

CITY OF WEST LAKE HILLS, TEXAS
MINUTES OF A ZONING & PLANNING COMMISSION (ZAPCO) REGULAR MEETING
Wednesday, January 20, 2021 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 Commissioners Jim Pledger, Bill Harwell, Laurie Maccini, Karen Bartoletti and James Vaughn

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.

Motion for Approval made by Commissioner Harwell with a Second by Commissioner Pledger

Motion for Approval carried unanimously by a vote of 5 ayes to 0 nays

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

Applicant Emily Franke spoke

- c. Public Hearing: All Persons Wishing to Speak for or Against Shall be Heard.

Chairman Meisel opened the public hearing

Thomas Moore spoke in opposition to this item

Chairman Meisel closed the public hearing

- d. Deliberation and Action

This item was postponed by the applicant to the February 18, 2021 meeting

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

Applicant Ricardo Lyra spoke

- c. Public Hearing: All Persons Wishing to Speak for or Against Shall be Heard.

Chairman Meisel opened the public hearing, hearing no one, Chairman Meisel closed the public hearing

- d. Deliberation and Action

Motion for Approval, with the removal of #3 Tree # 5057 from consideration, made by Commissioner Vaughn with a Second by Commissioner Pledger

Motion for Approval carried unanimously by a vote of 5 ayes to 0 nays

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

Applicants David Alsmeyer and Paul DiBernadini spoke

- c. Public Hearing: All Persons Wishing to Speak for or Against Shall be Heard.

Chairman Meisel opened the public hearing, hearing no one, Chairman Meisel closed the public hearing

- d. Deliberation and Action

Motion for Approval made by Commissioner Vaughn with a Second by Commissioner Bartoletti

Motion for Approval carried by a vote of 3 ayes to 2 nays

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

Applicants Austin Nelson and Chris Birchby spoke

- c. Public Hearing: All Persons Wishing to Speak for or Against Shall be Heard.

Chairman Meisel opened the public hearing, hearing no one, Chairman Meisel closed the public hearing

- d. Deliberation and Action

Motion for Approval made by Commissioner Vaughn, after receiving no Second motion, motion failed

Motion for Denial, with suggestions for changes to the setback to be made before presented again by Commissioner Pledger with a Second by Commissioner Harwell

Motion for Denial carried unanimously by a vote of 5 ayes to 0 nays

- 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

Applicants Mark Hutchinson and Colter Sonnevile spoke

- c. Public Hearing: All Persons Wishing to Speak for or Against Shall be Heard.

Chairman Meisel opened the public hearing, hearing no one, Chairman Meisel closed the public hearing

- d. Deliberation and Action

Motion for Approval made by Commissioner Bartoletti with a Second by Commissioner Pledger

Motion for Approval carried by a vote of 5 ayes to 0 nays

- 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

Applicants Stephanie and Jonathan Mandle spoke

- c. Public Hearing: All Persons Wishing to Speak for or Against Shall be Heard.

Chairman Meisel opened the public hearing, hearing no one, Chairman Meisel closed the public hearing

- d. Deliberation and Action

Motion for Approval made by Commissioner Pledger with a Second by Commissioner Bartoletti

Motion for Approval carried by a vote of 4 ayes to 0 nays, with Commissioner Vaughn recusing

- 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

Applicant Kristopher White spoke

- c. Public Hearing: All Persons Wishing to Speak for or Against Shall be Heard.

Chairman Meisel opened the public hearing, hearing no one, Chairman Meisel closed the public hearing

- d. Deliberation and Action

Motion for Approval made by Commissioner Harwell with a Second by Commissioner Pledger

Motion for Approval carried unanimously by a vote of 5 ayes to 0 nays

- 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

This item was postponed by Chairman Meisel until the March 18, 2021 meeting

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

This item was postponed by Chairman Meisel until the February 18, 2021 meeting

12. Adjournment. Chairman Robert Meisel.

Chairman Meisel adjourned the meeting at 8:32 pm

Respectfully submitted,

ROBERT MEISEL, CHAIRMAN

ATTEST:

ZAPCO Secretary Mark Litrell

These minutes were approved on _____, 2020.