

MINUTES OF A MEETING OF THE BOARD OF ADJUSTMENT OF THE TOWN OF HIGHLAND PARK, TEXAS, HELD REMOTELY THROUGH VIDEO/TELECONFERENCE, ON WEDNESDAY, JUNE 9, 2021, AT 8:30 A.M. TO CONSIDER A REQUEST FROM THE PROPERTY OWNER OF 3712 ALICE CIRCLE TO ENLARGE A PORTION OF THE SOUTHEAST AREA OF THE EXISTING NON-CONFORMING RESIDENCE.

Present at the meeting were: Chairman Chuck Reeder and Board Members Joan Clark, Stacey Furst, and Alternate Board Members Cynthia Beard and Burton Rhodes. Board Members Steve Swenson and Don Snell were absent from the meeting.

Chairman Chuck Reeder called the meeting to order and introduced the members of the Board, Mr. Pender, and the Town's Attorney Matthew Boyle. Chairman Reeder explained the procedure the Board would follow in considering the request. He explained that for any request to be approved, an affirmative vote from at least four (4) members is required. He stated because of the COVID-19 pandemic, and social distancing orders, and in accordance with an order from the Office of the Governor issued on March 16, 2020, this meeting is being conducted and heard through a remote video/teleconference call.

Hugh Pender, Director of Development Services, explained that the property owner of 3712 Alice Circle applied for a permit to enlarge a portion of the southeast area of the existing non-conforming residence. Non-conforming structures cannot be modified without Board of Adjustment approval. A variance would be required to issue a building permit for the proposed renovations.

Mr. Pender stated that the requisite notice of the meeting was mailed to property owners located within two hundred feet (200') of the subject property on May 26, 2021, published in the Daily Commercial Record on May 28, 2021, and the agenda was posted on the bulletin boards at Town Hall on June 04, 2021.

Chairman Reeder asked if the homeowner was on the call and would like to make a comment.

Clementine Ipour, property owner of 3712 Alice Circle, explained the house was purchased last year and they were in the process of small remodels. Unfortunately, the winter storm in February 2021 caused several water pipes to burst triggering structural damage to the house. This led to the decision to work with a contractor that specializes in old English architecture and for the request today. She thanked the board considering the request.

Cynthia Beard asked if the structure changes proposed are based off structural needs.

Michael Coker, representing property owner, confirmed these structure changes are based off structural needs. He also included a brief presentation and displayed a visual of the side and front yard setback encroachment. Mr. Coker explained the proposed expansion of the nonconforming structure does not expand the footprint of the existing structure. The proposed redesign of the exterior façade all occurs vertically within the existing footprint.

Stacy Furst asked for clarification regarding floor space, is there an expansion of the second floor, and if so, what is the increase of square footage.

William Briggs explained this remodel is focused on adding more volume rather than square footage and solving an ongoing water issue with the existing roof. There would be only an additional 20 useable square feet added to the home.

Chairman Reeder asked if any letters of support were received to which Mr. Pender responded yes, the Town has received one letter in support.

Chairman Reeder asked if anyone in the audience or on the call would like to speak in support to the proposal, to which there was no response.

Chairman Reeder asked Mr. Pender if any correspondence had been received in opposition of this request, to which Mr. Pender replied there were not.

Chairman Reeder asked if anyone in the audience or on the call wanted to speak in opposition to the request, to which there was no response.

Chairman Reeder asked if anyone on the Board had any further questions or comments, to which there was no response.

Stacey Furst stated the motion to approve a request from the property owner of 3712 Alice Circle to enlarge a portion of the southeast roof of the existing non-conforming residence consistent with the provided plans.

The motion was seconded by Joan Clark and the Board of Adjustment voted unanimously to approve the request.

On a motion by Stacey Furst, seconded by Joan Clark, the Board of Adjustment voted unanimously to adjourn. There being no further business to come before the Board of Adjustment the meeting was adjourned at 9:01 a.m.

APPROVED on this 23rd day of July 2022.

BY:



Chuck Reeder
Chairman

ATTEST:



Hugh Pender
Director of Development Services