

MINUTES OF A MEETING OF THE ZONING COMMISSION OF THE TOWN OF HIGHLAND PARK, TEXAS, HELD AT THE TOWN HALL, 4700 DREXEL DRIVE, HIGHLAND PARK, TEXAS, 75205, AT 4:00 P.M. ON WEDNESDAY, AUGUST 23, 2023.

Present at the meeting were Margaret Keliher, Chair; Commission Members Brian Ficke and Ralph Perry-Miller. Sam Hawk, Town Attorney, was also present. Absent from the meeting were Commission Members Rick Jones and Carolyn Seay.

Margaret Keliher introduced herself, and called the meeting to order at 4:01 p.m. Hugh Pender, Director of Development Services, introduced himself and any Town staff present for the meeting, as well as the homeowners and builder for the new additions to the property.

***PUBLIC HEARING - 4212 and 4216 Edmondson Avenue***

A public hearing was conducted to consider the request to combine the two properties of 4212 and 4216 Edmondson Avenue into a single building site went forth for consideration. This request was referred to the Zoning Commission by the Town Council on August 1, 2023, for a review and recommendation. A public hearing, review, and recommendation is required before the Town Council can consider approval to act on zoning requests. Amy Windham is the property owner of these two adjacent lots. There is an existing dwelling on the 4212 Edmondson property. The homeowner plans to incorporate the vacant lot at 4216 Edmondson Avenue to construct new guest quarters with an underground parking area.

Combining the two building sites requires an amendment to the Town's Zoning Ordinance and zoning map. In August 2005, the Town's Zoning Ordinance was amended to provide specific zoning setback and coverage regulations for combined building sites. Staff reviewed the preliminary site plan to verify compliance with these regulations. The homeowner is aware that combining the properties is permanent, and will run with the property in perpetuity.

No letters were received in support or opposition of this request by the Town.

No one present at the meeting spoke in support or opposition of this request.

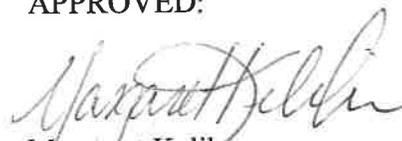
Raph Perry-Miller made the motion to approve the request, Brian Ficke seconded. The Commission voted unanimously to approve the lot combination request.

**ADJOURNMENT**

Margaret Keliher adjourned the meeting at 4:08 p.m.

Approved on this the 28<sup>th</sup> day of February 2024.

APPROVED:



Margaret Keliher  
Chair

ATTEST:



Holly Russell  
Management Assistant