

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, FEBRUARY 12, 2025.

Present at the meeting were Chair Stacey Furst, Board Members Robert McCulloch, Alison Hunsicker, Joan Clark, and Jim Yoder, as well as Alternates Nancy Rogers and Louis Morrison. Susan Thomas, Town Attorney, was also present.

**I. CALL TO ORDER**

Chair Furst called the meeting to order at 8:30 a.m.

**II. MINUTES**

On a motion by Board Member Hunsicker, seconded by Board Member McCulloch, the Board voted unanimously to approve the minutes of the Board of Adjustment meeting held on January 8, 2025.

**III. PUBLIC HEARINGS**

*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. (This item was postponed from the January 8, 2025 Board of Adjustment meeting).* Section 8-601(1) of the Zoning Ordinance states that a main residential building shall not cover more than 50% of the portion of the lot lying behind a line drawn between the midpoints of the lot's opposing sides. The proposed two-story detached garage would exceed the 50% maximum lot coverage for the rear half of a lot by 3.82%.

Jeff Armstrong, Director of Community Development, provided an overview of the case, noting that the item was postponed from the January 8, 2025 meeting to allow Town staff to gather additional information regarding the drainage plan for the proposed garage. The postponement was prompted by concerns raised by the property owner to the north regarding drainage impacts. Mr. Armstrong reiterated that the Zoning Ordinance requires single-family homes to have a minimum of two covered, enclosed parking spaces. Currently, the property does not meet this requirement, and the proposed garage would bring it into compliance. He then presented a draft drainage plan submitted by the project architects.

Mark Barry, an architect with Barry Bull Ballas Architects, was present and invited to comment. In response to a question from Board Member Hunsicker, Mr. Barry confirmed that the draft drainage plan directs runoff into Lomo Alto Drive, addressing the concerns of the neighboring property owner. He also proposed incorporating a four-inch downward pipe to facilitate efficient water flow.

There were no responses to the notification sent to property owners in the area.

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

There was no one present at the meeting who spoke in support of or in opposition to this request.

## BOARD DISCUSSION

Heather Cerda, Assistant Director of Engineering, was present to address questions regarding drainage. In response to questions from the Board, Ms. Cerda stated that the property owner to the north had previously contacted the Town once regarding improper drainage near their home. However, the issue was caused by debris from a nearby construction site, which was obstructing drainage. Town staff addressed the concern by clearing the debris. She also explained that the draft drainage plan submitted by Barry Bull Ballas Architects was not approved because the Town does not permit drainpipes to run beneath a building, requiring the pipe to be rerouted. She further clarified that for approval, the drainage must be directed either into the flume near the house or into Lomo Alto Drive. Ms. Cerda also confirmed that a drainage pipe with either a two-inch or four-inch diameter would be sufficient, as both would require a standard curb casting.

On a motion by Board Member Hunsicker, seconded by Board Member Yoder, the Board voted unanimously to approve the variance request subject to ensuring drainage into Lomo Alto Drive and using a four-inch pipe connected to a curb casting.

## IV. CLOSED SESSION

*1. In accordance with the Texas Government Code Chapter 551, Subchapter D, Section 551.071 - CONSULTATION WITH ATTORNEY, the Board of Adjustment will convene into closed session in the Executive Conference Room for consultation with and to receive legal advice from the Town Attorney regarding the roles and duties of members of the Board of Adjustment. Chair Furst recessed the meeting at 8:53 a.m. Chair Furst convened a closed session at 8:56 a.m. Chair Furst ended the closed session at 10:27 a.m. and reconvened the meeting in open session at 10:27 a.m. No final action, decision, or vote was taken during the closed session.*

## V. OPEN SESSION

*1. Pursuant to Section 551.102 of the Texas Government Code, the final action, decision, or vote regarding Closed Session Item 1. above shall be made, if any. Chair Furst reconvened the meeting in open session at 10:27 a.m. No motion was made.*

## VI. ADJOURNMENT

On a motion made by Board Member Rogers, seconded by Board Member McCulloch, the Board voted unanimously to adjourn the meeting at 10:28 a.m.

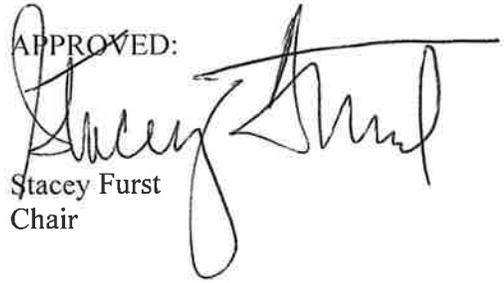
APPROVED on this 12th day of March 2025.

ATTEST:



Sofia Tarango  
Administrative Assistant

APPROVED:



Stacey Furst  
Chair