



*Town of Highland Park, Texas*

**PUBLIC HEARING  
Board of Adjustment**

**AGENDA**

8:30 A.M.  
Wednesday, May 14, 2025

4700 Drexel Drive  
Town Council Chambers

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**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 construct a 10-foot-tall fence/wall along the West side property line (Armstrong) at 4331 Arcady Avenue.
  
- B. Conduct a public hearing and consider a variance from Section 15-101 of the Zoning Ordinance to construct a 9-foot-tall cedar wood fence at 4404 Lorraine Avenue.
  
- C. Conduct a public hearing and consider a variance from Section 13-103 (D) of the Zoning Ordinance to construct a pool with a 57-foot setback instead of the required 65-foot setback from the front property line at 4636 Belclaire Avenue.

**IV. ADJOURNMENT**

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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.

MINUTES OF A MEETING OF THE BOARD OF ADJUSTMENT OF THE TOWN OF HIGHLAND PARK, TEXAS, HELD AT THE TOWN H ALL, 4700 DREXEL DRIVE, HIGHLAND PARK, TEXAS, 75205, AT 8:30 AM. ON WEDNESDAY, APRIL 9, 2025.

Present at the meeting were Chair Stacey Furst, Board Members Robert McCulloch, Joan Clark, Jim Yoder, and Allison Hunsicker, as well as Alternate Nancy Rogers. Absent from the meeting was Alternate 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 March 12, 2025.

## **III. PUBLIC HEARINGS**

*A. Conduct a public hearing and consider a variance from Section 15-101 of the Zoning Ordinance to allow a fence in the front yard on the property located at 5501 Hillcrest Avenue. Section 15-101 of the Zoning Ordinance prohibits fences or walls from extending into, on, or around the required front yard.*

Jeff Armstrong, Director of Community Development, provided an overview of the case, displaying the front yard construction plan and site photos. Mr. Armstrong stated that the front door of the home faces Hillcrest Avenue, however, the intended front yard is on Mockingbird Lane, where the fence was constructed without a permit. Mr. Armstrong stated that staff determined the request did not meet the criteria for a variance, and therefore recommended denial.

In response to a question from Board Member McCulloch, Mr. Armstrong answered that high traffic volume can be considered as a hardship by this Board. Staff did not consider this as a hardship.

In response to a question from Board Member Clark, Mr. Armstrong answered that when the home was platted, the intent was to have a front yard along Mockingbird Lane, not Hillcrest Avenue.

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

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

There was one individual present at the meeting who spoke in opposition to this request:

April Rauscher, 3404 Mockingbird Lane and direct neighbor, stated that there is a fence along Hillcrest Avenue and the backyard, therefore, it is more ideal for children to play in this area due to noise/traffic level. Additionally, Ms. Rauscher stated that the neighbor across Mockingbird Lane has boulders that also serve as effective safety from vehicle traffic, but this proposal does not serve that same purpose, more so for aesthetic purposes. Ms. Raucher also noted that she is concerned about the proposed 5-foot to 6-foot gap between the fence and her driveway. She is currently experiencing a separate issue with this neighbor regarding their side fence leaning into her property. She concurs with the staff's recommendation to deny this request.

#### BOARD DISCUSSION

In response to these concerns, Board Member Hunsicker, agrees that this fence serves decorative appearances, rather than safety purposes. She also agrees that the fence gap is not safe, therefore, she is not inclined to approve.

In response to a question from Board Member Clark, Mr. Armstrong stated that this would have been denied during plan review had a permit been requested.

Board Member Hunsicker created a motion, seconded by Board Member Clark, to deny the variance request. The board voted unanimously in favor of the motion.

#### IV. ADJOURNMENT

Chair Furst adjourned the meeting at 8:46 A.M.

Approved on this \_\_\_\_\_ day of \_\_\_\_\_ 2025.

APPROVED:

Stacey Furst

Chair

ATTEST:

Sofia Tarango



# *Town of Highland Park Board of Adjustment*

## *Staff Report*

**MEETING DATE:** May 14, 2025

**REQUEST:** A variance from Section 15-101 of the Zoning Ordinance to allow a 10-foot-tall fence along the west side property line.

**LOCATION:** 4331 Arcady Ave.

### **SUMMARY**

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The applicant proposes to construct a portion of a fence along the side street (Armstrong Blvd.) side of their lot. Approximately 70 feet of the length of the fence would be from 9 ½ to 10 feet in height. The remaining fences on the property would be no more than eight (8) feet in height. The proposed fence would be a masonry wall.

The property has significant downward slope from the lot line to the sidewalk along Armstrong Blvd. Fence height is measured from the non-property owner's side of the fence, in this case the street side of the fence. Due to the lower ground level on the street side, the property owner's side of the fence would only be 5½ feet tall relative to the pool deck if the ordinance is strictly enforced. If approved, the variance would allow the fence to be 7 feet in height relative to the pool deck.

### **ORDINANCE**

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**NO FENCE, WALL OR OTHER FENCE-TYPE SPACE ENCLOSURE SHALL BE ERECTED, PLACED OR ALTERED IN RESIDENTIAL DISTRICTS, A THROUGH H, AND CC DISTRICT, UNLESS SUCH FENCE, WALL OR STRUCTURE IS IN CONFORMANCE WITH THE FOLLOWING STANDARDS**

**15-101** "In residentially zoned districts A through H, and CC Districts, fences or walls may be erected to a maximum height of eight (8) feet above the grade as measured from the nonowner's side when located in the required rear and side yards and along the required rear or side lot line."

The property is zoned D. The proposed 10-foot-tall fence would be along a portion of the street side property line only and would not extend into the front yard.

### **ANALYSIS**

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## *Town of Highland Park Board of Adjustment*

### *Staff Report*

The Board of Adjustment is required to find all the following criteria are met to approve a variance:

- **Special Conditions.** Is the request for variance owing to a special condition(s) inherent to the property itself?

**Analysis:** The property slopes significantly downward toward the side street, Armstrong Blvd.

- **Unique to Property.** Is the condition unique to the property subject to the variance request?

**Analysis:** Although it is common for properties to slope toward side streets, the slope at the subject location is steeper than normal. However, there are at least five properties that have received fence height variances along street side property lines due to the slope of the land. Those variances were approved at 4400 Edmondson, 3117 Drexel, 3201 Cornell, 3200 Beverly, and 3101 St. John's. As a reminder, approval of variances should not establish precedent, but the similar cases do indicate that the Board has previously concluded that the similar conditions warranted variances in other cases.

- **Unnecessary Hardship.** Will literal enforcement of this chapter result in an unnecessary hardship?

**Analysis:** The slope substantially reduces the level of privacy within the backyard and pool area.

- **Contrary to Public Interest.** Would approval of the variance be contrary to the public interest?

**Analysis:** The area where the fence would extend above the normal eight-foot height would not hinder public safety. The previously approved variance at 4400 Edmondson is also for a fence located along Armstrong Blvd. If approved, this fence would not be unique along the corridor.

- **Spirit of the Ordinance.** Is the request within the spirit of the ordinance and does it further substantial justice?

**Analysis:** The intent of the ordinance is to provide for privacy and security on private properties. In this case the level of privacy is somewhat less than other similar properties.



# *Town of Highland Park Board of Adjustment*

## *Staff Report*

### **RECOMMENDATION**

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It is staff's opinion that the request meets the criteria for a variance, therefore, staff recommends approval.

### **ATTACHMENTS**

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1. Aerial Map
2. Written Notification Area Map
3. Applicant Letter
4. Construction Plan
5. Site Photos

#### **ATTACHMENT 1 – AERIAL MAP**

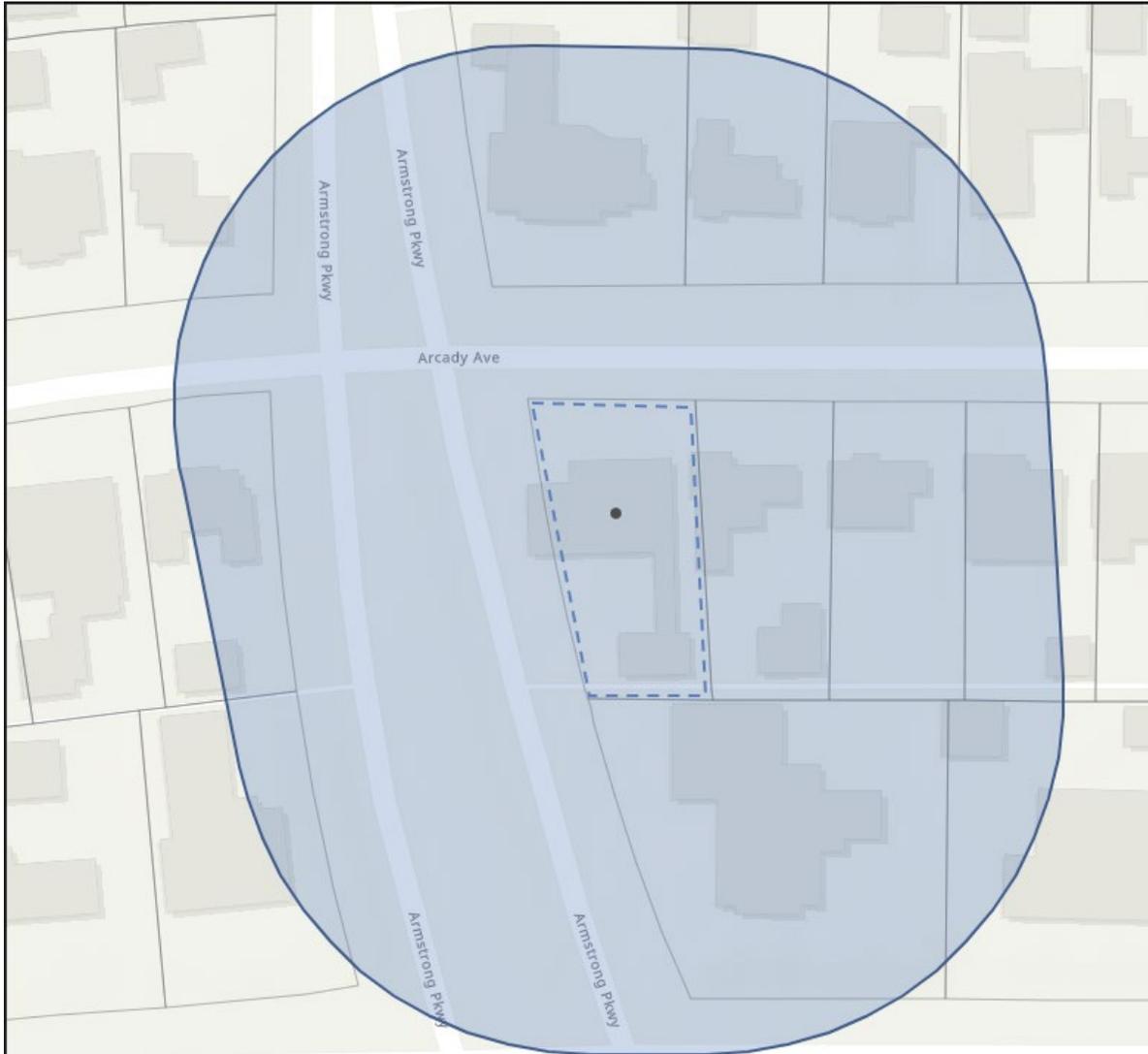




*Town of Highland Park  
Board of Adjustment*

*Staff Report*

**ATTACHMENT 2 – WRITTEN NOTIFICATION AREA MAP**





# *Town of Highland Park Board of Adjustment*

## *Staff Report*

### **ATTACHMENT 3 – APPLICANT LETTER**

**Kirk L. Smith**

981 County Road 4918  
Trenton, TX 75490

April 03, 2025  
4331 Arcady Avenue  
Highland Park, TX 75205

Dear Madam Chair Furst and BOA Members,

I am representing Parker & Katy Brooks with a zoning variance they wish to file with the Town of Highland Park. The Brooks currently reside at 4540 Belclaire Avenue and have since mid-2016. They are completing construction on their new home at 4331 Arcady Avenue. This property is different from others on the street because it slopes towards Armstrong Parkway and encompasses a 2-to-3-foot difference in slope down to the sidewalk. As they are nearing completion, they wish to install a masonry wall, very similar to the one that previously existed. The difference is in how the Town of Highland Park zoning ordinance defines the building height. The maximum building height for the property is measured from the average front yard grade at the front setback; which requires the house to be raised in the rear yard due to the slope of the lot. With the addition of a pool which is two steps down from their back porch terrace, the fence will be very short from the interior yard side.

Section 15-101 of the Town's Zoning Ordinance limits a fence height within the side and rear setback areas as not to exceed 8-feet measured above grade on the non-owner's side of the fence. With this zoning requirement, a compliant 8-foot-tall fence would only be 5-feet 2-inches above the pool deck on the owner's side of the fence. They are requesting a 2-foot height variance above the public sidewalk, the non-owner's side. The variance would equate to a maximum fence height above the sidewalk of 10-feet for the 70-linear foot section of the fence adjacent to the pool deck (illustration below).

I have met with Jeff Armstrong, reviewed the architect's designs, and explained where I believe the Board has jurisdiction in compliance with Section 17-200(b) due to the unusual slope of this property. Over the years, since 1993, there have been many cases with similar features/hardships where the Board has granted approval of additional fence heights in order to allow the appropriate development of those unique properties. Some of those properties include: 4400 Edmondson, 3117 Drexel, 3201 Cornell, 3200 Beverly, 3101 St. Johns, and 3318 St. Johns, just to name a few. I believe this property qualifies for having a hardship and I hope you see the same struggle the property owner is faced with in providing safety and most importantly privacy to their family while enjoying the use of their rear yard.



# Town of Highland Park Board of Adjustment

## Staff Report

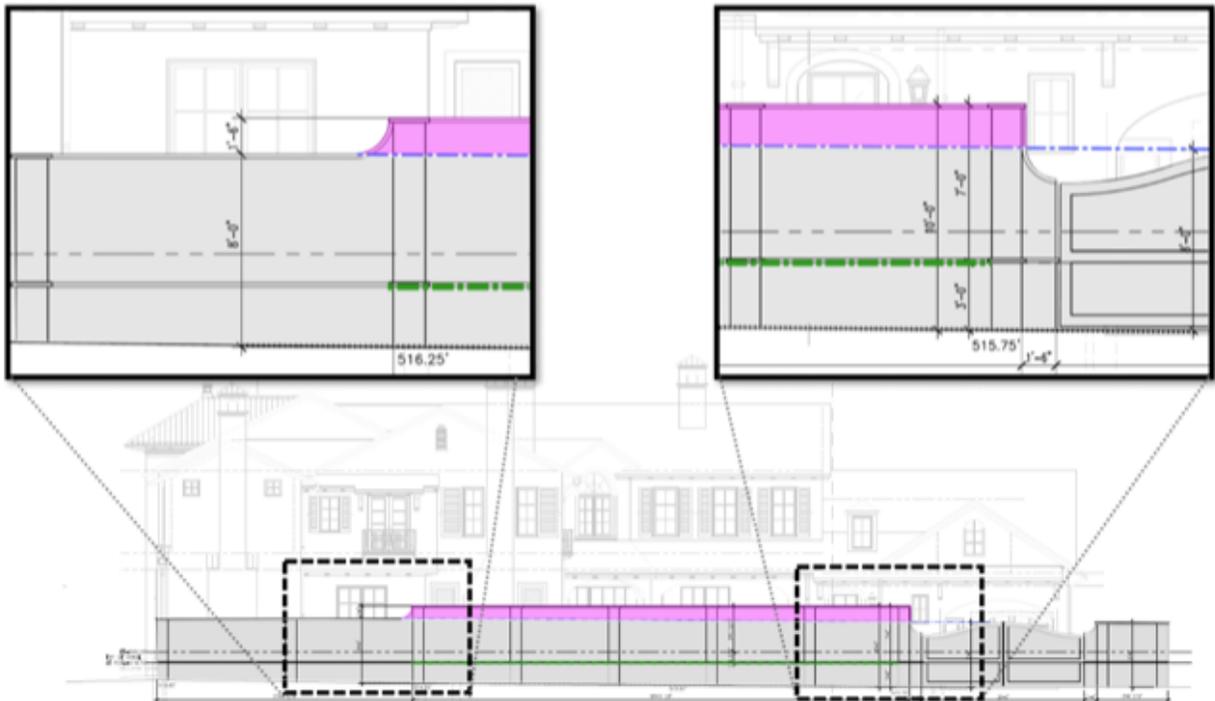
I look forward to meeting with you on May 14 and petitioning for your approval of the two additional feet of fence height along the Armstrong Parkway side of the Brooks' property. Thank you for your time and consideration, and feel free to contact me should you find the need.

Very truly yours,

*K Smith*

Kirk Smith  
972-951-9106  
[klsmith5252@gmail.com](mailto:klsmith5252@gmail.com)

cc: Mr. & Mrs. Parker Bryson Brooks, Property Owners  
Jeff Armstrong, Dir. of Community Development, [jarmstrong@hptx.org](mailto:jarmstrong@hptx.org)



Armstrong Parkway Elevation  
~70-LF Masonry Wall (9.5-to-10.0 feet tall)







*Town of Highland Park  
Board of Adjustment*

*Staff Report*

**ATTACHMENT 5 – CITIZEN RESPONSES**

Thank you Jennifer.

We do support Brian and Alexa's plan for the pool

Regards  
Greg Swalwell & Terry Connor  
4618 Belclaire Avenue

Jennifer,  
My name is Preston McAfee and we live at 4612 Belclaire and we support the Murphy variance application. Please let me know if you need anything else concerning this matter.  
Thanks,  
Preston McAfee

**Preston McAfee**  
Chairman  
W — (214) 962-3010

**Rogers-O'Brien Construction**  
Texas' Premier Builder | [r-o.com](http://r-o.com)

Jennifer,

We are Ralph and Robin Burns at 4648 Belclaire (next door to the Murphy's). We are very excited to welcome them to the neighborhood and have no issue with the exception request. Please let us know if we can help in any way.

Best regards,

Ralph & Robin

Ralph D. Burns  
214.435.0278



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

***Staff Report***

Dear Jennifer,

I am a neighbor at 4611 Belclaire Avenue. I received your detailed letter and am in full support of the pool construction project at 4636 Belclaire Avenue.

Best,

Wendy Mitchell O'Sullivan

Hi Jennifer,

I received your note about the application for a proposed swimming pool at 4636 Belclaire Ave. I live at 4623 Belclaire Ave, and have zero objections to the proposal. I think the plan looks great, and I hope that HP permits the zoning change request.

Best of luck to your clients,  
Francis



Francis Ryburn  
Co-Founder  
214.762.6544

SOČA  
Adventure Redefined  
[socastyle.com](http://socastyle.com)



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## Approval for Fence Variance - 4331 Arcady Ave.

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**From** bharbour jfcre.com <bharbour@jfcre.com>

**Date** Mon 4/28/2025 2:08 PM

**To** Serena Palomino <spalomino@hptx.org>

**Cc** bharbour jfcre.com <bharbour@jfcre.com>

Serena,

Thank you for your assistance today.

I reside at 4400 Arcady Ave. I support the homeowner at 4331 Arcady requesting a variance of the fence height.

Best regards,  
Bruce Harbour  
4400 Arcady Ave.  
Dallas, TX 75205  
214 676 5400

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# *Town of Highland Park Board of Adjustment*

## *Staff Report*

**MEETING DATE:** May 14, 2025

**REQUEST:** A variance from Section 15-101 of the Zoning Ordinance to allow a 9-foot-tall fence along the east side property line.

**LOCATION:** 4404 Lorraine Ave.

### **SUMMARY**

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The applicant proposes to construct a nine (9) foot tall fence along the east side property line. Fences along the west side and rear property lines would be no more than eight (8) feet in height. The proposed fence would be constructed of cedar wood.

The intent of the 9-foot fence is to cover a newly constructed CMU (cinder block) fence along the shared property line with the neighbor at 4400 Lorraine Ave. The CMU wall is unfinished on the applicant's side of the wall and exceeds the maximum eight feet in height. The proposed nine-foot fence would visually block the unfinished CMU wall.

The Town is currently in the enforcement process on the neighboring wall. The wall, as constructed, cannot remain as it is due to it not complying with the eight-foot maximum allowance. The owner of the CMU wall is doing construction, as well, and has stated a willingness to adjust the wall as needed to meet the eight-foot height requirement. The applicant was informed of this but wants to pursue the variance anyway.

### **ORDINANCE**

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**15-101** "In residentially zoned districts A through H, and CC Districts, fences or walls may be erected to a maximum height of eight (8) feet above the grade as measured from the nonowner's side when located in the required rear and side yards and along the required rear or side lot line."

The property is zoned D. The proposed nine-foot-tall fence would be along the east side property line only and would not extend into the front yard.



# *Town of Highland Park Board of Adjustment*

## *Staff Report*

### **ANALYSIS**

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The Board of Adjustment is required to find all the following criteria are met to approve a variance:

- **Special Conditions.** Is the request for variance owing to a special condition(s) inherent to the property itself?

**Analysis:** There are no special conditions. The neighboring wall will be required to come into compliance and then if the applicant wishes to block it visually with a cedar fence the applicant can do so with a compliant eight-foot fence.

- **Unique to Property.** Is the condition unique to the property subject to the variance request?

**Analysis:** Not applicable, since staff's opinion is there are no special conditions.

- **Unnecessary Hardship.** Will literal enforcement of this chapter result in an unnecessary hardship?

**Analysis:** Staff is unable to find a hardship.

- **Contrary to Public Interest.** Would approval of the variance be contrary to the public interest?

**Analysis:** The intent of the ordinance is to allow for privacy and security, but at a limited height that is well established as customary in Highland Park barring unusual circumstances.

- **Spirit of the Ordinance.** Is the request within the spirit of the ordinance and does it further substantial justice?

**Analysis:** The request is not consistent with the intent of the ordinance to limit fences to eight feet.

### **RECOMMENDATION**

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It is staff's opinion that the request does not meet the criteria for a variance, therefore, staff recommends denial.



# *Town of Highland Park Board of Adjustment*

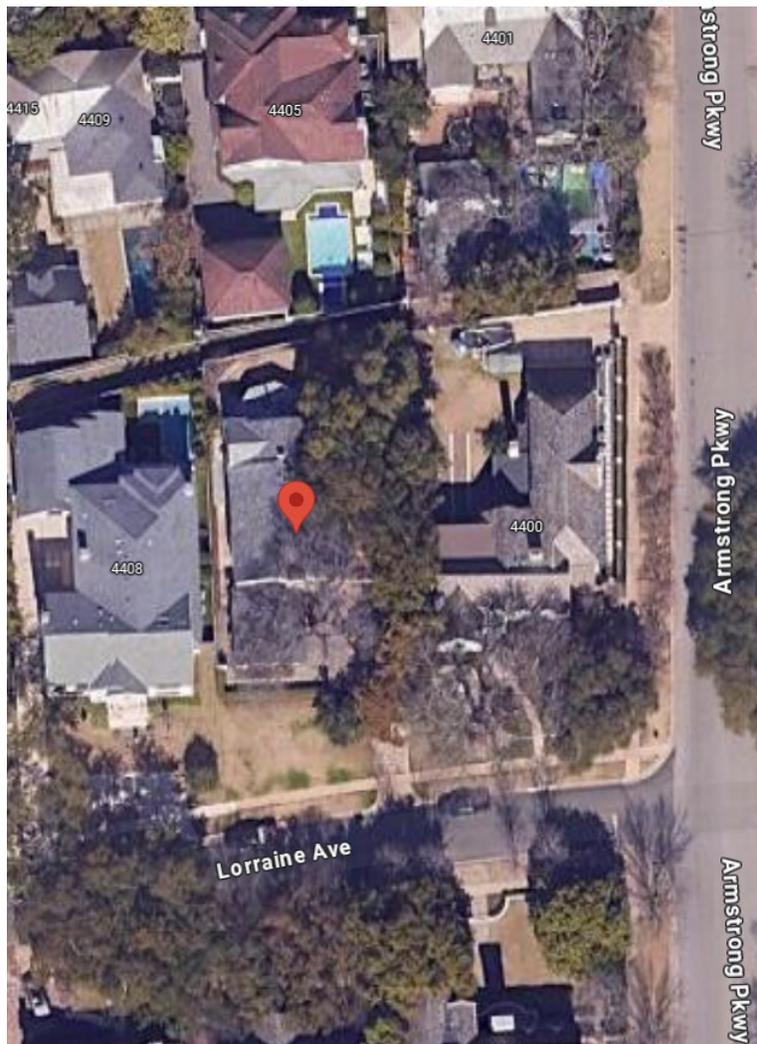
## *Staff Report*

### **ATTACHMENTS**

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1. Aerial Map
2. Written Notification Area Map
3. Applicant Letter
4. Construction Plan
5. Site Photos

### **ATTACHMENT 1 – AERIAL MAP**





*Town of Highland Park  
Board of Adjustment*

*Staff Report*

**ATTACHMENT 2 – WRITTEN NOTIFICATION AREA MAP**





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

***Staff Report***

**ATTACHMENT 3 – APPLICANT LETTER**

March 25, 2025 at 3:10 PM

We would please like to request for a proposal for a height adjustment for a 9ft tall cedar board fence  
We would please like to cover the unimproved cmu cinderblock masonry fence that the east side  
neighbor built not according to the building city code height  
The neighbor's cmu masonry fence is undeveloped/ unfinished on our property side  
Our proposal for a 9ft cedar board on board fence would cover the neighbor's unfinished Cmu masonry  
fence facing on our property on a day to day basis granting us as homeowners the ability to to enjoy our  
home

Thank you ,  
Colby Craig



# Town of Highland Park Board of Adjustment

## Staff Report

### ATTACHMENT 4 – CONSTRUCTION PLAN

1. Construction: Comply with applicable building codes and related ordinances.
2. Bring errors, omissions and inconsistencies in drawings or ambiguities between drawings and site construction conditions to attention of the Architect.
3. Notify Architect in event of discrepancies in contract documents.
4. Mechanical and electrical drawings by others.
5. Verify location of utilities serving site.
6. Final grading for drainage of entire site from the building and off of the site shall be the responsibility of the owner, owner's general contractor and owner's landscape installer. In the case of foundations with crawl spaces and/or basements, the Owner, Owner's General Contractor, and the Owner's Landscape Architect shall be responsible for keeping water out of the crawl spaces and/or basements.
7. Verify window glazing options with Architect and Owner. All windows to be operated areas noted otherwise by the following description: (a) stationary, (b) double-hung, (c) casement, (d) awning, (e) transoms, (f) shutters, (g) louvers, (h) shutters, (i) shutters, (j) shutters, (k) shutters, (l) shutters, (m) shutters, (n) shutters, (o) shutters, (p) shutters, (q) shutters, (r) shutters, (s) shutters, (t) shutters, (u) shutters, (v) shutters, (w) shutters, (x) shutters, (y) shutters, (z) shutters.
8. Contractor shall furnish shutters with shop drawings of the following prior to fabrication:
  - a. manufacturer's product literature
  - b. finish schedule
  - c. decorative forged iron railing, stair rail, etc.
  - d. cabinetry
  - e. millwork
  - f. cast and cast stone
  - g. interior and exterior doors
  - h. Location of HVAC units and water heaters, determined by others.
  - i. Vent clothes dryers to outside.
  - j. Run all roof vents below from ridge.
  - k. There are to be no protruding aluminum overhangs on any exterior doors. All metal overhangs on exterior doors shall be 1/2" x 1/2" x 1/2" interlocking interlocks with water return in mill finish anodized bronze finish or equal. Submit samples to Architect for approval.
  - l. Weather stripping on exterior doors shall be mill finish bronze for both finishes.
  - m. If manufacturer's prehung doors are used, they are to be sent to site without overhangs or underhangs.
  - n. Contractor to locate and coordinate placement of electrical fixtures and plumbing penetrations prior to placing floor and ceiling joists. Notify Architect if conflicts occur.
  - o. All shop drawings to be submitted "to scale" 1/4"=1'-0" or larger for elevations, 3/16"=1'-0" or larger for sections & details.
  - p. Landscape Architect designer to submit design plans to Architect for review prior to proceeding with installation. Landscape Architect designer to consult with architect concerning placement of new trees.
  - q. For driveway, sidewalks, exterior steps, patios, etc. see landscape drawing.
  - r. Provide sound bars, insulation around mechanical rooms, bars, laundry rooms, and bathrooms.
  - s. All new exterior and public artwork to be constructed per governing City/Town specifications.

#### \*Fence

(Height: 8ft )

(Material : Cedar wooden Board on board)

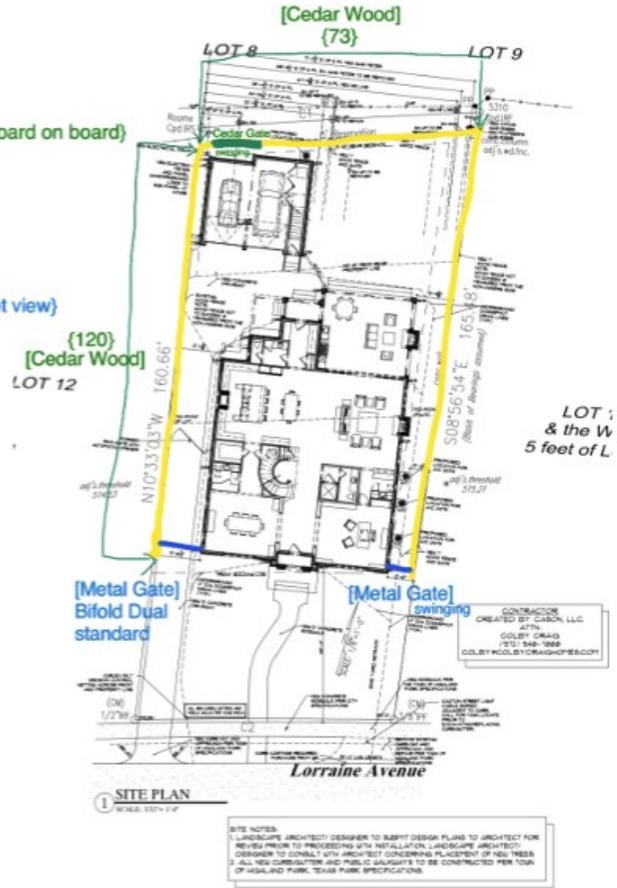
(Note: Cedar wooden Gate in alley)

#### \*Gates

(Height:8ft)

(Material: Metal)

(Note :Front side gates,street view)



LOMAT INVESTMENTS, LLC  
DALLAS, TEXAS

RICHARD BRIDGEMAN DAVIS  
ARCHITECT

CREATED BY CURIA, LLC

DATE: 11/10/2023  
JOB NO: 2300000000000000  
SCALE: 1/8"=1'-0"  
DRAWN: JLD  
CHECKED: E.S.S.  
DATE: 11/10/2023

R.O.W.



*Town of Highland Park  
Board of Adjustment*

*Staff Report*

**ATTACHMENT 5 – SITE PHOTO**





# *Town of Highland Park Board of Adjustment*

## *Staff Report*

**MEETING DATE:** May 14, 2025

**REQUEST:** A variance from Section 13-103.D of the Zoning Ordinance to allow a swimming pool partially in front of the midpoint of the lot. In this case the midpoint is 65 feet from the front property line and the pool is proposed to be located 57 feet from the front property line.

**LOCATION:** 4636 Belclaire Ave.

### **SUMMARY**

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The applicant proposes to construct a swimming pool to the side of their house. The property is a combined lot, and pools are required to be in the back half of combined lots. In contrast, non-combined lots only prohibit pools in the front yard setback. The rear portion of the lot includes a guest house and entry to the garage. The pool would be screened by an existing row of evergreen trees. In addition, a fence will be required.

### **ORDINANCE**

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**13-103.D** "A tennis court or multi-purpose court surface, swimming pool or other appurtenance located on a combined building site shall be located only in the rear yard or, in a side yard to the rear of a line joining the midpoint of one side lot line with the midpoint of the opposite side lot line, provided that such improvement(s) is (are) set back a minimum distance of ten (10) feet from the side lot line."

The proposed pool would be on the midpoint line with roughly half of the width of the pool extending in front of the midpoint line.

### **ANALYSIS**

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The Board of Adjustment is required to find all the following criteria are met to approve a variance:

- **Special Conditions.** Is the request for variance owing to a special condition(s) inherent to the property itself?



# *Town of Highland Park Board of Adjustment*

## *Staff Report*

**Analysis:** The existing structures on the property are located such that it is not possible to locate a reasonably sized pool on the property.

- **Unique to Property.** Is the condition unique to the property subject to the variance request?

**Analysis:** The requirement for the pool to be in the back half of the lot only applies to combined lots. While this is not the smallest combined lot in Highland Park, it is one of the smallest. The various regulations applicable only to combined lots tend to be geared toward larger lots.

- **Unnecessary Hardship.** Will literal enforcement of this chapter result in an unnecessary hardship?

**Analysis:** It is not feasible to put a reasonable sized pool on the property without the variance. Although one could argue that a pool is not a necessary amenity for a home, that could be said about most structures for which variances are requested.

- **Contrary to Public Interest.** Would approval of the variance be contrary to the public interest?

**Analysis:** The pool will be properly secured by a fence, and it will have screening from the front. It should not affect the public any more than a pool that is set back an additional 12 feet from the front.

- **Spirit of the Ordinance.** Is the request within the spirit of the ordinance and does it further substantial justice?

**Analysis:** If this was not a combined lot, it would be permitted where it is proposed. However, the ordinance does treat combined lots differently.

## **RECOMMENDATION**

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If the Board agrees with the analysis found in this report, then staff recommends approval, otherwise the request should be denied.



# *Town of Highland Park Board of Adjustment*

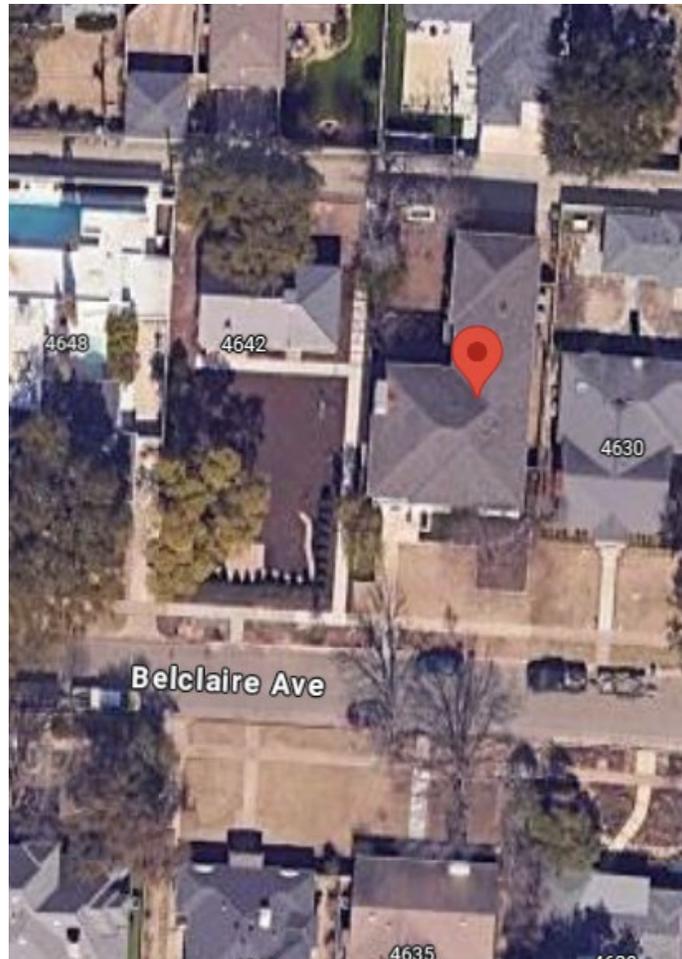
## *Staff Report*

### **ATTACHMENTS**

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1. Aerial Map
2. Written Notification Area Map
3. Applicant Letter
4. Construction Plan
5. Site Photos
6. Citizen Responses

### **ATTACHMENT 1 – AERIAL MAP**





*Town of Highland Park  
Board of Adjustment*

*Staff Report*

**ATTACHMENT 2 – WRITTEN NOTIFICATION AREA MAP**





# *Town of Highland Park Board of Adjustment*

## *Staff Report*

### ATTACHMENT 3 – APPLICANT LETTER



April 15, 2025

Jeff Armstrong  
Director of Planning  
Town of Highland Park

RE: 4636 Belclaire Avenue Special Exception

Dear Mr. Armstrong,

My firm represents the owners in a Board of Adjustment application for a proposed swimming pool at 4636 Belclaire Avenue. Please accept this letter describing the proposed swimming pool and property hardship.

We respectfully request a special exception to allow a reduced setback for a swimming pool due to the lot's unique shape and layout, which limit feasible placement elsewhere on the property. Although it is a combined lot, existing structures and the orientation of the home restrict development options, making the proposed location the only practical location for a swimming pool. The size of the swimming pool is a reasonable size, approximately 11' x 37'. The existing structures, the home and garage/casita, were in place when the current property owner purchased the property. The swimming pool will be appropriately fenced, and the front yard landscaping will help screen the pool from the public realm. We believe the requested 57' setback (measured to the water line) is a reasonable request that meets the spirit of the regulation. Granting this variance will enable appropriate use of the land without negatively impacting neighboring properties or the character of the neighborhood.

Please contact me if I can be of assistance in this matter.

Thank you,

Jennifer Hiromoto  
Buzz Urban Planning





*Town of Highland Park  
Board of Adjustment*

*Staff Report*

**ATTACHMENT 5 – SITE PHOTO**





*Town of Highland Park  
Board of Adjustment*

*Staff Report*

**ATTACHMENT 6 – CITIZEN RESPONSES**

Thank you Jennifer.

We do support Brian and Alexa's plan for the pool

Regards  
Greg Swalwell & Terry Connor  
4618 Belclaire Avenue

Jennifer,  
My name is Preston McAfee and we live at 4612 Belclaire and we support the Murphy variance application. Please let me know if you need anything else concerning this matter.  
Thanks,  
Preston McAfee

**Preston McAfee**  
Chairman  
W — (214) 962-3010

**Rogers-O'Brien Construction**  
Texas' Premier Builder | [r-o.com](http://r-o.com)

Jennifer,

We are Ralph and Robin Burns at 4648 Belclaire (next door to the Murphy's). We are very excited to welcome them to the neighborhood and have no issue with the exception request. Please let us know if we can help in any way.

Best regards,

Ralph & Robin

Ralph D. Burns  
214.435.0278



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

***Staff Report***

Dear Jennifer,

I am a neighbor at 4611 Belclaire Avenue. I received your detailed letter and am in full support of the pool construction project at 4636 Belclaire Avenue.

Best,

Wendy Mitchell O'Sullivan

Hi Jennifer,

I received your note about the application for a proposed swimming pool at 4636 Belclaire Ave. I live at 4623 Belclaire Ave, and have zero objections to the proposal. I think the plan looks great, and I hope that HP permits the zoning change request.

Best of luck to your clients,  
Francis



Francis Ryburn  
Co-Founder  
214.762.6544

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