any trees approved for removal as needed.

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

Main House Setback Encroachment

The building footprint and load bearing stone walls will be left “as is”. Adding to and renovating the existing structure will be the least disruptive approach to preservation.

Detached Structure in Setback

The entire structure is preexisting and no additions are being proposed. It sits on relatively flat terrain and is easily accessible. The natural terrain and existing flora would experience little to no disruption with the proposed plan.

Driveway Encroachment

The drive exists in the proposed location. Little to no grading would be required in order to create and maintain an otherwise legal drive. Moving the drive out of the setback would cause much disruption to the flora of the site.

Sport Court Remodel

The foundation is a substantial concrete slab and can not be relocated outside the setback. Leaving the structure “as is” would render it unusable and a safety hazard. The existing remains of the structure would require demolition. A demolition of this scale would create substantial disruption to the natural terrain and surrounding flora.

**Removal of 27” Crepe Myrtle - Tree #75
Removal of 15” Oak - Tree #94**

There are 246 trees on the lot, 236 of which are proposed to remain. Considering the number of trees on the lot we believe the removal of these two trees is not an unreasonable disruption to the flora considering the scope of the proposed work. We are happy to provide mitigation for these trees as needed.

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

Main House Setback Encroachment

The only alternative to requesting a variance that we can conceive of, is to abandon this portion of the project, which would entail its removal. The implications of this are far-reaching in terms of site degradation and structural issues.

Detached Structure in Setback

We do not know of any reasonable alternatives. We cannot relocate the building and we cannot leave it in its current unusable state of disrepair. The only other option is to demolish.

Driveway Encroachment

This existing drive accesses the far west quadrant of the lot. It is the shortest and most direct route. The unique geometry of the site does not allow convenient access to this portion of the site other than what exists. The drive may be able to be relocated outside of the setback in order to follow the code literally but that design would be far more disruptive to the surrounding flora.

Sport Court Remodel

We do not know of any reasonable alternatives. We cannot relocate the structure or partially demolish. The structure cannot remain in its current unusable state of disrepair. The only other option is to demolish. The foundation is a substantial concrete slab and a demolition of this scale would create substantial disruption to the natural terrain and surrounding flora.

Removal of 27" Crepe Myrtle - Tree #75 Removal of 15" Oak - Tree #94

The proposed addition and renovations were carefully designed to maintain the wooded lot of which 236 trees are proposed to remain. One of the trees (15" oak) is too close to the existing main structure and should have been removed as a maintenance measure before it reached the size of 15" in diameter. The large crepe myrtle is the only tree over 14" that is proposed to be removed to allow for the addition of conditioned square footage. The addition was designed with all tree species and size being taken into consideration and the removal of the crepe myrtle is the least disruptive option in order to accommodate an addition.

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

Main House Setback Encroachment

We are asking only for what is needed to save the structure. We are not seeking an addition within the setback. We plan to preserve the original wall assembly in the setback in order to maintain this unique and historic structure.

Detached Structure in Setback

The entire building exists within the setback therefore we can restore/repurpose/remodel the building with a variance and permits, or it must be demolished.

Driveway Encroachment

In order to have an efficient route to this area of the site the drive must travel to the south of the existing structure. Encroaching into the 10' drive setback for a short length of the proposed driveway is unavoidable considering the location of the existing building.

Sport Court Remodel

The building encroaches into the setback and is not able to partially demolished in order to be out of the setback, therefore we can restore/repurpose/remodel the building with a variance and permits, or it must be demolished.

Removal of 27" Crepe Myrtle - Tree #75 Removal of 15" Oak - Tree #94

The proposed addition and renovations were carefully designed to maintain the wooded lot of which 236 trees are proposed to remain. Removing two trees, one for existing foundation maintenance and the other to allow for the proposed addition, is the least disruption that could managed while also providing a workable addition for the existing structure.

(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?

Main House Setback Encroachment Detached Structure in Setback Driveway Encroachment Sport Court Remodel Removal of 27" Crepe Myrtle - Tree #75 Removal of 15" Oak - Tree #94

Granting this variance is not in violation of the goals in that the highest priorities of the West Lake Hills' master plan is the preservation of flora, fauna, and natural terrain while respecting and protecting individuals' privacy in all building projects and land use. Granting these variances is in keeping with those goals.

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

Main House Setback Encroachment

The neighbor most affected by this encroachment is to the south. That property is a non-residential use. The neighboring structures are approximately 180' apart (including the neighbors parking lot). There is a substantial natural buffer, with ample tree growth creating a screen between the two properties along the southern property line.

Detached Structure in Setback

The neighbor most affected by this encroachment is to the northwest. That property is a residential use property but is not yet fully developed.

Driveway Encroachment

The neighbor most affected by this encroachment is to the south. That property is a non-residential use. The neighbor's parking lot is on the north side of their building, therefore placing compatible activities (cars) across from one another.

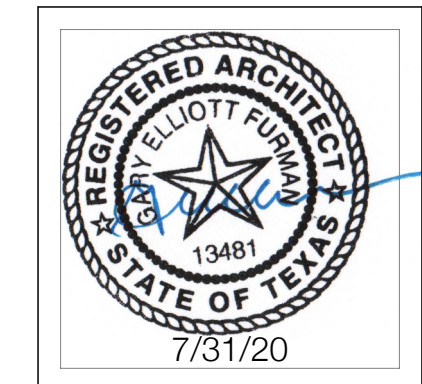
Sport Court Remodel

The neighbor most affected by this encroachment is to the northwest. That property is a residential use property but is not yet fully developed.

Removal of 27" Crepe Myrtle - Tree #75

Removal of 15" Oak - Tree #94

Removing the two trees listed above will not affect any neighboring properties as the lot is heavily wooded and the trees in question are both in the interior of the lot.



revisions	
date	description
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design development

7/31/20

site plan proposed

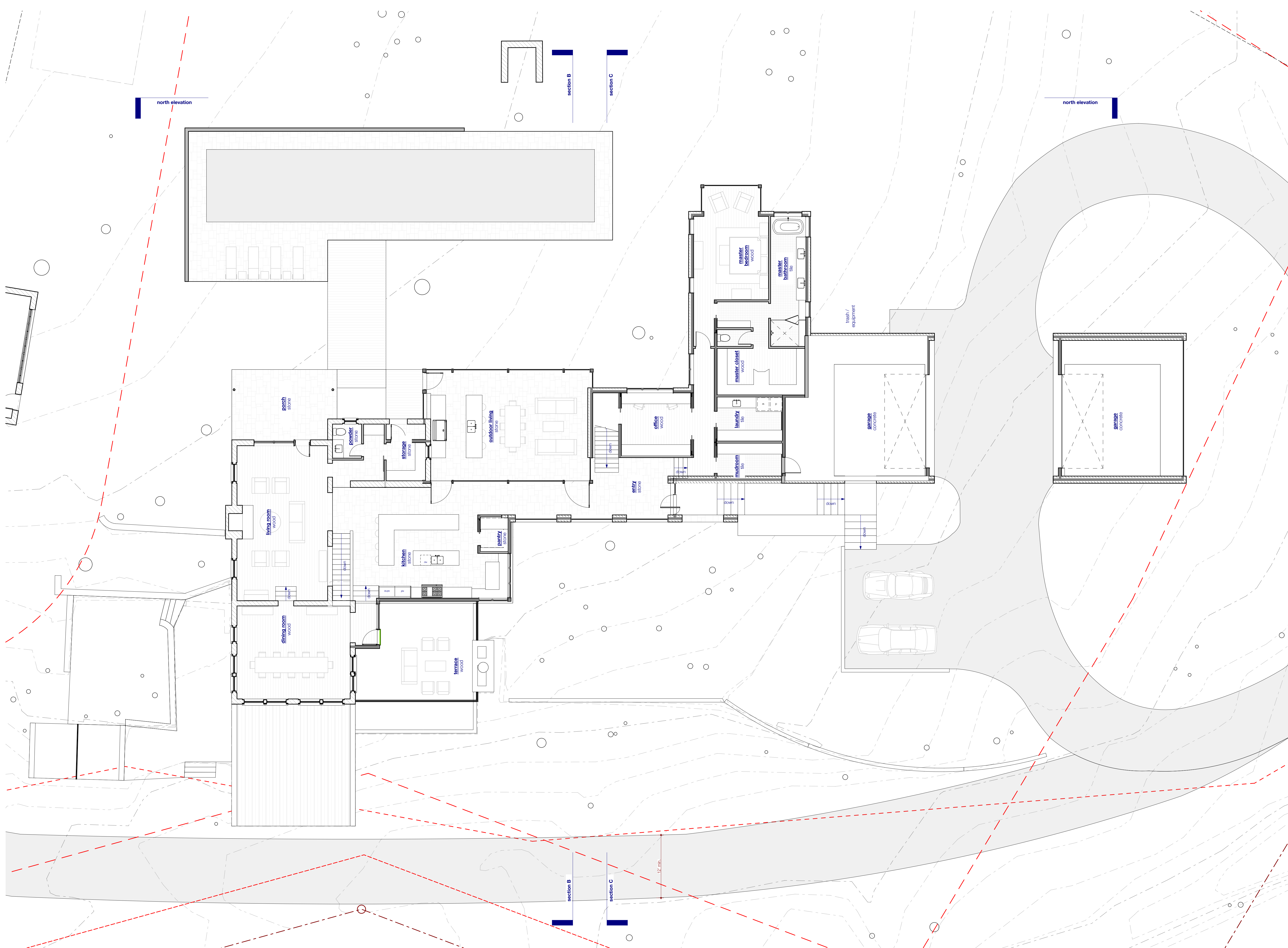
A1.3

Lee Residence
402 Camp Craft Road
West Lake Hills, Texas 78746



1211 E. 11th Street, #200
Austin, Texas 78702
512.479.4100
www.FKArchitects.net

FOR VARIANCE
APPROVAL ONLY,
NOT FOR CONSTRUCTION



1 main level overall
SCALE: 1/8" = 1'-0"

FOR VARIANCE
APPROVAL ONLY,
NOT FOR CONSTRUCTION

1211 E. 11th Street, #200
Austin, Texas 78702
512.479.4100
www.FKArchitects.net



Lee Residence

402 Camp Craft Road
West Lake Hills, Texas 78746



revisions

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design development

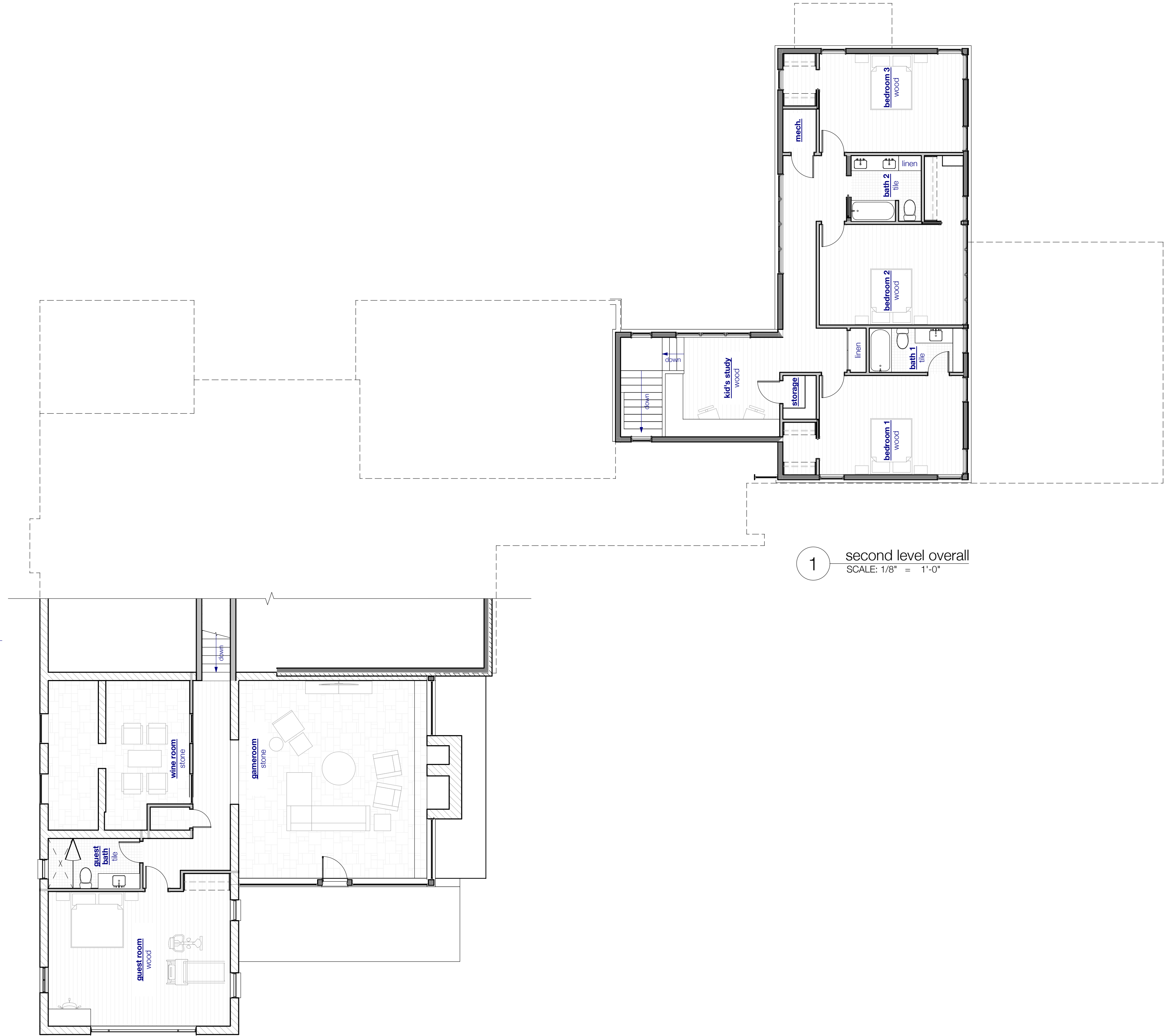
7/30/20

overall floor plan

A1.4

north elevation

section A



1 second level overall
SCALE: 1/8" = 1'-0"

2 second level overall
SCALE: 1/8" = 1'-0"

section B

section C

section B

section C

north elevation

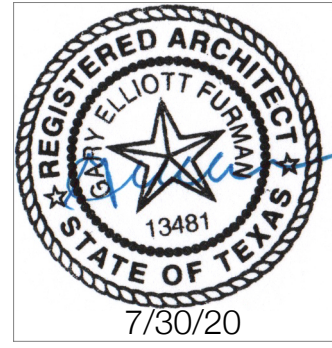
section A

1211 E. 11th Street, #200
Austin, Texas 78702
512.479.4100
www.FKArchitects.net



Lee Residence

402 Camp Craft Road
West Lake Hills, Texas 78746



revisions

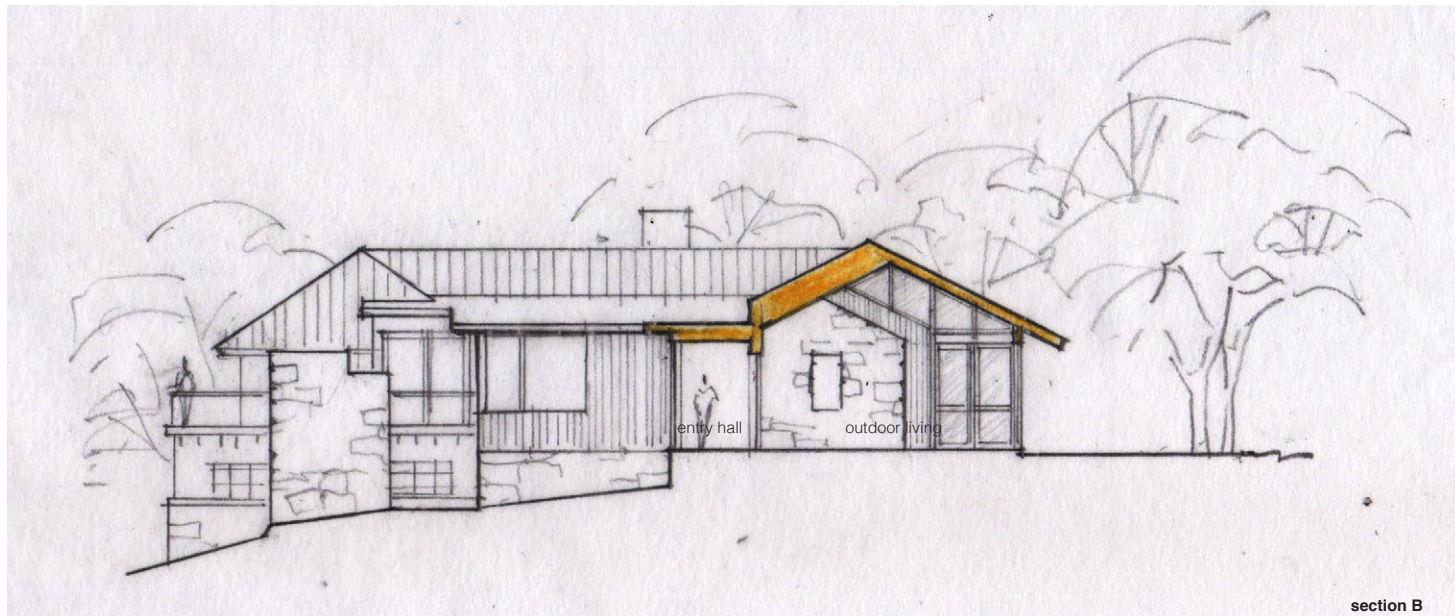
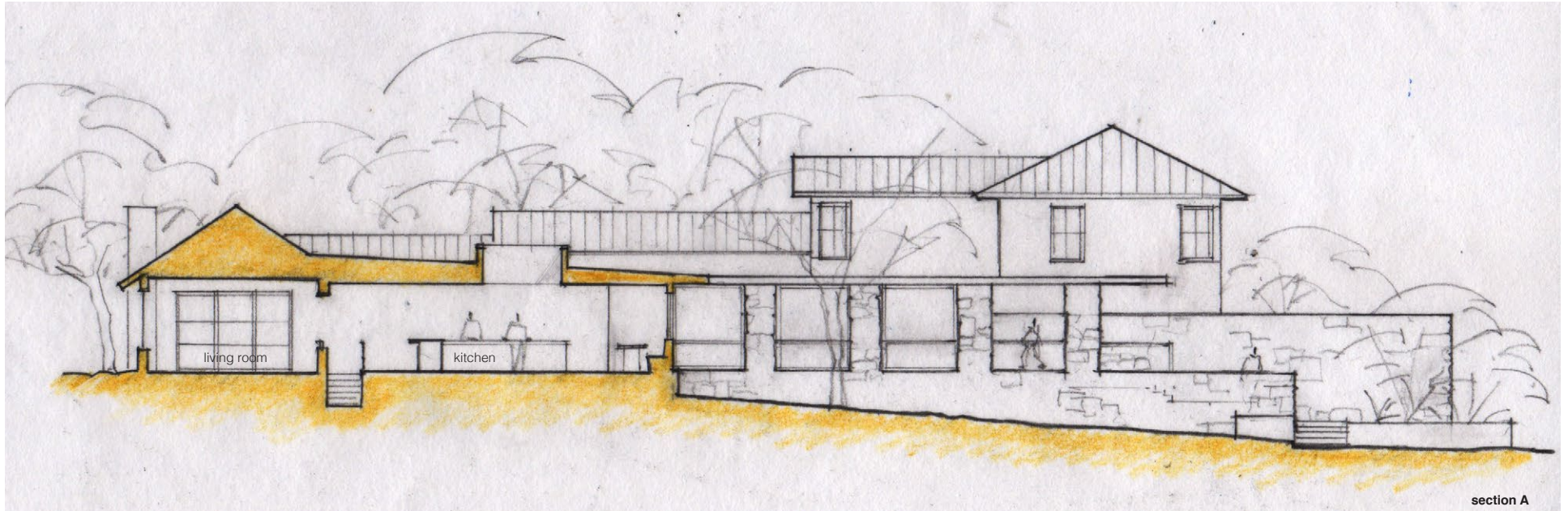
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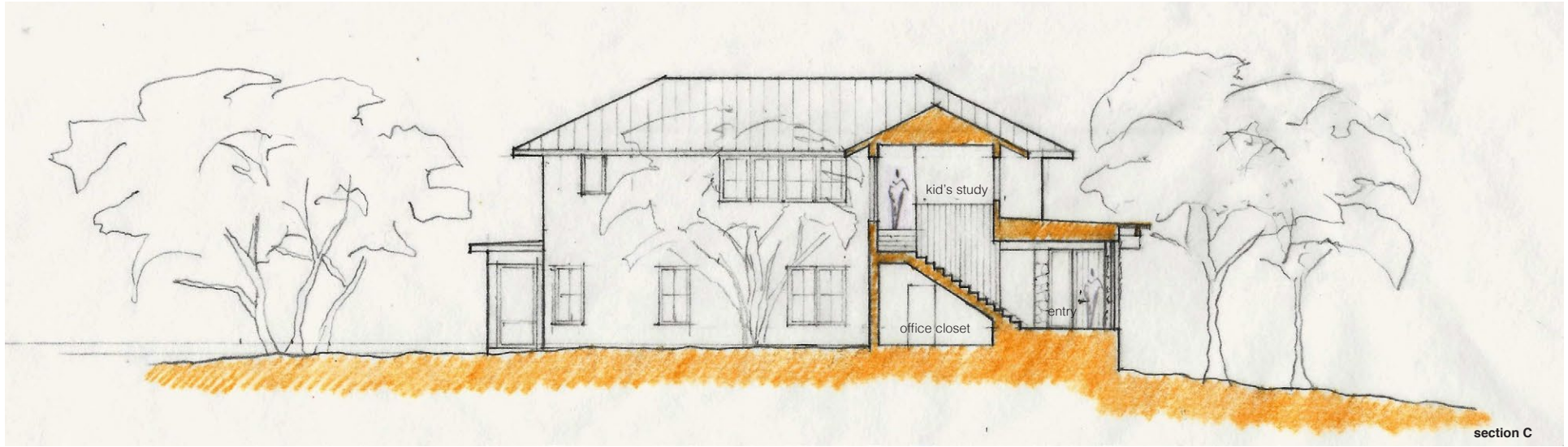
design development

7/30/20

overall floor plan

A1.5







Tree 75 - 27" crepe myrtle
Page 31 of 71





CITY COUNCIL REGULAR MEETING AND PUBLIC HEARING MINUTES

March 23, 1994

Page 2

Reconvene Meeting: Consider two variances to construct a swimming pool and deck at 904 Old Stonehedge: 1) Variance for pool and deck to encroach up to 11' into 50' setback area adjacent to Redbud Trail, and 2) Variance for deck to encroach up to 9' into 50' setback area adjacent to Old Stonehedge.

ZAPCO Chairman Richard South stated ZAPCO recommended Council approve the variance requests.

MAYOR PRO TEM HUGHES MADE A MOTION WHICH WAS SECONDED BY COUNCIL MEMBER BARKER TO APPROVE TWO VARIANCES TO CONSTRUCT A SWIMMING POOL AND DECK AT 904 OLD STONEHEDGE: 1) VARIANCE FOR POOL AND DECK TO ENCROACH UP TO 11' INTO 50' SETBACK AREA ADJACENT TO REDBUD TRAIL AND 2) VARIANCE FOR DECK TO ENCROACH UP TO 9' INTO 50' SETBACK AREA ADJACENT TO OLD STONEHEDGE. MOTION PASSED BY UNANIMOUS VOTE.

Public Hearing: Two variances to remove non-complying status of structures at 402 Camp Craft Road: 1) Variance to allow the rock cottage accessory structure to remain within the rear setback area, and 2) Variance to allow the main house to remain within the side setback area.

Owner David Coffey was present to answer questions relating to his variance requests.

Reconvene Meeting: Consider two variances to remove the non-complying status of structures at 402 Camp Craft Road: 1) Variance to allow the rock cottage accessory structure to remain within the rear setback area, and 2) Variance to allow the main house to remain within the side setback area.

ZAPCO Chairman Richard South stated ZAPCO recommended Council approve the variance requests.

COUNCIL MEMBER KUNZE MADE A MOTION, SECONDED BY COUNCIL MEMBER BARKER, TO APPROVE TWO VARIANCES TO REMOVE THE NON-COMPLYING STATUS OF STRUCTURES AT 402 CAMP CRAFT ROAD: 1) VARIANCE TO ALLOW THE ROCK COTTAGE ACCESSORY STRUCTURE TO REMAIN WITHIN THE REAR SETBACK AREA, AND 2) VARIANCE TO ALLOW THE MAIN HOUSE TO REMAIN WITHIN THE SIDE SETBACK AREA. MOTION PASSED BY UNANIMOUS VOTE.

Public Hearing: Variance to the maximum 6' height regulation for privacy fences to construct a privacy fence with a height up to 7 1/2' at 3310 Gentry Drive.

No one was present to speak for or against the variance request.

Reconvene Meeting: Consider variance to the maximum 6' height regulation for privacy fences to construct a privacy fence with a height up to 7 1/2' at 3310 Gentry Drive.

ZAPCO Chairman Richard South stated ZAPCO recommended Council approve the variance requests. After-the-fact variance requests and fees were discussed.

MAYOR PRO TEM HUGHES MADE A MOTION TO APPROVE A VARIANCE TO THE MAXIMUM 6' HEIGHT REGULATION FOR PRIVACY FENCES TO CONSTRUCT A PRIVACY FENCE WITH A HEIGHT UP TO 7 1/2' AT 3310 GENTRY DRIVE. COUNCIL MEMBER KUNZE SECONDED THE MOTION AND IT PASSED BY UNANIMOUS VOTE.

City Copy

CITY OF WEST LAKE HILLS

VARIANCE REQUEST FORM

DATE: Feb. 17, 1994 SUBMISSION DEADLINE DATE: Feb. 21, 1994
NAME: David Coffey & Eire Enterprises, Inc. PHONE: 858-7587 (512) (Home) 474-6556 (512) (Office)
ADDRESS: _____ CITY: _____ ZIP: _____
BUSINESS NAME AND ADDRESS: 400 W. 15th Street, Suite 619, Austin, Tx. 78701-1647
VARIANCE ADDRESS: 402 Camp Craft Rd., Westlake Hills, Tx.
VARIANCE REQUESTED: (1) Rear setback variance Rock Cottage - building to remain for use as storage; (2) Side setback variance, main house to continue as residence.

☒ SITE/BLDG. PLAN ATTACHED

☒ ATTACH LIST OF NAMES AND ADDRESSES OF ADJACENT LANDOWNERS WITHIN 200 FEET, WHO HAVE BEEN NOTIFIED OF THE PUBLIC HEARING, 14 DAYS PRIOR TO DATE OF PUBLIC HEARING.

CHECK ORDINANCE TO WHICH VARIANCE RELATES:

TIME AND DATE OF PUBLIC HEARING:

☒ ZONING ORD. 155-I AS AMENDED

ZAPCO March 16, 7:00 p.m.

☐ SEPTIC ORD. 108 AS AMENDED

COUNCIL March 23, 7:00 p.m.

AFFIDAVIT OF PROOF OF NOTIFICATION: Yes MASTER PLAN CONFORMITY: Yes

FEES PAID: \$150⁰⁰ 2/17/94 RECEIVED BY: [Signature]

CITY ADMINISTRATOR/INSPECTOR'S FINDINGS: No objections from adjacent neighbors as of 3-11-94 - GRANTING VARIANCES will remove non-compliance of structures

RECOMMENDATIONS OF ZAPCO (SEC. 1203 C/W): 3-16-94 Approved as requested

ACTION TAKEN BY COUNCIL (SEC. 1203 C/W): 3-23-94 APPROVED
5-0 vote

COMMENTS FOR THE RECORD: LOT SIZE IS 2.65 AC - Non-compliance to be accomplished by 2003

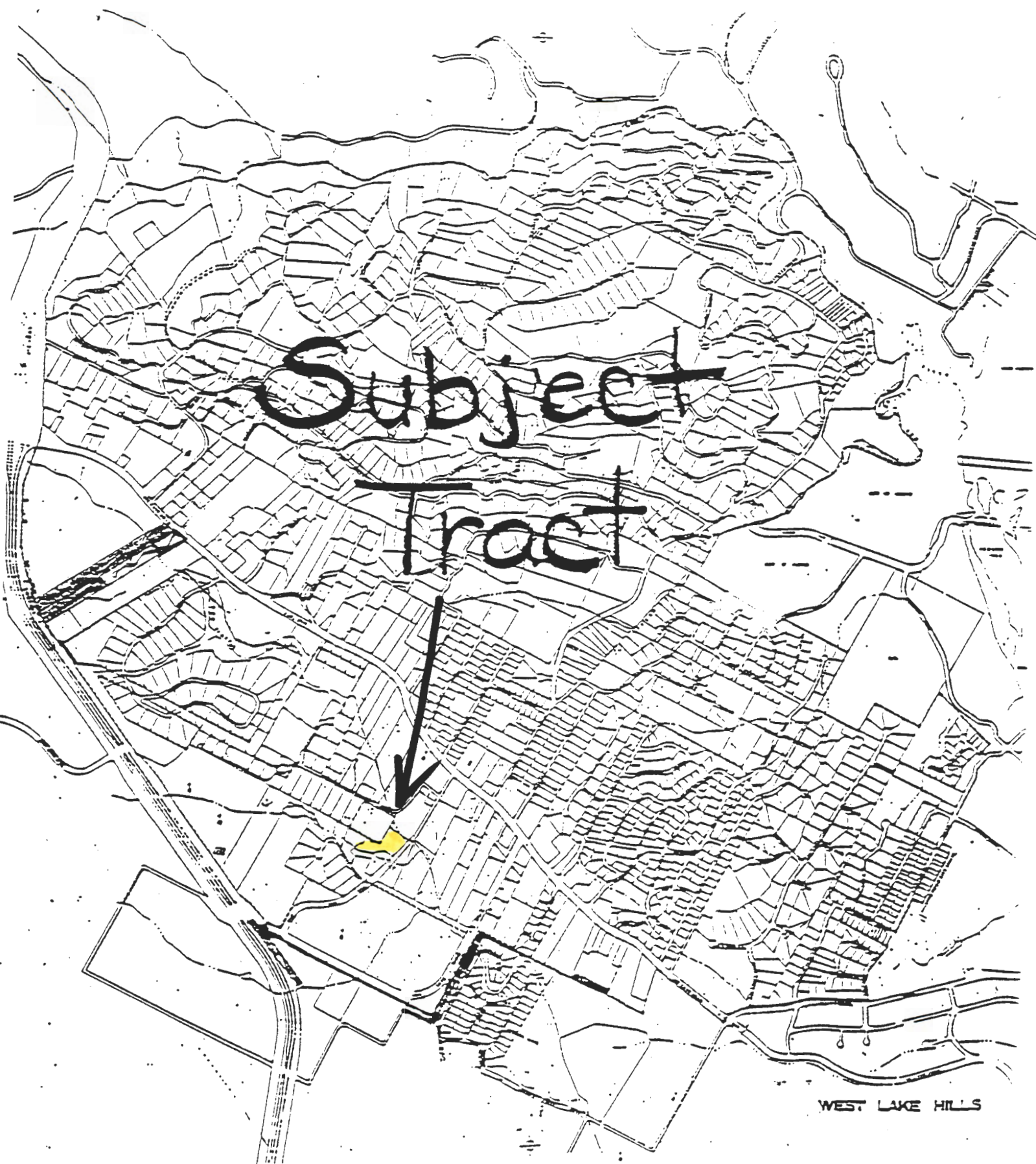


EXHIBIT "A"

402 Camp Craft Road



WM. DAVID COFFEY, III

ATTORNEY AT LAW

400 WEST 15TH STREET, SUITE 619

AUSTIN, TEXAS 78701-1647

BOARD CERTIFIED ADMINISTRATIVE LAW
TEXAS BOARD OF LEGAL SPECIALIZATION

TELEPHONE: (512) 474-6556
FACSIMILE: (512) 469-0123

March 9, 1994

VIA HAND DELIVERY

Mr. Richard South
Chairman of the Zoning
and Planning Commission
City of Westlake
911 Westlake Drive
West Lake Hills, Texas 78746

RE: Variance Application, 402 Camp Craft Rd.; Our File No. 1038-01.

Dear Mr. South:

Ms. Janet Rogers requested a letter to you to supplement the file on the referenced variance requests. Ms. Rogers requested the exact variance distances involved on the two variances requested.

While I do not claim to be an expert on computing distances from a survey, I have taken the original of the most recent survey to the property to avoid shrinkage errors and, according to the scale thereon of 1" equals 30 ft., it would appear that one corner of the main house is within 16.875 ft. of the side property line (i.e., the South property line) or approximately 8.125 ft. within the 25 ft. side set back. Another corner of the main house is depicted on the plat as being 22.9 ft. from the side property line or 2.1 ft. within the 25 ft. setback. As I understand it, one variance is enough for this dwelling so I assume I am applying for a variance on the shorter distance.

The rock cottage, according to the survey available to me, appears to be exactly on the back property line or the full 40 ft. inside the rear setback.

I would point out that the side or South property line results from a subdivision of a larger tract approved by the city, I believe, in 1986. The rear property line on which the rock cottage sits appears to be the result of a subdivision which I assume would have occurred prior to the rock cottage being built in the 1920's and, of course, many decades before the property was annexed into the City of Westlake.

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Mr. Richard South
March 9, 1994
Page 2

I am applying for these variances to bring all of the original architecture on the property into compliance with city ordinances so that it will be marketable as residential property.

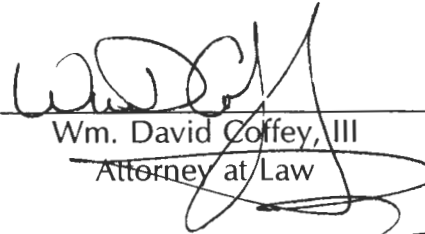
Pursuant to my letter of February 17, 1994, to Mr. Hartgarten and the ZAPCO Chairman, I have begun the rehabilitation of the original stone structures on the property. I have reroofed the three stone structures and made other improvements and am continuing to do so. I have also nearly completed the demolition of the old asbestos house inside the rear setback.

Ms. Rogers also requested ten (10) copies of everything which has been turned in so far, with highlighting on the plat, demonstrating the variances requested. With this letter I am complying with those instructions.

Please let me know if there's anything further that you require.

Very Truly Yours,

By:


Wm. David Coffey, III
Attorney at Law

WDC:jlg

Enclosure: as stated.

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WM. DAVID COFFEY, III

ATTORNEY AT LAW

400 WEST 15TH STREET, SUITE 619

AUSTIN, TEXAS 78701-1647

BOARD CERTIFIED ADMINISTRATIVE LAW
TEXAS BOARD OF LEGAL SPECIALIZATION

TELEPHONE: (512) 474-6556
FACSIMILE: (512) 469-0123

February 17, 1994

VIA HAND DELIVERY

Mr. Richard A. Hargarten and ZAPCO Chairman
City Administrator
City of Westlake Hills
911 Westlake Drive
Westlake Hills, Texas 78746

RE: 402 Camp Craft Road; Our File No. 1038-01.

Dear Mr. Hargarten:

Per our discussion, enclosed are the following documents:

1. Variance Application.
2. List of Adjacent Property Owners per E.I.S.D. records.
3. Sample notice letter to property owners.
4. Building Demolition Permit Application.
5. Agenda Request Form.
6. Site Plan.
7. Check for \$150.00.

My plan is as follow:

1. Retain the original architecture on the property being the 3,000 sq. ft. house, the small stone out-building next to the house and the stone cottage along the fence line. I am applying for whatever variances are necessary for this purpose. I understand these to be one variance to side set back for main

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RECEIVED
FEB 17 1994
CITY OF WEST LAKE HILLS

house and one variance to rear setback for the Rock Cottage. As discussed, I would hope that, as to house itself, the variance for which was implicitly granted when the City approved the resubdivision of the property some years ago, perhaps the fee could be waived?

2. Secondly, I need the building demolition permit to pull down and remove one old frame building; being the gray salt box located in the set back.
3. I am planning to leave the metal shed for the time being so that the tenant has a place to park his automobiles (there being no garage on the property) and to preserve the option for a future purchaser to build a proper garage where the metal shed now stands. I will be removing the temporary metal building located adjacent to the North of the shed. It is portable and should not require a demolition permit.
4. Per our discussion I understand that you will locate the property on the city map for your purposes.
5. Finally, I would like to keep the wood frame house in the Northwest corner of the property in case a future purchaser may wish to rehab it. I am not at this time requesting a variance for it however.

My plan of action, then, is as follows:

1. Over the last several weeks I have removed some sixty cubic grounds of trash and debris from the property. this process will continue until all is removed.
2. I am taking bids on repairing the roofs of the stone buildings and will have this done over the next month or so.
3. I would like immediate authority to remove the old frame building and the temporary metal building. I am contracting with Impact Remodeling, 7101 Hwy 71 W., Austin, Texas 78735, to remove these over the next two to three weeks.
4. The variance proceeding will proceed in the ordinary course.

Please let me know if there is anything further you require. I would like to proceed with removal of the old frame building as quickly as possible. It's my understanding that

Mr. Richard A. Hargarten
February 17, 1994
Page 3

the demolition permit can be granted administratively.

Very Truly Yours,

By: 
Wm. David Coffey, III
Attorney at Law

WDC:jljg

CITY OF WEST LAKE HILLS, TEXAS

GREETINGS:

YOU ARE HEREBY ADVISED that Eire Enterprises, Inc.,
(Owner)
the record owner of Lot 2, Resubdivision of Oak Hollow Vol. 3142, Pg. 1805
real property records Travis Co. (Property Description)
more commonly known as 402 Camp Craft Rd.

(Street Address)
West Lake Hills, Texas has filed an application with the Zoning and Planning
Commission of the City of West Lake Hills, Texas for the purpose of:
Requesting two variances to city setback requirements

The following variance is requested: (1) Main house - side setback variance;
(e.g. none, minimum setback lines, etc.)
Rock cottage - rear setback variance:

The Variance Application and site plan may be inspected at
City Hall, 911 Westlake Drive, West Lake Hills, Texas between the hours of
8:00 a.m. and 5:00 p.m., Monday through Friday.

This application is scheduled to be reviewed by the Zoning and Planning
Commission on the 16th day of March, 1994, at 7:00 p.m.
and by the City Council on the 23rd day of March 1994,
at 7:00 p.m. at the City Hall located at 911 Westlake Drive, West Lake
Hills, Texas.

The City of West Lake Hills, Texas shall provide an opportunity for all
interested persons to be heard.

Issued this 24th day of Feb.,
19 94.

Applicant

"Adjacent Landowners"

Eanes ISD
% Don Fisher
P.O. Box 162410
Austin, Texas 78716

United Teacher Associates Inc
P.O. Box 160606
Austin, Texas 78731

Symmes & Betty Oliver
301 Eanes Rd.
Austin, Texas 78746-6417

La Miraj Ltd.
6314 Gato Path
Austin, Texas 78731

500 Konstanty

Stanley Putnam
309 Westwood Terrace
Austin, Texas 78746-5351

Tom & Mary Allen
502 Kostanty Circle
Austin, Texas 78746-6435

Enclave Kow Ltd.
301 Congress Ave #1010
Austin, Texas 78701

Dennis & Mary Jane Randolph
504 Konstanty Circle
Austin, Texas 78746

Peter Barlin & Manny Farahani
3724 Jefferson, Suite 306
Austin, Texas 78731

"Adjacent Landowners"

Eanes ISD
% Don Fisher
P.O. Box 162410
Austin, Texas 78716
Certified Receipt No. P 422 795 060
Mailed Feb. 24, 1994
Signed for Feb. 28, 1994

United Teacher Association
P.O. Box 160606
Austin, Texas 78731
Certified Receipt No. P 422 794 866
Mailed Feb. 24, 1994
Signed for Mar. 1, 1994

Symmes & Betty Oliver
301 Eanes Rd.
Austin, Texas 78746-6417
Certified Receipt No. P 422 794 869
Mailed Feb. 24, 1994
Signed for Feb. 26, 1994

La Miraj Ltd.
6314 Gato Path
Austin, Texas 78731
Certified Receipt No. P 422 794 867
Mailed Feb. 24, 1994
Signed for Feb. 26, 1994

Stanley Putman
309 Westwood Terrace
Austin, Texas 78746-5351
Certified Receipt No. P 422 794 870
Mailed Feb. 24, 1994
Signed for Feb. 25, 1994

Tom & Mary Allen
502 Kostanty Circle
Austin, Texas 78746-6435
Certified Receipt No. P 422 794 862
Mailed Feb. 24, 1994
Signed for _____

Enclave Kow Ltd.
301 Congress Ave. #1010
Austin, Texas 78701
Certified Receipt No. P 422 794 871
Mailed Feb. 24, 1994
Signed for Feb. 28, 1994

Dennis & Mary Jane Randolph
504 Konstanty Circle
Austin, Texas 78746
Certified Receipt No. P 422 794 868
Mailed Feb. 24, 1994
Signed for Feb. 25, 1994

Peter Barlin & Manny Farahani
3724 Jefferson
Suite 306
Austin, Texas 78731
Certified Receipt No. P 422 795 059
Mailed Feb. 24, 1994
Signed for Feb. 25, 1994

AFFIDAVIT OF WILLIAM DAVID COFFEY, III

On this 4th day of Mar., 1994, appeared Wm. David Coffey, III, President of Eire Enterprises, Inc. and being duly sworn, deposed and said:

"My name is William David Coffey, III. I am over twenty one (21) years of age, competent to testify and have personal knowledge of every fact stated herein, each of which is true and correct."

I certify and affirm that the property owners shown on Exhibit A hereto, being all property owners being within 200 ft. of the property lines of Lot 2, Resubdivision of Oak Hollow per E.I.S.D. tax records have been notified by certified mail of the variance requests for Lot 2, including copies of the variance request, and site plan.

FURTHER AFFIANT SAYETH NOT.

THE STATE OF TEXAS
COUNTY OF TRAVIS

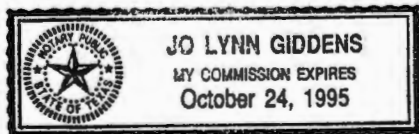
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BEFORE ME, the undersigned authority, on this day personally appeared Wm. David Coffey, III, known to me to be the person whose name is subscribed to the foregoing instrument and, being by me first duly sworn, upon oath declared that the statements and capacity acted in are true and correct.

Wm. David Coffey, III

Subscribed and sworn to before me, this 4th day of March, 1994 A.D., to certify which witness my Hand and seal of office:

(SEAL)



Sophy Hadden
Notary Public in and for the
State of Texas

A:\AFFIWDC.DOC|March 4, 1994

RECEIVED
MAR 04 1994
CITY OF WEST LAKE HILLS

CITY OF WEST LAKE HILLS

DEMOLITION PERMIT APPLICATION

AUTHORIZATION DATE _____ 19____
BY CITY INSPECTOR _____ 327-3628

AT THE FOLLOWING LOCATION:

LEGAL DESCRIPTION: Resubdivision of Oak Hollow Confirming Plat Lot 2
SUBDIVISION BLOCK LOT

SITE
ADDRESS: 402 aka 404A Camp Craft Rd.

SITE
OWNER: Eire Enterprises, Inc. PHONE (512)474-6556

CONTRACTOR: Impact Remodeling, Inc. PHONE (512)258-1720
NAME AND ADDRESS
7101 Hwy. 71 W., Austin, Texas 78775

DESCRIPTION OF WORK TO BE
PERFORMED: Remove grey asbestos house and foundation
and ~~two~~ ^{one} metal buildings.

TREE SIZE REMOVAL: None

RESTORATION
MEASURES: Restoring old stone buildings on property.

UTILITY COMPANIES CONTACTED:

ELECTRIC: X TELEPHONE: N/A SEWAGE: N/A
NATURAL GAS: N/A CABLE TV: N/A

lw\excavpmt

AGENDA REQUEST

1. ☐ BUILDING AND DESIGN
COMMITTEE

2. ☒ ZONING AND PLANNING
COMMISSION

3. ☒ CITY COUNCIL

NAME OF APPLICANT(S): David Coffey and Eire Enterprises, Inc.

MAILING ADDRESS AND TELEPHONE NUMBER:

400 West 15th Street, Suite 619, Austin, Texas 78701-1647, 474-6556

DATE REQUEST RECEIVED: 2/17/94 FOR CONSIDERATION ON AGENDAS OF (LIST ALL APPLICABLE):
ZAPCO 3/16/94, City Council 3/23/94

DESCRIPTION OF REQUEST(EX: VARIANCE(S), PUBLIC HEARING, IN ETJ, SPECIAL USE PERMIT, BUILDING PERMIT):
One variance for rear setback, one variance for side setback.

IF REQUEST INVOLVES A VARIANCE(S) TO AN ORDINANCE, LIST ALL REQUIRED: _____

Ordinance 155-I

IF REQUEST INVOLVES A SUBDIVISION, SHOW NAME AND LOCATION OF PROPOSED PLAT:

N/A

OTHER RELEVANT INFORMATION: Variances to setbacks for two stone buildings

built in the 1920's and annexed 1986. Required for continued use as residential
occupancy.

TO BE COMPLETED BY CITY STAFF:

ACTION TAKEN BY BDC: _____

ACTION TAKEN BY ZAPCO: _____

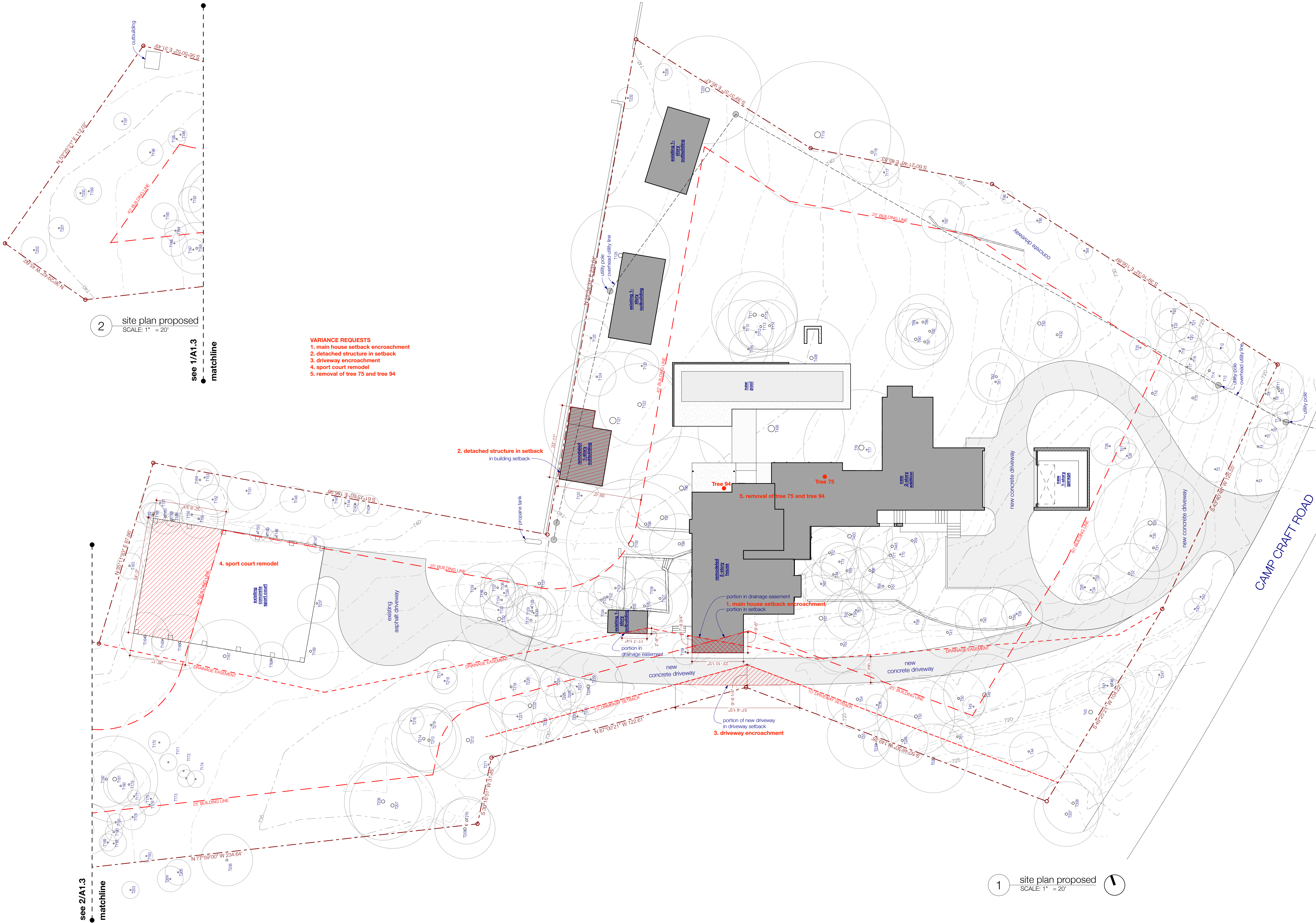
ACTION TAKEN BY COUNCIL: _____

COMMENTS FOR THE RECORD: _____

STAFF COMMENTS: _____

FEES PAID: _____





**FOR VARIANCE
APPROVAL ONLY,
NOT FOR CONSTRUCTION**

1211 E. 11th Street, #200
Austin, Texas 78702
512.479.4100
www.FKArchitects.net

FK
FURMAN + KEIL ARCHITECTS

Lee Residence
402 Camp Craft Road
West Lake Hills, Texas 78746

Gary E. Furman
Texas Architect
registration #13481

this document is incomplete
and cannot be used for
regulatory approval,
permitting or construction

revisions	date	description
1	8/17/20	initial design
2	8/17/20	final design
3	8/17/20	final design
4	8/17/20	final design
5	8/17/20	final design
6	8/17/20	final design

design development

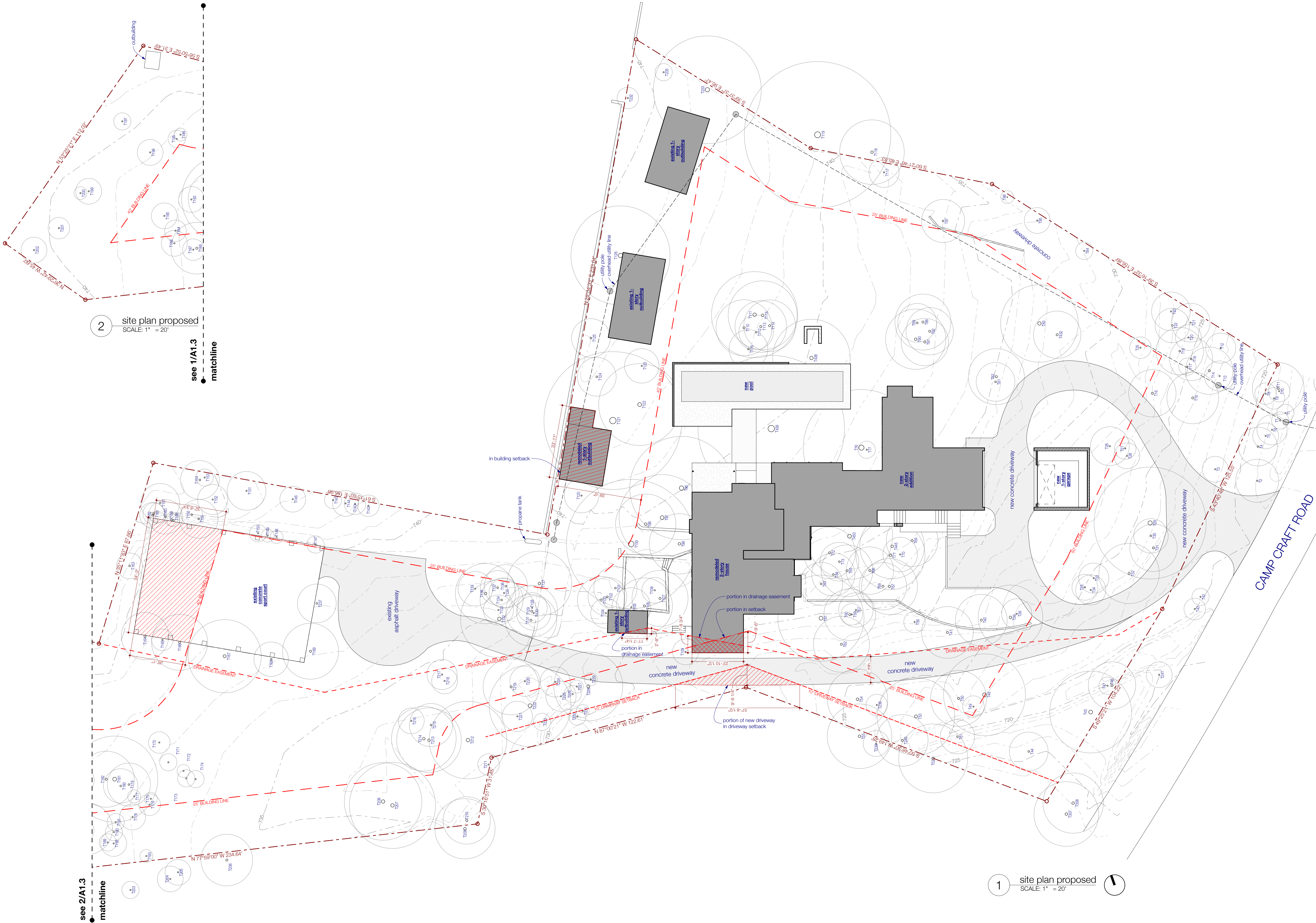
8/17/20

site plan proposed

A1.3

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Page 49 of 71



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revisions	
date	description
1	
2	
3	
4	
5	
6	

design development	
8/17/20	
site plan proposed	
A1.3	

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**SETBACKS, CUT/FILL, RETAINING WALL,
& TREE VARIANCES
STAFF REPORT**

SEPTEMBER 16, 2020

Project Address: 809 Canyon Creek Drive

Project Number: 16005

Agenda Item: Land Use: 809 Canyon Creek: Discussion/consideration of several variance requests in order to rehabilitate/remodel an existing home that is non-conforming: 1) Reduction/encroachment of the interior side setback for new steps to the deck, rehabilitate an existing overhang, and rehabilitate the existing structure; 2) Encroachment into front setback to allow the rehabilitation of the existing structure and add new rain screen overhang over the front door; 3) Encroachment into side street setback for rehabilitation of the existing structure and addition of overhang; 4) Replacement of a failing retaining wall on the right side of the house encroaching in the setback and is taller than the maximum 18 inches height; 5) Cut/fill and construction of new retaining wall on left side of the house that encroaches the setbacks and is greater than 6ft in height; 6) Grading and drainage/cut to the left of the house in a setback; 7) Remove Tree # 182 - a 14 inch Chinese Tallow. (West Lake Hills Code Sections 22.03.275(3); 22.03.276; 22.03.170(g), 22.03.304(4), 22.03.281). Owner Samuel Dillard/Applicant Waterloo Permits, LLC.

Applicant Information: Owner Samuel Dillard/Applicant Waterloo Permits, LLC

Hearing Dates:

September 16, 2020 ZAPCO

October 14, 2020 Board of Adjustment/City Council

Location: The subject property is located north of Terrace Mountain Drive, south of Wild Basin Ledge and west of The High Road.

Zoning & Site Characteristics:

The subject property and surrounding neighborhood are zoned R-1 – One-Family Residential. The property is approximately 0.7 acre. There is currently an existing house on the property.

Background & Analysis:

The homeowner, Samuel Dillard, is requesting several variances in order to rehabilitate and remodel his existing home. Portions of the home encroach into the front and side setbacks. A building permit application was submitted in April 2020, and it has been on hold because several variances were needed.

Setback Encroachment Variances for Primary Structure (Variance # 1 – 3 on Revised Site Plan):

Setback encroachment variances have been requested for the rehabilitation of the existing house that encroaches the setbacks, including repair/replacement of windows, trim, siding, and doors. Additionally, new deck steps are proposed on the right side of the house that partially encroach the setback; and a new front door overhang and awning are proposed which also encroach into the setback.

Cut/Fill/Retaining Wall Variances (Variance #s 4 – 6 on Revised Site Plan):

Drainage issues along the left (south) side of the house have caused problems including wood rot on that side of the house. One of the variances being requested is for drainage improvements including cut/fill and a retaining wall in the side/south setback to address the drainage issues. The proposed retaining wall varies in height, ranging from approximately 12 inches at the front to 10 feet at the back of the wall and will include a cut approximately 10 feet.

There is an existing wooden retaining wall on the right (north) side of the house located in the setback which the applicant explains should be replaced because it is failing. The City's Code of Ordinances allows cut/fill including retaining walls up to 18" in the setbacks, and the proposed replacement wall will be between 24 – 30 inches in height.

Tree Variance (Variance # 7 on Revised Site Plan):

A variance for a 14 inch Chinese Tallow, Tree # 182, is being requested because it is located along the proposed cut on the left side of the house.

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 – "The structure is existing non compliant based on setback regulations. Proposed setback encroachments are limited to an overhang projection at front door, interior remodel, new steps at deck. If the ordinance is strictly/literally enforced the proposed entry door will be exposed to the elements..."

"Because of the existing topography, damage has occurred to the structure because of insufficient drainage. Because of the difficult terrain, access without the cutting is also prohibitive."
2. There will not be unreasonable disruption of the natural terrain or unreasonable destruction of existing flora.
The application states – "The majority of the site will remain intact that is outside of the limits of construction. The requested variance is calculated with preserving as much of the flora and natural terrain."

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

The application states – “The project has gone through several iterations to avoid seeking a variance. Because of some of the drainage damage, field visits, etc. it was noted that without the cut, the owner will need to keep an eye on drainage and potential property damage along the left side of the property.”

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

The application states – “Site drainage is an ongoing battle for lots with difficult terrain. The cut is approximately 10’ from the building. Doing anything less may create a maintenance issue for the homeowner. The overhang at the front door is to screen water. The retaining wall on the right side is failing. The wood steps on the right side of the house at deck are for access and maintenance.”

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

The application states – “We came into this process trying not to request variances, but it was quickly apparent that something needed to happen with the property, not only aesthetics and septic replacement, but for the longevity of the home. In short, we feel the variance does not violate the intent of the Zoning Ordinance or Comprehensive Plan by preserving and improving the existing home.”

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

The application states – “The variances will not impact any neighbors. The neighboring property downhill may appreciate replacing a failing retaining wall. The drainage from the cut will be in line with the existing drainage pattern on the left side of the property, and because of the higher elevation, sight lines to the wall will be extremely limited and covered by the house. Remodeling the structure in the setback will only be beneficial to the neighboring properties.”

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.

Staff Recommendation

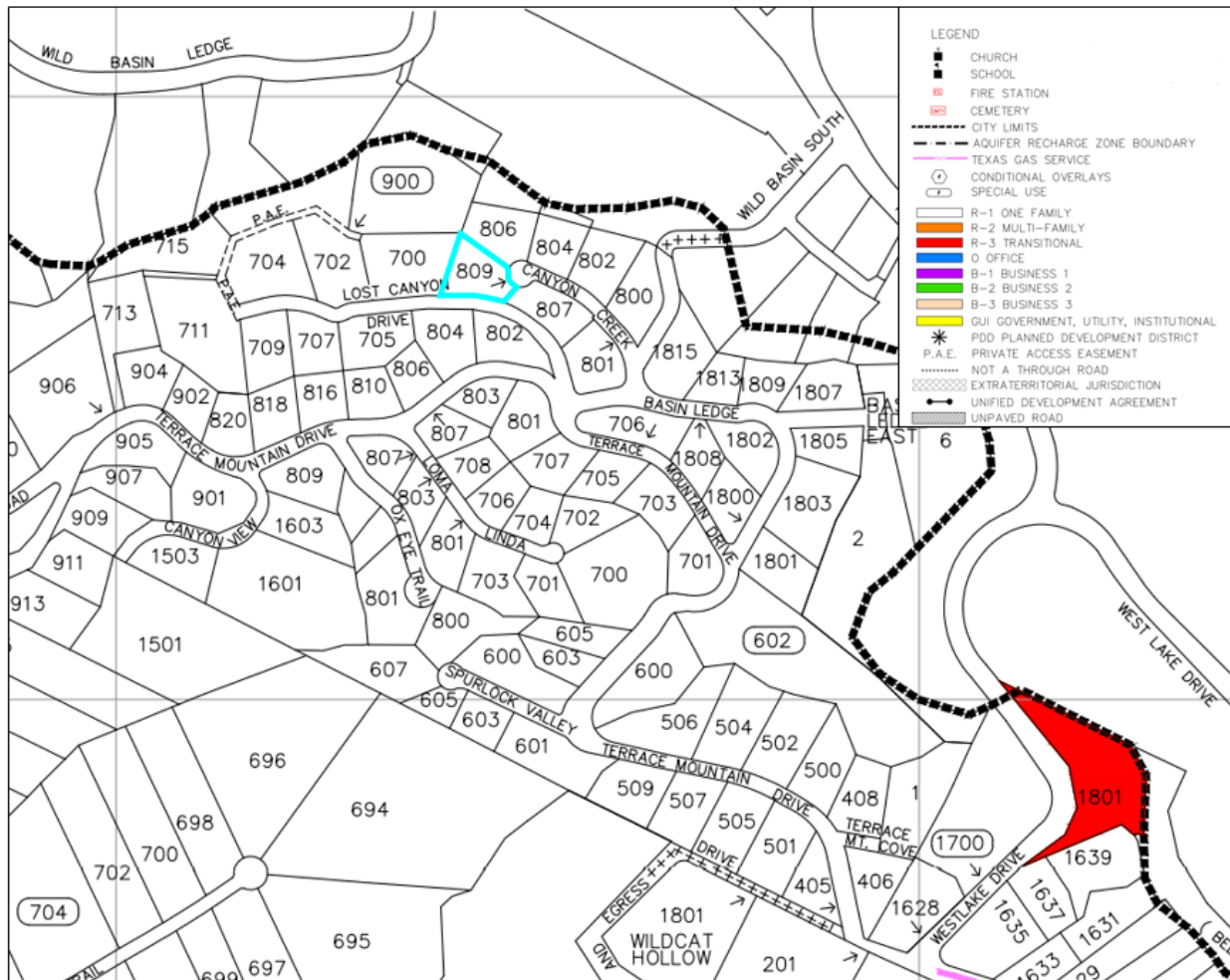
The staff recommendation is approval for variances 1 through 4 (setback encroachments to repair/rehabilitate existing structures in setback; replace awning and overhang at front door; replace existing wooden retaining wall this is failing). The staff recommendation for variances 5 through 7 (cut/fill/drainage and new retaining wall in the side setback; tree variance) is denial due to the lack of minimization of the requested variances, in particular the large retaining wall and cut.

Links to Relevant Code:

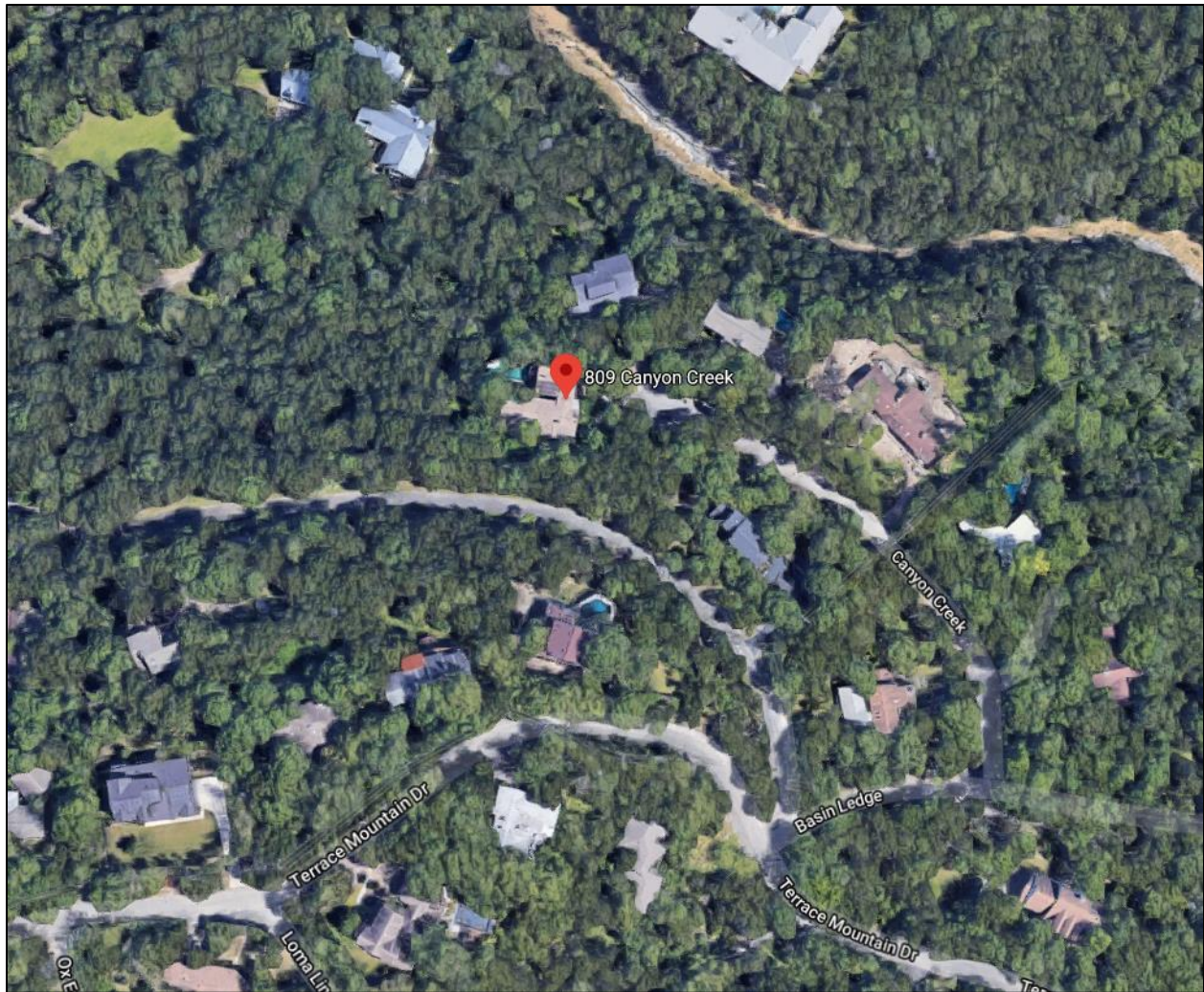
- [Sec. 22.03.170 Site disturbance \(excavation, grading or filling\)](#)
- [Sec. 22.03.281 Schedule of regulations](#)
- [Sec. 22.03.304 Tree and vegetation removal and replacement](#)
- [Sec. 22.03.514 Criteria and process required for granting variance](#)

(Maps to follow)

Zoning:



Aerial:



APPLICATION COVER SHEET

Property Address: 809 CANYON CREEK DR

Applicant Name: SAMUEL LUTHER DILLARD

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

Applicant Phone Number: 5127628995 Email Address: [REDACTED]

Date Application was Submitted: 07.16.20

Variance(s) Requested: 1/2/3. REMODEL/ADDITION TO EXIST STRUCTURE IN FRONT, SIDE STREET, AND SIDE SETBACK
4/5. NEW RETAINING WALL 10' HIGH AND REPLACING FAILING RETAINING WALL 3' HIGH IN SETBACK
6. NEW CUT >18" IN SIDESTREET SETBACK. APPROXIMATE CUT HEIGHT 8'
7. REMOVAL OF 14" CHINESE TALLOW 5. REBUILD EXISTING RETAINING WALL IN SETBACK.

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: _____

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/LITERALLY ENFORCED.

THE STRUCTURE IS EXISTING NON COMPLIANT BASED ON SETBACK REGULATIONS. PROPOSED ADDITION SETBACK ENCROACHMENTS ARE LIMITED TO AN OVERHANG PROJECTION AT FRONT DOOR, INTERIOR REMODEL, NEW STEPS AT DECK. IF THE ORDINANCE IS STRICTLY/LITERALLY ENFORCED THE PROPOSED ENTRY DOOR WILL BE EXPOSED TO THE ELEMENTS, THE REMODEL WOULD BE LIMITED TO MAINTENANCE AND ACCESS TO THE POOL FOR MAINTENANCE WOULD REQUIRE EITHER HEADING UP A STEEP HILL OR THROUGH THE RESIDENCE.

BECAUSE OF THE EXISTING TOPOGRAPHY, DAMAGE HAS OCCURED TO THE STRUCTURE BECAUSE OF INSUFFICIENT DRAINAGE. BECAUSE OF THE DIFFICULT TERRAIN, ACCESS WITHOUT THE CUTTING IS ALSO PROHIBITIVE. THE CUT ALONG THE LEFT SIDE OF THE PROPERTY WILL REQUIRE THE REMOVAL OF 14" CHINESE TALLOW. THERE IS AN EXISTING RETAINING WALL ALONG THE RIGHT SIDE OF PROPERTY THAT IS MADE OF WOOD AND IS FAILING. BEING UNABLE TO CUT, INSTALL THE NEEDED RETAINING WALLS WILL PUT THE LONGEVITY OF THE STRUCTURE AT RISK, AS WELL AS THE ADJACENT PROPERTY.

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 MAJORITY OF THE SITE WILL REMAIN INTACT THAT IS OUTSIDE OF THE LIMITS OF CONSTRUCTION. THE REQUESTED VARIANCE IS CALCULATED WITH PRESERVING AS MUCH OF THE FLORA AND NATURAL TERRAIN.

3. WHAT OTHER REASONABLE ALTERNATIVES HAVE YOU CONSIDERED? WHY WON'T THESE OTHER OPTIONS ALLEVIATE THE DIFFICULTY OR HARSHIP THAT YOU THINK EXISTS?

THE PROJECT HAS GONE THROUGH SEVERAL ITERATIONS TO AVOID SEEKING A VARIANCE. BECAUSE OF SOME OF THE DRAINAGE DAMAGE, FIELD VISITS, ETC IT WAS NOTED THAT WITHOUT THE CUT, THE OWNER WILL NEED TO KEEP AN EYE ON DRAINAGE AND POTENTIAL PROPERTY DAMAGE ALONG THE LEFT SIDE OF THE PROPERTY.

4. WHY DO YOU BELIEVE THE VARIANCE YOU ARE REQUESTING IS THE MINIMUM REQUIRED TO ALLEVIATE THE DIFFICULTY OR HARSHIP YOU THINK EXISTS?

SITE DRAINAGE IS AN ONGOING BATTLE FOR LOTS WITH DIFFICULT TERRAIN. THE CUT IS APPROXIMATELY 10' FROM THE BUILDING. DOING ANYTHING LESS MAY CREATE A MAINTENANCE ISSUE FOR THE HOMEOWNER. THE OVERHANG AT THE FRONT DOOR IS TO SCREEN WATER. THE RETAINING WALL ON THE RIGHT SIDE IS FAILING. THE WOOD STEPS ON THE RIGHT SIDE OF THE HOUSE AT DECK ARE FOR ACCESS AND MAINTENANCE.

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 CAME INTO THIS PROCESS TRYING NOT TO REQUEST VARIANCES, BUT IT WAS QUICKLY APPARENT THAT SOMETHING NEEDED TO HAPPEN WITH THE PROPERTY, NOT ONLY ASTHETICS AND SEPTIC REPLACEMENT, BUT FOR THE LONGEVITY OF THE HOME. IN SHORT, WE FEEL THE VARIANCE DOES NOT VIOLATE THE INTENT OF THE ZONING ORDINANCE OR COMPREHENSIVE PLAN BY PRESERVING AND IMPROVING THE EXISTING HOME.

6. WHY DO YOU BELIEVE YOUR VARIANCE WILL NOT ADVERSELY AFFECT NEIGHBORING PROPERTIES OR INTERFERE WITH THE ENJOYMENT OF THESE PROPERTIES BY THEIR OWNERS?

THE VARIANCES WILL NOT IMPACT ANY NEIGHBORS. THE NEIGHBORING PROPERTY DOWNHILL MAY APPRECIATE REPLACING A FAILING RETAINING WALL. THE DRAINAGE FROM THE CUT WILL BE IN LINE WITH THE EXISTING DRAINAGE PATTERN ON THE LEFT SIDE OF THE PROPERTY, AND BECAUSE OF THE HIGHER ELEVATION, SIGHT LINES TO THE WALL WILL BE EXTREMELY LIMITED AND COVERED BY THE HOUSE. REMODELING THE STRUCTURE IN THE SETBACK WILL ONLY BE BENEFICIAL TO THE NEIGHBORING PROPERTIES.



SPECIAL POWER OF ATTORNEY FORM

KNOW ALL PERSONS BY THIS DOCUMENT that I, SAMUEL LUTHER DILLARD
have made, constituted and appointed DUSTY WALDROP
to be my duly authorized representative in connection with an application dated 07.16.20,
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.

Samuel L. Dillard
Property Owner/Applicant Name

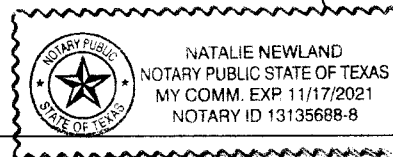
[Signature]
Property Owner/Applicant Signature

809 Canyon Creek DR. Austin TX 78746
Street Address City State Zip Code

940 867 3384
Property Owner/Applicant Phone Number

This instrument was acknowledged before me on this the 17 day of July, 20 20.

[Signature]
Notary Public in and for the State of Texas



LETTER TO ZAPCO CHAIRPERSON

DATE 07.16.2020

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

Dear Mr. Chairman:

The home was recently purchased and it was apparent that the home required some major repairs and septic replacement due to age and drainage issues. Because of the cost of repairing and replacing, it was decided to tackle these items plus the additional scope of work since it would be more cost effective to perform all of the work at the same time.

The home has gone through several iterations to minimize encroachments into the setback. The left side addition has been pulled back from the setback completely. Unfortunately, most of the front of the structure and a portion of the right side of the structure currently encroach regardless. Drainage along the left side of the house has caused wood rot on the existing home and without the cut may prove difficult to provide positive drainage away from the slab. An old wooden retaining wall along the right side of the property is failing and needs to be replaced. It is currently in the setback and a couple feet high.

Because of this, we are asking for the following variances.

1. Setbacks 22.03.275(3) – reduction in interior side setback, for new steps to deck, rehabilitation of existing structure, and existing overhang.
2. Setbacks 22.03.275 (3) – reduction in front setback to allow rehabilitation of existing structure, and new rain screen overhang over front door.
3. Setbacks 22.03.275 (3) – reduction in side street setback for rehabilitation of existing structure, and addition overhangs.
4. Setbacks for Accessory Structures 22.03.276 – this variance would apply to the replacement of the failing retaining wall on the right side of house and the new >6' retaining wall on the left side of the house
5. 22.03.170(G) – retaining walls >6' in height. Variance to cut and build retaining wall >6' in height
6. 22.03.170(f) Grading and Drainage – proposed cut along left side of house to improve drainage.
7. 22.03.304(4) Tree and Vegetation- As part of the cut along the left side of the property we will require the removal of a 14" Chinese Tallow.

We understand that the project is complex in nature, and find ourselves asking for these variances to improve the quality, functionality, and livability of the existing structure, while improving the property with as minimum of impact to the existing site as feasible.

Best Regards

D Waldrop

LOT 5
THE RESUBDIVISION OF PART OF
LOST CANYON RANCH
VOLUME 75 PAGE 200

LOT 19
STONEHEDGE ESTATES - BLOCK P
VOLUME 13 PAGE 18

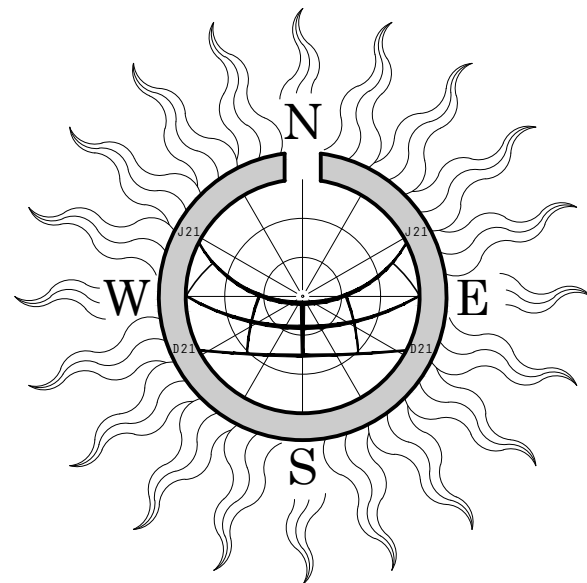
VARIANCES

1. SETBACKS 22.03.275(3) BUILDING SETBACK DISTANCES - THIS WILL APPLY TO THE EXISTING HOUSE TO BE REMODELED,
(1A) THE NEW OVERHANG AT THE FRONT DOOR, 3' DEEP STEEL AWNING.
(1B) NEW DECK STEPS ON THE RIGHT SIDE OF HOUSE TO REPLACE EXISTING.
2. REDUCE FRONT FROM 50 TO 30 - FOR AWNING AND REHABILITATION OF EXISTING STRUCTURE.
REPLACE WINDOW WITH AN ENTRY DOOR. REPLACE EXISTING WINDOWS, NEW STEEL AWNING AT FRONT ENTRY DOOR. REPAIR AND REPLACE EXISTING SIDING AND TRIM.
3. REDUCE SIDE STREET FROM 50 TO 30 - REHABILITATION OF EXISTING STRUCTURE.
REPLACE EXISTING DOORS, REPLACE EXISTING WINDOWS, AND REPAIR AND REPLACE EXISTING SIDING AND TRIM.
4. REDUCE INTERIOR SIDE FROM 25 TO 5' TO REHAB EXISTING STRUCTURE. REDUCTION TO 5' TO ACCOUNT FOR EXISTING OVERHANG.
REPLACE EXISTING WINDOWS, AND REPAIR AND REPLACE EXISTING SIDING AND TRIM.
5. 22.03.276 SETBACKS FOR ACCESSORY STRUCTURES -RETAINING WALLS - THIS WILL APPLY TO BOTH NEW RETAINING WALLS.
(5A) REPLACE THE EXISTING WOODEN WALL ON THE RIGHT SIDE OF THE HOUSE THAT IS FAILING. EXISTING HEIGHT VARIES 12"-24"
(5B) NEW RETAINING WALL FOR THE +/- 10' CUT ON THE LEFT SIDE OF THE HOUSE. FACING EXISTING HOUSE, HIDDEN FROM THE NEIGHBORS AND STREET.
6. 22.03.170(6) - RETAINING WALL GREATER THAN 6' IN HEIGHT - THIS APPLIES TO THE WALL ON THE LEFT SIDE OF THE HOUSE.
FINAL MAX HEIGHT BETWEEN 9'-10'. FACING EXISTING HOUSE, HIDDEN FROM THE NEIGHBORS AND STREET.
7. 22.03.170 (F) GRADING AND DRAINAGE - ASSUMED FOR CUT ON LEFT SIDE OF HOUSE > 18" IN A SETBACK NO EXCAVATION, GRADING OR FILLING SHALL BE PERMITTED IN SETBACKS EXCEPT FOR UP TO 18 INCHES IN HEIGHT OR DEPTH
EXPANDING EXISTING SITE CUT FROM 5' TO 8' OFF THE EXISTING HOUSE TO 10' FROM THE EXISTING HOUSE TO ACCOMMODATE SUFFICIENT SITE DRAINAGE
8. 22.03.304(4) - TREE AND VEGETATION REMODEL AND REPLACEMENT
WE ARE PROPOSING THE REMOVAL OF TREES 182 (14" CHINESE TALLOW)

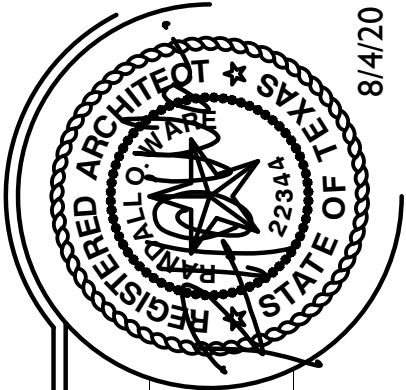
AREA OF VARIANCES
AREA OF NEW ADDITIONS

CANYON CREEK
(40' R.O.W.)

LOT 2



1 SITE PLAN - VARIANCES



DATE: AUGUST 4, 2020
JOB NUMBER:
DRAWN BY:
CHECKED BY:
INITIALS

PERMIT SET

DILLARD RESIDENCE REMODEL
809 CANYON CREEK WESTLAKE, TX

SITEPLAN - VARIANCE EXHIBIT

shelter • design studio + workshop
78704 • 512 .657 .4705 • randal@shelterdesignstudio.com

REVISIONS

SPS

O F : XX

LEGEND

1/2" IRON ROD FOUND
FIRE HYDRANT
WATER METER
SEPTIC LID
SANITARY CLEANOUT
AIR CONDITIONER
IRRIGATION CONTROL VALVE

WIRE FENCE
WOOD BOARD FENCE
OVERHEAD UTILITY LINE
TREE "CROWN"
AND
TREE TAG NUMBER
ROCK WALL
(RECORD BEARING AND DISTANCE)

LOT 5
THE RESUBDIVISION OF PART OF
LOST CANYON RANCH
VOLUME 75 PAGE 200

BUILDING COVERAGE (PROPOSED)	
AREAS	COVERAGE
1ST FLOOR CONDITIONED AREA *	2786
2ND FLOOR CONDITIONED AREA	--
3RD FLOOR CONDITIONED AREA	--
BASEMENT	--
GARAGE / CARPORT *	640
WOOD DECKS	--
BREEZEWAYS	42
COVERED PATIOS *	--
COVERED PORCHES *	388
BALCONIES *	--
SWIMMING POOLS	--
STORAGE	164
OTHER BLDG / COVERED	178
TOTAL BUILDING AREA	4198

TOTAL BUILDING COVERAGE ON LOT	
BUILDING AREA	3174
AREA OF LOT	30,492.0
PERCENT OF COVERAGE	10.4%

SCHEDULE OF DRAWINGS	
SP-1	SITE PLAN
SP-2	EXISTING SURVEY
SP-2	SITE ACCESS PLAN
A-1.1	FIRST FLOOR NOTES PLAN
A-2.1	ELEVATIONS
A-2.2	ELEVATIONS
A-2.2	DOOR & WINDOW SCHEDULES
A-3.1	ROOF PLAN
A-4.1	INTERIOR ELEVATIONS
A-5.1	FIRST FLOOR ELECTRICAL PLAN

BUILDER TO VERIFY METES AND BOUNDS,
BUILDING LINES AND EASEMENTS PRIOR
TO PERFORMING ANY LOT IMPROVEMENTS.

LEGAL DESCRIPTION
LOT 1 BLK P STONEHEDGE ESTATES BLK P
TRAVIS COUNTY, TEXAS

BUILDER
DUSTY WALDROP
WALDROP BECKWORTH, LLC
BUILDER/BROKER
512-342-9500

SURVEYOR
HOLT CARSON INCORPORATED
PROFESSIONAL LAND SURVEYORS
1904 FORTVIEW ROAD AUSTIN, TX
(512) 442-0990

IMPERVIOUS COVERAGE CHART		
AREAS	EXIST.	NEW
TOTAL BUILDING COVERAGE	3072	94
DRIVEWAY AREA	716	--
SIDEWALK & WALKWAYS	54	--
UNCOVERED PATIOS	--	--
UNCOVERED WOOD DECKS	350	59
AC & SPA EQUIP. PADS	40	--
CONCRETE DECKS	521	211
OTHER- LANDSCAPE WALLS & STEPS	281	121
POOL / SPA	544	--
TOTAL COVERED	5578	485
AREA OF LOT		30,492.0
PERCENTAGE OF LOT COVERED		19.9%
25% ALLOWABLE EXISTING IMPERVIOUS COVERAGE CHART IS ON SP2		

1 SITE PLAN - NEW

PERMIT SET

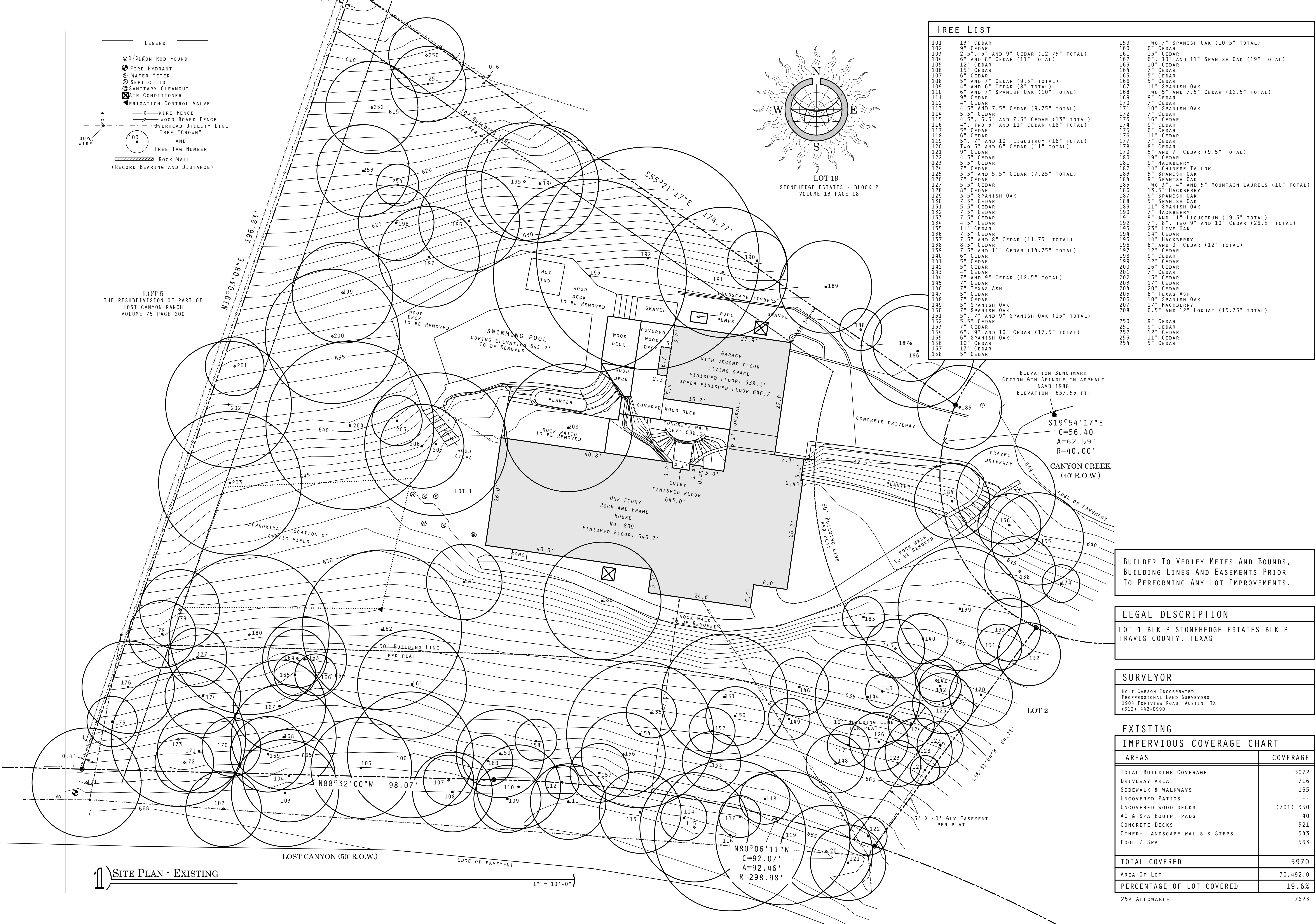
DILLARD RESIDENCE REMODEL
809 CANYON CREEK WESTLAKE, TX

SITEPLAN

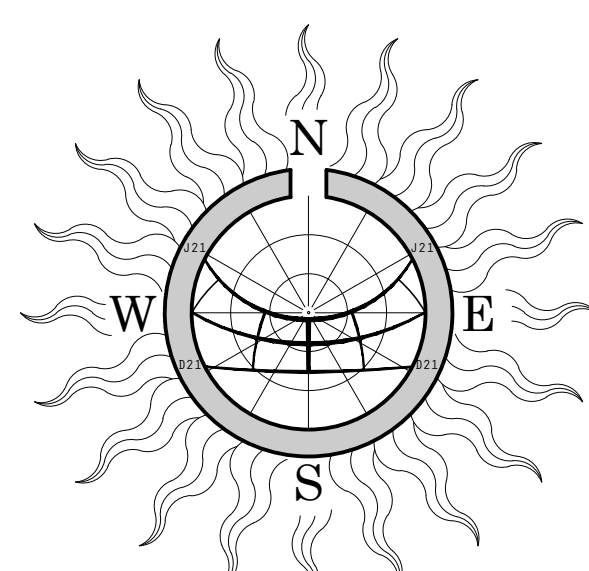
REVISIONS	
1	

SP1

OF XX



- LEGEND
- 1/2" IRON ROD FOUND
 - FIRE HYDRANT
 - WATER METER
 - SEPTIC LID
 - SANITARY CLEANOUT
 - AIR CONDITIONER
 - IRRIGATION CONTROL VALVE
 - WIRE FENCE
 - WOOD BOARD FENCE
 - OVERHEAD UTILITY LINE
 - TREE "CROWN"
 - AND
 - TREE TAG NUMBER
 - ROCK WALL
 - (RECORD BEARING AND DISTANCE)



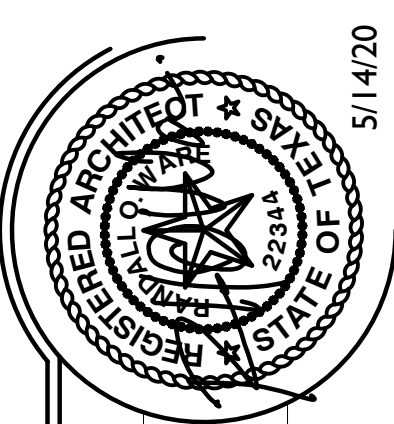
TREE LIST			
101	13" CEDAR	159	TWO 7" SPANISH OAK (10.5" TOTAL)
102	9" CEDAR	160	6" CEDAR
103	2.5", 5" AND 9" CEDAR (12.75" TOTAL)	161	13" CEDAR
104	6" AND 8" CEDAR (11" TOTAL)	162	10" AND 11" SPANISH OAK (19" TOTAL)
105	12" CEDAR	163	10" CEDAR
106	15" CEDAR	164	7" CEDAR
107	6" CEDAR	165	5" CEDAR
108	5" AND 7" CEDAR (9.5" TOTAL)	166	5" CEDAR
109	4" AND 6" CEDAR (8" TOTAL)	167	11" SPANISH OAK
110	6" AND 7" SPANISH OAK (10" TOTAL)	168	TWO 5" AND 7.5" CEDAR (12.5" TOTAL)
111	9" CEDAR	169	9" CEDAR
112	4" CEDAR	170	7" CEDAR
113	4.5" AND 7.5" CEDAR (9.75" TOTAL)	171	10" SPANISH OAK
114	5.5" CEDAR	172	7" CEDAR
115	4.5", 6.5" AND 7.5" CEDAR (13" TOTAL)	173	16" CEDAR
116	4", TWO 5" AND 11" CEDAR (18" TOTAL)	174	9" CEDAR
117	5" CEDAR	175	6" CEDAR
118	6" CEDAR	176	11" CEDAR
119	5", 7" AND 10" LIGUSTRUM (16" TOTAL)	177	7" CEDAR
120	TWO 5" AND 6" CEDAR (11" TOTAL)	178	8" CEDAR
121	9" CEDAR	179	5" AND 7" CEDAR (9.5" TOTAL)
122	4.5" CEDAR	180	19" CEDAR
123	5.5" CEDAR	181	9" HACKBERRY
124	7" CEDAR	182	14" CHINESE TALLOW
125	3.5" AND 5.5" CEDAR (7.25" TOTAL)	183	5" SPANISH OAK
126	7" CEDAR	184	9" SPANISH OAK
127	5.5" CEDAR	185	TWO 3", 4" AND 5" MOUNTAIN LAURELS (10" TOTAL)
128	8" CEDAR	186	13.5" HACKBERRY
129	3.5" SPANISH OAK	187	9" SPANISH OAK
130	7.5" CEDAR	188	5" SPANISH OAK
131	5.5" CEDAR	189	11" SPANISH OAK
132	7.5" CEDAR	190	7" HACKBERRY
133	7.5" CEDAR	191	9" AND 11" LIGUSTRUM (19.5" TOTAL)
134	4.5" CEDAR	192	8", TWO 9" AND 10" CEDAR (26.5" TOTAL)
135	11" CEDAR	193	23" LIVE OAK
136	7.5" CEDAR	194	14" CEDAR
137	7.5" AND 8" CEDAR (11.75" TOTAL)	195	14" HACKBERRY
138	8.5" CEDAR	196	6" AND 9" CEDAR (12" TOTAL)
139	7.5" AND 11" CEDAR (14.75" TOTAL)	197	12" CEDAR
140	9" CEDAR	198	9" CEDAR
141	5" CEDAR	199	12" CEDAR
142	5" CEDAR	200	16" CEDAR
143	4" CEDAR	201	7" CEDAR
144	7" AND 9" CEDAR (12.5" TOTAL)	202	15" CEDAR
145	7" CEDAR	203	17" CEDAR
146	7" TEXAS ASH	204	20" CEDAR
147	5" CEDAR	205	6" TEXAS ASH
148	7" CEDAR	206	10" SPANISH OAK
149	5" SPANISH OAK	207	17" HACKBERRY
150	7" SPANISH OAK	208	6.5" AND 12" LOQUAT (15.75" TOTAL)
151	5" AND 9" SPANISH OAK (15" TOTAL)	250	9" CEDAR
152	5.5" CEDAR	251	9" CEDAR
153	7" CEDAR	252	12" CEDAR
154	6", 9" AND 10" CEDAR (17.5" TOTAL)	253	11" CEDAR
155	6" SPANISH OAK	254	5" CEDAR
156	10" CEDAR		
157	17" CEDAR		
158	5" CEDAR		

BUILDER TO VERIFY METES AND BOUNDS, BUILDING LINES AND EASEMENTS PRIOR TO PERFORMING ANY LOT IMPROVEMENTS.

LEGAL DESCRIPTION
LOT 1 BLK P STONEHEDGE ESTATES BLK P
TRAVIS COUNTY, TEXAS

SURVEYOR
HOLT CARSON INCORPORATED
PROFESSIONAL LAND SURVEYORS
1904 FORTVIEW ROAD AUSTIN, TX
(512) 442-0990

EXISTING IMPERVIOUS COVERAGE CHART	
AREAS	COVERAGE
TOTAL BUILDING COVERAGE	3072
DRIVEWAY AREA	716
SIDEWALK & WALKWAYS	165
UNCOVERED PATIOS	--
UNCOVERED WOOD DECKS	(701) 350
AC & SPA EQUIP. PADS	40
CONCRETE DECKS	521
OTHER- LANDSCAPE WALLS & STEPS	543
POOL / SPA	563
TOTAL COVERED	5970
AREA OF LOT	30,492.0
PERCENTAGE OF LOT COVERED	19.6%
25% ALLOWABLE	7623



DATE: MAY 14, 2020
JOB NUMBER: --
DRAWN BY: --
CHECKED BY: INITIALS

PERMIT SET
DILLARD RESIDENCE REMODEL
809 CANYON CREEK WESTLAKE, TX
SITEPLAN - EXISTING
shelter • design studio + workshop
78704 • 512 .657 .4705 • randal@shelterdesignstudio.com

3607 S Lamar Blvd Suite 102 • Austin, Texas

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REVISIONS

SPD

OF: XX

1. GENERAL NOTES:

1. PLANS THAT ARE NOT SIGNED AND SEALED BY RANDALL O. WARE, ARCHITECT ARE TO BE CONSIDERED PRELIMINARY.

2. BUILDER TO REFER TO IRC 2015, SECTION R308.1 - R308.6 FOR WINDOW GLAZING REQUIREMENTS IN HAZARDOUS LOCATIONS.

3. HVAC ZONE 1:
MAIN HOUSE

4. W.H. ZONE 1:
MAIN HOUSE

HVAC ZONE 2:

W.H. ZONE 2:

HVAC ZONE 3:

5. THE WORKING DRAWINGS IN THIS SET MAY NOT ADDRESS ALL THE REQUIREMENTS IN THE BUILDING CODES. IT IS THE CONTRACTORS RESPONSIBILITY TO KNOW THE CODES AND THAT CONSTRUCTION COMPLY WITH THE LATEST VERSION OF THE BUILDING CODES AS ADOPTED BY THE JURISDICTION HAVING AUTHORITY OVER THIS PROJECT. (THIS MAY INCLUDE THE FOLLOWING VERSIONS: THE 2015 INTERNATIONAL RESIDENTIAL CODE, 2015 INTERNATIONAL ENERGY CONSERVATION CODE, 2015 UNIFORM PLUMBING CODE, 2015 UNIFORM MECHANICAL CODE, AND 2011 NATIONAL ELECTRIC CODE.)

6. THE CONTRACTOR MUST REFER TO NOTE, DIMENSION AND ENGINEERING PLANS TO FRAME OR TO PROVIDE ENGINEERED TRUSSES FOR THIS HOUSE.

7. MINIMUM HEARTH EXTENSION REQUIREMENTS FOR FIREPLACE OPENINGS AS PER THE 2015 INTERNATIONAL RESIDENTIAL CODE (SEE DRAWINGS A & B BELOW.)

12"

3'-6"

12"

1'-8"

MIN.

HEARTH EXTENSION

12"

3'-6"

12"

1'-4"

MIN.

A. HEARTH FOR 42" FIREPLACE

12"

3'-6"

12"

1'-8"

MIN.

HEARTH EXTENSION

12"

3'-6"

12"

1'-4"

MIN.

B. HEARTH FOR 36" FIREPLACE

8. MINIMUM AND MAXIMUM STAIR REQUIREMENTS AS PER THE 2015 INTERNATIONAL RESIDENTIAL CODE SECTION R311.7. (SEE DWG. C BELOW)

C. STAIR DETAIL

1 1/4" MIN TO 2" MAX DIA.

CONTINUOUS RAIL W/ BALUSTERS AT 4" O.C.

2 X 12 STRINGERS

11" MAX.

34" MIN.

38" MAX. HT.

7.75" MAX.

1" MIN.

SEE PLAN FOR DIM.

9. NOTE: REFER TO NOTE, DIMENSION AND ENGINEERING PLANS TO FRAME OR TO PROVIDE TRUSSES FOR THIS HOUSE

10. DOOR OPENING SIZES ARE ABBREVIATED AS FOLLOWS:

3080

= 3'-0"W X 8'-0"H DOOR

2. ABBREVIATIONS:

WINDOWS

GL. - GLASS

TEMP - TEMPERED GLASS

DOORS

FG. - FIBERGLASS

SL. - SINGLE LIGHT

SC. - SOLID CORE

MECHANICAL

R.A.G. - RETURN AIR GRILL

FLOORING

CONC - CONCRETE

CRPT - CARPET

HDWD - HARDWOOD

S. TILE - STONE TILE

MISC.

CLG. - CEILING

TEMP - TEMPERED GLASS

COL. - COLUMN

ELL. - ELLIPTICAL

FD - FURR DOWN

HB - HOSE BIB

MAS - MASONRY

MFCTR. - MANUFACTURER

MTL - METAL

OPT - OPTIONAL

ROUND - ROUND

S.R.O. - SHEET ROCK OPENING

V.W.B. - VERIFY WITH BUILDER

V.W.O. - VERIFY WITH OWNER

V.W.A. - VERIFY WITH ARCHITECT

3. LEGEND

2 X 4 WALL

2 X 6 WALL

MASONRY WALL

EXISTING WALLS

WALLS TO BE REMOVED

NEW WALLS

4. GENERAL NOTES, FIRE SPRINKLER:

A FULL RESIDENTIAL SPRINKLER SYSTEM DESIGNED, INSTALLED AND TESTED IN ACCORDANCE WITH THE 2016 NFPA 13D OR THE 2015 IRC P2904 STANDARDS WILL BE INSTALLED IN THIS PROPERTY. THE PLANS FOR THE SPRINKLER SYSTEM MUST BE DESIGNED AND INSTALLED BY A TEXAS LICENSED SPRINKLER CONTRACTOR FOR NFPA 13D SYSTEMS OR A TEXAS LICENSED PLUMBER WITH THE MULTIPURPOSE RESIDENTIAL FIRE PROTECTION SPRINKLER SPECIALIST (MRFPS) ENDORSEMENT. THE SPRINKLER PLANS MUST BE SUBMITTED, REVIEWED, APPROVED, TESTED AND INSPECTED BY AFD PRIOR TO COVERING THE WALLS AND CEILINGS. A FLOW TEST OF THE MOST DEMANDING AREA WILL BE REQUIRED.

DATE: MAY 14, 2020

JOB NUMBER: XX

DRAWN BY: INITIALS

CHECKED BY: INITIALS

PERMIT SET

DILLARD RESIDENCE REMODEL
809 CANYON CREEK WESTLAKE, TX

FIRST FLOOR NOTES PLAN

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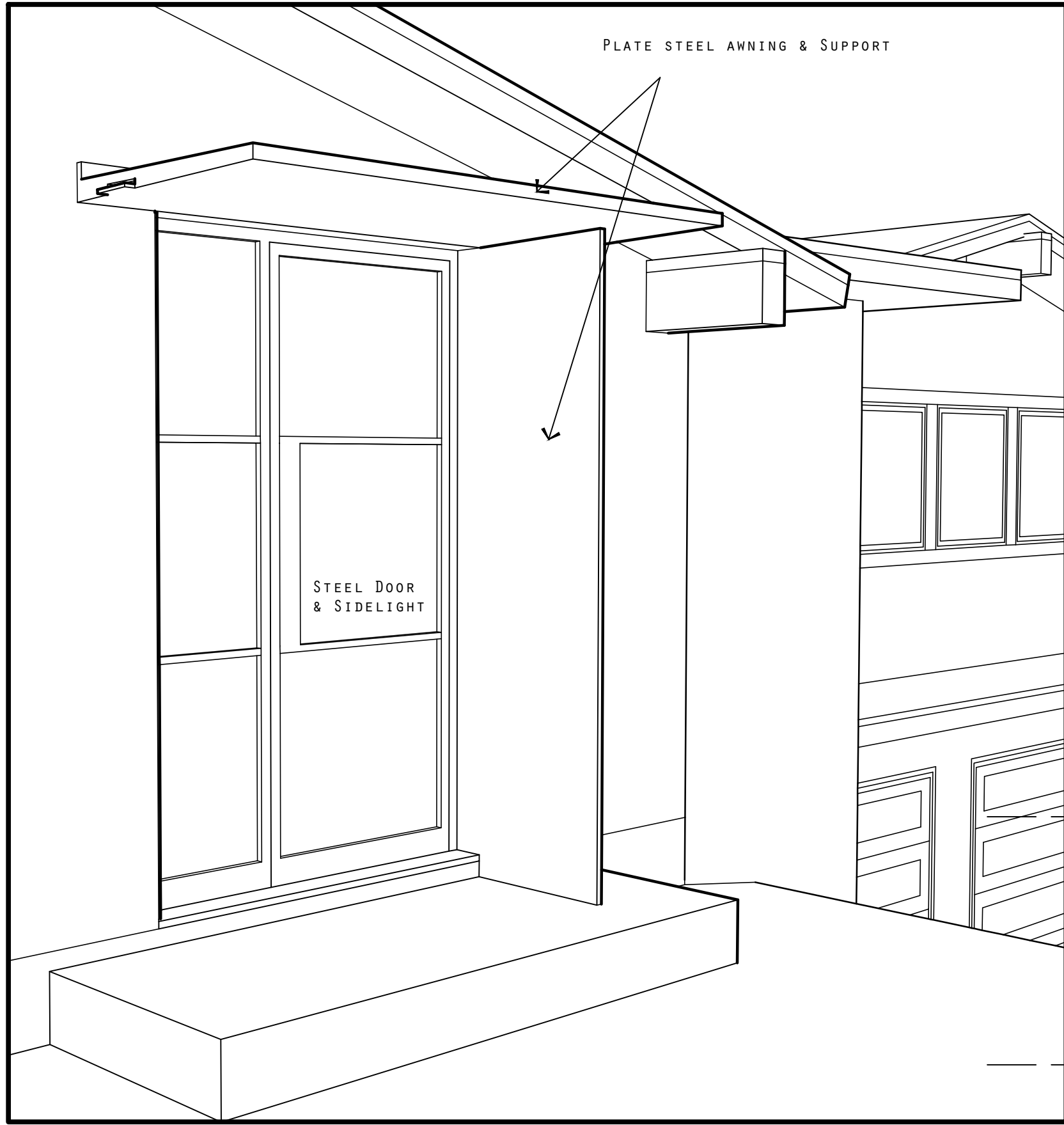
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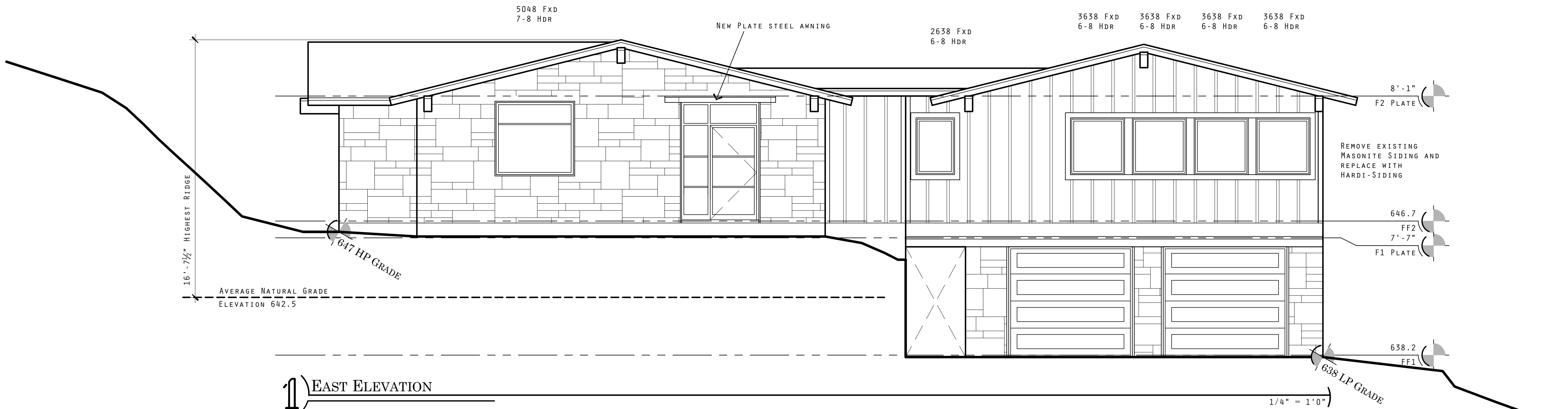
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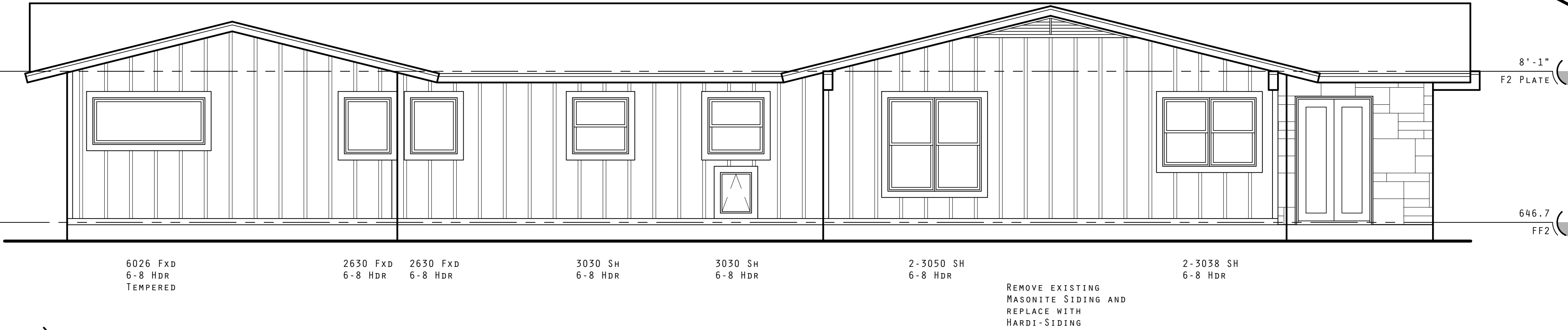
Page 65 of 71



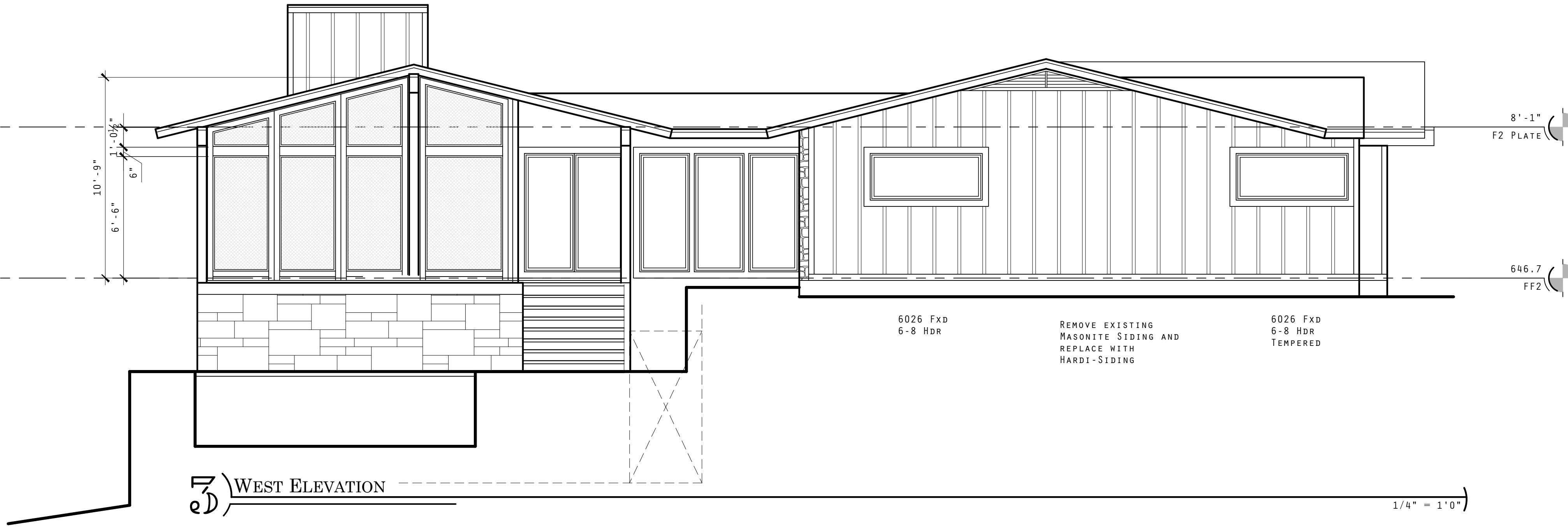
1 ENTRY AWNING



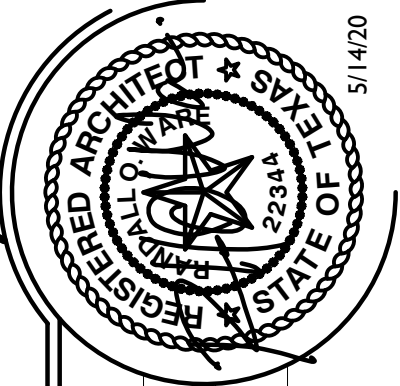
1 EAST ELEVATION



2 SOUTH ELEVATION



3 WEST ELEVATION



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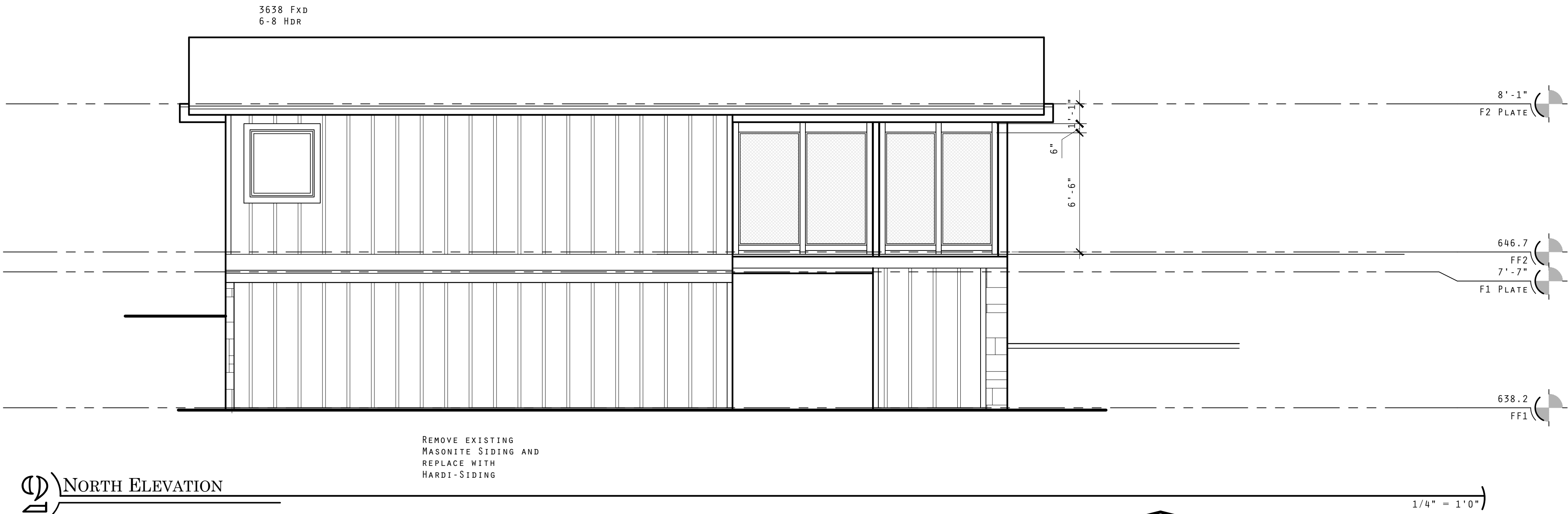
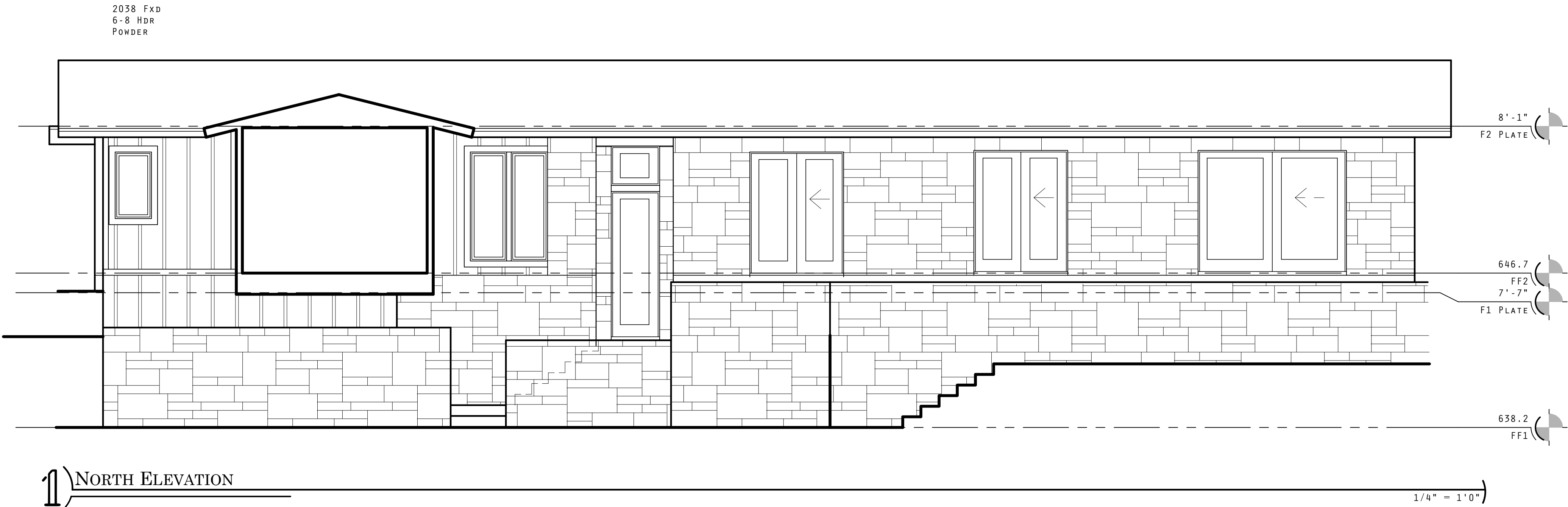
EXTERIOR ELEVATIONS

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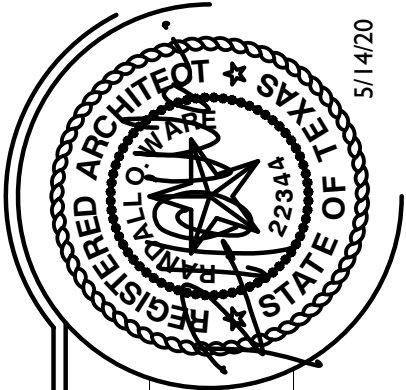
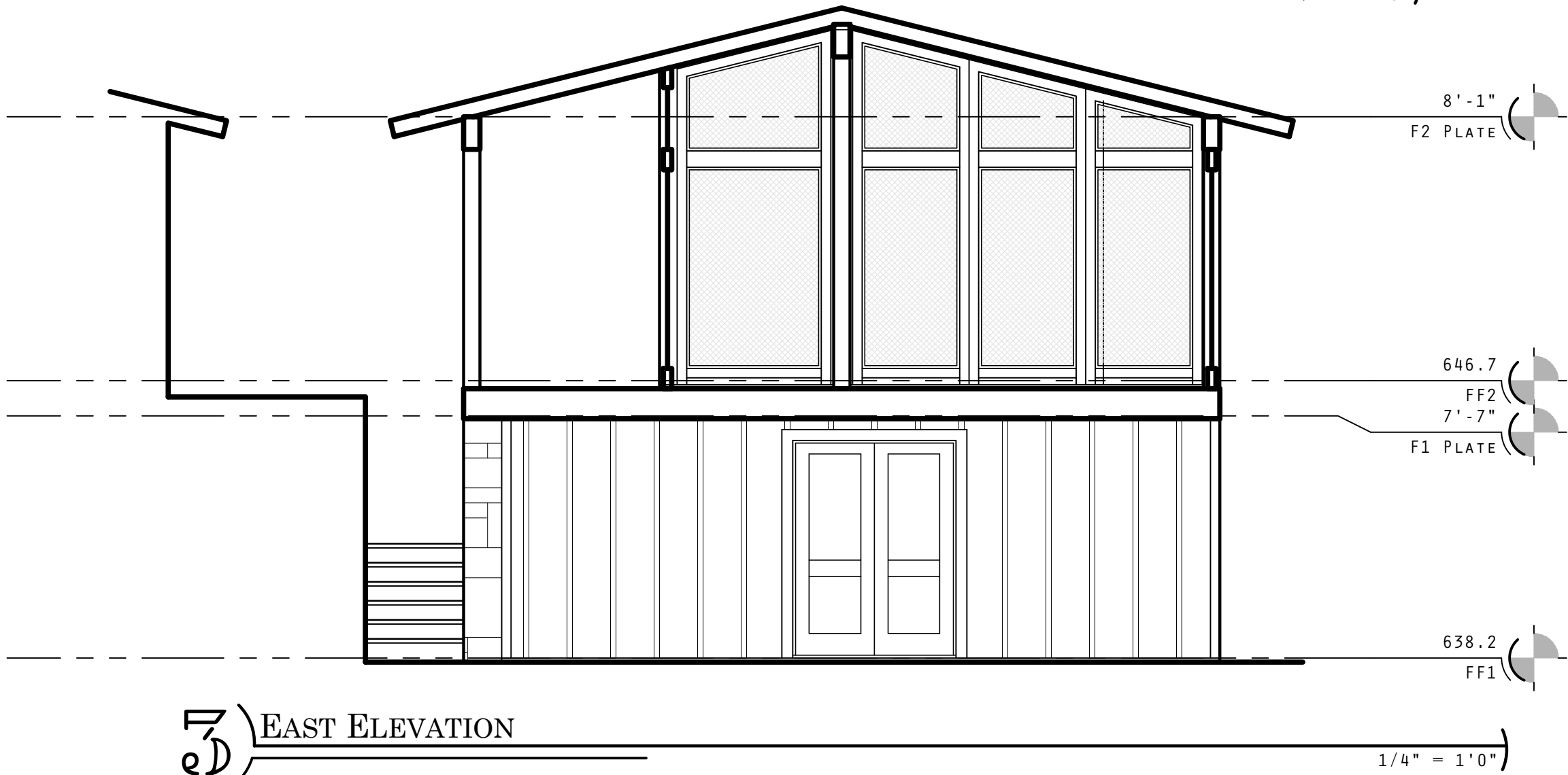
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REMOVE EXISTING
MASONITE SIDING AND
REPLACE WITH
HARDI-SIDING



DATE: MAY 14, 2020
JOB NUMBER: XX
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AQD

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This view is on the left side of the house, looking towards the front from the rear. This area is a constant water issue to the existing home. In an effort to quell the water and prevent damage the previous owners installed a makeshift culvert to divert the water to the front. Regardless of the culvert, the house still suffered damage from the water runoff. The proposed cut, is approximately 10' from the overhang. This will provide ample space for water to drain without causing further damage to home.



This is a view on the right side of the house, showing the old woodend retaining wall that is failing. The wood timbers are separating and bulding out.

LOT 5
THE RESUBDIVISION OF PART OF
LOST CANYON RANCH
VOLUME 75 PAGE 200

LOT 19
STONEHEDGE ESTATES - BLOCK P
VOLUME 13 PAGE 18

1 SITE PLAN - VARIANCES

LOST CANYON (50' R.O.W.)

1" = 10'-0"

VARIANCES

1. SETBACKS 22.03.275(3) BUILDING SETBACK DISTANCES - THIS WILL APPLY TO THE EXISTING HOUSE TO BE REMODELED,
NEW DECK STEPS ON THE RIGHT SIDE OF HOUSE TO REPLACE EXISTING.
REPLACE EXISTING WINDOWS, AND REPAIR AND REPLACE EXISTING SIDING AND TRIM.

2. REDUCE FRONT FROM 50 TO 30 - FOR AWNING AND REHABILITATION OF EXISTING STRUCTURE.
REPLACE WINDOW WITH AN ENTRY DOOR. REPLACE EXISTING WINDOWS, NEW STEEL AWNING AT FRONT ENTRY DOOR. REPAIR AND REPLACE EXISTING SIDING AND TRIM. ADD NEW OVERHANG AT THE FRONT DOOR, 3' DEEP STEEL AWNING.

3. REDUCE SIDE STREET FROM 50 TO 30 - REHABILITATION OF EXISTING STRUCTURE.
REPLACE EXISTING DOORS, REPLACE EXISTING WINDOWS, AND REPAIR AND REPLACE EXISTING SIDING AND TRIM.

4. 22.03.276 SETBACKS FOR ACCESSORY STRUCTURES -RETAINING WALLS - THIS WILL APPLY TO BOTH NEW RETAINING WALLS.
(4A) REPLACE THE EXISTING WOODEN WALL ON THE RIGHT SIDE OF THE HOUSE THAT IS FAILING. EXISTING HEIGHT VARIES 12"-24"
(4B) NEW RETAINING WALL FOR THE +/- 10' CUT ON THE LEFT SIDE OF THE HOUSE. FACING EXISTING HOUSE, HIDDEN FROM THE NEIGHBORS AND STREET.

5. 22.03.170(6) - RETAINING WALL GREATER THAN 6' IN HEIGHT - THIS APPLIES TO THE WALL ON THE LEFT SIDE OF THE HOUSE.
FINAL MAX HEIGHT BETWEEN 9'-10'. FACING EXISTING HOUSE, HIDDEN FROM THE NEIGHBORS AND STREET.

6. 22.03.170 (F) GRADING AND DRAINAGE - ASSUMED FOR CUT ON LEFT SIDE OF HOUSE > 18" IN A SETBACK NO EXCAVATION, GRADING OR FILLING SHALL BE PERMITTED IN SETBACKS EXCEPT FOR UP TO 18 INCHES IN HEIGHT OR DEPTH
EXPANDING EXISTING SITE CUT FROM 5' TO 8' OFF THE EXISTING HOUSE TO 10' FROM THE EXISTING HOUSE TO ACCOMMODATE SUFFICIENT SITE DRAINAGE

7. 22.03.304(4) - TREE AND VEGETATION REMODEL AND REPLACEMENT
WE ARE PROPOSING THE REMOVAL OF TREES 182 (14" CHINESE TALLOW)

AREA OF VARIANCES

AREA OF NEW ADDITIONS

DATE: SEPTEMBER 2, 2020
JOB NUMBER:
DRAWN BY:
CHECKED BY:
INITIALS

PERMIT SET

DILLARD RESIDENCE REMODEL
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SITEPLAN - VARIANCE EXHIBIT

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Page 70 of 71

Anjali Naini

From: Mark pzsec
Sent: Monday, August 31, 2020 7:58 AM
To: Anjali Naini
Subject: FW: 809 Canyon Creek Drive Variance Request

Follow Up Flag: Follow up
Flag Status: Flagged

Good morning!

I'm adding this e-mail to the variance file.

-----Original Message-----

From: [REDACTED]
Sent: Sunday, August 30, 2020 8:25 PM
To: Mark pzsec <pzsec@westlakehills.org>
Subject: 809 Canyon Creek Drive Variance Request

Hello Mark

We have no objections to the variances requested by Samuel Dillard for 809 Canyon Creek Drive.

Sincerely, Camilla and James Hughes 800 Canyon Creek Drive