

THE TOWN OF  
*Highland Park*  
TEXAS

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

MAYOR  
*Margo Goodwin*

MAYOR PRO TEM  
*David Dowler*

COUNCIL MEMBERS  
*Eric Gambrell*  
*Marc Myers*  
*Lydia Novakov*  
*Craig Penfold*

TOWN ATTORNEY  
*Matthew C.G. Boyle*

TOWN JUDGE  
*Albert D. Hammack*

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

TOWN ADMINISTRATOR  
*Bill Lindley*

DIRECTOR OF PUBLIC SAFETY  
*Paul Sandman*

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

DIRECTOR OF DEVELOPMENT SERVICES  
*Hugh Pender*

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

TOWN SECRETARY  
*Joanna Mekeal*

November 5, 2021

**BOARD OF ADJUSTMENT MEMBERS**

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

Dear Board Members,

The Board of Adjustment will conduct a public hearing at 8:30 a.m. on Wednesday, November 10, to consider a variance request from Section 15-101 of the Town's Zoning Ordinance to consider a request from the property owner of 4701 Drexel Drive, to rebuild a recently demolished wall, and to construct a new masonry retaining wall in the required front yard. Section 15-101 of the Zoning Ordinance states no fence or wall may be erected or placed in the front of the required front yard line, and states that retaining walls may be constructed, provided the wall is no higher than the ground level immediately adjacent to the enclosed side of the retaining wall. The owner of the property requests to rebuild a wall, and requests to construct a new masonry retaining wall.

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

Enclosed is a copy of: (i.) the application to the Board, (ii.) property survey, (iii.) the plans, (iv.) the public hearing notice, (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  
Joanna Mekeal, Town Secretary, via e-mail  
Hugh Pender, Director of Development Services, via e-mail

APPEAL TO THE BOARD OF ADJUSTMENT  
TOWN OF HIGHLAND PARK

(Please Type or Print)

ADDRESS 4701 Drexel Dr. Owner's Name Stephen Butt

LEGAL DESCRIPTION: Lot(s) 9 & 10 Block 24 Addition Dallas, Tx

Mailing Address 912 Alta Drive

City Ft. Worth State Tx Zip Code 76107

**1. Request:**

- Rebuild non conforming wall on existing footing. Permission granted by City of Highland Park
- Allow 24" retaining wall on the south end of the front lawn to address erosion problems over tl

**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 \_\_\_\_\_ Phone \_\_\_\_\_

**3. Signature of Owner** \_\_\_\_\_

(To be completed by Building Inspection Department)

Reason for denial:  
Explanation:

Section 15-101 "IMMEDIATELY ADJACENT!)"

- WALL IN THE REQUIRED FRONT YARD
- INFLATE GRADE PAST NATURAL EXISTING.

[Signature] 10/14/21  
Building Inspector Date

TOWN OF HIGHLAND PARK

Receipt No.

# B

Bldg Permit No.

DEPARTMENT OF BUILDING INSPECTION

Date

Application for Building Permit and Certificate of Occupancy

\$

Permit Fee

The undersigned hereby applies for a permit to build according to the submitted plans and specifications, a copy of which must be kept on the premises at all times during construction, and also agrees to complete this work in full conformity with the Ordinances of the Town of Highland Park and further applies for a Certificate of Occupancy and Compliance.

This permit becomes void unless the work is commenced within ninety (90) days from this date or if the work is abandoned or suspended, at any time after work is commenced, for a period of ninety (90) days.

OWNER: Susan + Stephen Butt Address: 4701 Drexel

LOT: BLOCK: ADDITION:

JOB SITE: Number Street: 4701 Drexel Zoning District:

Description of Work:

Blank lines for Description of Work.

To Be Completed by Building Department

Permit Template:

- Grid of checkboxes for permit types: Accy-Non-C, Accy-New, Add (addition), Backflow (test), Bpermit, Commercial, Conc-Alley, Conc-Prvt, Conc-Pub, Drainage, Fence, Fire (sprinkler), HVAC, Irrig, New, Pool-Rmdl, Pool-New, Raze-Accy, Raze-Dupl, Raze-Multi, Raze-Single, Rem (remodel), Repairs, Reroof, Sign, Sport Court, Tearout, Tent, (other).

NOTE:

- 6 numbered notes regarding construction rules, signage, and zoning.

SQ. FOOTAGE OF NEW CONSTRUCTION:

Contractor's Company Name: [Handwritten Signature]

Address

Signature of Applicant: [Handwritten Signature]

City/State Zip

214 8089875

Signature of Applicant

Phone

Building Inspector

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

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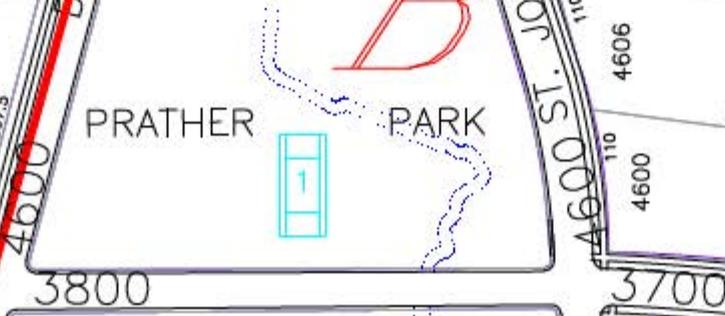
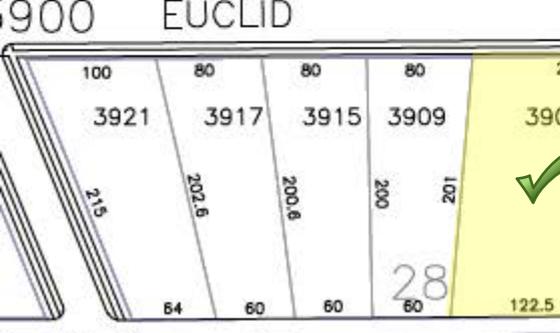
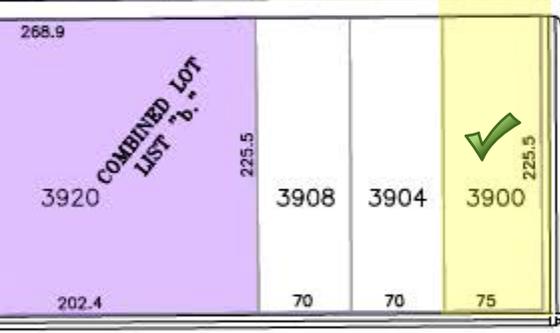
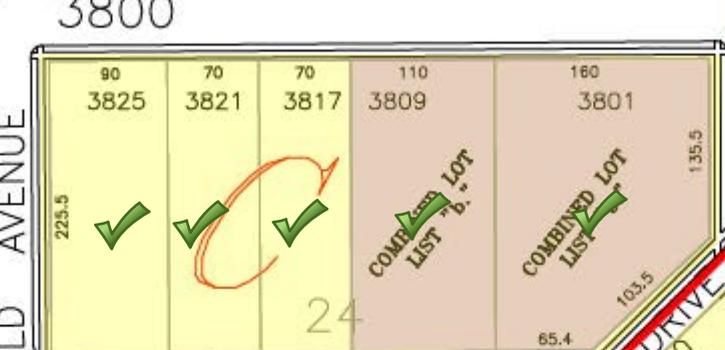
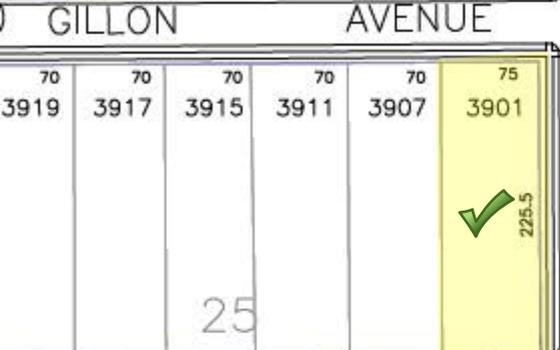
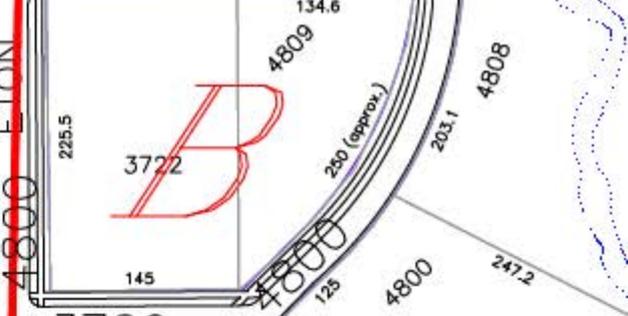
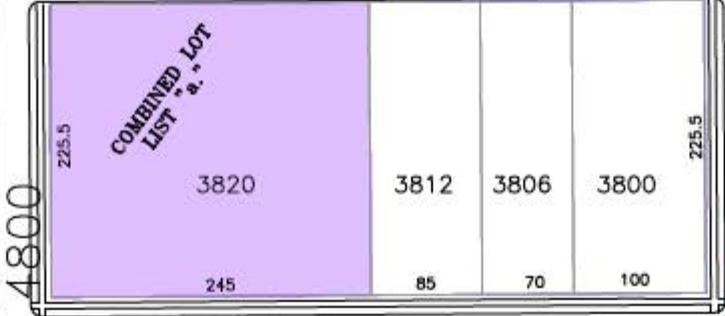
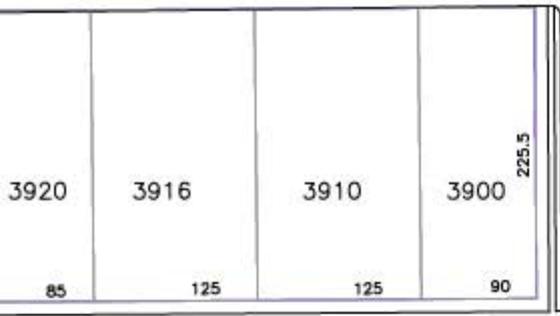
October 27, 2021

**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, November 10, 2021, to consider a variance request from Section 15-101 of the Town's Zoning Ordinance to rebuild a wall in the required front yard and to construct a new retaining wall in the required front yard at 4701 Drexel Drive. Section 15-101 of the Zoning Ordinance states no fence or wall may be erected or placed in the front of the required front yard line, and states that retaining walls may be constructed, provided the wall is no higher than the ground level immediately adjacent to the enclosed side of the retaining wall. The owner of the property requests to rebuild a recently demolished nonconforming wall, and requests to construct a new masonry retaining wall.

The official meeting place of the Board of Adjustment is 4700 Drexel Drive, Highland Park, Texas. The agenda, application, and meeting details are available on the Town's website [www.hptx.org](http://www.hptx.org) by clicking on the "Board of Adjustment" webpage.

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.





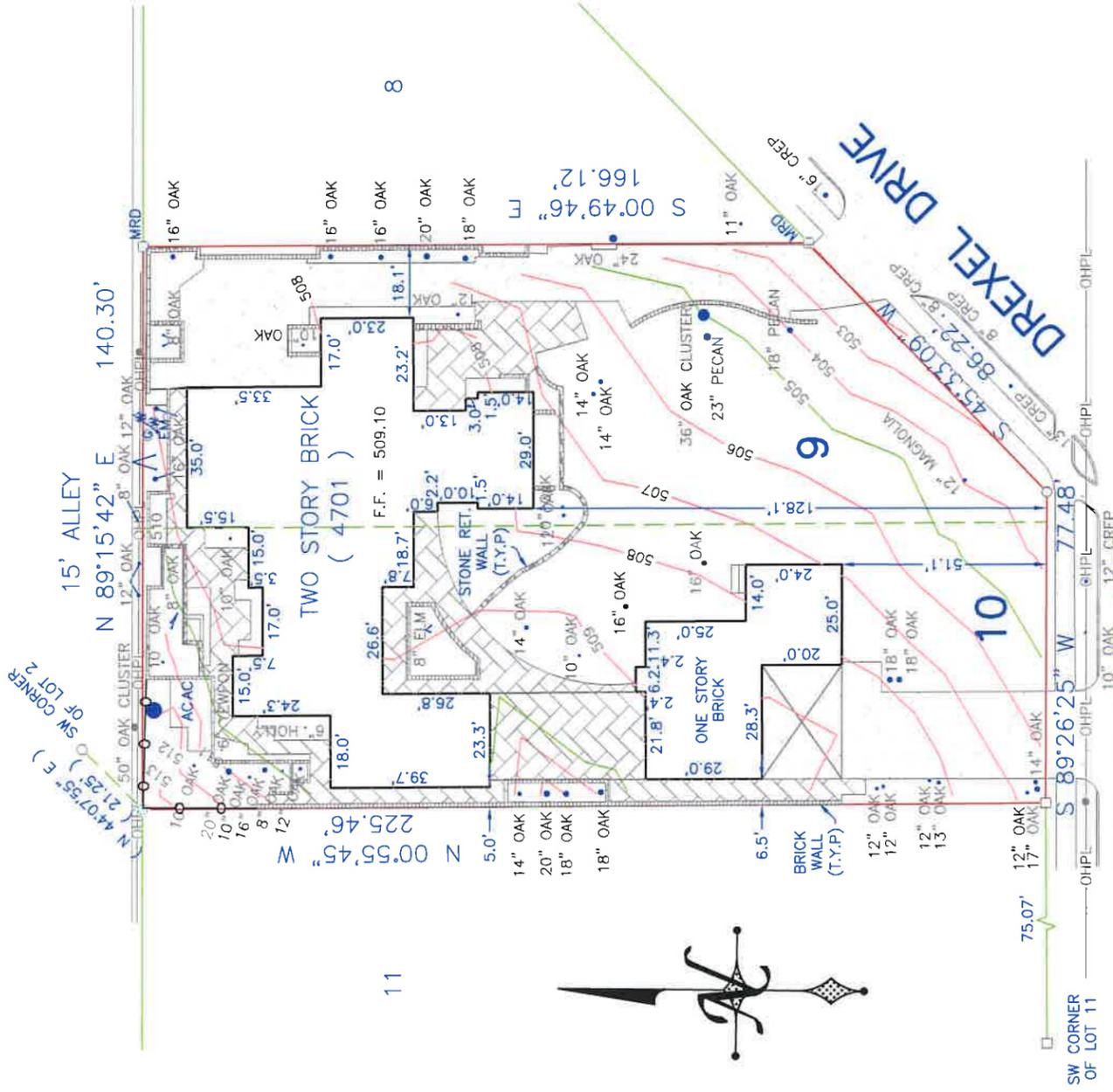
Know what's below.  
Call before you dig.

# FINAL SURVEY



WWW.RHODESSURVEYING.COM

BRIAN S. RHODES Registered Professional Land Surveyor (972) 475-8940  
This is to certify that I have, this date, made a careful and accurate survey on the ground of property located at No. 4701 DREXEL DRIVE, in the city of DALLAS, Texas.  
Lot No. 9 & 10, Block No. 24, an addition in the city of HIGHLAND PARK, 2ND INSTALLMENT of DALLAS, DALLAS COUNTY, Texas according to the PLAT THEREOF RECORDED in VOLUME 1 at PAGE 253 of the MAP records of DALLAS COUNTY, TEXAS.



## EUCLID AVENUE

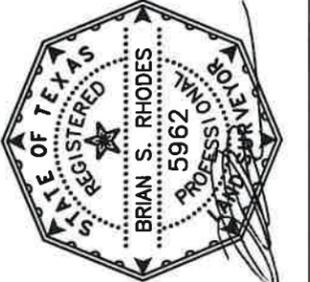
THIS CERTIFICATION DOES NOT TAKE INTO CONSIDERATION ADDITIONAL FACTS THAT AN ACCURATE TITLE SEARCH AND OR EXAMINATION MIGHT DISCLOSE.  
1529 E. I-30, STE. 106 - GARLAND, TX 75043 - FIRM REGISTRATION NO. 10194052  
The plat hereon is true, correct, and accurate representation of the property as determined by survey, the lines and dimensions of said property being as indicated by the plat; the size, location and type of building and improvements are as shown, all improvements being within the boundaries of the property, set back from property lines the distance indicated, or visible and apparent easements. TITLE AND ABSTRACTING WORK FURNISHED BY MORE DESIGN & BUILD  
THERE ARE NO ENCROACHMENTS, CONFLICTS, OR PROTRUSIONS, EXCEPT AS SHOWN.  
Scale: 1" = 40'  
Date: 08/03/2020  
G. F. No.: -  
Job no.: 107388  
Drawn by: CP

BEARINGS ARE BASED ON RTK READINGS OF TEXAS COORDINATE SYSTEM OF 1983 (NAD83), NORTH CENTRAL ZONE (4202)  
THIS PLAT IS NOT LEGIBLE. BOUNDARY IS PER EVIDENCE FOUND ON SITE

LEGEND

|                                 |     |                                 |
|---------------------------------|-----|---------------------------------|
| WOOD FENCE                      | --- | TEXT                            |
| CHAIN LINK                      | --- | UTILITY                         |
| IRON FENCE                      | --- | BOUNDARY LINE                   |
| WIRE FENCE                      | --- | EXISTING BUILDING               |
| MRD                             | --- | MONUMENTS OF RECORD DIGNITY     |
| 1/2" IRON ROD FOUND             | ○   | 1/2" YELLOW-CAPPED IRON ROD SET |
| 1/2" IRON PIPE FOUND            | ○   | 1/2" RED-CAPPED IRON ROD FOUND  |
| 5/8" IRON ROD FOUND             | ○   | 5/8" IRON PIPE FOUND            |
| 5/8" PINK-CAPPED IRON ROD FOUND | ○   | CABLE OUT                       |
| 12" OAK                         | ○   | CLEAN OUT                       |
| 12" OAK                         | ○   | ELECTRIC POLE                   |
| 12" OAK                         | ○   | TELEPHONE                       |
| 13" OAK                         | ○   | PIPE MOUNT                      |
| 12" OAK                         | ○   | LIGHT POLE                      |
| 12" OAK                         | ○   | WATER METER                     |
| 12" OAK                         | ○   | MANHOLE                         |
| 12" OAK                         | ○   | WATER VALVE                     |

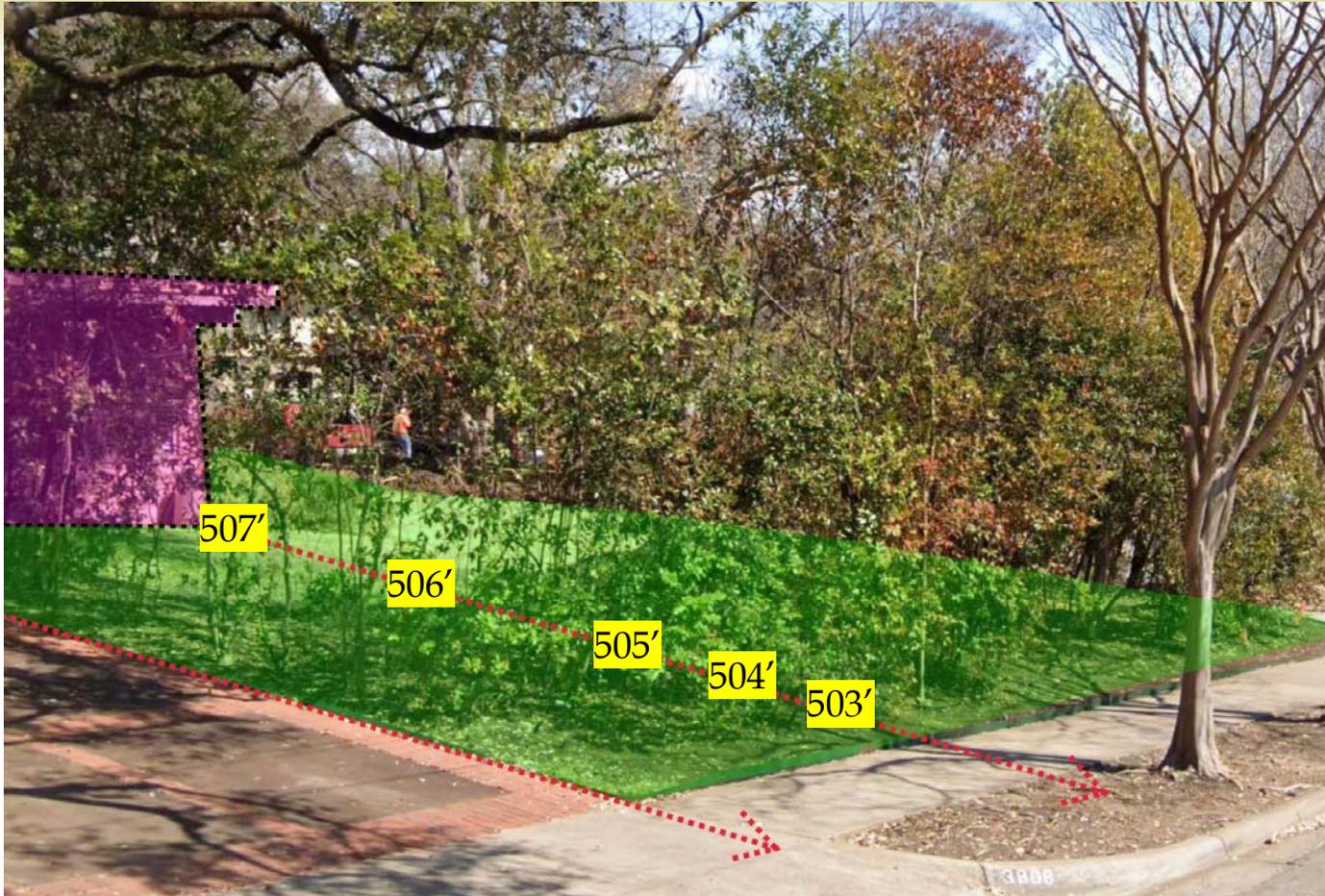
(UNLESS OTHERWISE NOTED)



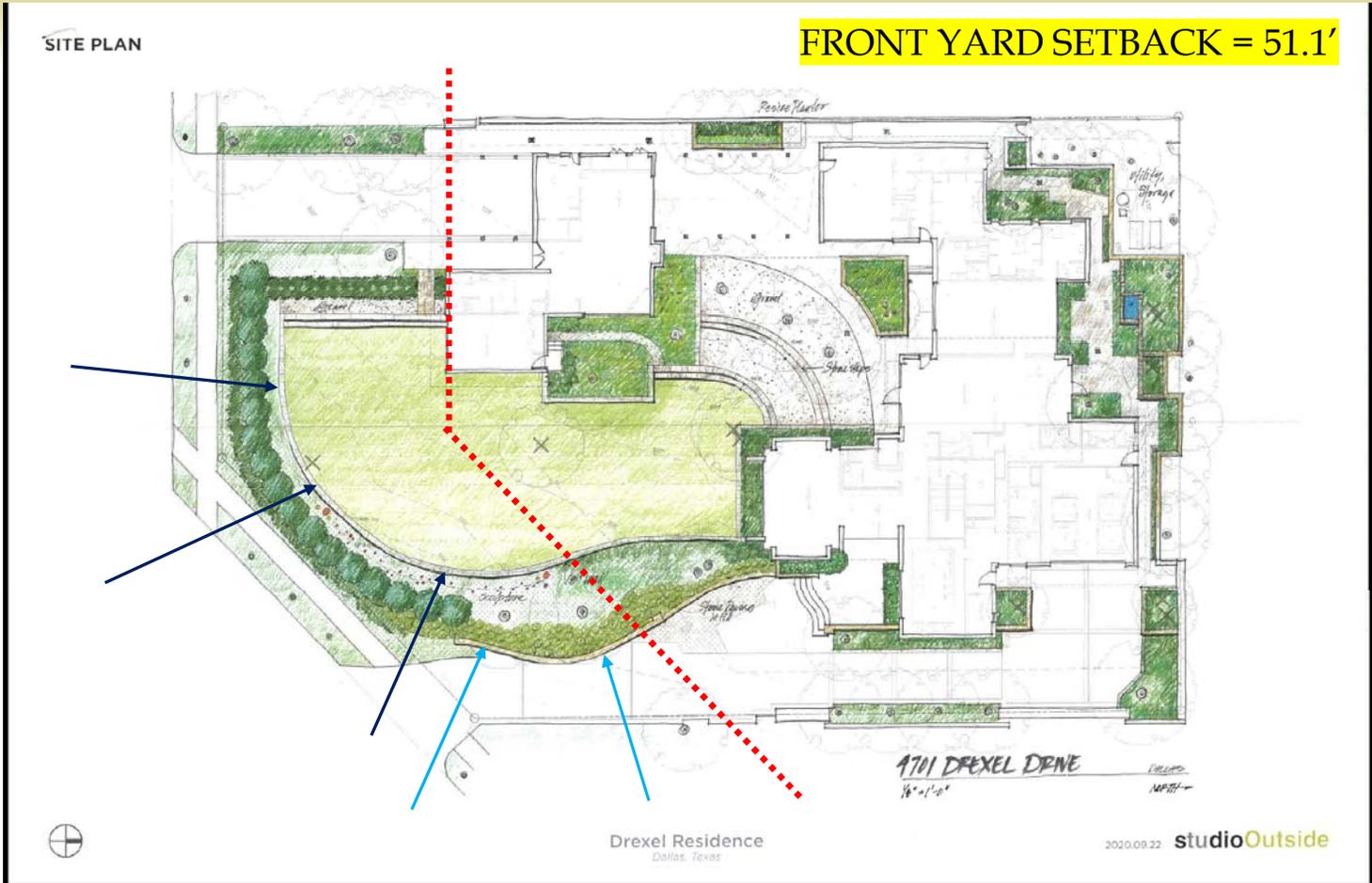




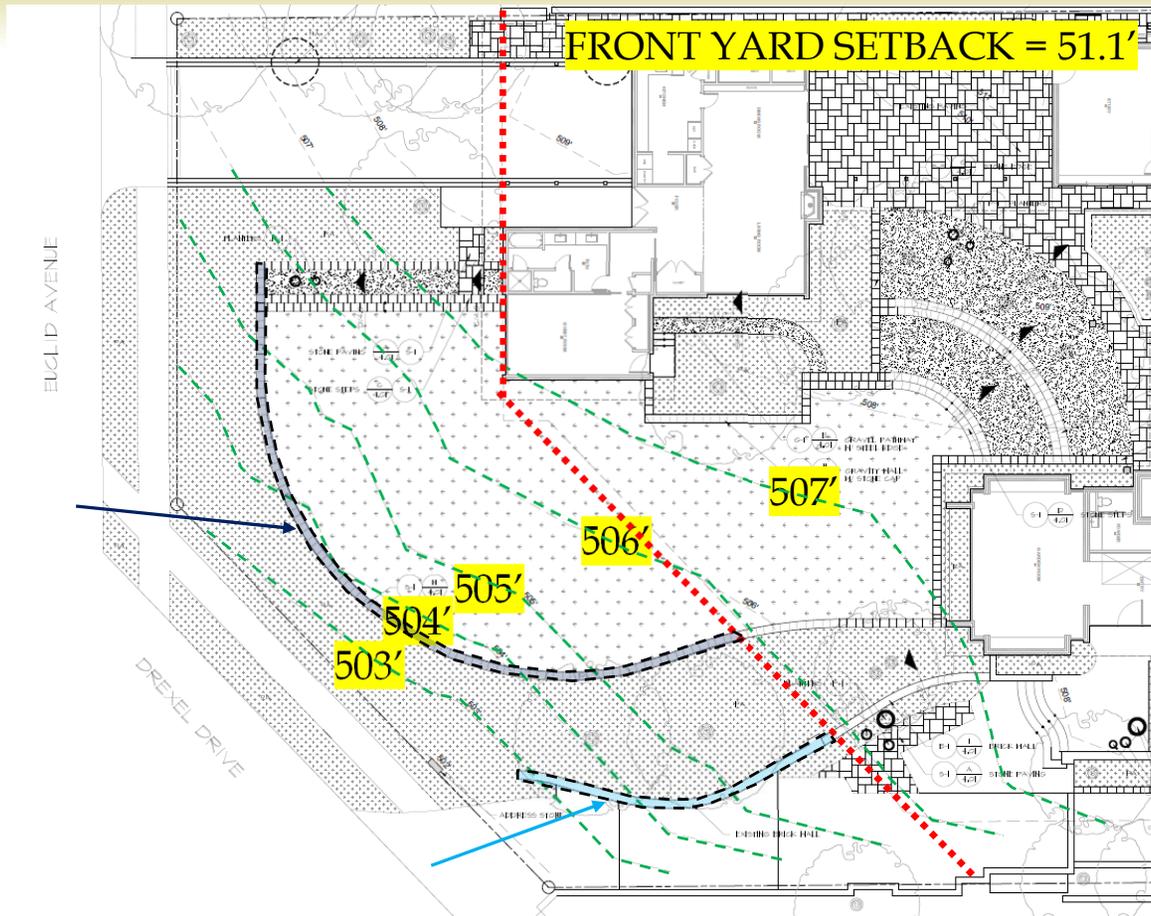
EXISTING GRADE



EXISTING GRADE



PROPOSED PLAN



PROPOSED PLAN



FROM GARDEN ROOM LOOKING SOUTH



*Previous view South*



*Proposed view South*

Drexel Residence  
Dallas, Texas

2020.09.22 **studioOutside**

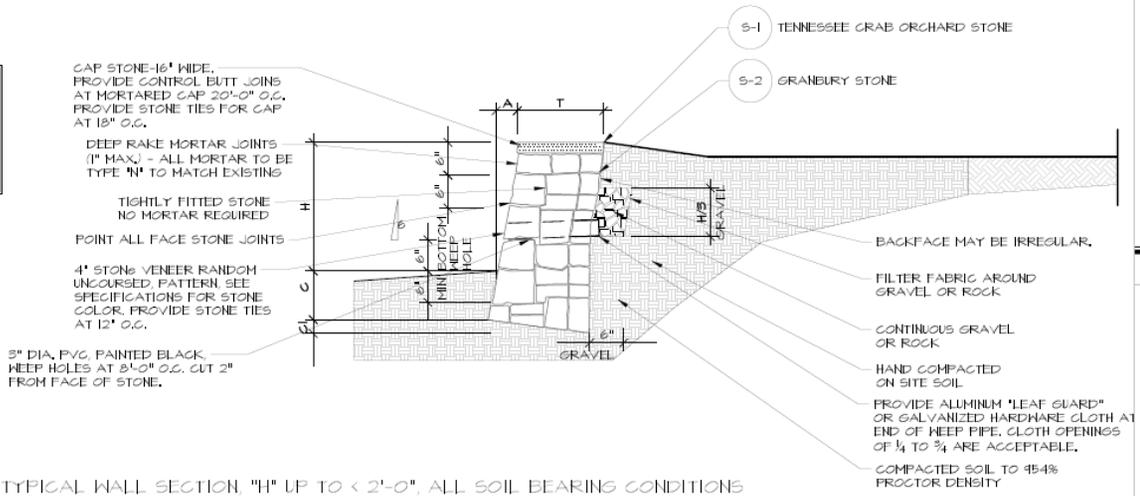


*Previous view South*



*Proposed view South*

NOTE:  
ALL STONE TO BE FULLY  
MORTARED TOGETHER  
TOP, BOTTOM, FRONT AND  
BACK. MORTAR TO  
MATCH EXISTING STONE  
PAVING.



**1** | TYPICAL WALL SECTION "H" UP TO < 2'-0", ALL SOIL BEARING CONDITIONS  
**RW2** | SLOPE SOILS ON THE TOP OF WALL IV : 4H ( 14 deg ), MAX. 3/4" = 1'-0"

| MASONRY WALL SCHEDULE |             |                 |                     |                      |                        |                       |                        |
|-----------------------|-------------|-----------------|---------------------|----------------------|------------------------|-----------------------|------------------------|
| WALL HEIGHT<br>H      | BATTER<br>A | BASE WIDTH<br>B | WALL THICKNESS<br>T | BASE DEPTH(TOE)<br>C | BASE DEPTH(HEEL)<br>CI | VOLUME STONE<br>cf/ft | VOLUME GRAVEL<br>cf/ft |
| 1'-0" OR SMALLER      | 0'-2"       | 1'-4"           | 1'-4"               | 0'-6"                | 0'-3"                  | 2.1                   | 0.2                    |
| 1'-6"                 | 0'-3"       | 1'-4"           | 1'-4"               | 0'-6"                | 0'-3"                  | 2.6                   | 0.25                   |
| < 2'-0"               | 0'-4"       | 1'-4"           | 1'-4"               | 0'-6"                | 0'-3"                  | 3.5                   | 0.3                    |

USE THIS SCHEDULE FOR 1/RW2

Gravity Wall w/ Stone Cap | **H**

Scale: 3/4" = 1'-0"

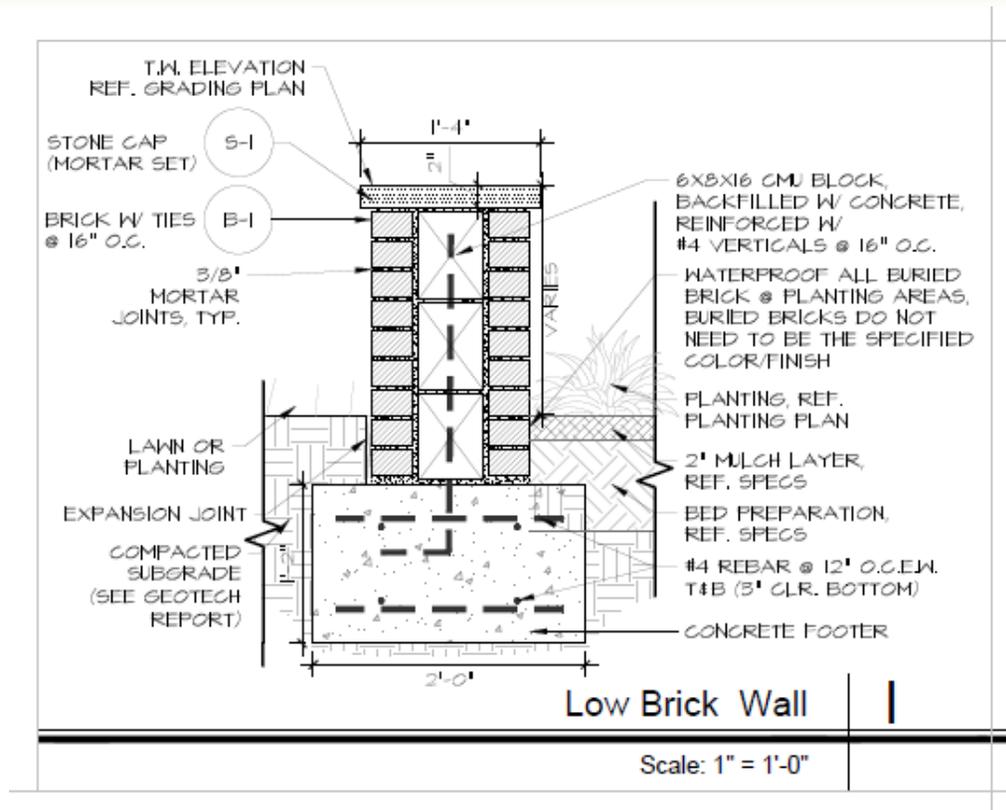
E

D

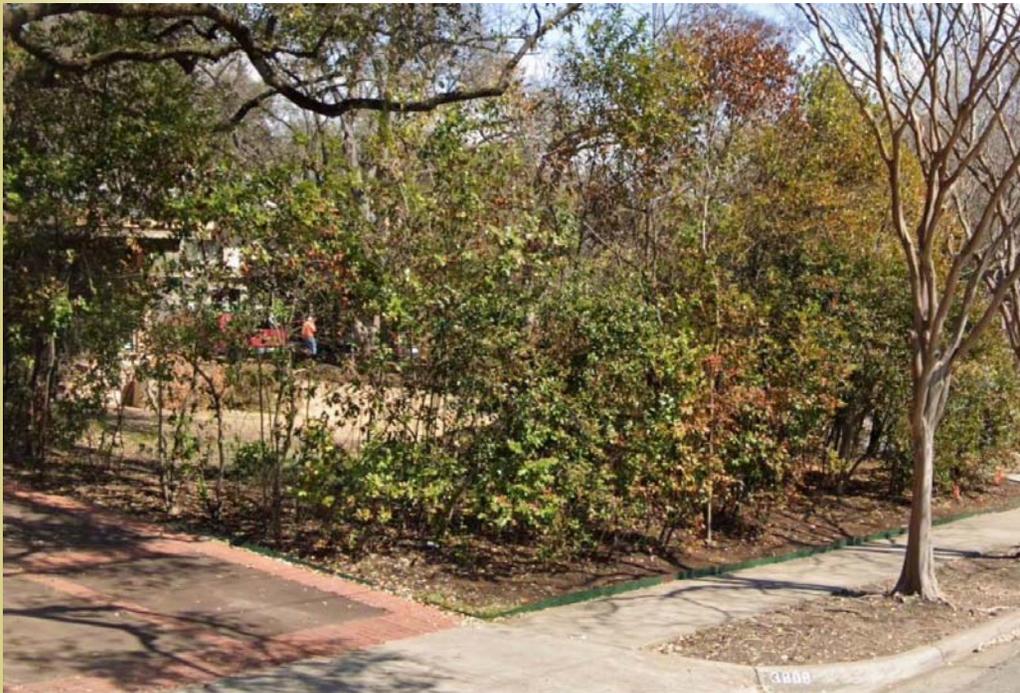
G

## PROPOSED SECTION





PROPOSED SECTION



EXISTING GRADE









