



Town of Highland Park, Texas

**PUBLIC HEARING
Board of Adjustment**

A G E N D A

8:30 A.M.
Wednesday, January 8, 2025

4700 Drexel Drive
Town Council Chambers

I. CALL TO ORDER

II. MINUTES

III. PUBLIC HEARINGS

- A. Conduct a public hearing and consider a variance from Section 15-101 of the Zoning Ordinance to install a perimeter fence, associated landscape edging/planting, an automated driveway gate, and retaining wall within the 61' front yard setback on property located at 4311 and 4321 Lakeside Drive.

- B. Conduct a public hearing and consider a variance from Section 8-601(1) of the Zoning Ordinance to exceed the 50% lot coverage allowed in the rear half of a lot by 4% to construct an attached two-car garage on property located at 4500 Bordeaux Avenue.

IV. ADJOURNMENT

A member of the public may address the governing body regarding an item on the agenda either before or during the body's consideration of the item, upon being recognized by the presiding officer or the consent of the body.

SPECIAL ACCOMMODATIONS FOR TOWN COUNCIL MEETINGS: Let us know if you need special assistance of any kind. Please contact the Town of Highland Park Administrative staff at (214) 521-4161 from 7:30 a.m. to 4:30 p.m., Monday through Friday.



Town of Highland Park Board of Adjustment

Staff Report

MEETING DATE: January 8, 2025

REQUEST: A variance from Section 15-101 to install a perimeter fence, an automated driveway gate, and retaining wall within the 61' front yard setback.

LOCATION: 4311 & 4321 Lakeside Dr.

SUMMARY

The subject property consists of two lots, both of which have previously been combined with other lots. A house that was previously on the property has been demolished and the property is currently vacant. The applicant proposes the construction of a new house and would like to enclose much of the property with a perimeter wall. However, along Armstrong Ave. and Lakeside Dr. such a wall is not permitted in the required front yard setback. In this case the setback requirement is 61 feet along Lakeside Dr. and 50 feet along Armstrong Ave. The applicant proposes that the wall and associated gate vary in distance from the property line, primarily eight to ten feet. The entry gate would be setback no less than 53 feet from the Lakeside Dr. property line. The wall would be setback 40 feet along most of the Armstrong Ave. frontage to accommodate existing utility equipment.

In February 2023, a variance was approved to allow a wall on the subject property near the property line along Oak Lawn Ave. The approved variance allows a wall to be approximately 10 feet from the property line along Oak Lawn Ave. instead of the required 32.7 feet.

ORDINANCE

SEC. 15-101

“A fence or wall may be erected, not to exceed eight (8) feet in height, along or within the front building line; provided, that said fence shall not extend into, on or around the required front yard.”

The applicant proposes the construction of an eight-foot wall that would enclose the property. The proposed fence would encroach into the setback along Armstrong Ave. and Lakeside Dr.



Town of Highland Park Board of Adjustment

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ANALYSIS

Section 17-200 of the Zoning Ordinance states that the Board in shall, in its judgment, determine the following when considering exceptions:

- The public convenience and welfare will be substantially served, and appropriate use of the neighboring property will not be substantially or permanently injured.

Analysis: Placing a fence or wall in the front setback can create problems with traffic visibility when pulling out of a property. In this case the only driveways that could be potentially affected are the driveway on site and a driveway from Lakeside Dr. to the property immediately to the south (4301 Lakeside Dr.) For the on-site driveway, sufficient visibility will be maintained due to setting the access gate and portions of the wall back at least 53 feet. Visibility from the driveway to the neighboring property will still be sufficient due to the proposed wall being setback 10 feet from the property line. With a distance of about 15 feet from the curb of the street to the property line plus the proposed ten feet of setback from there, the wall would be at least 25 feet from the curb of the street, leaving ample visibility to safely exit the adjacent property.

Fences and walls are typically prohibited in front yards to maintain desired character of neighborhoods by having open spaces with landscaping along the streets, generally with site lines to the front of the houses. However, it is also typical on large lots in Highland Park to have perimeter walls along streets. The large lots just to the north of the subject property along the east side of Preston Rd. are examples of this. The applicant's property is approximately 2.34 acres in area, a little less than half the size of the Preston Rd. properties and there are no other walls along the frontage of Lakeside Dr.

- Determine that the proposed modification is necessary to secure appropriate development of land that differs from other parcels in the district by being of such restricted area, shape, or slope that it cannot be appropriately developed without such modification.

Analysis: The property is bounded on three sides by streets, which is unusual. If the proposed wall were to be built at the required 61-foot setback, the amount of land outside of the enclosed yard would be more than 15,000 square feet. Since both lots that make up the parcel are combined lots, by ordinance, they cannot be combined again with each other. Therefore, the house must be constructed entirely on one lot. In this case the house would be on the southern lot and the northern lot would effectively become the yard for the property. On the lot with the house, nearly the entire wall is proposed to be setback no less than 53 feet along the Lakeside Dr. frontage, creating a front yard appearance that is more typical to residential neighborhoods. The applicant proposes a



Town of Highland Park Board of Adjustment

Staff Report

game court and other spaces to enjoy on the vacant portion of the property and would like to have the privacy and security provided by the proposed perimeter wall.

RECOMMENDATION

Staff recommends approval per the proposed site plan with the exception of the portion of the proposed wall at the southeast corner of the property that extends across an easement.

ATTACHMENTS

1. Aerial Map
2. Written Notification Area Map
3. Application and Associated Materials



*Town of Highland Park
Board of Adjustment*

Staff Report

ATTACHMENT 1 – AERIAL MAP

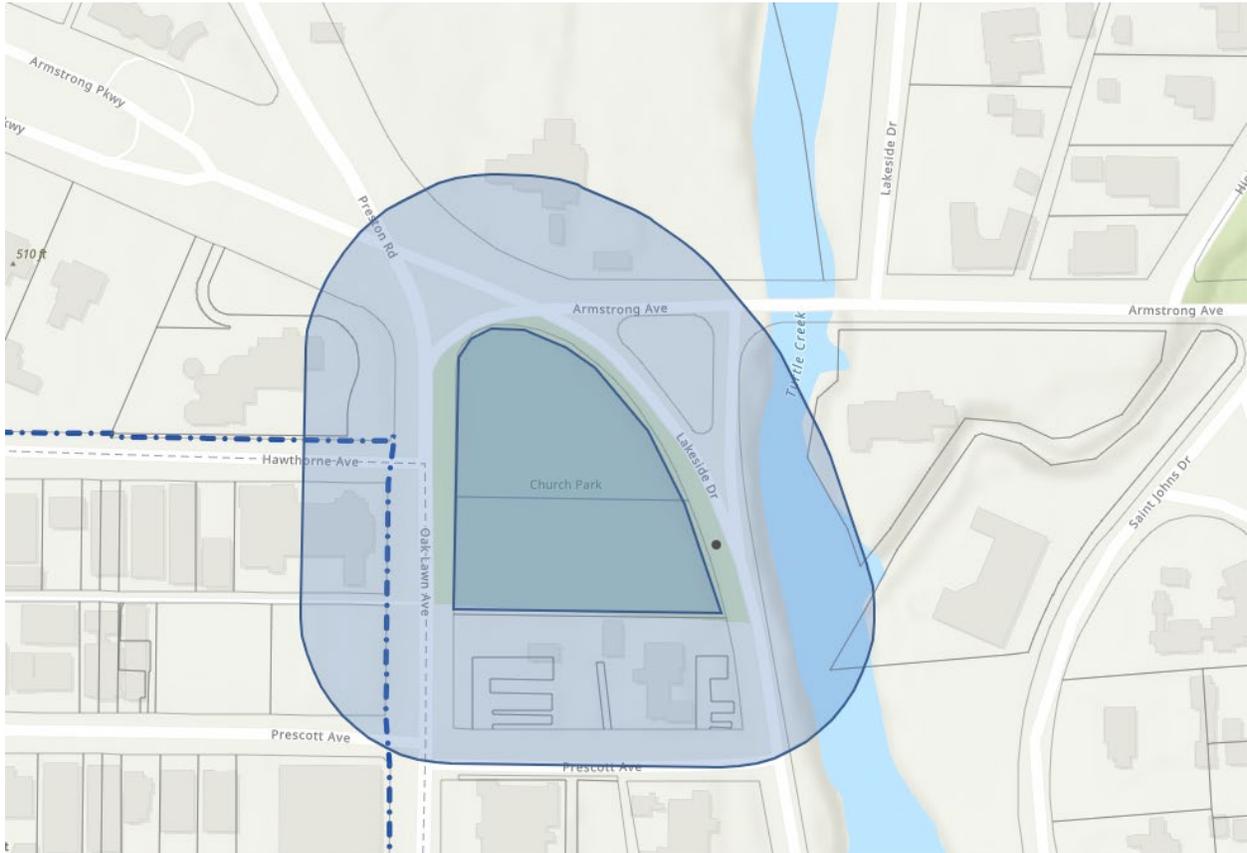




***Town of Highland Park
Board of Adjustment***

Staff Report

ATTACHMENT 2 – NOTIFICATION MAP





*Town of Highland Park
Board of Adjustment*

Staff Report

ATTACHMENT 3 – APPLICATION AND ASSOCIATED MATERIALS

(See following pages)

MAYOR
William C. Beecher
MAYOR PRO TEM
Craig Perfold
TOWN ADMINISTRATOR
Tobin E. Maples, AICP



TOWN COUNCIL
MEMBERS
Marc Myers
Lydia Novakov
Don Snell
Leland White

BOARD OF ADJUSTMENT (“BOA”) / PLANNING REVIEW BOARD
2024 FILING AND PROCESS SCHEDULE

All BOA meetings will begin at 8:30 a.m., unless otherwise noted.

Location:
Town Council Chambers, Town Hall
4700 Drexel Drive
Highland Park, TX 75205

The application (Appeal to the Board of Adjustment), attachments, and fee must be turned in on or before the application deadline. A filing fee of \$200.00 is required.

Application Deadline	Meeting Date
Dec 1, 2023	Jan 10, 2024
Jan 5, 2024	Feb 14, 2024
Feb 2, 2024	Mar 13, 2024
Mar 1, 2024	Apr 10, 2024
Apr 5, 2024	May 8, 2024
May 3, 2024	June 12, 2024
Jun 7, 2024	July 10, 2024
Jul 5, 2024	Aug 14, 2024
Aug 2, 2024	Sep 11, 2024
Sep 6, 2024	Oct 9, 2024
Oct 4, 2024	Nov 13, 2024
Nov 1, 2024	Dec 11, 2024
Dec 6, 2024	Jan 8, 2025

Note: Agendas are posted on the official bulletin board at the Department of Public Safety Dispatch Office, 4700 Drexel Drive, at the St. Johns Drive Library Entrance, and on the Town’s website 72 hours prior to meeting.

THE TOWN OF
Highland Park
TEXAS

4700 Drexel Drive, Highland Park, TX 75205
214-521-4161 office 214-559-9335 fax

Department of Building Inspection

Items required to apply for an appeal to the Board of Adjustment:

- Pre-Application meeting with Department Staff to review plan submittal requirements;
- Application for Building Permit and related plans;
- Application for Board of Adjustment (BOA) completed and signed by *Property Owner*. (For **Jurisdiction**: described the hardship of the property/building site, how it differs from other properties in its zoning district and why it cannot be appropriately developed without such a variance as being requested. If necessary, then please utilize additional page(s) in letter form and address the letter to the attention of the "Members of the Board of Adjustment");
- BOA Application fee (\$200.00);
- Two (2) copies of plans (11"X17"max);
- One (1) copy of plans to scale (24"x36"max);
- Plans to include site plan (w/existing & required setbacks shown), floor plans, exterior elevations all with dimensions;
- Copy of site survey with R.P.L.S. seal.

All of the above items must be presented to the Building Department at one time to begin the process of appeal.

Should you have any questions please call our office Monday through Friday
7:30AM-4:30PM, (214)521-4161.

Sincerely,

Hugh Pender
Director of Development Services
hpender@hptx.org

THE TOWN OF
Highland Park
TEXAS

4700 Drexel Drive, Highland Park, TX 75205
214-521-4161 office 214-559-9335 fax

Department of Building Inspection

While nothing can guarantee that your project will be approved, the following tips may help facilitate the Board of Adjustment public hearing process:

- Contact the adjacent neighbors (within a min. 200 ft from your property) during conceptual design to receive feedback, interests, or concerns for the proposed project.
- Prior to the required city notification of the submitted application, invite the adjacent neighbors to comment on the design.
- Provide city contact information to all neighbors so that they may comment publicly about the project.
- Provide clean, detailed and legible plan documents for review.
- Provide an artistic rendering of the proposed structure.

APPEAL TO THE BOARD OF ADJUSTMENT
TOWN OF HIGHLAND PARK

(Please Type or Print)

ADDRESS 4311+4321 Lakeside Drive Owner's Name Ian and Jamie Charles

LEGAL DESCRIPTION: Lot(s) 1,2, and 3 (partial) Block 1 Addition Highland Park Acreage

Mailing Address 4115 Standford Ave.

City Dallas State TX Zip Code 75225

1. Request: Permission to install a perimeter fence, associated landscape edging/planting, an automated driveway gate, and retaining wall within the 61' Lakeside Dr. front yard setback. The fence will be located at a minimum of 8'-0" off the property line near Armstrong Ave. where the fence intersects the traffic signal equipment. From that point east along Lakeview Dr. the fence will be a min. of 10'-0" off the property line, and an average of 55'-0" off along lot 4311.

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)]

The hardship we face is based upon this property being one of few in Highland Park that has street frontage on two sides of the property, or two "front" setbacks and traffic signal box equip. These elements significantly reduced the owners usable lot size. The proposed fence location allows the owner more yard space on lot 4321, which will not have a built structure. Additionally the proposal helps to conceal the signal boxes while preserving significant old growth trees.

Additional information submitted by applicant Site plans and renderings of proposed landscaping

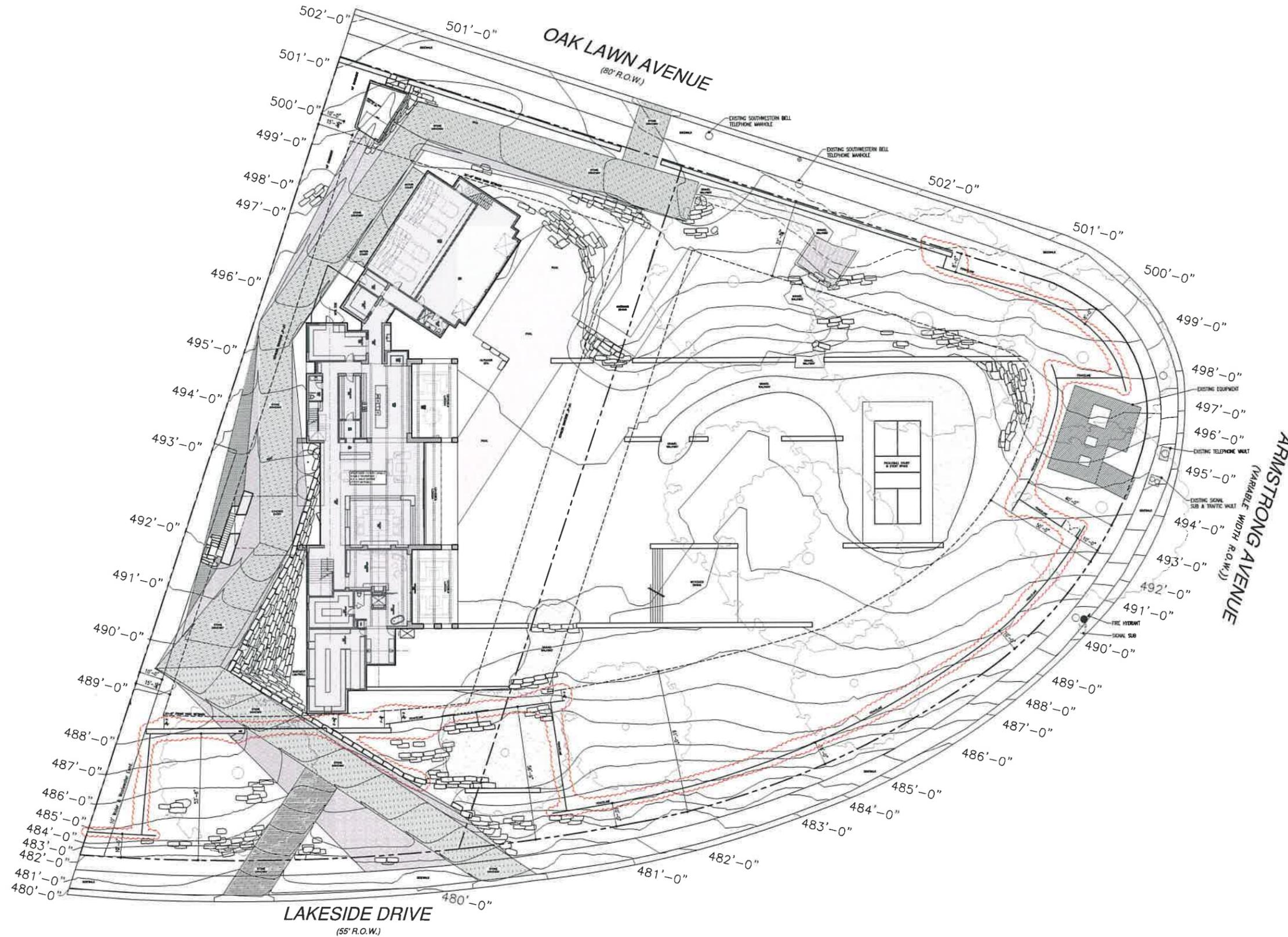
Fee Paid 200.00 Date 12/11/2014 Phone 860-869-6496

3. Signature of Owner 

(To be completed by Building Inspection Department)

Reason for denial: _____
Explanation: _____
Section _____

Building Inspector Date



shm LANDSCAPES

5444 Millon Street, Suite 800 - Dallas, Texas 75204
214.252.3838 - 214.252.3840 Fax - shmarchitects.com

CHARLES LAKESIDE RESIDENCE

DALLAS, TEXAS

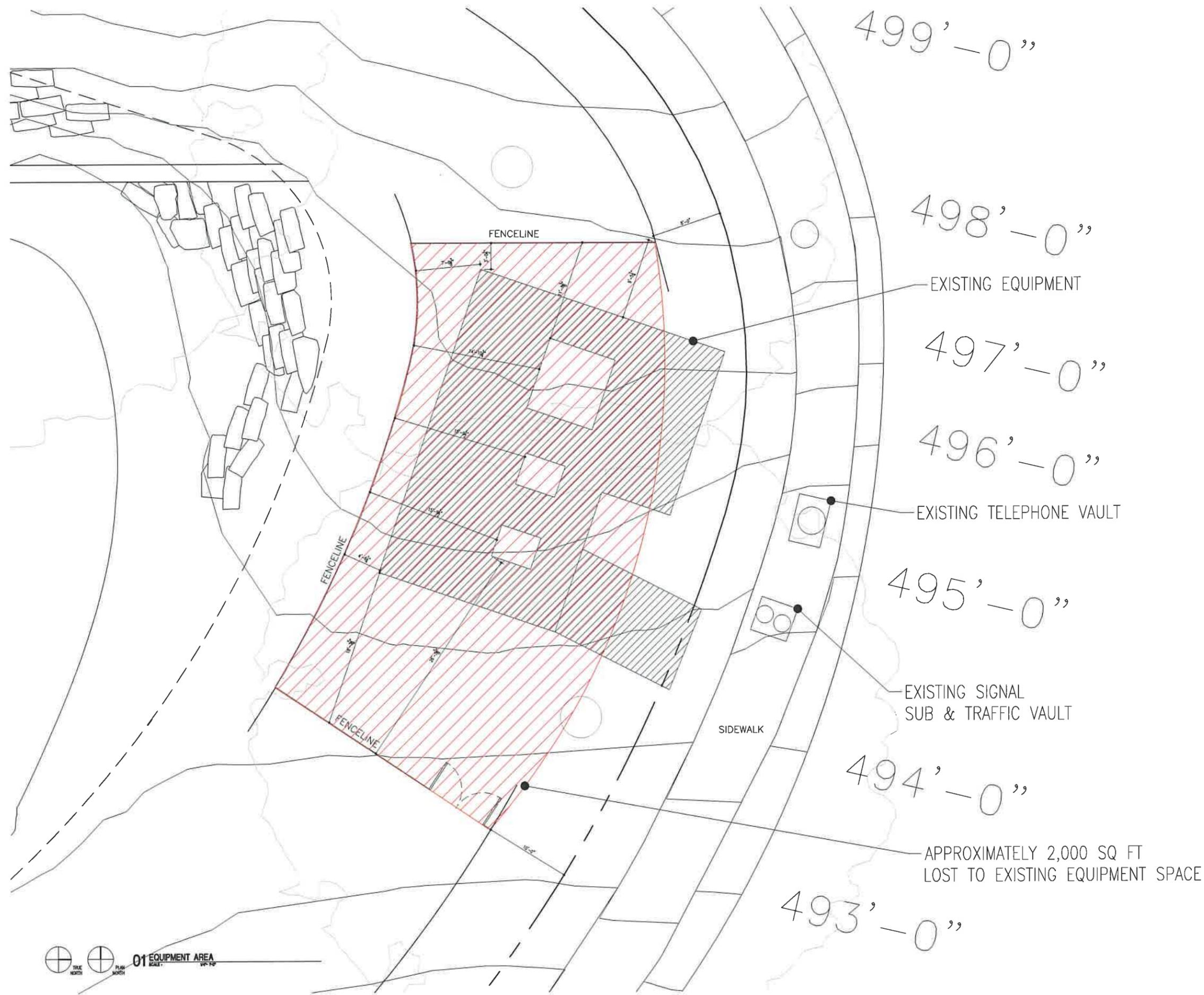
Pricing Set - NOT FOR CONSTRUCTION

SHM PROJECT #
24-082

ISSUE DATE
DECEMBER 09, 2024

OVERALL PLAN

L1.10



 TRUE NORTH
 PLAN NORTH
01 EQUIPMENT AREA
SCALE: 1/4" = 1'-0"

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 214.252.3830 • 214.252.3840 Fax • shmlandscapes.com

CHARLES LAKESIDE RESIDENCE
 DALLAS, TEXAS
 Pricing Set - NOT FOR CONSTRUCTION

SHM PROJECT #
 24-082

ISSUE DATE
 DECEMBER 09, 2024

EXISTING SITE CONDITIONS

L1.10

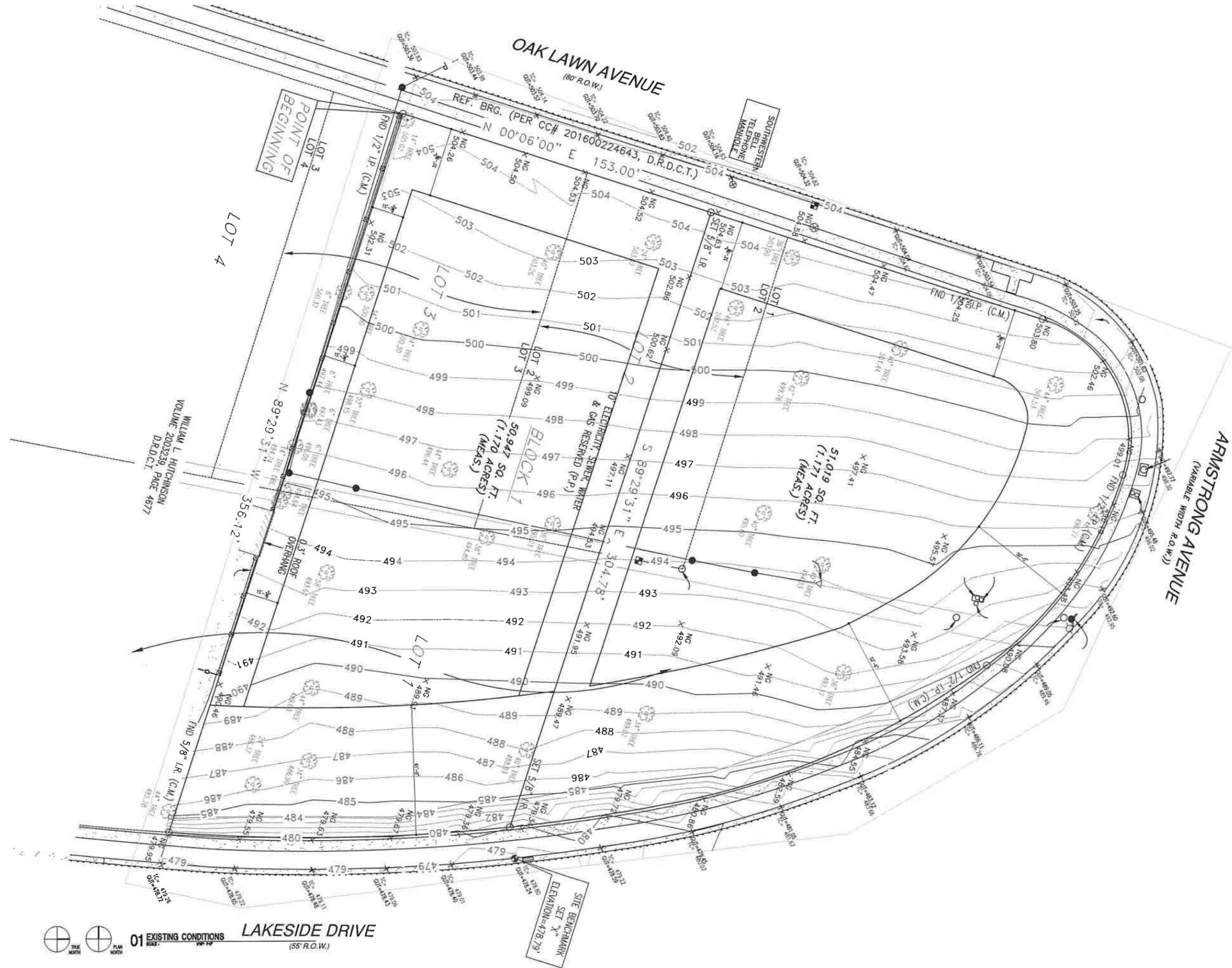
CHARLES LAKESIDE RESIDENCE
 DALLAS, TEXAS
 Pricing Set - NOT FOR CONSTRUCTION

SHM PROJECT #
 24-082

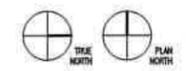
ISSUE DATE
 DECEMBER 09, 2024

EXISTING SITE CONDITIONS

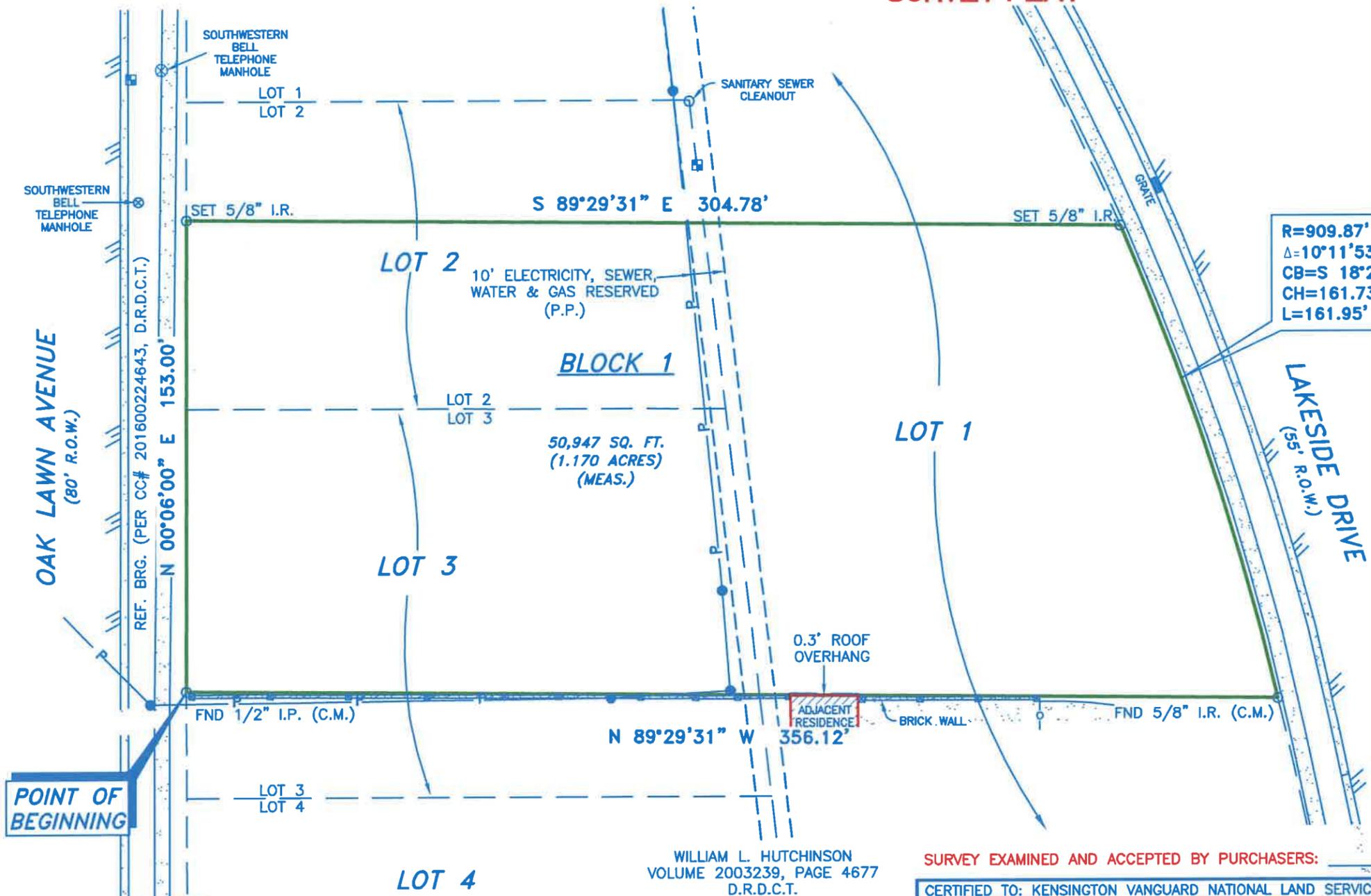
L1.10



01 EXISTING CONDITIONS
 LAKESIDE DRIVE
 (55' R.O.W.)



'SURVEY PLAT'



LEGAL DESCRIPTION:

BEING A PART OF LOTS 1, 2 AND 3 IN BLOCK 1, OF A REPLAT OF HIGHLAND PARK ACREAGE ADDITION, AN ADDITION TO HIGHLAND PARK, DALLAS COUNTY, TEXAS, ACCORDING TO THE MAP THEREOF RECORDED IN VOLUME 2, PAGE 85, MAP RECORDS OF DALLAS COUNTY, TEXAS, AND BEING A PART OF A CALLED 2.341 ACRE TRACT OF LAND DESCRIBED IN A DEED TO OAKLAKE, L.P., RECORDED UNDER COUNTY CLERK'S FILE NO. 201600224643, OF THE DEED RECORDS OF DALLAS COUNTY, TEXAS, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A 1/2" IRON PIPE FOUND FOR CORNER IN THE EAST RIGHT-OF-WAY LINE OF OAK LAWN AVENUE (80' RIGHT-OF-WAY), AND ALSO BEING IN THE WEST LINE OF SAID LOT 3, SAID POINT BEING THE NORTHWEST CORNER OF A TRACT OF LAND DESCRIBED IN A DEED TO WILLIAM L HUTCHINSON OF RECORD IN VOLUME 2003239, PAGE 4677, DEED RECORDS OF DALLAS COUNTY, TEXAS;

THENCE NORTH 00°06'00" EAST ALONG THE EAST RIGHT-OF-WAY LINE OF SAID OAK LAWN AVENUE, A DISTANCE OF 153.00 FEET TO 5/8" IRON ROD SET FOR CORNER AT THE NORTHWEST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE SOUTH 89°29'31" EAST DEPARTING THE EAST RIGHT-OF-WAY LINE OF SAID OAK LAWN AVENUE AND THROUGH SAID LOTS 1 AND 2, A DISTANCE OF 304.78 FEET TO A 5/8" IRON ROD SET FOR CORNER IN THE NORTHEAST LINE OF SAID LOT 1 AND THE SOUTHWEST RIGHT-OF-WAY LINE OF LAKESIDE DRIVE (55' RIGHT-OF-WAY), AT THE NORTHEAST CORNER OF THE HEREIN DESCRIBED TRACT, SAID POINT BEING AT THE BEGINNING OF A NON-TANGENT CURVE TO THE RIGHT HAVING A RADIUS OF 909.87 FEET, A CENTRAL ANGLE OF 10°11'53" AND A CHORD WHICH BEARS SOUTH 18°24'28" EAST, A DISTANCE OF 161.73 FEET;

THENCE IN A SOUTHEASTERLY DIRECTION ALONG SAID CURVE TO THE RIGHT AND WITH THE SOUTHWESTERLY RIGHT-OF-WAY LINE OF LAKESIDE DRIVE AN ARC DISTANCE OF 161.95 FEET TO A 5/8" IRON ROD FOUND FOR CORNER AT THE NORTHEAST CORNER OF SAID HUTCHINSON TRACT;

THENCE NORTH 89°29'31" WEST ALONG THE NORTH LINE OF SAID HUTCHINSON TRACT AND THE SOUTH LINE OF SAID OAKLAKE, LP TRACT, A DISTANCE OF 356.12 FEET TO THE PLACE OF BEGINNING AND CONTAINING 50,947 SQUARE FEET OR 1.170 ACRES OF LAND.

R=909.87'
Δ=10°11'53"
CB=S 18°24'28" E
CH=161.73'
L=161.95'

POINT OF BEGINNING

ADDRESS: 4311 LAKESIDE DRIVE

NOTES:

- 1) ALL CORNERS LABELED HEREON AS "SET 5/8" I.R." HAVE A YELLOW CAP STAMPED "RPLS 5587".
- 2) (P.P.) INDICATES BUILDING LINES, EASEMENTS, R.O.W.S, DIMENSIONS, ETC. ARE PER PLAT REFERENCED IN LEGAL DESCRIPTION ABOVE.
- 3) THE PROPERTY SHOWN HEREON APPEARS TO BE SUBJECT TO THE TERMS, PROVISIONS AND CONDITIONS OF THE AGREEMENT RECORDED IN CC# 201000134198, REAL PROPERTY RECORDS OF DALLAS COUNTY, TEXAS.
- 4) THE PROPERTY SHOWN HEREON APPEARS TO BE SUBJECT TO THE TERMS, PROVISIONS, CONDITIONS AND EASEMENTS DESCRIBED IN RESTRICTIVE COVENANTS RECORDED IN CC# 200600477433 AND CC# 201300018051, OF THE DEED RECORDS OF DALLAS COUNTY, TEXAS.
- 5) NOTICE: SELLING A PORTION OF A PLATTED LOT BY METES AND BOUNDS IS AGAINST STATE LAW AND CITY ORDINANCE. THIS PROPERTY MAY BE SUBJECT TO WITHHOLDING OF BUILDING PERMITS AND UTILITIES.

FLOOD STATEMENT:

ACCORDING TO MY INTERPRETATIONS OF COMMUNITY PANEL NO. 480178 0335K, DATED 07/07/2014, OF THE NATIONAL FLOOD INSURANCE RATE MAPS FOR DALLAS COUNTY, TEXAS, THE SUBJECT PROPERTY APPEARS TO LIE WITHIN FLOOD ZONE "X" AND IS NOT SHOWN TO BE WITHIN A SPECIAL FLOOD HAZARD AREA. THIS FLOOD STATEMENT SHALL NOT CREATE LIABILITY ON THE PART OF THE SURVEYOR.

WILLIAM L. HUTCHINSON
VOLUME 2003239, PAGE 4677
D.R.D.C.T.

SURVEY EXAMINED AND ACCEPTED BY PURCHASERS: _____

DATE: _____

CERTIFIED TO: KENSINGTON VANGUARD NATIONAL LAND SERVICES GF#:314715 DATE: 10/08/2019 JOB NO.:19-10-006

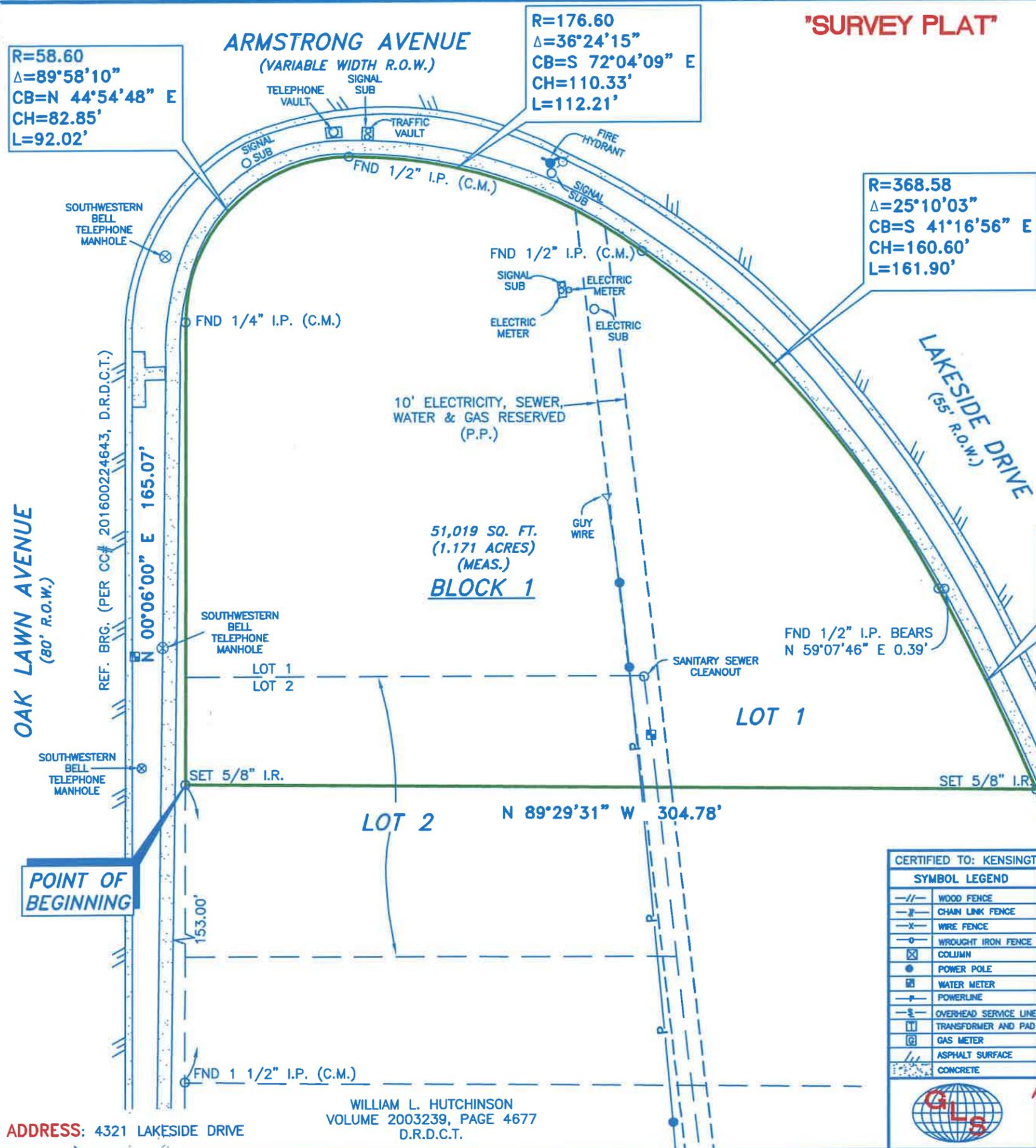
SYMBOL LEGEND		I, JASON L. MORGAN, REGISTERED PROFESSIONAL LAND SURVEYOR OF THE STATE OF TEXAS, DO HEREBY CERTIFY THAT THE PLAT HEREDON IS A TRUE, CORRECT AND ACCURATE REPRESENTATION OF THE SUBJECT PROPERTY AS DETERMINED BY AN ON THE GROUND SURVEY UNDER MY SUPERVISION. THIS SURVEY MEETS OR EXCEEDS THE MINIMUM STANDARDS PROMULGATED BY THE TEXAS BOARD OF PROFESSIONAL LAND SURVEYING AND WAS PERFORMED IN CONNECTION WITH TITLE COMMITMENT OF NO. 314715 PROVIDED BY KENSINGTON VANGUARD NATIONAL LAND SERVICES REFLECTING ONLY THE EASEMENT(S) LISTED IN SCHEDULE "B" OF SAID COMMITMENT. USE OF THIS SURVEY BY ANY OTHER PARTY SHALL BE AT THEIR OWN RISK AND THE UNDERSIGNED IS NOT RESPONSIBLE TO OTHERS FOR ANY LOSS RESULTING THEREFROM. THIS SURVEY IS NOT VALID WITHOUT A RED SEAL AND SIGNATURE.					
FND= FOUND	I.R.= IRON ROD	I.P.= IRON PIPE	ESMT.= EASEMENT	B.L.= BUILDING LINE	(C.M.)= CONTROL MONUMENT		
---	WOOD FENCE						
-x-	CHAIN LINK FENCE						
-x-	WIRE FENCE						
-o-	WROUGHT IRON FENCE						
⊠	COLUMN						
●	POWER POLE						
⊠	WATER METER						
-P-	POWERLINE						
-S-	OVERHEAD SERVICE LINE						
⊠	TRANSFORMER AND PAD						
⊠	GAS METER						
///	ASPHALT SURFACE						
---	CONCRETE						



Global Land Surveying, Inc.
SERVING THE GREATER DALLAS-FORT WORTH METROPLEX SINCE 2002

GLOBAL LAND SURVEYING, INC.
1705 TAWAKONI LANE
PLANO, TEXAS 75075
PHONE (972) 881-1700
JMORGAN@GLS-INC.COM
FIRM NO. 10016300

"SURVEY PLAT"



LEGAL DESCRIPTION:

BEING A PART OF LOT 1 AND A PART OF LOT 2, IN BLOCK 1, OF A REPLAT OF HIGHLAND PARK ACREAGE ADDITION, AN ADDITION TO THE TOWN OF HIGHLAND PARK, DALLAS COUNTY, TEXAS, ACCORDING TO THE MAP THEREOF RECORDED IN VOLUME 2, PAGE 85, MAP RECORDS OF DALLAS COUNTY, TEXAS, AND BEING A PART OF A CALLED 2.341 ACRE TRACT OF LAND DESCRIBED IN A DEED TO OAKLAKE, L.P., RECORDED UNDER COUNTY CLERK'S FILE NO. 201600224643, OF THE DEED RECORDS OF DALLAS COUNTY, TEXAS AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A 5/8" IRON ROD SET FOR CORNER IN THE EAST RIGHT-OF-WAY LINE OF OAK LAWN AVENUE (80' RIGHT-OF-WAY) AND ALSO BEING IN THE WEST LINE OF SAID LOT 2, SAID POINT BEING NORTH 00°06'00" EAST, A DISTANCE OF 153.00 FEET FROM THE SOUTHWEST CORNER OF SAID OAKLAKE LP TRACT, COMMON TO THE NORTHWEST CORNER OF A TRACT OF LAND DESCRIBED IN A DEED TO WILLIAM L. HUTCHINSON OF RECORD IN VOLUME 2003239, PAGE 4677, DEED RECORDS OF DALLAS COUNTY, TEXAS;

THENCE NORTH 00°06'00" EAST ALONG THE EAST RIGHT-OF-WAY LINE OF SAID OAK LAWN AVENUE, A DISTANCE OF 165.07 FEET TO A 1/4" IRON PIPE FOUND FOR CORNER AT THE BEGINNING OF A CURVE TO THE RIGHT HAVING A RADIUS OF 58.60 FEET, A CENTRAL ANGLE OF 89°58'10" AND A CHORD WHICH BEARS NORTH 44°54'48" EAST, A DISTANCE OF 82.85 FEET;

THENCE IN A NORTHEASTERLY DIRECTION ALONG SAID CURVE TO THE RIGHT AN ARC DISTANCE OF 92.02 FEET TO A 1/2" IRON ROD FOUND FOR CORNER IN THE SOUTH RIGHT-OF-WAY LINE OF ARMSTRONG AVENUE (VARIABLE WIDTH RIGHT-OF-WAY), SAID POINT BEING THE BEGINNING OF A CURVE TO THE RIGHT HAVING A RADIUS OF 176.60 FEET, A CENTRAL ANGLE OF 36°24'15" AND A CHORD WHICH BEARS SOUTH 72°04'09" EAST, A DISTANCE OF 110.33 FEET;

THENCE IN A SOUTHEASTERLY DIRECTION ALONG SAID CURVE TO THE RIGHT AN ARC DISTANCE OF 112.21 FEET TO A 1/2" IRON PIPE FOUND FOR CORNER IN THE SOUTHWESTERLY RIGHT-OF-WAY LINE OF LAKESIDE DRIVE (55' R.O.W.), SAID POINT BEING THE BEGINNING OF A CURVE TO THE RIGHT HAVING A RADIUS OF 368.58 FEET, A CENTRAL ANGLE OF 25°10'03", AND A CHORD WHICH BEARS SOUTH 41°16'56" EAST, A DISTANCE OF 160.60 FEET;

THENCE ALONG THE SOUTHWESTERLY RIGHT-OF-WAY LINE OF SAID LAKESIDE DRIVE AND WITH SAID CURVE TO THE RIGHT, AN ARC DISTANCE OF 161.90 FEET TO A POINT FOR CORNER, FROM WHICH A 1/2" IRON PIPE FOUND FOR REFERENCE BEARS NORTH 59°07'46" EAST, A DISTANCE OF 0.39 FEET, SAID POINT BEING THE BEGINNING OF A CURVE TO THE RIGHT HAVING A RADIUS OF 909.87 FEET, A CENTRAL ANGLE OF 05°01'57", AND A CHORD WHICH BEARS SOUTH 26°01'23" EAST, A DISTANCE OF 79.92 FEET;

THENCE ALONG SAID CURVE TO THE RIGHT AND WITH THE SOUTHWESTERLY RIGHT-OF-WAY LINE OF SAID LAKESIDE DRIVE AN ARC DISTANCE OF 79.92 FEET TO A 5/8" IRON ROD SET FOR CORNER AT THE SOUTHEAST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE NORTH 89°29'31" WEST DEPARTING THE WEST RIGHT-OF-WAY LINE OF SAID LAKESIDE DRIVE AND CROSSING THROUGH SAID LOTS 1 AND 2, A DISTANCE OF 304.78 FEET TO THE PLACE OF BEGINNING AND CONTAINING 51,019 SQUARE FEET OR 1.171 ACRES OF LAND.

NOTES:

- 1) ALL CORNERS LABELED HEREON AS "SET 5/8" I.R." HAVE A YELLOW CAP STAMPED "RPLS 5587".
- 2) (P.P.) INDICATES BUILDING LINES, EASEMENTS, R.O.W.S, DIMENSIONS, ETC. ARE PER PLAT REFERENCED IN LEGAL DESCRIPTION ABOVE.
- 3) THE PROPERTY SHOWN HEREON APPEARS TO BE SUBJECT TO THE TERMS, PROVISIONS AND CONDITIONS OF THE AGREEMENT RECORDED IN CC# 201000134198, REAL PROPERTY RECORDS OF DALLAS COUNTY, TEXAS.
- 4) THE PROPERTY SHOWN HEREON APPEARS TO BE SUBJECT TO THE TERMS, PROVISIONS, CONDITIONS AND EASEMENTS DESCRIBED IN RESTRICTIVE COVENANTS RECORDED IN CC# 200600477433 AND CC# 201300018051, OF THE DEED RECORDS OF DALLAS COUNTY, TEXAS.
- 5) NOTICE: SELLING A PORTION OF A PLATTED LOT BY METES AND BOUNDS IS AGAINST STATE LAW AND CITY ORDINANCE. THIS PROPERTY MAY BE SUBJECT TO WITHHOLDING OF BUILDING PERMITS AND UTILITIES.

FLOOD STATEMENT:

ACCORDING TO MY INTERPRETATIONS OF COMMUNITY PANEL NO. 480178 0335K, DATED 07/07/2014, OF THE NATIONAL FLOOD INSURANCE RATE MAPS FOR DALLAS COUNTY, TEXAS, THE SUBJECT PROPERTY APPEARS TO LIE WITHIN FLOOD ZONE "X" AND IS NOT SHOWN TO BE WITHIN A SPECIAL FLOOD HAZARD AREA. THIS FLOOD STATEMENT SHALL NOT CREATE LIABILITY ON THE PART OF THE SURVEYOR.

CERTIFIED TO: KENSINGTON VANGUARD NATIONAL LAND SERVICES GF#:314732 DATE: 10/08/2019 JOB NO.:19-10-007

SYMBOL LEGEND	FND= FOUND I.R.= IRON ROD I.P.= IRON PIPE ESMT.= EASEMENT B.L.= BUILDING LINE (C.M.)= CONTROL MONUMENT
---//---	WOOD FENCE
--- ---	CHAIN LINK FENCE
---x---	WIRE FENCE
---o---	WROUGHT IRON FENCE
⊠	COLUMN
⊙	POWER POLE
⊞	WATER METER
—p—	POWERLINE
—s—	OVERHEAD SERVICE LINE
⊞	TRANSFORMER AND PAD
⊞	GAS METER
///	ASPHALT SURFACE
---	CONCRETE

I, JASON L. MORGAN, REGISTERED PROFESSIONAL LAND SURVEYOR OF THE STATE OF TEXAS, DO HEREBY CERTIFY THAT THE PLAT HEREON IS A TRUE, CORRECT AND ACCURATE REPRESENTATION OF THE SUBJECT PROPERTY AS DETERMINED BY AN ON THE GROUND SURVEY UNDER MY SUPERVISION. THIS SURVEY MEETS OR EXCEEDS THE MINIMUM STANDARDS PROMULGATED BY THE TEXAS BOARD OF PROFESSIONAL LAND SURVEYING AND WAS PERFORMED IN CONNECTION WITH TITLE COMMITMENT OF NO. 314732 PROVIDED BY KENSINGTON VANGUARD NATIONAL LAND SERVICES REFLECTING ONLY THE EASEMENT(S) LISTED IN SCHEDULE "B" OF SAID COMMITMENT. USE OF THIS SURVEY BY ANY OTHER PARTY SHALL BE AT THEIR OWN RISK AND THE UNDERSIGNED IS NOT RESPONSIBLE TO OTHERS FOR ANY LOSS RESULTING THEREFROM. THIS SURVEY IS NOT VALID WITHOUT A RED SEAL AND SIGNATURE.

Jason L. Morgan
 JASON L. MORGAN TXRPLS 5587



ADDRESS: 4321 LAKESIDE DRIVE

WILLIAM L. HUTCHINSON
 VOLUME 2003239, PAGE 4677
 D.R.D.C.T.



Global Land Surveying, Inc.
 SERVING THE GREATER DALLAS-FORT WORTH METROPLEX SINCE 2002

GLOBAL LAND SURVEYING, INC.
 1705 TAWAKONI LANE
 PLANO, TEXAS 75075
 PHONE (972) 881-1700
 JMORGAN@GLS-INC.COM
 FIRM NO. 10016300













FENCE DESIGN
ALT. FINAL TBD.











Town of Highland Park Board of Adjustment

Staff Report

MEETING DATE: January 8, 2025

REQUEST: A variance from Section 8-601 of the Zoning Ordinance to exceed the 50% maximum lot coverage allowed in the rear half of the lot by 4% to construct an attached two-car garage.

LOCATION: 4500 Bordeaux Dr.

SUMMARY

The applicant proposes construction of a two-story addition to the home consisting of a two-car garage on the lower floor and a bonus room on the upper floor. The addition would be located toward the rear of the property. The garage would be accessed through an existing curb cut from the side street (Lomo Alto Dr.).

At some point in the past a previously existing garage was converted into living space leaving no enclosed parking on the site. The Zoning Ordinance requires all single-family homes to have a minimum of two covered and enclosed parking spaces. Staff has not located any definitive date when the garage conversion took place, but believes it occurred in the mid-1990's or earlier.

ORDINANCE

SEC. 8-601: NO BUILDING OR STRUCTURE SHALL HEREAFTER BE LOCATED, ERECTED OR ALTERED TO HAVE A REAR YARD SMALLER THAN HEREIN REQUIRED:

(1) "...In all districts permitting residential structures, a main residential building shall not cover more than fifty percent (50%) of that portion of the lot lying to the rear of a line erected joining the midpoint of one side of the lot with the midpoint of the opposite side of the lot..."

The rear half of the subject property is 6,041 square feet. By ordinance the maximum square footage of lot coverage permitted in the rear half of the lot is 3,020.5 square feet. The proposed garage structure would exceed the maximum square footage of coverage allowed in the rear half of the lot by 231 square feet (3.82%).



Town of Highland Park Board of Adjustment

Staff Report

ANALYSIS

Section 17-200 of the Zoning Ordinance states that the Board shall, in its judgment, determine the following when considering exceptions:

- The public convenience and welfare will be substantially served, and appropriate use of the neighboring property will not be substantially or permanently injured.

Analysis: The proposed addition will meet all requirements except for the lot coverage that is subject of this request. The second floor of the proposed addition will have no windows facing the adjacent property to the rear. Windows will face the adjacent side property line at a distance of 40 feet from the property line. The ordinance allows such windows when a minimum of 20 feet from the side property line. Windows are also proposed to face Lomo Alto Dr. and the stairs and entry door to the second floor will face toward the front of the lot. Staff does not expect any negative impact on the public convenience or welfare from this request.

- Determine that the proposed modification is necessary to secure appropriate development of land that differs from other parcels in the district by being of such restricted area, shape, or slope that it cannot be appropriately developed without such modification.

Analysis: As previously stated, there is no garage on the property. The Zoning Ordinance requires enclosed parking for at least two vehicles on all single-family residential lots. There is no way to add a two-car garage to the subject property without needing some sort of relief from ordinance requirements. A detached garage would require an exception from the setback and attaching the garage (as proposed) necessitates relief from the lot coverage requirement. Having no garage on site, leaves the property out of compliance with the Zoning Ordinance. Staff suggests that an additional 4% lot coverage on the rear portion of the lot is reasonable versus encroaching into a setback or the property continuing to exist without a garage.

RECOMMENDATION

Staff recommends approval.

ATTACHMENTS

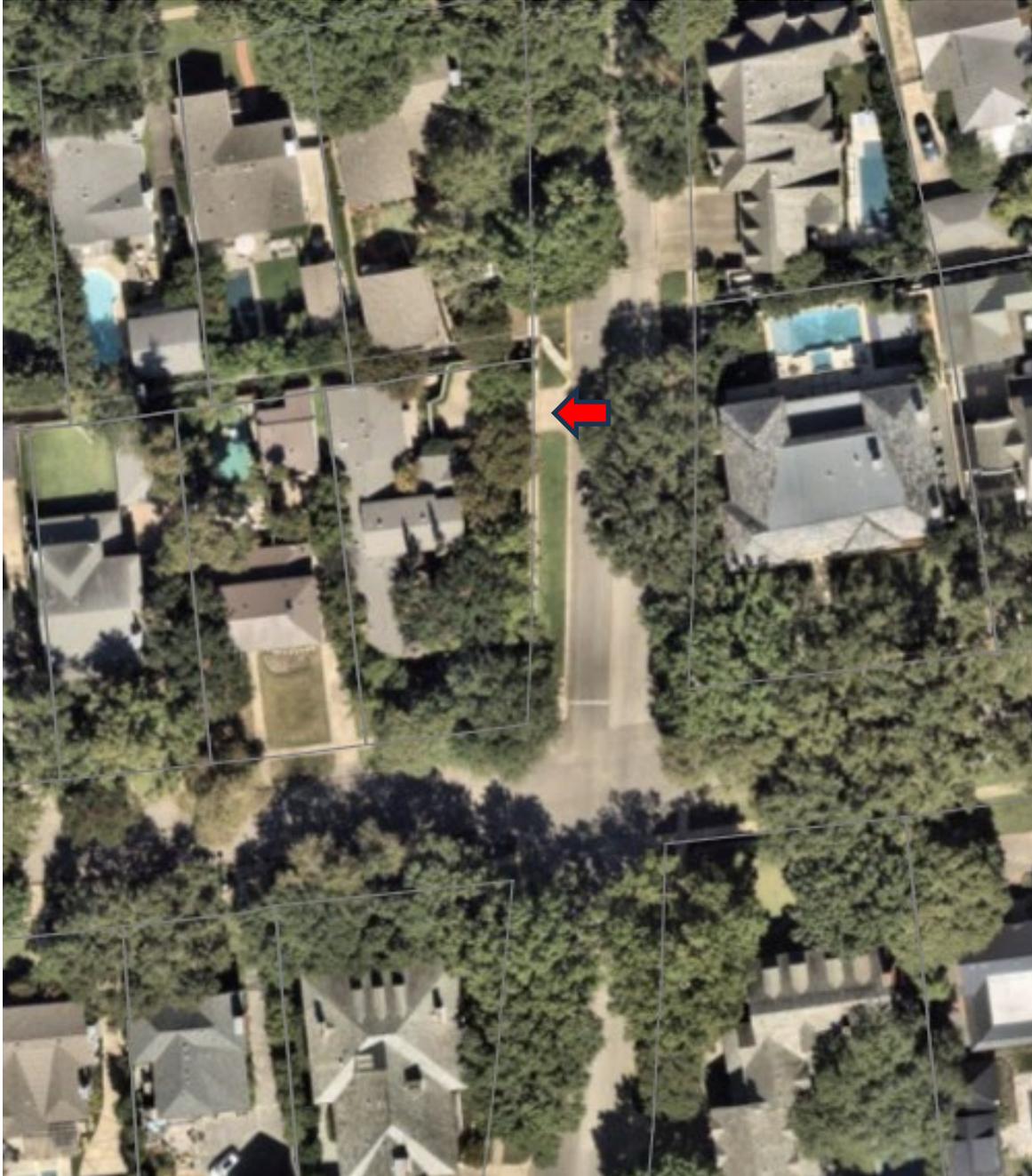
1. Aerial Map
2. Written Notification Area Map
3. Application and Associated Materials



*Town of Highland Park
Board of Adjustment*

Staff Report

ATTACHMENT 1 – AERIAL MAP





*Town of Highland Park
Board of Adjustment*

Staff Report

ATTACHMENT 2 – NOTIFICATION MAP





*Town of Highland Park
Board of Adjustment*

Staff Report

ATTACHMENT 3 – APPLICATION AND ASSOCIATED MATERIALS

(See following pages)

MAYOR
William C. Beecher
 MAYOR PRO TEM
Craig Penfold
 TOWN ADMINISTRATOR
Tobin E. Maples, AICP



TOWN COUNCIL
 MEMBERS
Marc Myers
Lydia Novakova
Don Snell
Leiland White

BOARD OF ADJUSTMENT (“BOA”) / PLANNING REVIEW BOARD
2024 FILING AND PROCESS SCHEDULE

All BOA meetings will begin at 8:30 a.m., unless otherwise noted.

Location:
Town Council Chambers, Town Hall
4700 Drexel Drive
Highland Park, TX 75205

The application (Appeal to the Board of Adjustment), attachments, and fee must be turned in on or before the application deadline. A filing fee of \$200.00 is required.

Application Deadline	Meeting Date
Dec 1, 2023	Jan 10, 2024
Jan 5, 2024	Feb 14, 2024
Feb 2, 2024	Mar 13, 2024
Mar 1, 2024	Apr 10, 2024
Apr 5, 2024	May 8, 2024
May 3, 2024	June 12, 2024
Jun 7, 2024	July 10, 2024
Jul 5, 2024	Aug 14, 2024
Aug 2, 2024	Sep 11, 2024
Sep 6, 2024	Oct 9, 2024
Oct 4, 2024	Nov 13, 2024
Nov 1, 2024	Dec 11, 2024
Dec 6, 2024	Jan 8, 2025

Note: Agendas are posted on the official bulletin board at the Department of Public Safety Dispatch Office, 4700 Drexel Drive, at the St. Johns Drive Library Entrance, and on the Town’s website 72 hours prior to meeting.

THE TOWN OF
Highland Park
TEXAS

4700 Drexel Drive, Highland Park, TX 75205
214-521-4161 office 214-559-9335 fax

Department of Building Inspection

Items required to apply for an appeal to the Board of Adjustment:

- Pre-Application meeting with Department Staff to review plan submittal requirements;
- Application for Building Permit and related plans;
- Application for Board of Adjustment (BOA) completed and signed by *Property Owner*. (For **Jurisdiction**: described the hardship of the property/building site, how it differs from other properties in its zoning district and why it cannot be appropriately developed without such a variance as being requested. If necessary, then please utilize additional page(s) in letter form and address the letter to the attention of the "Members of the Board of Adjustment");
- BOA Application fee (\$200.00);
- Two (2) copies of plans (11"X17"max);
- One (1) copy of plans to scale (24"x36"max);
- Plans to include site plan (w/existing & required setbacks shown), floor plans, exterior elevations all with dimensions;
- Copy of site survey with R.P.L.S. seal.

All of the above items must be presented to the Building Department at one time to begin the process of appeal.

Should you have any questions please call our office Monday through Friday
7:30AM-4:30PM, (214)521-4161.

Sincerely,

Hugh Pender
Director of Development Services
hpender@hptx.org

THE TOWN OF
Highland Park
TEXAS

4700 Drexel Drive, Highland Park, TX 75205
214-521-4161 office 214-559-9335 fax

Department of Building Inspection

While nothing can guarantee that your project will be approved, the following tips may help facilitate the Board of Adjustment public hearing process:

- Contact the adjacent neighbors (within a min. 200 ft from your property) during conceptual design to receive feedback, interests, or concerns for the proposed project.
- Prior to the required city notification of the submitted application, invite the adjacent neighbors to comment on the design.
- Provide city contact information to all neighbors so that they may comment publicly about the project.
- Provide clean, detailed and legible plan documents for review.
- Provide an artistic rendering of the proposed structure.

APPEAL TO THE BOARD OF ADJUSTMENT
TOWN OF HIGHLAND PARK

(Please Type or Print)

ADDRESS 4500 Bordeaux Owner's Name Manish Patel
LEGAL DESCRIPTION: Lot(s) 26 Block 113 Addition Highland Park
Mailing Address 4500 Bordeaux
City Highland Park State TX Zip Code 75205-3609

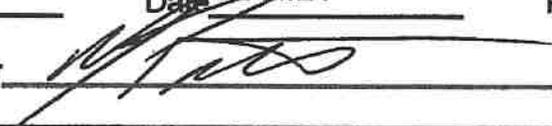
1. **Request:** Owner requests to exceed the rear lot 50% coverage ordinance by 4% in order to return a two-car garage to the property thus complying with Section 9. Off-Street Parking and Loading Space Regulation., 9-101 (1) Districts C, D & E One Family Residence Districts: Three (3) spaces for each dwelling unit. Two parking spaces shall be enclosed and shall be located behind the front building line. This will return the property to comply with zoning.

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)]

The primary reason is to return the property to current zoning standards requiring a lot in this district to have two-cars of enclosed storage.

Additional information submitted by applicant see site plan, floor plan, exterior elevations and perspective renderings.

Fee Paid 200.00 Date 12/11/24 Phone 512 983 1181

3. **Signature of Owner** 

(To be completed by Building Inspection Department)

Reason for denial: _____
Explanation: _____ Section _____

Building Inspector Date



4500 Bordeaux Avenue
 Lot 26, Block 113 of HIGHLAND PARK WEST, EIGHTH INSTALLMENT,
 an Addition to the Town of Highland Park, Dallas County, Texas,
 according to the Plat thereof recorded in Volume 5, Page 125,
 Map Records, Dallas County, Texas.

**BENCHMARK
 TITLE**

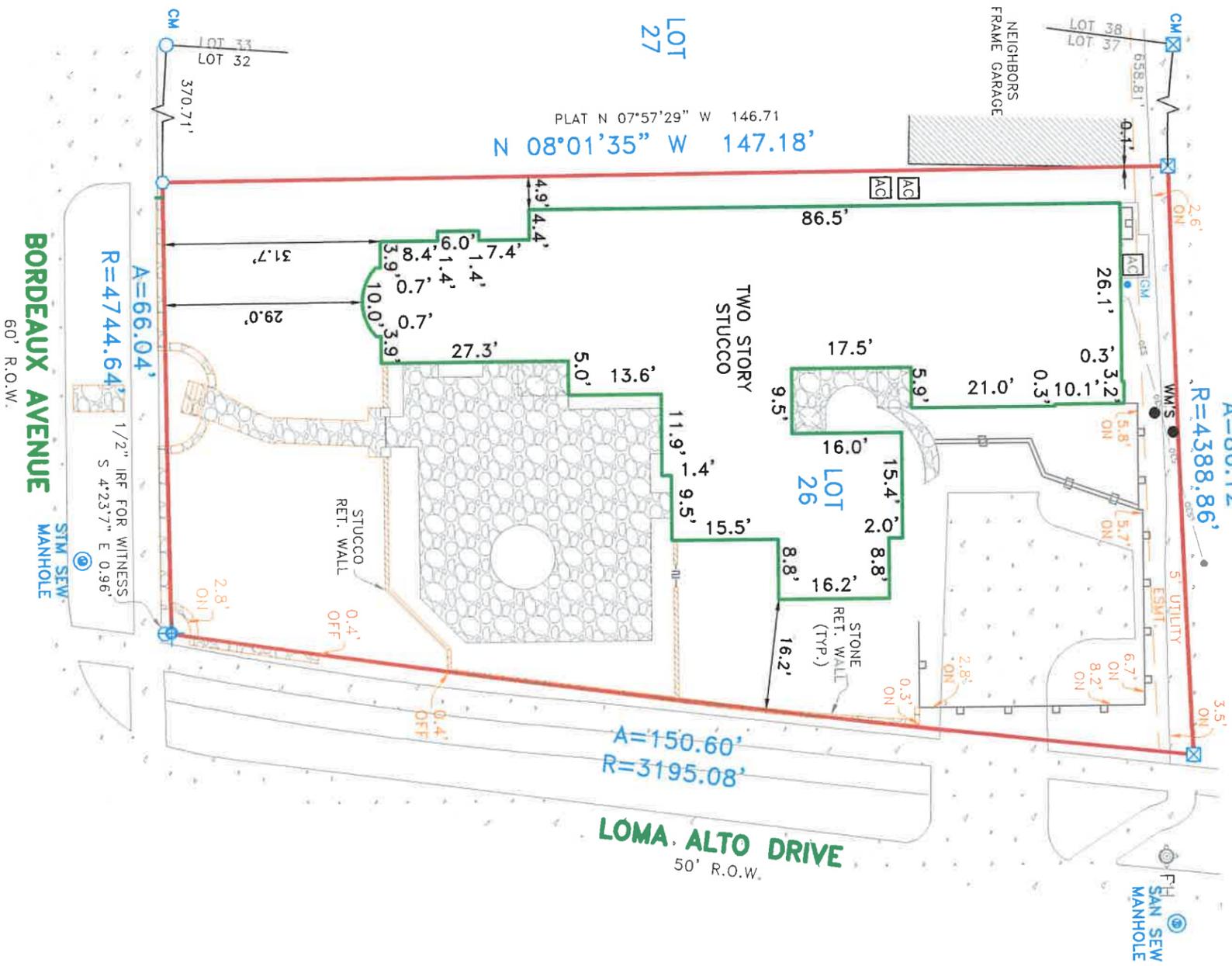


RODNEY J. LANTOS
 JESSICA LANTOS
 C.C. FILE NO. 202000267461

PLAT A=86.60'
 A=86.12'

R=4388.86'

- LEGEND**
- 1/2" ROD FOUND
 - 1/2" ROD SET
 - 1/2" PIPE FOUND
 - ⊗ "X" FOUND/SET
 - ⊗ 5/8" ROD FOUND
 - ⊕ POINT FOR CORNER
 - ⊕ FENCE POST FOR CORNER
 - CONTROLING MONUMENT
 - AIR CONDITIONER
 - PE EQUIPMENT
 - TRANSFORMER
 - TE PAD
 - COLUMN
 - POWER POLE
 - ▲ UNDERGROUND ELECTRIC
 - ▲ OVERHEAD ELECTRIC
 - ▲ TELE TELEPHONE
 - ▲ BL BUILDING LINE
 - ▲ AERIAL
 - ▲ SANITARY SEWER EASEMENT
 - ▲ GM GAS METER
 - ▲ WM WATER METER
 - ▲ LP LIGHT POLE
 - ▲ UTILITY EASEMENT
 - OHP— OVERHEAD ELECTRIC POWER
 - OES— OVERHEAD ELECTRIC SERVICE
 - ○ — CHAIN LINK
 - WOOD FENCE 0.5' WIDE TYPICAL
 - U — IRON FENCE
 - X — BARBED WIRE
 - □ — DOUBLE SIDED WOOD FENCE
 - A — EDGE OF ASPHALT
 - A — EDGE OF GRAVEL
 - CONCRETE
 - COVERED AREA
 - BRICK
 - STONE



EXCEPTIONS:

NOTE: BEARINGS SHOWN ARE BASED
 ON NAD 83 TEXAS NORTH CENTRAL ZONE

NOTES:
 NOTE: BEARINGS, EASEMENTS AND BUILDING LINES ARE BY RECORDED PLAT UNLESS OTHERWISE NOTED.
 FLOOD NOTE: According to the F.I.R.M. No. 48113C0335K, this property does lie in Zone X and does not lie within the 100 year flood zone.

This survey is made in conjunction with the information provided by Benchmark Title Company. Use of this survey by any other parties and/or for other purposes shall be at user's own risk and any loss resulting from other use shall not be the responsibility of the undersigned. This is to certify that I have on this date made a careful and accurate survey on the ground of the subject property. The plat hereon is a correct and accurate representation of the property lines and dimensions as indicated; location and type of buildings are as shown; and EXCEPT AS SHOWN, there are no visible and apparent encroachments or protrusions on the ground.

Drawn By: M.A.N.
 Scale: 1" = 20'
 Date: 06/03/24
 GF No.: PL24-36712
 Job No.: 2408733

419 Century Plaza Dr., Ste. 210
 Houston, TX 77073
 P 281.443.9288
 F 281.443.9224
 Firm No. 10194280
 www.abgkille.com

CBG
 SURVEYING TEXAS LLC

STATE OF TEXAS
 REGISTERS
 ABEL P. STENDAHL
 6754
 AND ABEL P. STENDAHL
 REGISTERED

Date: _____
 Accepted by: _____ Purchaser
 _____ Purchaser

GENERAL NOTES

- Contractor shall field verify all dimensions and notify architect of any discrepancies between the drawings and field dimensions before proceeding.
- Written dimensions shall take precedence over scaled dimensions.
- All dimensions are to the face of the finish material.
- All substitutions and revisions shall be discussed with Architect's office prior to purchase and installation.
- All equipment shall be installed in accordance with all governing National and local codes. The contractor shall be responsible for notifying the architect immediately of any conflicts pertaining to any codes and the contract documents.
- The contractor shall be responsible for damage to equipment before, during, and after installation from project commencement until project completion or owner turnover.
- Shop drawings are required for all millwork and custom made items, including but not limited to: cabinetetry work, doors, windows, metal work, all stair components, elevator, elevator cabs, stone detailing, and mantles. If there is any question about a specific item not listed above, contact Architect for direction.
- Contractor shall inform the Architect immediately of any discrepancies in the drawings.
- The contractor shall provide smoke detectors on each floor of the house and in each sleeping room. Coordinate location with Owner.
- All interior finishes and materials shall be selected and approved by the Owner/Interior Designer.
- Abbreviations throughout the plans are those in common use. Notify the Architect of any abbreviations in question.
- Contractor shall coordinate the installation of the various trade items within the space of above all ceilings (including but not limited to: structural members, mechanical ducts and insulation, conduits, raceways, light fixtures, ceiling systems, and any special structural supports required) and shall be responsible for maintaining the finish ceiling height above the finish floor indicated in the drawings and the finish schedule.
- The specifications and all consistent drawings are supplemental to the architectural drawings. It shall be the responsibility of the contractor to coordinate with the architectural drawings before the installation of any of the contractor's work and to bring such items to the Architect's attention for clarification. Improperly installed work shall be corrected by the Contractor at his expense and at no expense to the Architect, his consultants, or the Owner.
- Contractor and subcontractors shall be responsible for obtaining and paying for all permits and fees required, not normally covered by the building permits.
- The Contractor shall provide a staging and material storage area adjacent to the area of construction. DO NOT store any material under the drip lines of trees. Coordinate location with Owner's Arborist and/or Landscape Architect.
- The Contractor shall make necessary connections to existing utilities for temporary power and water supplies, and shall coordinate such work with the Owner.
- Install roll-on waterproof membrane @ showers, tubs, & other wet areas. Submit spec. to Architect for approval.

ELECTRICAL NOTES

- The entire electrical system shall be in compliance with the National Electrical Code and all applicable local codes.
- No electrical equipment, lighting fixtures, or other miscellaneous electrical items shall be ordered, purchased, or installed without prior review and approval by the Architect and Owner.
- All electrical equipment, including but not limited to: outlets, switches, conduit, electrical panels, junction boxes, switch gear, wiring, etc., shall be located per plans and shall bear the Underwriters label of approval.
- Hall receptacles, including electrical outlets, cable, coaxial, and telephone connections, shall be installed at a height of 12" unless noted otherwise.
- Hall switches shall be installed at a height of 42" unless noted otherwise.
- Contractor is responsible for all cutting, excavation, and backfill.
- Coordinate electrical equipment installation with other trades.
- Contractor to install all electrical box and fixtures prior to wiring and coordinate a walk-thru with Architect/Interior Designer and Owner prior to wire installation.
- Contractor to run telephone and cable to every built-in featuring a computer or television.
- Confirm locations of all floor receptacles with Owner & Interior Designer.

FRAMING NOTES

- Contractor shall double floor joists and T&E under all tubs, showers, steeper slopes of stairs, and 2x6 stud walls parallel to floor joists. Triple joists under 2x6 stud walls parallel to floor joists.
- Written dimensions shall take precedence over scaled dimensions.
- All dimensions are to the face of framing members.
- Contractor shall inform the Architect immediately of any discrepancies in the drawings.
- For new construction, typical wall construction is to be type "A" 5/8" gypsum wallboard. Bathroom walls are to receive water resistant gypsum board. Tub and shower enclosures shall receive cementitious backer board.
- Joists and rafters shall be #2 Southern Yellow Pine or #2 Douglas Fir or better 18# moisture content.
- Studs shall be stud grade Douglas Fir or better.
- Timbers, posts, built-up beams and columns shall be #2 Douglas Fir or better.
- Triple stud all corners.
- Provide exterior grade solid plywood sheathing bracing.
- Install T&E per manufacturer specifications.
- Drop framing as required to allow for nod set in areas of tile flooring. Refer to architectural floor plans, floor patterning plans, and leveling sections.
- Install bathroom wall fixture blocking (see 2x6 lumber). Add blocking for toilet paper holder on both sides of toilet (where applicable) 2'-0" above finish floor, robe hooks 3'-0", towel rack 4'-0", and hand towel holder 4'-6".

IRGC NOTES

- Contractor shall comply to all IRGC code requirements.
- All exterior walls are a minimum 2x6 with R21 insulation.
- Radiant barrier required on underside of roof sheathing.

FIREBOX & MANTLE NOTES

- Provide that all fireplaces may be used as gas or wood burning.
- Unless noted otherwise, all hearths are finished with the finish sheetrock (G.O.). Additionally, it is recommended that firebrick and firebox extensions not be installed until mantels are located and installed (or at least measured by the mason). Contractor should expect that masons will need to return to extend the firebox into the room to accommodate one-made or antique mantels and install firebrick accordingly.
- Firebrick is to be installed in the brick pattern shown on floor elevations using 1-1/4" x 1" dimensional brick.
- Headers, beams, joists, & studs shall be no less than 2 inches from the outside face of a chimney or from masonry enclosing a flue. CHECK LOCAL CODES!!!!

STONE & TILE NOTES

- Contractor to verify all field dimensions prior to construction and installation.
- Contractor is to verify drain location and handedness of fixtures.
- Contractor is to verify dimensions of all fixtures and appliances related to work.
- Water bed required under all stone and tile installed on floor.

SITE NOTES

- Protect all trees from damage.
- Provide positive drainage away from all construction.
- Contractor to located all site utilities prior to any construction.
- Inform owner immediately of change in health status of existing trees or plants.
- All trenching & digging close to tree root systems shall be performed by hand.
- Consult with Arborist and Owner prior to ANY excavation and backfill.

MILLWORK NOTES

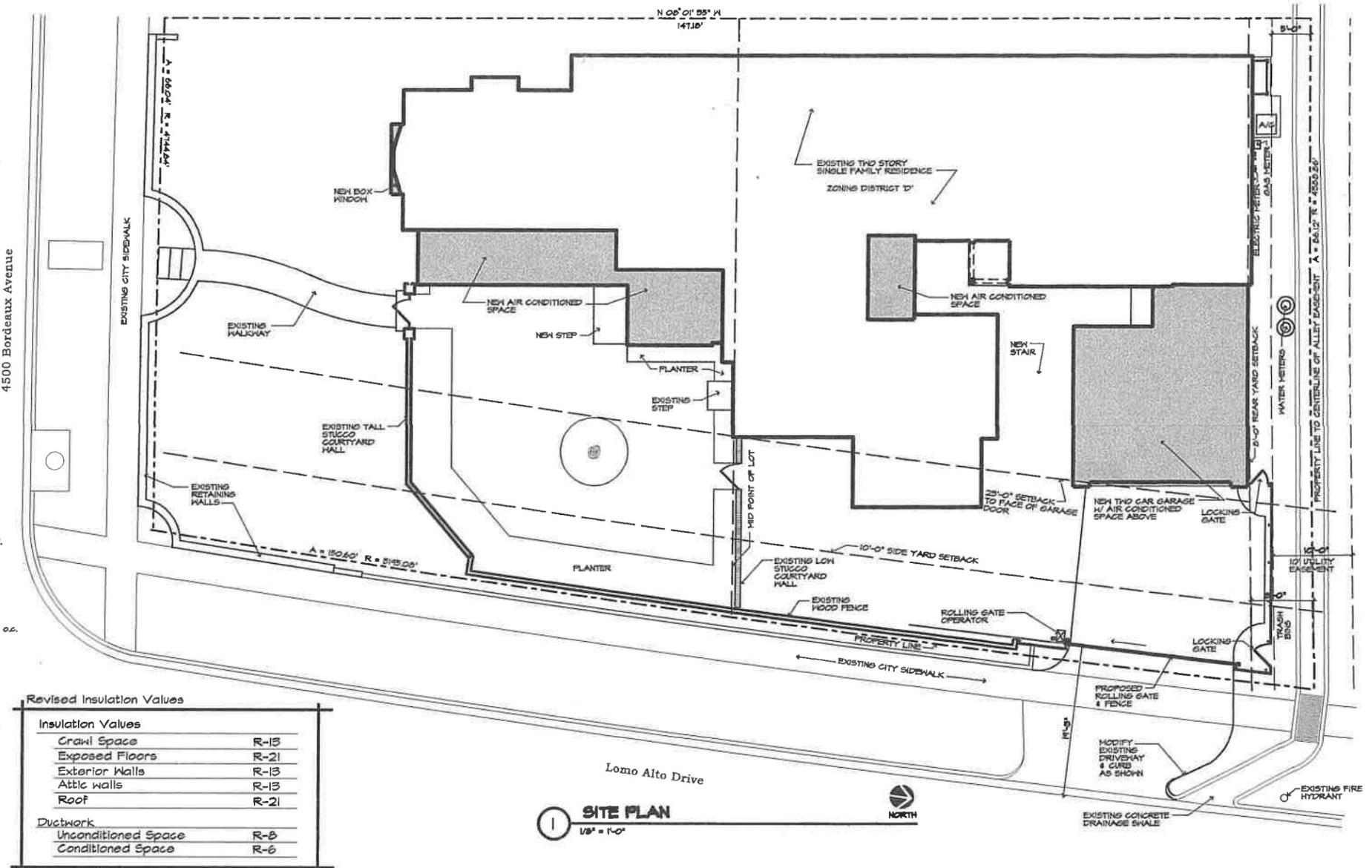
- Contractors are to verify all field dimensions.
- Shop drawings required for all millwork unless written authorization is received from Architect.
- Maximum clearance between cabinet drawers/doors and frame to be 5/16".
- Submit all cabinet hardware to Architect for approval.
- Butt joint construction prohibited.

ROOF PLAN NOTES

- Extend all downspouts away from foundation.
- Metal roof where indicated shall be paint grip metal, standing seams @ 21" o.c.
- All gutter and flashing is to be paint grip metal.
- All roof decking to have foil back radiant barrier. Refer Louisiana Pacific "TechShield" or equal.

MECHANICAL NOTES

- The entire mechanical system shall be in compliance with the National Electrical Code and all applicable local codes.
- No plumbing fixture shall be ordered, purchased, or installed without prior review and approval by the Architect and Owner.
- No mechanical fixtures or equipment shall be ordered, purchased, or installed without prior review and approval by the Architect and Owner.
- Water heaters are NOT to be located in the attic without prior review and approval from the Architect and Structural Engineer.
- All mechanical placed beneath the structure shall be constructed with flexible connections to allow for pipe movements associated with anticipated vertical soil movements.
- Provide water service cut-off as required.
- Insulate under all hard surface floors of second floor.
- Provide proper combustion air for all gas-fired appliances.
- Coordinate mechanical equipment with other trades.
- Coordinate plumbing and mechanical equipment locations with medicine cabinets.



Revised Insulation Values

Insulation Values	
Crawl Space	R-15
Exposed Floors	R-21
Exterior Walls	R-13
Attic walls	R-13
Roof	R-21
Ductwork	
Unconditioned Space	R-8
Conditioned Space	R-6

Square Footage Tabulation

First Floor A/C (Existing)	3,539 s.f.
First Floor A/C (New)	349 s.f.
Total First Floor A/C Square Footage	3,888 s.f.
Second Floor A/C (Existing house)	724 s.f.
New Second Floor A/C (New garage)	331 s.f.
Total Second Floor A/C Square Footage	1,055 s.f.
Total A/C Square Footage	4,943 s.f.
New Detached Two Car garage (non A/C)	531 s.f.
Covered Porch (Existing)	28 s.f.
Total Non A/C Square Footage	559 s.f.
Total Covered Square Footage	5,502 s.f.

Lot Coverage Tabulation

Total Lot Area	11,333 s.f.
40% Max. Lot coverage	4,533 s.f.
Actual Total Lot Coverage including existing & new additions	4,501 s.f. (39.72%)
Rear Half of Lot Area	6,041 s.f.
50% Max. Lot coverage	3,021 s.f.
Actual Lot Coverage of rear half of lot including existing & new additions	3,252 s.f. (53.83%)
231 s.f. average	

1 SITE PLAN
1/8" = 1'-0"

Legal Description

4500 BORDEAUX AVENUE
Lot 26, Block 113 of HIGHLAND PARK WEST, EIGHTH INSTALLMENT an addition to the Town of Highland Park, Dallas County, Texas according to the plat thereof recorded in Volume 5, Page 125, Map Records, Dallas County, Texas

DRAWING LEGEND

A-1.1	Site Plan, Square Figs & Legal Info.
A-2.1	First Floor Demolition Plan
A-2.2	First Floor New Construction Plan
A-2.3	Second Floor Demo. & New Construction Plans
A-3.1	Roof Plan
A-4.1	Exterior Elevations
A-4.2	Exterior Elevations

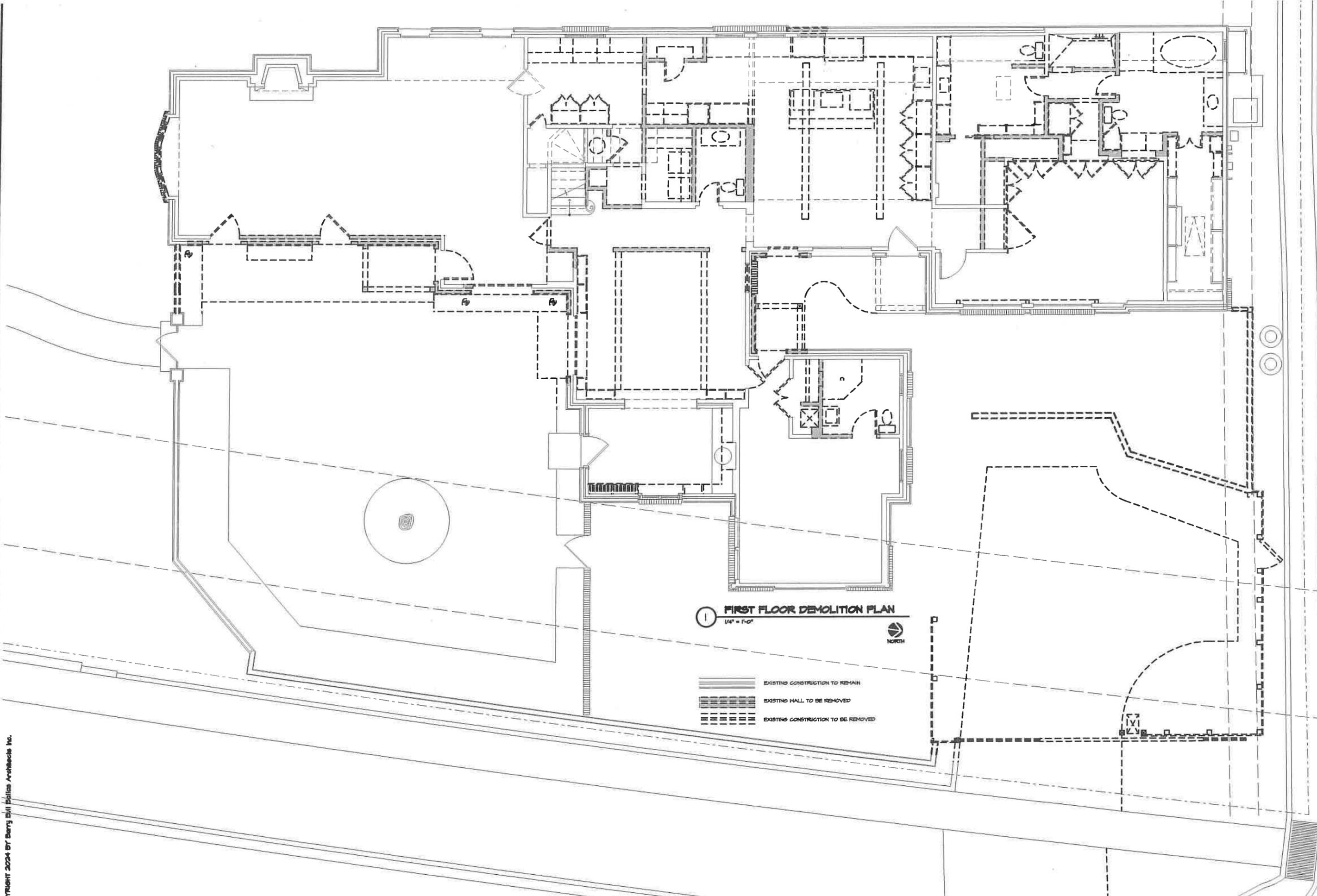
DRAWN BY Barry Bull Dallas Architects Inc.

Address
4500
Bordeaux
Avenue
Dallas
75218
Revisions



4500 Bordeaux Avenue
Dallas Texas

barrybull.com
7541 E. 82nd
Dallas, TX 75228
714.821.2778



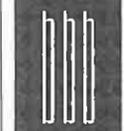
1 FIRST FLOOR DEMOLITION PLAN
 1/4" = 1'-0"

-  EXISTING CONSTRUCTION TO REMAIN
-  EXISTING WALL TO BE REMOVED
-  EXISTING CONSTRUCTION TO BE REMOVED

Address
 4500
 Bordeaux
 Avenue
 Dallas
 TX 75244
 Revisions



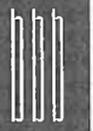
4500 Bordeaux Avenue
 Dallas Texas



barrybilldallas
 214 521 5778



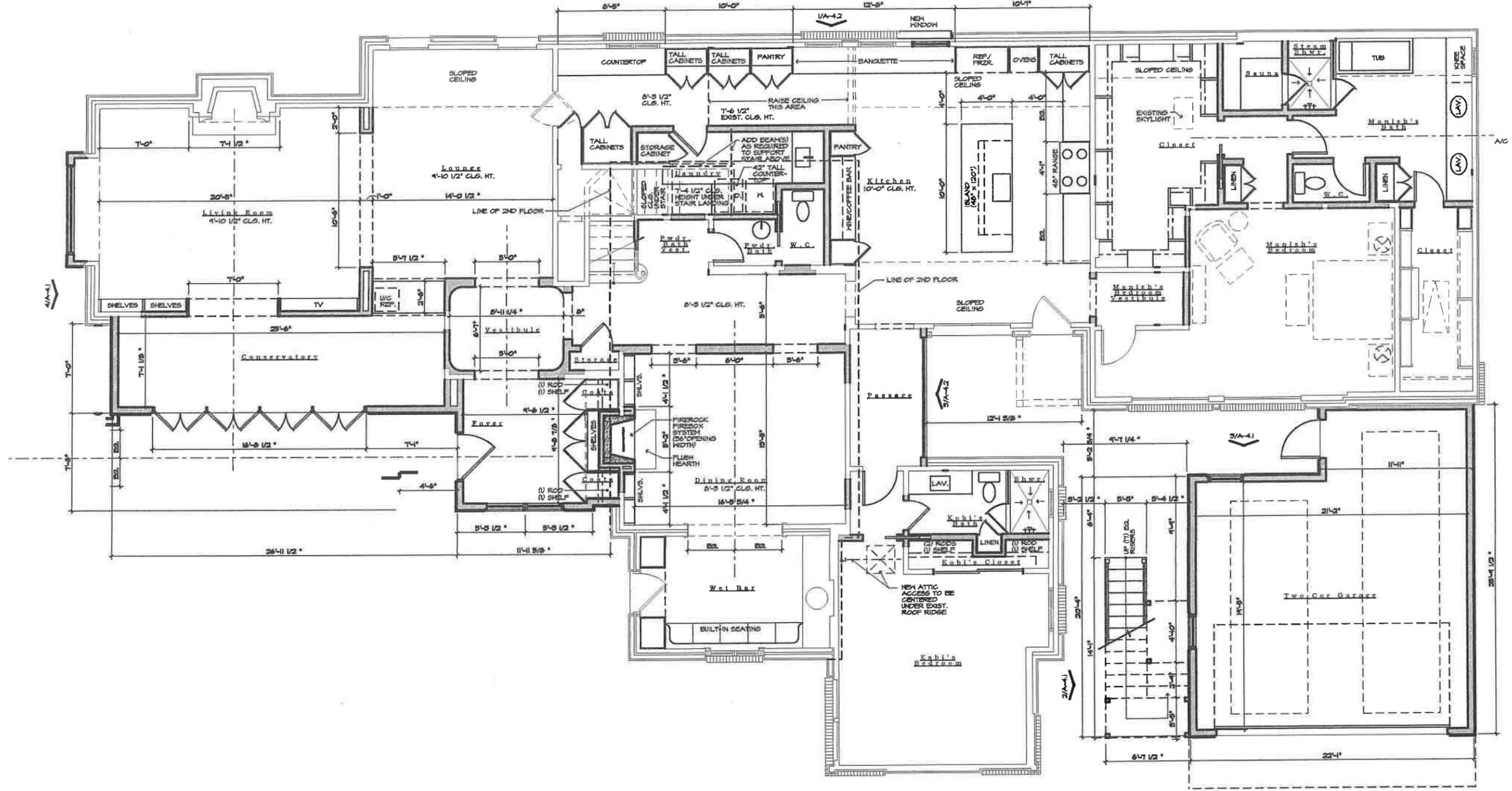
4500 Bordeaux Avenue
Dallas Texas



barrybullDallas

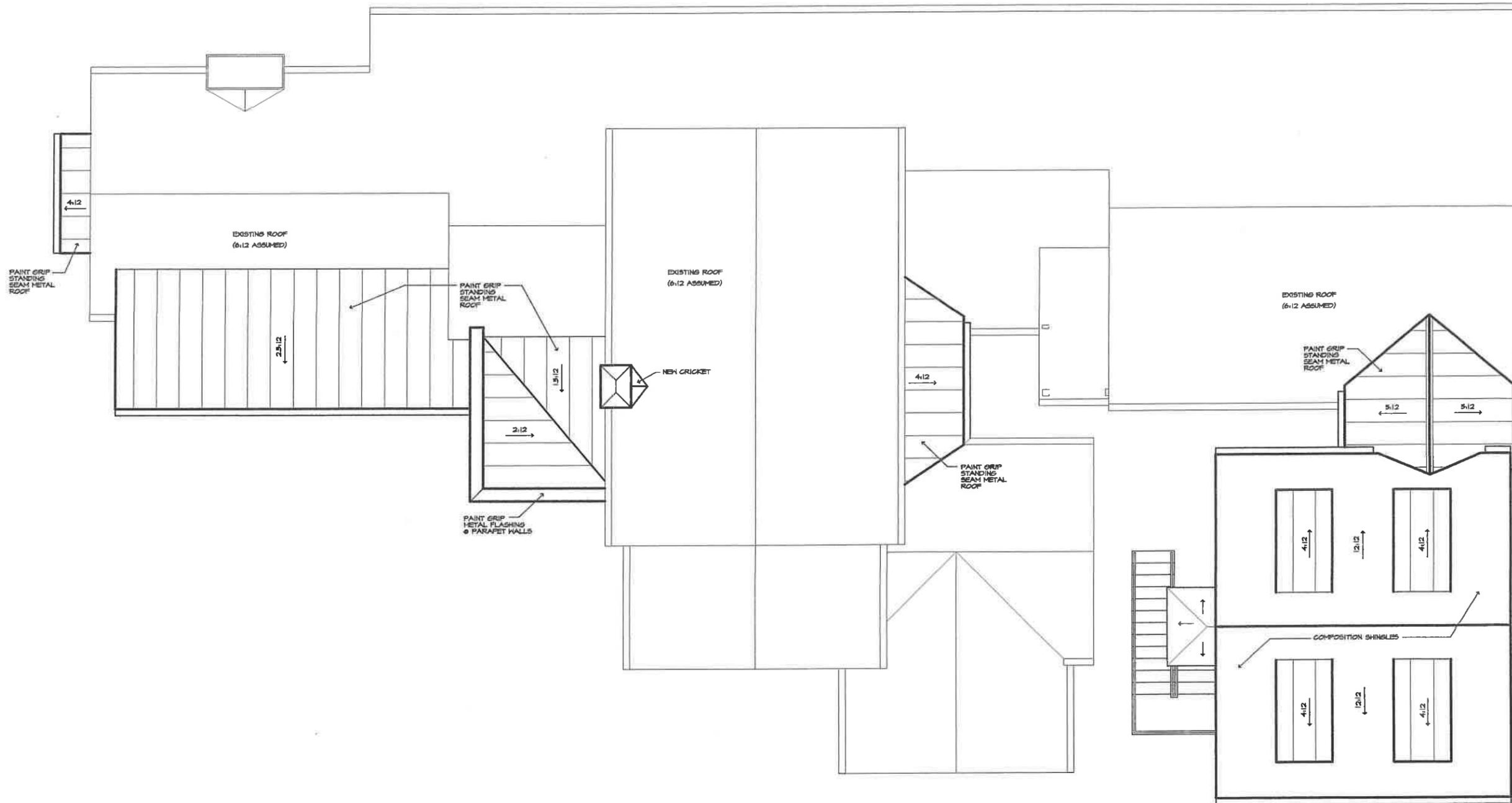
12/11/24
12/11/24
12/11/24

214.521.0770



1 FIRST FLOOR NEW CONSTRUCTION PLAN
1/4" = 1'-0"





1 ROOF PLAN
1/4" = 1'-0"

Address
4500
Bordeaux
Avenue
Date
12/11/24
Revisions



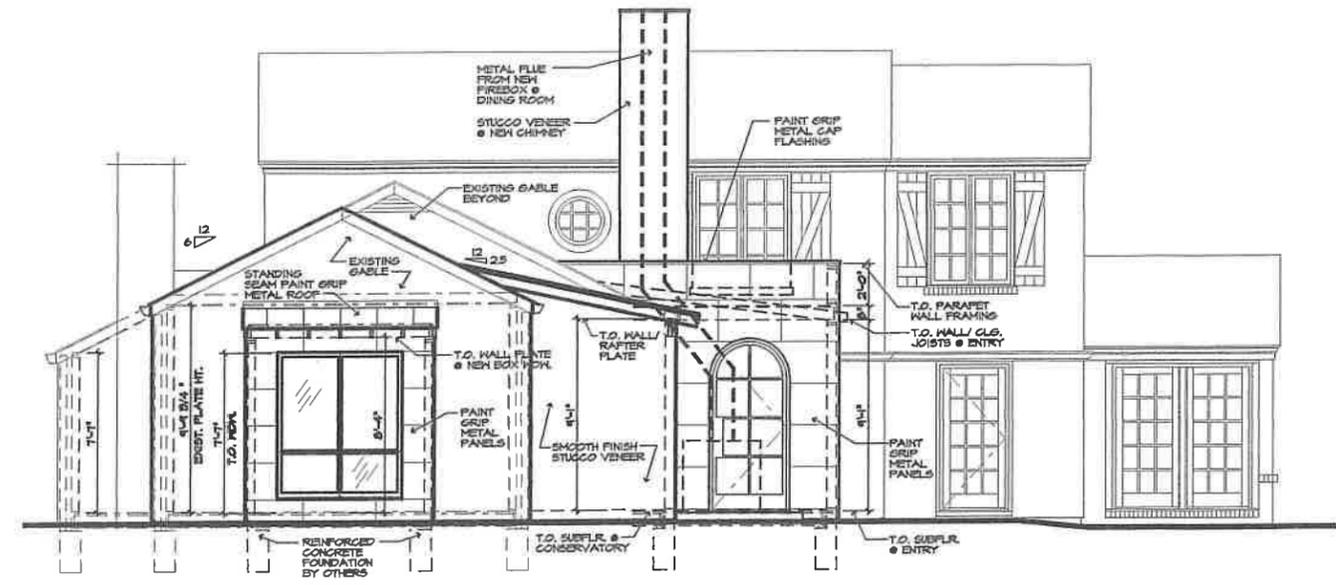
Jeff Dallas
12/11/24

4500 Bordeaux Avenue
Dallas Texas

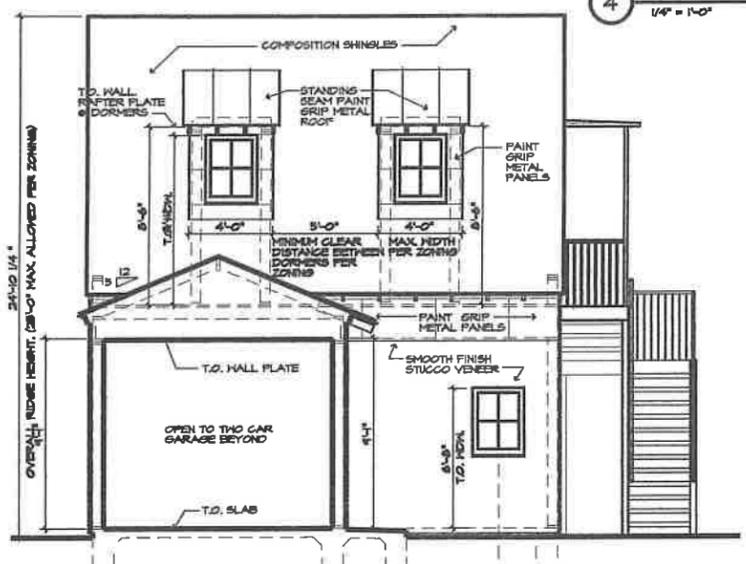


barrybulldallas

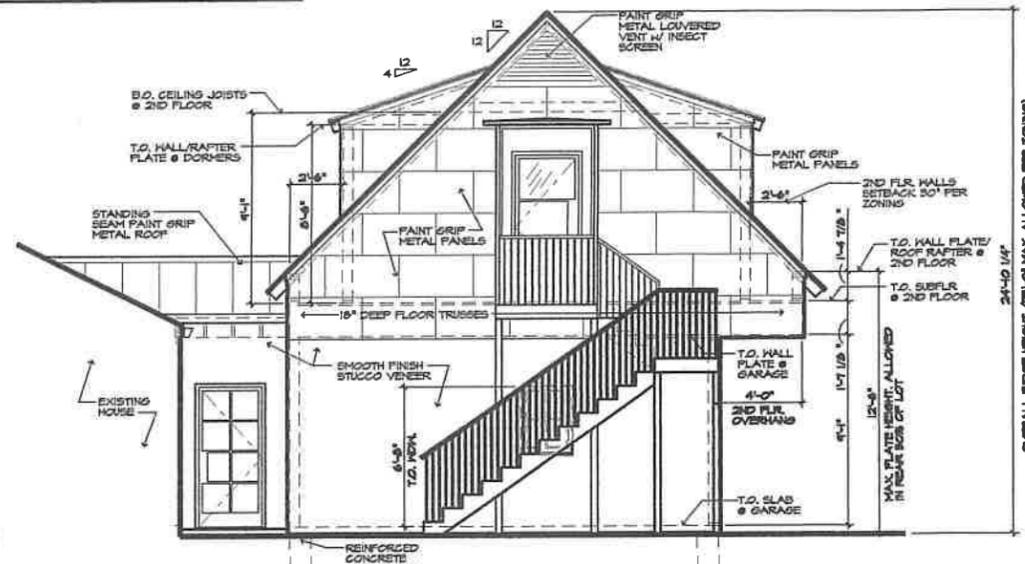
West Loop
214.521.2726



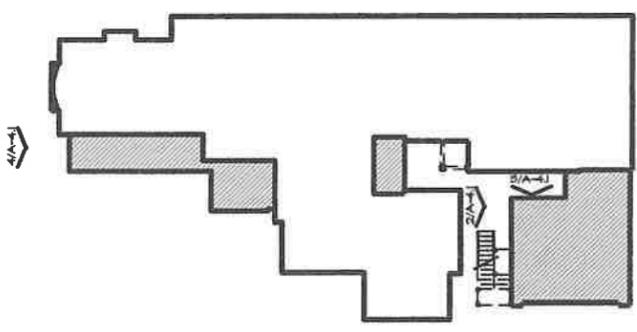
4 SOUTH ELEVATION (BORDEAUX)
1/4" = 1'-0"



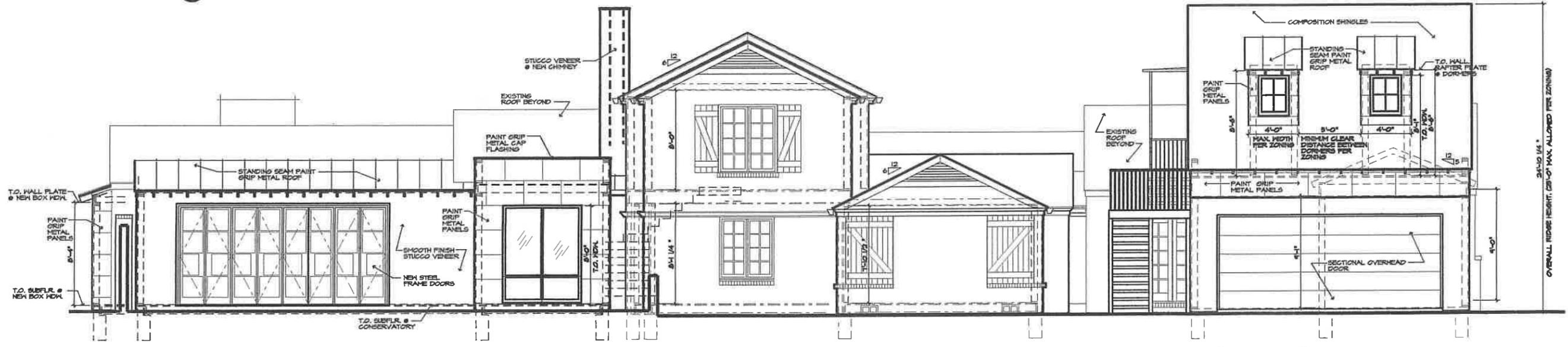
3 WEST ELEVATION (GARAGE)
1/4" = 1'-0"



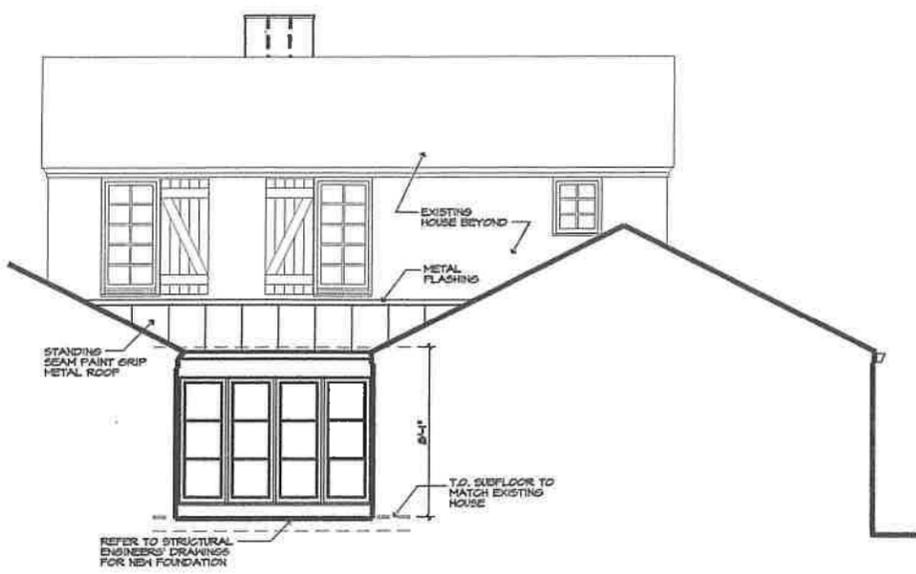
2 SOUTH ELEVATION (GARAGE)
1/4" = 1'-0"



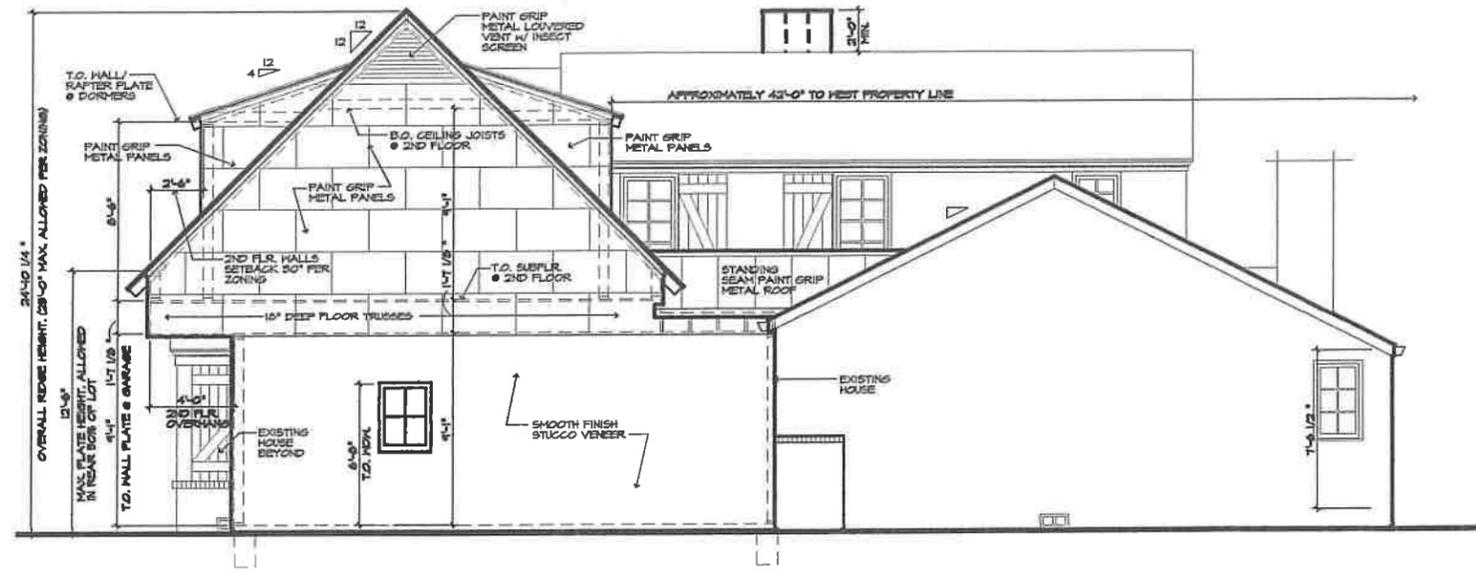
KEY PLAN
1/4" = 1'-0"
NORTH



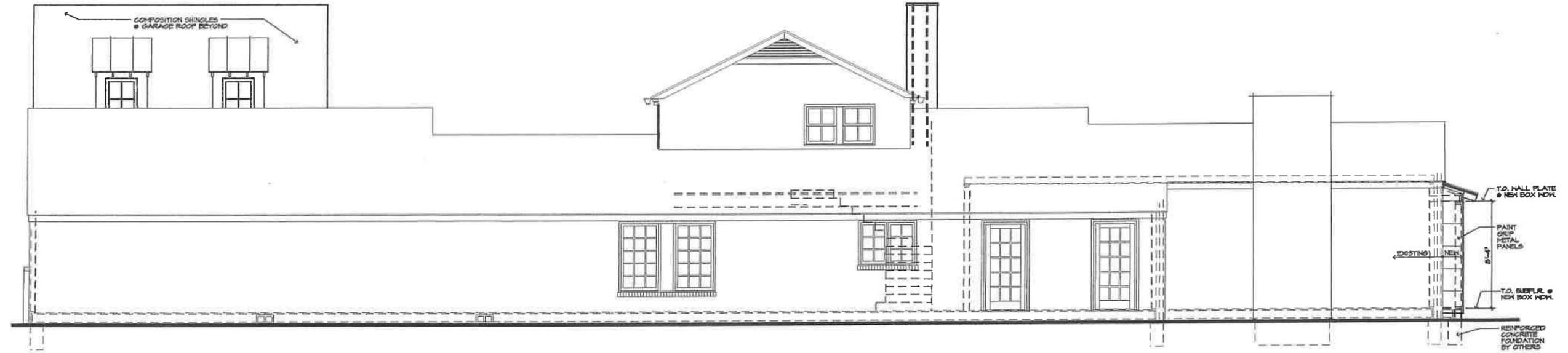
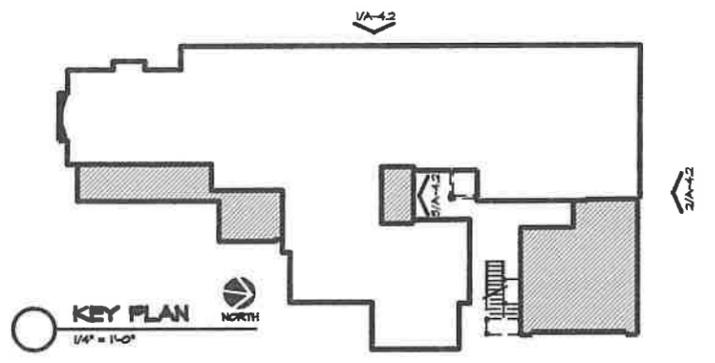
1 EAST ELEVATION (LOMO ALTO)
1/4" = 1'-0"



3 NORTH ELEVATION (COURTYARD)
1/4" = 1'-0"



2 NORTH ELEVATION
1/4" = 1'-0"



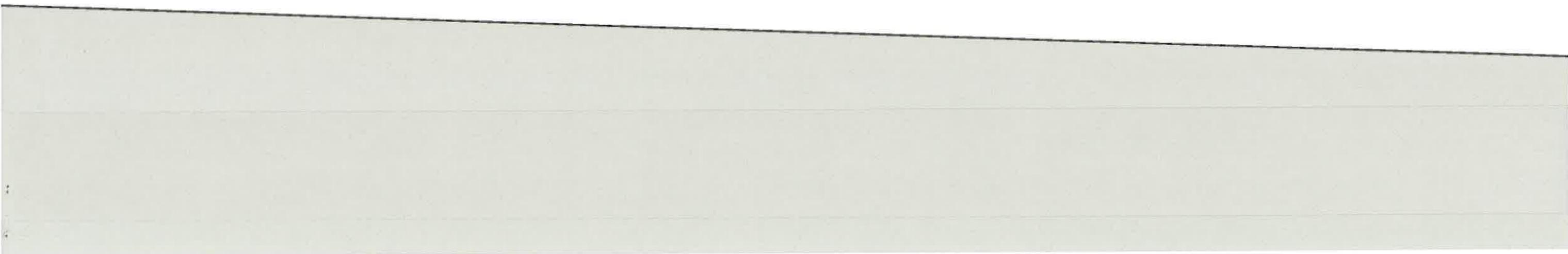
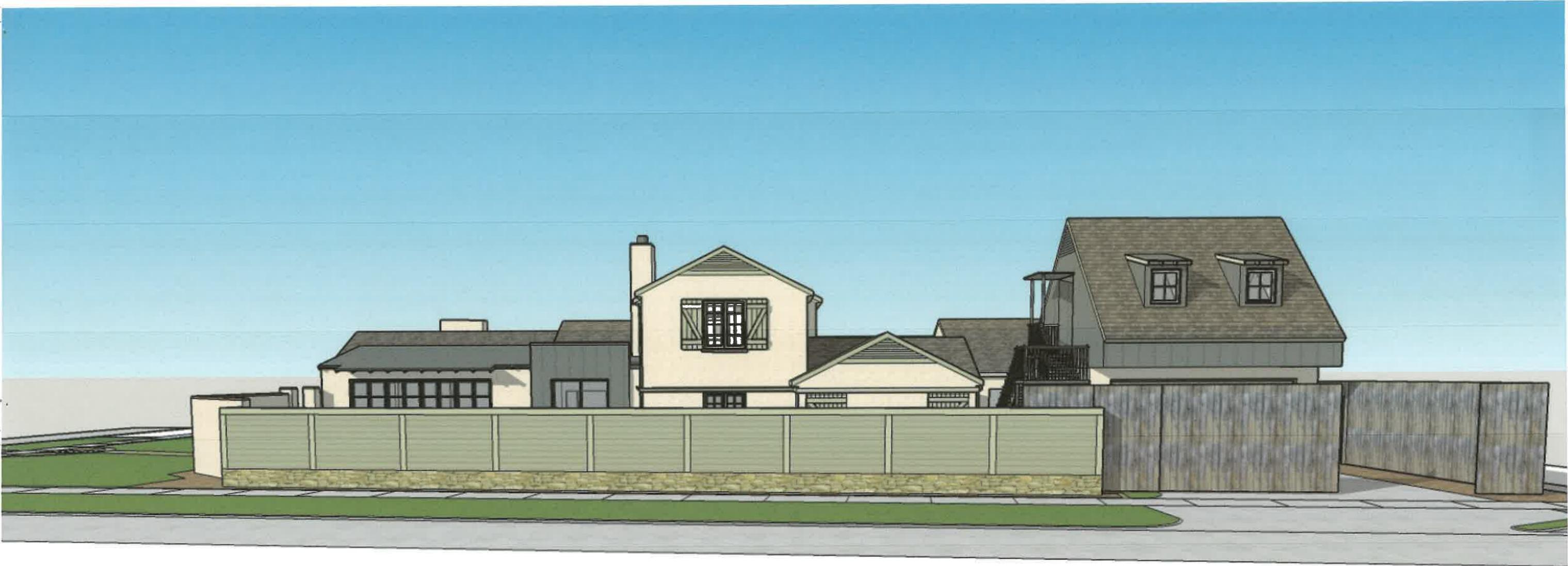
1 WEST ELEVATION
1/4" = 1'-0"

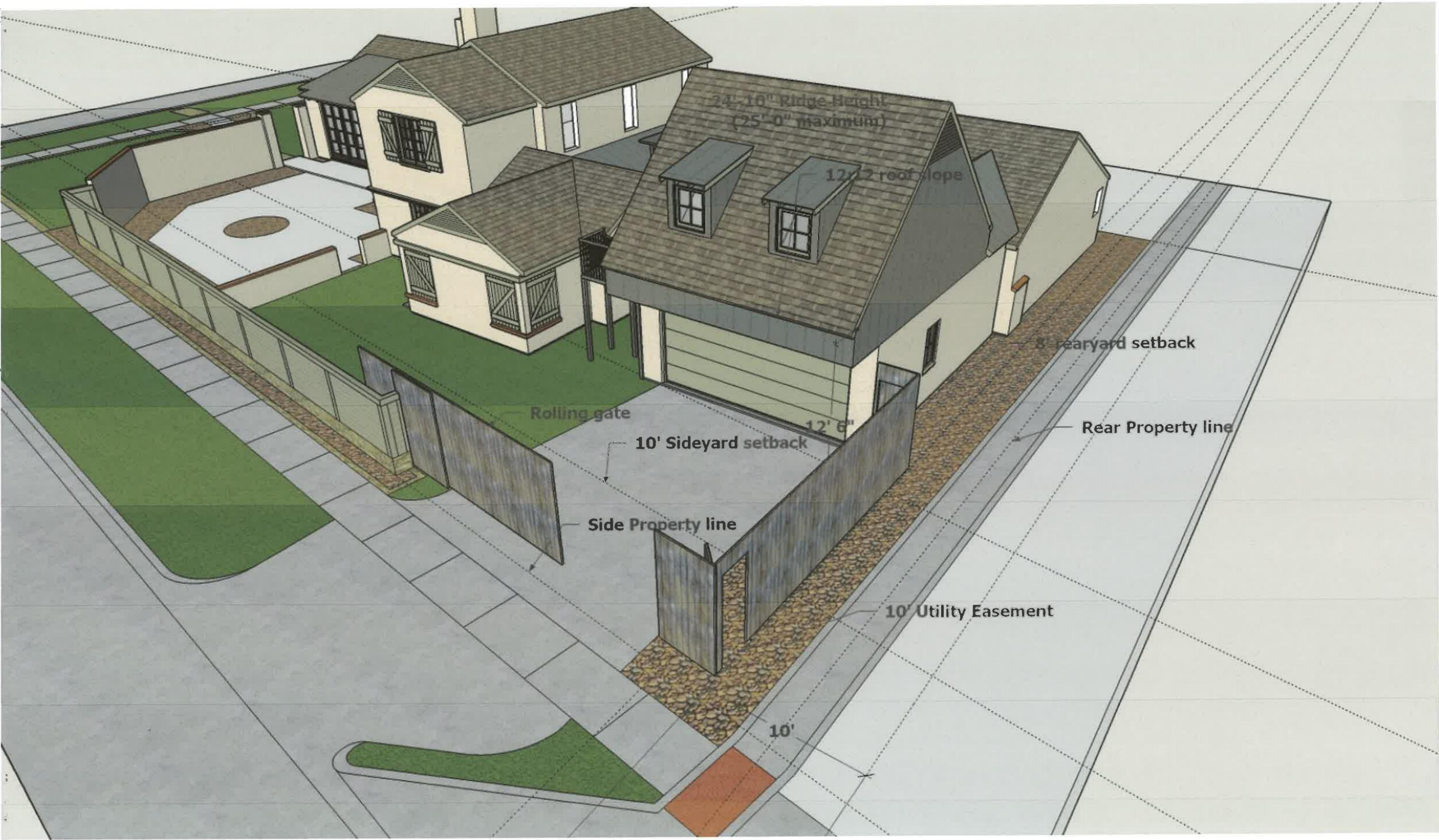


4500 Bordeaux Avenue
Dallas Texas

barrybull Dallas
Vest Log # 2719
0 211 288
214.551.2726







24'-10" Ridge Height
(25'-0" maximum)

12/12 roof slope

8' rear yard setback

Rear Property line

10' Sideyard setback

Rolling gate

Side Property line

10' Utility Easement

10'

12' 6"

24'-10" Ridge Height
(25'-0" maximum)

12:12 roof slope

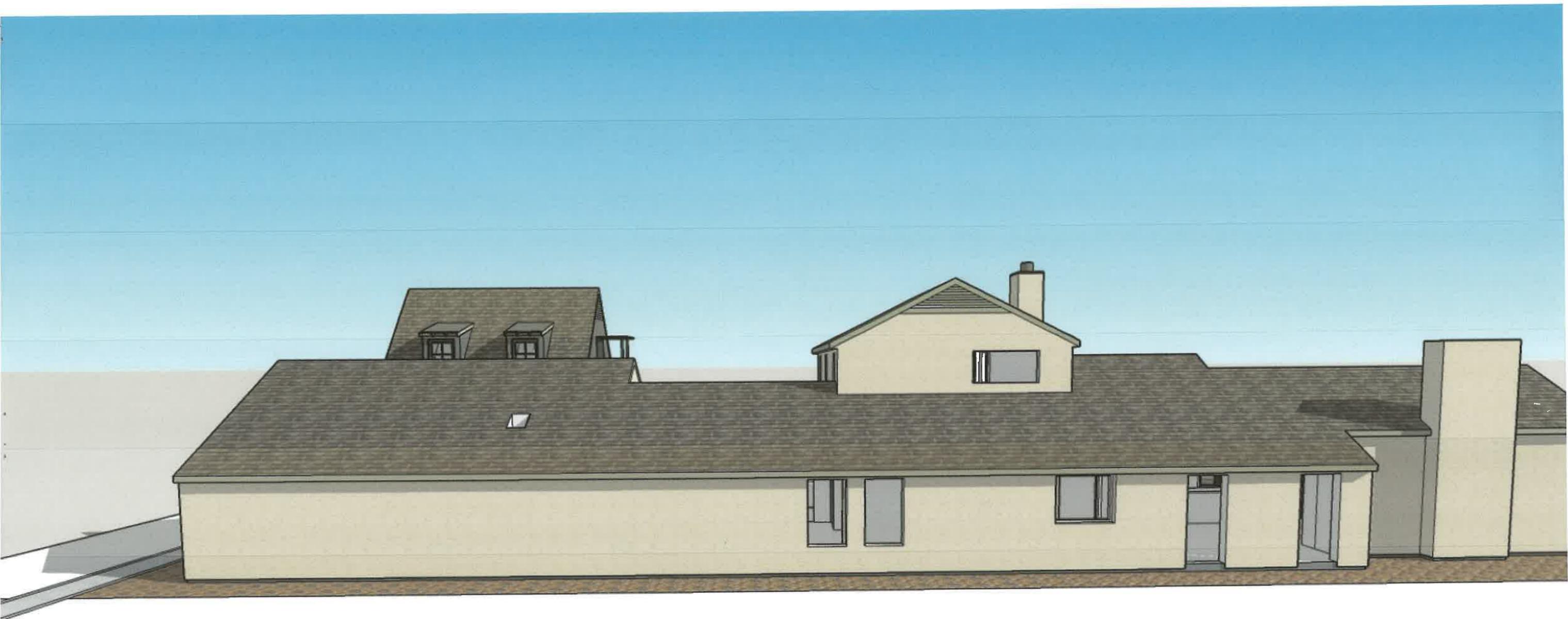
Rolling gate

10' Utility Easement

8' rear

Rear Property line





MINUTES OF A MEETING OF THE BOARD OF ADJUSTMENT OF THE TOWN OF HIGHLAND PARK, TEXAS, HELD AT THE TOWN HALL, 4700 DREXEL DRIVE, HIGHLAND PARK, TEXAS, 75205, AT 8:30 A.M. ON WEDNESDAY, OCTOBER 9, 2024.

Present at the meeting were Stacey Furst, Chair; Board Members Joan Clark, Alison Hunsicker, Robert McCulloh; and Alternates Nancy Rogers and Louis Morrison. Nancy Rogers voted in place of the absent Board Member Jim Yoder, while Louis Morrison observed the meeting as a non-voting member. Susan Thomas, Town Attorney, was also present.

Stacey Furst called the meeting to order at 8:30 a.m. and introduced herself along with the board members. She stated that Alternate Nancy Rogers would be stepping in for Board Member Jim Yoder in his absence. Jeff Armstrong, Director of Community Development, also introduced himself and any Town staff present at the meeting.

CONSENT AGENDA

On a motion by Alison Hunsicker, seconded by Joan Clark, the Board voted unanimously to approve Item A. Prior to the vote, it was explained that the Board reviewed the item prior to the meeting.

- A. Consider approval of the minutes of the Board of Adjustment meeting held on August 14, 2024.*

PUBLIC HEARING – 3502 Gillon Avenue

A public hearing was conducted to consider a variance request from Section 12-101(2)(a) of the Zoning Ordinance to construct guest quarters above an existing two-car garage at 3502 Gillon Avenue in the required side yard. According to Section 12-101(2)(a), all detached accessory buildings must not be less than three feet from any side lot line, alley line, or easement line. The proposed addition to the detached structure states a 13-inch side setback from the East property line and 0.8-inch side setback from the West property line.

Jeff Armstrong, Director of Community Development, gave a brief presentation of the case. He highlighted the uniqueness of the lots on this portion of Gillon Avenue, noting their unusual narrowness and triangular shape. In response to a question from Nancy Rogers, Mr. Armstrong clarified that the proposed structure is narrower than the original; however, the exterior staircase places it closer to the East property line while the setback from the West property line would remain the same. When asked by Alison Hunsicker, Mr. Armstrong confirmed that the landing at the top of the staircase would provide a view of the neighbor's property, which would be obstructed by a neighboring two-story garage. Louis Morrison inquired whether the project would be considered a rebuild, to which Mr. Armstrong affirmed that it would and it is not required to maintain its existing use.

Kevin Clock, the property owner of 3502 Gillon Avenue, was present and invited to make comments by Stacey Furst. He explained that the purpose of the request is to accommodate his growing family while aiming to maintain the current footprint of the structure. He noted that his

neighbors support the request, as both have guest quarters above their garages. In response to questions about the exterior staircase, Mr. Clock confirmed that he had considered other access points to the second floor but chose the eastbound exterior entrance to preserve internal square footage for two cars. He also explained that placing the exterior staircase on the south portion of the structure, facing the house, would provide a clearer view of the neighbor's property, which he sought to minimize. In response to a question from Joan Clark, Mr. Clock stated that the proposed structure would reach approximately the same height as those of his neighbors.

There were no letters in support of this request received by the town.

There were no letters in opposition to this request received by the Town.

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

BOARD DISCUSSION

In response to a question from Louis Morrison, Mr. Armstrong confirmed that the structure would be required to comply with all relevant fire code requirements. In response to a question from Alison Hunsicker, Mr. Clock confirmed that his neighbor located on the east side of his property has an exterior staircase for their two-story garage, while the neighbors to the west have an interior staircase in theirs.

This variance was approved with a vote of four board members in favor and one opposed. On a motion made by Robert McCulloh, and seconded by Stacey Furst, the Board voted to approve the variance request from Section 12-101(2)(a) for the construction of guest quarters above an existing two-car garage at 3502 Gillon Avenue.

ADJOURNMENT

On a motion made by Alison Hunsicker, seconded by Stacey Furst, the Board voted unanimously to adjourn the meeting at 8:55 a.m.

Approved on this 8th day of January 2025.

APPROVED:

Stacey Furst
Chair

ATTEST:

Sofia Tarango
Administrative Assistant