

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

1. Call to Order. Chairman Robert Meisel.

With a quorum present, Chairman Meisel called the meeting to order at 6:30 p.m.

Members in attendance were Chairman Robert Meisel, Vice-Chairman Jim Pledger, Commissioners Laurie Maccini, Bill Vandersteel and James Vaughan. Bill Harwell was absent.

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.

COMMISSIONER VANDERSTEEL MOVES TO APPROVE THE AUGUST 19, 2020 MINUTES. COMMISSIONER PLEDGER SECONDS. UNANIMOUS (4-0) APPROVAL.

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

City Planner Naini: Staff Report is given.

Staff Recommendation: Approval due to the characteristics of the property. No further encroachments.

Commissioner Vandersteel: I'm confused about 1994 approved variances.

Commissioner Maccini: The new plans they are showing a stone patio there.

Commissioner Vaughan: There is a drainage easement by the main house. On the bond committee, Camp Craft is one of our priorities. Any information on how the city plans to use the easement?

Planner Naini: We don't have anything in the plans.

b. Presentation by applicant

Robert and Tanja Lee are present. We fell in love with it. We like the historical value. We're excited to make it into our dream home. We are wanting to reduce impervious cover.

The same two buildings had previous variances. With regard to the Tree #94, it is growing against the house and is a hazard. It is rubbing against the house. The other is a crape myrtle.

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'm confused about the rear setback lines. Why is it at 40'?

Robert Lee: I don't have anything to add about the setback. We want to remove the majority of the driveway.

Chairman Meisel: You may want to note on the drawings that is being removed.

COMMISSIONER VANDERSTEEL MOVES TO RECOMMEND APPROVAL OF ALL VARIANCES. COMMISSIONER VAUGHAN SECONDS.

Commissioner Maccini: The sport court, I'm concerned about the trees surrounding it and recommends caution. I'm excited it won't be commercial.

UNANIMOUS (4-0) APPROVAL.

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

City Planner Naini: Staff Briefing is given.

Staff Recommendation: Approval of variances 1-4. Denial for 5-7 due to the lack of minimization.

b. Presentation by applicant

Dusty Waldrop is the General Contractor. We've been working on this for 13 months. There is a 60' grade change and two 50' front setbacks. The house is unlivable in its current state. The septic is shot and is on the back side of the property. It is a difficult challenge. How do we rehabilitate this house without the variances?

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

Chairman Meisel opened the meeting for public comments.

Michelle Bassett lives at 804 Canyon Creek: I welcome the Dillard's to the neighborhood. I need to know where the water is going. I've hired an engineer to help me. thank you for your time.

Chairman Meisel closes the public comment section.

d. Deliberation and Action

Commissioner Vandersteel had questions for the neighbor.

Michelle Bassette: It's challenging.

Commissioner Vandersteel speaks about access to the new septic system and the need for the removal of the tree.

Michelle: I'm to the northeast.

Dusty: There is an area between you and the Dillard's that is like a drainage and rolls through the cul-de-sac, is that correct?

Michelle: It rushes down to my driveway.

Dusty: What changes will effect the neighbors discussing with engineers? We're thinking about the people around us.

Commissioner Vaughan: Anjali, I brought up city code and they will have to submit a drainage plan along with the approved variances? It can be disapproved?

Planner Naini: A building plan has been submitted but has been on hold because of the variance application. Drainage issues need to be addressed. Drainage waivers are handled at the staff level.

Commissioner Vaughan: Staff could disapprove it?

Planner Naini: We can do something to get it resolved.

Commissioner Pledger: Discusses staff recommendation for denial due to no minimization. That retaining wall is important from a drainage point. We need to be sure we're not creating a bigger problem.

Commissioner Maccini addresses safety issues. Can we recommend 1-4 and a non-vote on the others?

Commissioner Vaughan: I like the idea from the Chairman.

COMMISSIONER VAUGHAN MOVES TO RECOMMEND APPROVAL FOR VARIANCES 1-4 AND NO RECOMMENDATION ON THE REST FOR LACK FROM CITY ENGINEERING REGARDING DRAINAGE AND GRADING. COMMISSIONER VANDERSTEEL SECONDS. UNANIMOUS (4-0) APPROVAL.

5. Adjournment. Chairman Robert Meisel.

Motion to adjourn the meeting AT 7:35 P.M.

Respectfully submitted,

ROBERT MEISEL, CHAIRMAN

ATTEST:

ZAPCO Secretary Mark Litrell

These minutes were approved on _____, 2020.