



CITY OF WEST LAKE HILLS, TEXAS
NOTICE OF ZONING & PLANNING COMMISSION (ZAPCO) REGULAR MEETING
Wednesday, January 20, 2021 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 remote Regular Meeting on the 20th day of January 2021 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: 880 5915 6670, Password: 840735**

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 January 20th) 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 January 20th.**

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 October 21, 2020 Regular Meeting Minutes.
 - b. Approval of the November 18, 2020 Regular Meeting Minutes.

3. **Land Use 118 Bluff Park Circle:** Discussion/recommendation on a variance request to construct a swimming pool encroaching a building setback (West Lake Hills Code Sec. 22.03.281). Owners/Applicants Emily & Matt Franke.
 - 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 1001 Live Oak Ridge:** Discussion/recommendation on a variance request to remove three trees 14" or greater in order to construct a new home: 1) Tree # 5037 - 15.25" Cedar; 2) Tree # 5051 - 16.75" Live Oak; and 3) Tree # 5057 - 29" Cedar (West Lake Hills Code Sec. 22.03.304). Owner/Applicant Ricardo Lyra.
 - 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. **Land Use 4611 Bee Cave Road (Eagle Center):** Discussion/recommendation on a variance request to construct a new monument sign that exceeds the maximum allowed height, sign base height, and area. (West Lake Hills Code Sec. 32.03.006). Applicant David Alsmeyer.
 - 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
6. **Land Use 618 Rocky Ledge:** Discussion/recommendation on a variance request to construct a fence and driveway gates encroaching the front yard setback (West Lake Hills Code Sec. 22.03.173(d)(6)(a)). Owner Chris Birchby/Applicant Austin Nelson.
 - 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
7. **Land Use 201 Redbud Trail:** Discussion/recommendation on a variance request to remove four trees 14" or greater in order to construct a new residence: 1) Tree # 5710 - 16" Cedar; 2) Tree # 5620 - 14.5" Cedar; 3) Tree # 5696 - 16.5" Multi-Trunk Spanish Oak; and 4) Tree # 5686 - 17.5" Multi-Trunk Spanish Oak (West Lake Hills Code Sec. 22.03.304). Owner Mark Hutchinson.

- 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
8. **Land Use 200 Blue Ridge Trail**: Discussion/recommendation on a variance request to construct a new garage encroaching the side building setback (West Lake Hills Code Sec. 22.03.281). Owners/Applicants Stephanie & Jonathan Mandle.
- 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
9. **Land Use 1407 Wildcat Hollow**: Discussion/consideration of a variance request to alter the roofline and remodel exterior walls of an existing non-conforming home that encroaches the side building setback (West Lake Hills Code Sec. 22.03.281). Owners Andrew & Kaitlyn Coney/Applicant Kristopher White - Dick Clark & Associates.
- 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
10. **Land Use 3423 Bee Cave Road**: Discussion/recommendation on a request for several variances in order to construct a new medical office building: 1) removal of six trees 14" or greater (#5040 - 16" Cedar; #5046 - 14" Cedar; #5140 - 15" Live Oak; # 5143 - 14" Live Oak; #5324 - 18" Cedar; & # 5373 - 14" Cedar); 2) building height exceeds maximum permitted height; and 3) impervious cover exceeds maximum permitted (West Lake Hills Code Sec. 22.03.304 & Sec. 22.03.281). Owner the Keller Group/Applicant Central Austin Management Group-Peter Narvarte.
- 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

11. **Land Use 4700 & 4704 Bee Cave Road:** Discussion/Consideration of a rezoning request from One-Family Residential District (R-1) to Government, Utility, & Institutional District (GUI) with the following variances: 1) cut/fill; 2) driveway and parking setback encroachments; 3) retaining walls encroaching a setback and exceeding maximum permitted height; 4) minimum lot size; 5) rear and side building setback encroachments; 6) consider incentives to have up to 45.2% impervious cover; and 7) removal of 48 trees 14" or greater (West Lake Hills Code Sec. 38.05.092, Sec. 22.03.210, Sec. 22.03.249, Sec. 22.03.276, Sec. 22.03.281, & Sec. 22.03.304). Owner/Applicant Ramon Aguirre - Young Peoples Workshop.

- 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

12. Adjournment. Chairman Robert Meisel.

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

Certificate

I certify that the above Notice of the January 20, 2021 Zoning & Planning Commission Meeting was posted on the bulletin board at the Municipal Building, 911 Westlake Drive, West Lake Hills, Texas on Friday, January 15, 2021 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).