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TOWN ATTORNEY  
*Matthew C.G. Boyle*

TOWN JUDGE  
*Albert D. Hammack*

LOCAL HEALTH AUTHORITY  
*Michael L. McCullough, M.D.*

THE TOWN OF  
*Highland Park*  
TEXAS

4700 DREXEL DRIVE, HIGHLAND PARK, TEXAS 75205  
Telephone 214-521-4161

TOWN ADMINISTRATOR  
*Bill Lindley*

DIRECTOR OF PUBLIC SAFETY  
*Paul Sandman*

DIRECTOR OF ADMINISTRATIVE SERVICES  
&  
CHIEF FINANCIAL OFFICER  
*Steven J. Alexander, CPA*

DIRECTOR OF TOWN SERVICES  
*Kathleen G. Stewart*

DIRECTOR OF ENGINEERING  
*Lori Chapin, P.E.*

TOWN SECRETARY  
*Joanna Mekeal*

December 11, 2020

**BOARD OF ADJUSTMENT MEMBERS**

Chuck Reeder, Chairman  
Stacey Furst  
Don Snell  
Steve Swenson  
Joan Clark  
Cynthia Beaird, Alternate Member

Dear Board Members,

The Board of Adjustment will conduct a public hearing at 8:30 a.m. on Wednesday, December 16, to consider a variance request from Section 15-101 FENCE REGULATIONS of the Town's Zoning Ordinance to consider a request from the Dallas Country Club ("DCC") for fence height of ten-foot (10') at 4100 Beverly Drive. This property exists in the "CC" Country Club zoning district which is limited to maximum of 8-foot (8') fence height. The applicant requests a variance from Section 15-101 FENCE REGULATIONS for fence height 10-foot (10'), which exceeds the 8-foot maximum; therefore a 2-foot (2') variance is requested.

The official meeting place of the Board of Adjustment is 4700 Drexel Drive, Highland Park, Texas. However, due to the need for social distancing, this meeting will be held via video conference and telephone which will allow the Board of Adjustment Members and the public to meet online while practicing social distancing.

The agenda, application, and online meeting details are available on the Town's website [www.hptx.org](http://www.hptx.org) by clicking on the "Board of Adjustment" webpage.

The public may make a comment during the meeting by calling 1-646-749-3129, or (Toll Free) 1-877-309-2073, Access Code 169-402-013, or both watch and provide comment by accessing the video conference using the [www.GoToMeeting.com/meeting/join-meeting](http://www.GoToMeeting.com/meeting/join-meeting) platform and referencing the same access code. The caller shall mute their telephone/microphone until the Board Chairman asks for public comment on the agenda item.

The applicant applied for a permit to construct outdoor tennis courts that are enclosed by 10-foot (10') high fences. The Zoning Ordinance height limitation for fences in the "CC" Country Club zoning district are 8-foot (8'), and therefore the application was denied. The applicant requests a

variance from the Section 15-101 Fence Regulations for placement of 10-foot (10') high fence enclosing proposed tennis courts.

Enclosed is a copy of: (i.) the application to the Board, (ii.) "DCC" letter, (iii.) the site plan and photos, (iv.) the public hearing notice, and (v.) a map of the block indicating the location of the property.

Feel free to contact me at your convenience if you have any questions.

Sincerely,

Kamil Miskowiec  
Development Services Coordinator  
[kmiskowiec@hptx.org](mailto:kmiskowiec@hptx.org)

cc: Margo Goodwin, Mayor, via e-mail  
Bill Lindley, Town Administrator, via e-mail  
Matthew C.G. Boyle, Town Attorney, via e-mail  
Joana Mekeal, Town Secretary, via e-mail  
Kathleen Stewart, Director of Town Services, via e-mail  
Don Young, Senior Building Inspector, via e-mail

**APPEAL TO THE BOARD OF ADJUSTMENT  
TOWN OF HIGHLAND PARK**

(Please Type or Print)

ADDRESS 4100 Beverly Drive 75205 Owner's Name Dallas County Club

LEGAL DESCRIPTION: Lot(s) \_\_\_\_\_ Block \_\_\_\_\_ Addition \_\_\_\_\_

Mailing Address 4100 Beverly Drive

City Dallas State Texas Zip Code 75205

**1. Request:** To build a tennis court fence 10'-0" tall within a 50' Setback

**2. Jurisdiction:** [Applicant has reviewed Section 17-200 a,b, and c of the Highland Park Zoning Ordinance (copy attached) and is of the opinion that the Board of Adjustment has jurisdiction for the following reason(s)]

Additional information submitted by applicant \_\_\_\_\_

Fee Paid \_\_\_\_\_ Date 11/23/2020 Phone (214) 521-2151

**3. Signature of Owner**  \_\_\_\_\_ G. Michael Thomas, GM & COO

(To be completed by Building Inspection Department)

Reason for denial: \_\_\_\_\_  
Explanation: \_\_\_\_\_ Section \_\_\_\_\_

\_\_\_\_\_  
Building Inspector                      Date



DALLAS COUNTRY CLUB

November 18, 2019

Re: Tennis Court Construction

To Our Neighbors:

We would like to make you aware of Dallas Country Club's upcoming plan to construct two outdoor tennis courts on the west side of the Club's property, situated near the northeast corner of the office building that bears the names of Tolleson Wealth Management and Bank of America at 5500 Preston Rd. The schematic plan included herewith shows the exact location of the courts.

Construction is scheduled to begin in early January 2020 and will last approximately two months. All aspects of the design plan will be submitted to the Town of Highland Park for approval and permitting. The Town's zoning regulations allow by-right the placement of the tennis courts in the proposed location. We also understand they will inspect the project during and after construction to ensure it complies with all the Town's Zoning Ordinances. Additionally, no outdoor lighting will be installed.

Our intent is to cause as little disruption to the neighborhood as possible during construction, and to produce an outcome that is in keeping with DCC's commitment to the quality of the neighborhood's aesthetic surroundings. We greatly appreciate your understanding.

Sincerely,

  
Erik Daugbjerg  
2020 Club President

  
Mac Wesson  
Construction Committee Chairman

Cc: Kirk Smith  
Assistant Director of Town Services  
Town of Highland Park



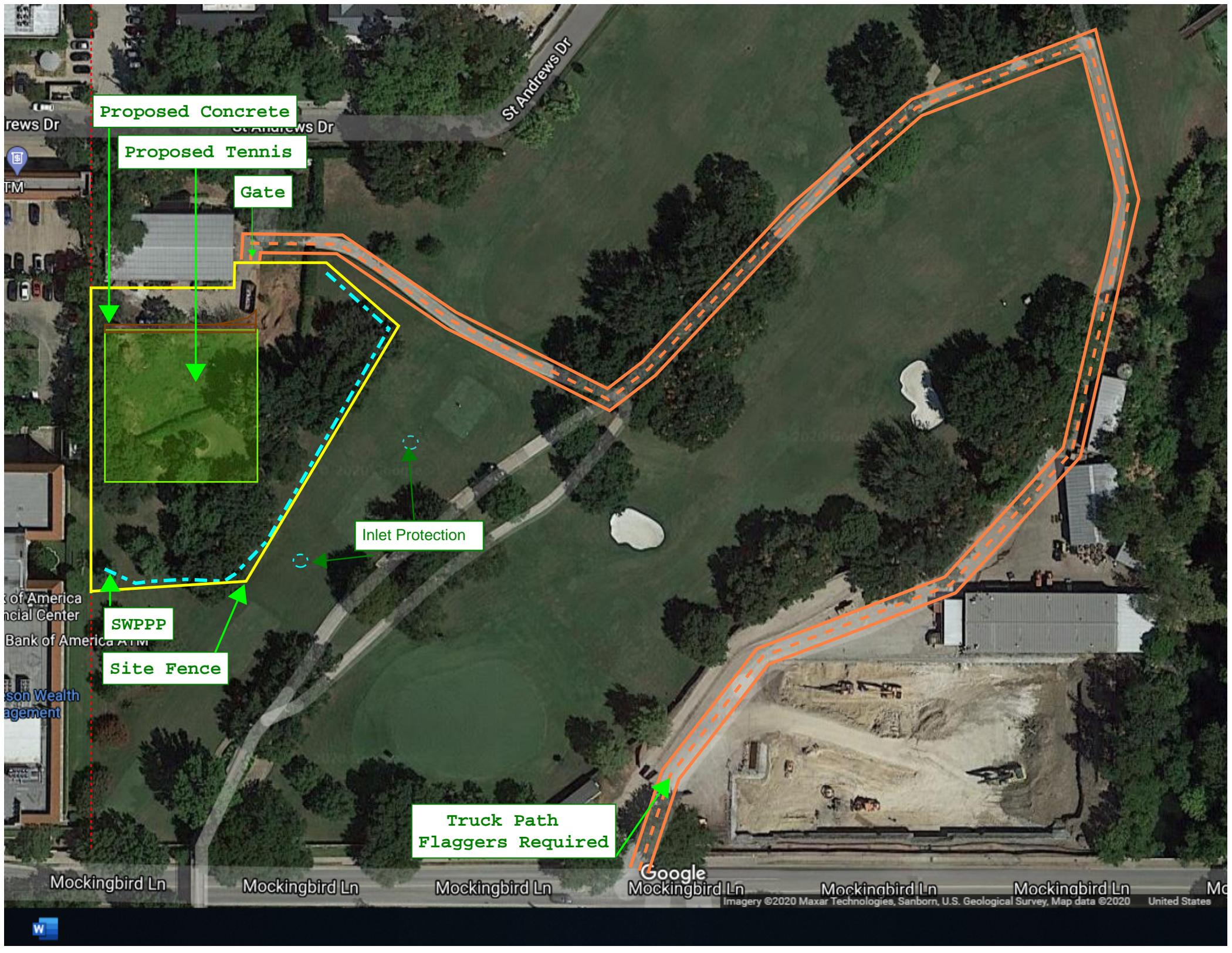
St. Andrews Drive

Preston Road

Clay Tennis Courts

Mockingbird Lane





Proposed Concrete

Proposed Tennis

Gate

Inlet Protection

SWPPP

Site Fence

Truck Path  
Flaggers Required

St Andrews Dr

St Andrews Dr

St Andrews Dr

Bank of America  
Financial Center

Bank of America

Person Wealth  
Management

Mockingbird Ln

Mockingbird Ln

Mockingbird Ln

Google  
Mockingbird Ln

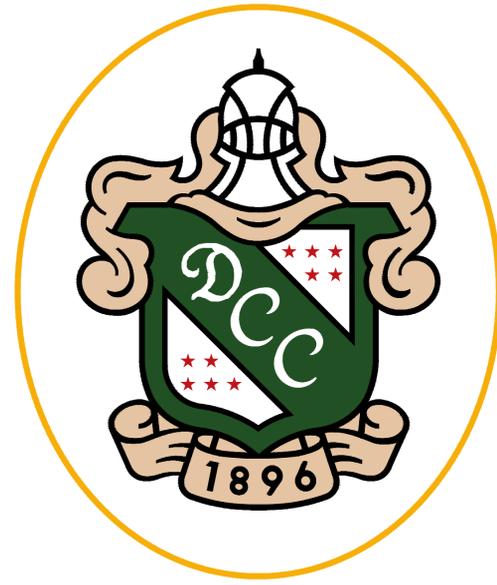
Mockingbird Ln

Mockingbird Ln

Mockingbird Ln



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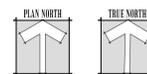


# Dallas Country Club

## CLAY COURTS

OCTOBER 30, 2019

**MAI**  
 MARSH & ASSOCIATES, INC.  
 15000 La Cantera Parkway, Suite 10005  
 San Antonio, Texas 78258  
 T. 210.561.8814 - F. 720.266.2588  
 www.mai-architects.com  
 DIVISION - SAN ANTONIO  
 MARSH AND ASSOCIATES, INC. APCI



### PROJECT GENERAL NOTES

1. LANDSCAPE DRAWINGS ARE UNDER A SEPARATE CONTRACT. REFER TO LANDSCAPING CONSTRUCTION DOCUMENT PACKAGE FOR ALL HARD AND SOFT SITE WORK (E.G. SIDEWALKS, RETAINING WALLS, SCREEN WALLS, AND WATER FEATURES) AROUND AND ABUTTING THE BUILDING WALLS.
2. CIVIL DRAWINGS ARE UNDER A SEPARATE CONTRACT. REFER TO CIVIL DRAWINGS FOR ALL UTILITY LINE AND CONNECTION LOCATIONS, PAVING ELEVATIONS, AND ALL OTHER SITE INFRASTRUCTURE RELATED ELEMENTS.
3. THE CONTRACTOR SHALL REVIEW THIS SET OF CONSTRUCTION DOCUMENTS AND REPORT ANY DISCREPANCIES AND/OR INCONSISTENCIES BETWEEN THE ARCHITECTURAL DRAWINGS AND EACH OF THE OTHER DISCIPLINES DRAWINGS. THE CONTRACTOR SHALL RECEIVE WRITTEN CONFIRMATION AND NEW DESIGN DIRECTION FROM THE APPROPRIATE DISCIPLINE(S) PRIOR TO COMMENCING WORK.
4. THESE DRAWINGS ARE DIAGRAMMATIC AND REPRESENT THE ARCHITECT'S DESIGN INTENT. IF DIMENSIONS ARE IN QUESTION AND/OR MISSING, DO NOT SCALE THE DRAWINGS, REQUEST CLARIFICATION FROM THE ARCHITECT PRIOR TO COMMENCING WORK.
5. ALL SITE PLAN DRAWINGS AND DETAILS BY OTHERS.

### PROJECT TEAM

<b>ARCHITECT</b>	<b>OWNER / APPLICANT</b>
MARSH & ASSOCIATES, INC. 15400 LA CANTERA PARKWAY, STE. 10205 SAN ANTONIO, TX 78258 T: 210.561.8814 F: 720.266.2588	DALLAS COUNTRY CLUB 4100 BEVERLY DR. DALLAS, TX 75205
MICHAEL MARSH, ARCHITECT mmarsh@mail-architects.com	MICHAEL THOMAS michael@dallascountryclub.org
	<b>TENNIS CONSULTANT</b>
	TENNIS PLANNING CONSULTANTS, INC. 3100 MESLAYAN, SUITE 375 DALLAS, TX 75231
	JACK KAMRATH jrk@tennisplanningconsultants.com
<b>M/E/P ENGINEER</b>	<b>CIVIL ENGINEER</b>
SCHMIDT & STACY CONSULTING ENGINEERS, INC. 2711 N. HASKELL, SUITE 400 DALLAS, TX 75204	HALFF ASSOCIATES 1201 NORTH BOWSER RD. RICHARDSON, TX 75081
DAVE SCHMIDT dschmidt@schmidt-stacy.com	DAVE LITTLETON dlittleton@halff.com
	<b>LANDSCAPE DESIGNER</b>
	STUDIO OUTSIDE 824 EXPOSITION AVE., SUITE 5 DALLAS, TX 75226
	AMY BARTELL abartell@studiooutside.us

### DRAWING INDEX

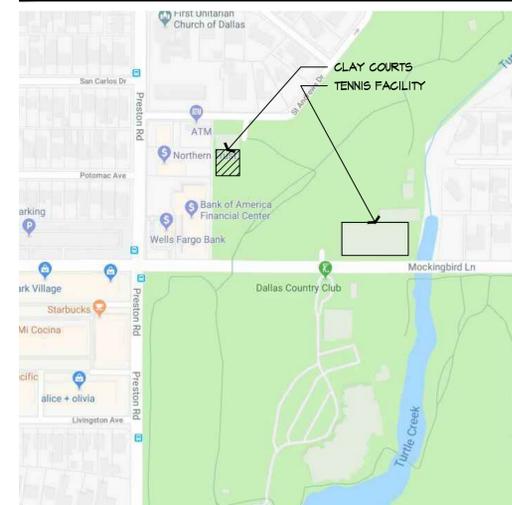
#	TITLE	BY
60.00	COVER PAGE / PROJECT DATA	MAI
A0.02	ARCHITECTURAL SITE PLAN	MAI
C0.01	GENERAL NOTES	HALFF
C1.01	PAVING AND DIMENSION CONTROL PLAN	HALFF
C2.01	GRADING PLAN	HALFF
C5.01	EROSION CONTROL PLAN	HALFF
C5.02	EROSION CONTROL NOTES AND DETAILS	HALFF
L1.01	TREE PROTECTION PLAN	S.O.
L2.01	HARDSCAPE PLAN	S.O.
L6.01	IRRIGATION PLAN	S.O.
L6.02	IRRIGATION NOTES & DETAILS	S.O.
MEP0.00	GENERAL NOTES & LEGEND	S & S
MEP1.00	ELECTRICAL & PLUMBING SITE PLAN	S & S
T1.00	TENNIS COURT PLAN	TPC
T2.00	COURT IRRIGATION PLAN	TPC
T3.00	COURT IRRIGATION AXON	TPC
T4.00	COURT IRRIGATION DETAIL	TPC
T5.00	COURT SECTION & DETAILS	TPC
T6.00	COURT IRRIGATION EQUIPMENT	TPC
T7.00	HYG SUB-IRRIGATED COURT NOTES	TPC

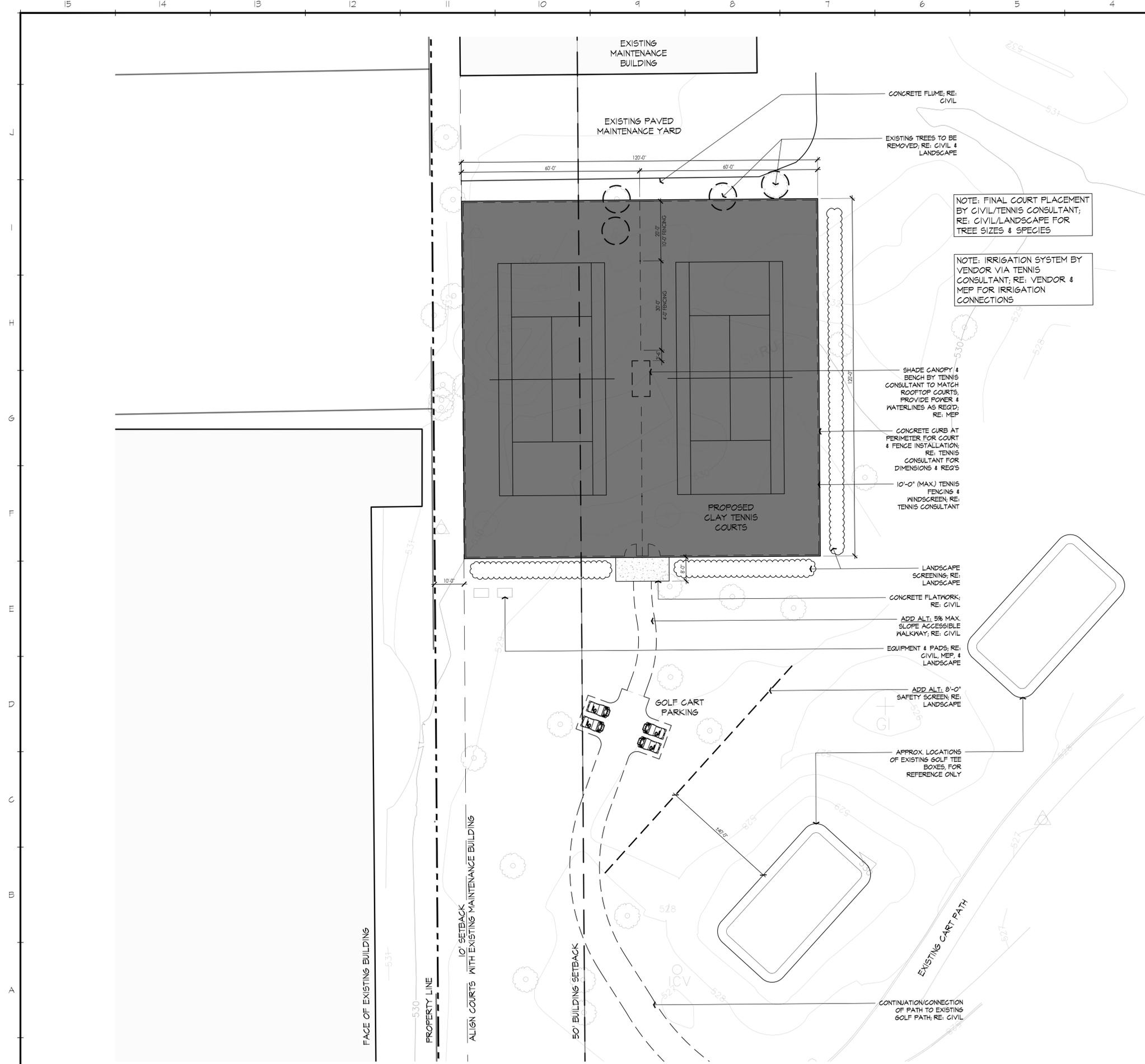
### PROJECT INFO

ADDRESS: DALLAS COUNTRY CLUB  
4100 BEVERLY DR.  
DALLAS, TX 75205

TAS REGISTRATION:  
TAB20190049394

### VICINITY MAP





**SITE PLAN GENERAL NOTES**

1. FINAL FINISH FLOOR ELEVATIONS TO BE ESTABLISHED BY CIVIL.
2. FINISH GRADINGS, GRADINGS ADJACENT TO BUILDINGS AND SITE ELEMENTS SHALL BE COMPLETED TO PROPOSED CONTOURS/ELEVATIONS INDICATED ON CIVIL DRAWINGS. WHERE DISCREPANCIES EXIST BETWEEN CIVIL, LANDSCAPE, AND/OR ARCHITECTURAL DRAWINGS CONTRACTOR SHALL OBTAIN CLARIFICATION FROM ARCHITECT PRIOR TO PROCEEDING WITH WORK.
3. ARCHITECTURAL DRAWINGS ARE BASED ON SURVEY INFORMATION AND FIELD NOTES PREPARED BY OTHERS. THE ARCHITECT MAKES NO REPRESENTATION AS TO THE ACCURACY OF THE INFORMATION AND IS NOT RESPONSIBLE FOR ERRORS THEREIN OR CORRECTIONS REQUIRED AS A RESULT. CONTRACTOR SHALL VERIFY EXISTING/PROPOSED TOPOGRAPHY AND SITE CONDITIONS PRIOR TO CONSTRUCTION.
4. REFER TO CIVIL DRAWINGS FOR BUILDING LOCATION, PROPERTY LINE BEARINGS AND DISTANCES, DRAINAGE, UTILITIES, GRADINGS OF PARKING AREAS AND DRIVES, AND ALL STREET AND PARKING IMPROVEMENTS. CONTOURS INDICATED ON ARCHITECTURAL SITE PLAN ARE FOR REFERENCE ONLY.
5. VERIFY AND COORDINATE SITE IRRIGATION REQUIREMENTS, SIZES, AND LOCATIONS WITH LANDSCAPING & TENNIS CONSULTANT PRIOR TO CONSTRUCTION.
6. PROVIDE SIGNAGE FOR HANDICAPPED ACCESSIBILITY, ETC. AS REQUIRED BY GOVERNING AGENCIES AND AUTHORITIES HAVING JURISDICTION. REFER TO CIVIL AND LANDSCAPE DRAWINGS FOR ADDITIONAL EXTERIOR AND SITE SIGNAGE.
7. ALL EXTERIOR AND GROUND MOUNTED MECHANICAL, ELECTRICAL, AND COMMUNICATIONS EQUIPMENT, METERS, ETC. SHALL BE PAINTED (AS ALLOWABLE) AND SCREENED FROM VIEW WITH LANDSCAPE ELEMENTS. MAINTAIN CODE-REQUIRED ACCESS AND CLEARANCES.
8. SITE SIGNAGE MAY REQUIRE SEPARATE APPROVALS AND PERMITS. COORDINATE WITH AND SUBMIT TO LOCAL JURISDICTION AND ARCHITECT FOR APPROVAL PRIOR TO FABRICATION AND INSTALLATION.
9. CONTRACTOR SHALL ENSURE THAT THE RUNNING SLOPE OF REQUIRED ACCESSIBLE ROUTES DOES NOT EXCEED 5%, MAXIMUM CROSS SLOPE DOES NOT EXCEED 2%, AND NO VERTICAL CHANGE EXCEEDS 1/4" WITHOUT BEVELING (OR EXCEEDS 1/2" WITHOUT A RAMP). THE MAXIMUM SURFACE SLOPE WITHIN A HANDICAPPED-ACCESSIBLE PARKING SPACE SHALL NOT EXCEED 2% IN ANY DIRECTION.
10. THE CONTRACTOR SHALL BE RESPONSIBLE FOR DETERMINING EXACT LOCATIONS OF UTILITIES AND DRAINAGE STRUCTURES WHETHER SHOWN ON PLANS OR NOT. THE CONTRACTOR SHALL UNCOVER EXISTING UTILITIES TO VERIFY SIZE, ELEVATION, ROUTES, AND LOCATIONS, AND NOTIFY THE CIVIL ENGINEER AND ARCHITECT OF DISCREPANCIES PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL REPAIR AT HIS OWN EXPENSE ANY DAMAGE TO EXISTING UTILITIES CAUSED BY FAILURE TO DO SO.
11. THE CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING WITH ALL UTILITY COMPANIES AND APPROPRIATE AGENCIES FOR PERMITS, APPROVALS, CONNECTIONS, TESTS, AND TEMPORARY SERVICES DURING CONSTRUCTION.
12. SLOPE GRADE AWAY FROM BUILDING AT 1/2" PER FOOT (MIN) AT LANDSCAPED AREAS AND 1/8" PER FOOT (MIN) AT HARDSCAPED (PAVED) AREAS FOR A DISTANCE OF 5'-0" (MIN) U.N.O.
13. DIRECTIONAL ARROWS SHOWN ON PLANS ARE FOR REFERENCE ONLY, AND SHOULD NOT BE INCLUDED AS MARKINGS ON FINISHED SURFACES, U.N.O.
14. TREES AND SHRUBS SHOWN ON ARCHITECTURAL SITE PLANS ARE FOR GRAPHIC PRESENTATION ONLY. REFER TO LANDSCAPE PLANS FOR LANDSCAPE MATERIALS AND SPECIES AND THEIR LOCATIONS.
15. VERTICAL TRANSITIONS FROM SIDEWALK SURFACES TO ADJACENT LANDSCAPED AREAS, PAVED PARKING AREAS AND DRIVE LANES SHALL NOT EXCEED 4".
16. EXPOSED AGGREGATE COLOR TBD. FINAL COLOR TO BE SELECTED BY ARCHITECT.

NOTE: FINAL COURT PLACEMENT BY CIVIL/TENNIS CONSULTANT; RE: CIVIL/LANDSCAPE FOR TREE SIZES & SPECIES

NOTE: IRRIGATION SYSTEM BY VENDOR VIA TENNIS CONSULTANT; RE: VENDOR & MEP FOR IRRIGATION CONNECTIONS

SHADE CANOPY & BENCH BY TENNIS CONSULTANT TO MATCH ROOFTOP COURTS, PROVIDE FOWER & WATERLINES AS REQ'D; RE: MEP

CONCRETE CURB AT PERIMETER FOR COURT & FENCE INSTALLATION; RE: TENNIS CONSULTANT FOR DIMENSIONS & REQ'S

10'-0" (MAX) TENNIS FENCING & WINDSCREEN; RE: TENNIS CONSULTANT

LANDSCAPE SCREENING; RE: LANDSCAPE

CONCRETE FLATWORK; RE: CIVIL

ADD ALT. 5% MAX. SLOPE ACCESSIBLE WALKWAY; RE: CIVIL

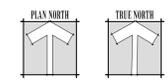
EQUIPMENT & PADS; RE: CIVIL, MEP, & LANDSCAPE

ADD ALT. 8'-0" SAFETY SCREEN; RE: LANDSCAPE

APPROX. LOCATIONS OF EXISTING GOLF TEE BOXES, FOR REFERENCE ONLY

CONTINUATION/CONNECTION OF PATH TO EXISTING GOLF PATH; RE: CIVIL

**1 ARCHITECTURAL SITE PLAN**  
SCALE: 1/16" = 1'-0"



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Dallas  
Country  
Club

**CLAY COURTS**

DATE: 10/31/19 ISSUED FOR: DESIGN DEVELOPMENT

JOB NUMBER: 00062  
DRAWN BY: CB / MK / MH  
CHECKED BY: MK / MM

SHEET NUMBER:  
**A0.02**



DCC CLAY TENNIS CLUB  
ENHANCED FENCING

MAYOR  
*Margo Goodwin*  
--  
MAYOR PRO TEM  
*David Dowler*  
--  
TOWN COUNCIL MEMBERS  
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*Marc Myers*  
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Telephone 214-521-4161

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*Lori Chapin, P.E.*  
--  
TOWN SECRETARY  
*Joanna Mekeal*

December 3, 2020

**TOWN OF HIGHLAND PARK  
LEGAL NOTICE  
BOARD OF ADJUSTMENT PUBLIC HEARING**

The Board of Adjustment will conduct a public hearing at 8:30 a.m. on Wednesday, December 16, 2020, to consider a variance request from the Dallas Country Club, bearing the street address of 4100 Beverly Drive, to allow for a 2' increase in the allowed fence height for tennis courts to allow a 10' high fence and to consider a variance from the required front yard setback along Preston Road, North of Mockingbird for said fencing. A variance for both the increase in fence height and encroachment into the front yard setback is requested.

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For additional information regarding this application, contact Kamil Miskowiec at (214) 559-9410 or [kmiskowiec@hptx.org](mailto:kmiskowiec@hptx.org). All interested parties are invited to attend the public hearing.

