

MINUTES OF A MEETING OF THE ZONING COMMISSION OF THE TOWN OF HIGHLAND PARK, TEXAS, HELD REMOTELY THROUGH TELECONFERENCE, ON WEDNESDAY, JUNE 23, 2021, AT 4:00 P.M. TO CONSIDER A REQUEST TO AMEND THE TOWN'S ZONING ORDINANCE BY COMBINING 3806 AND 3812 BEVERLY DRIVE INTO ONE BUILDING SITE.

Present at the meeting were: Margaret Keliher, Chair, and Commission Members Brian Ficke, Alison Hunsicker, Rick Jones and Carolyn Seay.

Madam Chair Keliher called the meeting to order and explained the procedure the Commission would follow in considering the request. She 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 teleconference call.

Hugh Pender, Director of Development Services, explained that in 2005, the Town Council approved an ordinance providing standards for combining building sites, specifically limiting such combination of properties to only one time, and making combined building sites permanent and irreversible in perpetuity. This ordinance was reviewed with the owner of the properties at 3806 and 3812 Beverly Drive. The rezone/replat application was referred by the Town Council to the Zoning Commission on May 18, 2021. If this proposal is approved by the Town Council, a replat process will be required to complete the combining of the building sites.

Mr. Pender explained that the property owner resides at 3806 Beverly Drive. They purchased the property at 3812 Beverly Drive and plan to raze all improvements on the lot in July 2021 once the current owners move out per the sale contingencies made during the transaction. If approved, the property owner plans to construct an addition to the main residence as well as a basement with underground parking.

Mr. Pender concluded the presentation with a statement that on June 2, 2021, the requisite notice of the meeting was mailed to property owners located within two hundred feet (200') of the subject properties and on June 18, 2020, the agenda was posted on the bulletin boards at Town Hall.

Madam Chair Keliher asked for questions and/or comments from the Zoning Commission, to which there was no response.

Madam Chair Keliher asked if the applicant wanted to make a presentation or add any comments.

Dallas Cothrum, consultant, stated that his company, Master Plan, also sent out a 200' notice. They had a couple inquiries about the project; however, they were mainly non-zoning questions. He said his clients are aware that this combination is permanent and non-reversible.

Danielle Mathews, consultant, showed the site plan of the combined property and stated that zoning district "B" has a maximum allowed lot coverage of 30% and the proposed improvements would only cover 18.6% of the building site. She also showed the timeline and confirmed that the residence at 3812 Beverly is planned to be demolished in July.

Madam Chair Keliher asked if any letters in favor of the request were received, to which Mr. Pender replied one email was received from the neighbor directly behind 3806 Beverly.

Madam Chair Keliher asked if anyone on the teleconference call wished to speak in favor of the request, to which there was no response.

Madam Chair Keliher asked if any letters in opposition of the request were received, to which Mr. Pender replied in the negative.

Madam Chair Keliher asked if anyone on the teleconference call wished to speak in opposition of the request, to which there was no response.

On a motion by Carolyn Seay, seconded by Brian Ficke, the Zoning Commission voted unanimously to recommend approval to the Town Council of a request to amend the Town's Zoning Ordinance to combine 3806 Beverly Drive and 3812 Beverly Drive into one building site within Zoning District B.

Hugh Pender stated that the Town Council will conduct a public hearing to receive the recommendation of the Zoning Commission and consider final action on the request.

Being no further items on the Agenda, Madam Chair Keliher asked for a motion to adjourn. On a motion by Carolyn Seay, seconded by Brian Ficke, the Zoning Commission voted unanimously to adjourn. There meeting was adjourned at 4:13 p.m.

APPROVED on this 5th day of October 2022.

BY:



Margaret Keliher
Chair

ATTEST:

Hugh Pender
Director of Development Services