

MINUTES OF A MEETING OF THE TOWN COUNCIL OF THE TOWN OF HIGHLAND PARK, TEXAS, HELD AT THE TOWN HALL, 4700 DREXEL DRIVE, HIGHLAND PARK, TX, 75205, AT 8:00 A.M. ON TUESDAY, JUNE 3, 2025.

Mayor Will C. Beecherl, Mayor Pro Tem Don Snell, and Council Members Marc Myers, Lydia Novakov, and Leland White attended the meeting. Council Member Alan Friedman was absent.

- I. Mayor Will C. Beecherl called the meeting to order at 8:00 a.m.
- II. Council Member Lydia Novakov gave the Invocation.
- III. PUBLIC COMMENT

Mayor Beecherl asked if anyone wished to address the Town Council about any item listed on the agenda and explained that the Town Council may not discuss or make decisions on items not listed on the agenda. Public comments are limited to three minutes per speaker unless otherwise required by law. Items suggested for action may be placed on a future agenda at the Town Council's discretion. There was no comment.

IV. CONSENT AGENDA

On a motion made by Council Member Marc Myers, seconded by Council Member Leland White, the Town Council voted unanimously to approve Items A. through C. on the Consent Agenda. Prior to the vote, Mayor Beecherl explained that all items under the Consent Agenda are considered routine or discussed at a previous meeting. There will be no separate discussion of items unless a request by a Council Member is made prior to the Town Council voting on the motion.

- A. *Take action to authorize the Town Administrator to execute an agreement with Valley View Consulting, LLC, to provide investment advisory services to the Town.*
- B. *Take action on the minutes of the Town Council meeting held on May 20, 2025.*
- C. *Take action on the minutes of the Town Council study session held on May 20, 2025.*

V. MAIN AGENDA

A. Review, discuss, and take action on the construction time period from 24 to 32 months for a new single-family residence located at 3519 Euclid Avenue. Jeff Armstrong, AICP, Director of Community Development, stated that the applicant, Matt Cain of Tatum Brown Custom Homes, has formally requested a building permit to allow a 32-month construction period for a new single-family residence at 3519 Euclid Avenue. The proposed residence includes a full basement with a concrete drive ramp connecting to the alley, totaling approximately 13,718 square feet. This request is being made before construction, and the requested 32-month period would commence upon permit issuance. Per Section R105.5.1.4 of the Town's Building Code, all permits for major residential construction are generally limited to 24 months. However, the Code allows a property owner to request an extension by submitting a formal written application and participating in a hearing before the Town Council. The applicant has exercised this right and submitted a letter detailing the request. The applicant also agreed to a construction management plan that includes parking regulations. In response to a question made by Mayor Beecherl, Mr. Cain confirmed that

his company will adhere to the construction plan and appreciates that all builders will be held to the construction management requirements. On a motion made by Council Member Leland White, seconded by Council Member Lydia Novakov, the Town Council unanimously voted to approve the construction period from 24 to 32 months for a new single-family residence located at 3519 Euclid Avenue, subject to the conditions outlined in the recommended Construction Management Plan.

B. Review, discuss, and take action on the construction time period from 24 to 38 months for a new single-family residence at 3922 Gillon Avenue. Jeff Armstrong, AICP, Director of Community Development, stated that the applicant, Matt Cain of Tatum Brown Custom Homes, has formally requested a building permit to allow a 38-month construction period for a new single-family residence at 3922 Gillon Avenue. The proposed residence includes a full basement. The basement takes up two lot widths (recently replatted into one combined lot). The basement contains a pool, and they anticipate the subgrade work will last a year. This request is being made before construction, and the requested 38-month period would commence upon permit issuance. Per Section R105.5.1.4 of the Town's Building Code, all permits for major residential construction are generally limited to 24 months. However, the Code allows a property owner to request an extension by submitting a formal written application and participating in a hearing before the Town Council. The applicant has exercised this right and submitted a letter detailing the request. The applicant also agreed to a construction management plan that includes parking regulations. In response to a question made by Council Member Novakov, Mr. Cain confirmed that his company typically has seven to ten projects at one time; currently, they have six active projects, each with dedicated staff assigned. On a motion made by Council Member Lydia Novakov, seconded by Mayor Pro Tem Don Snell, the Town Council unanimously voted to approve the construction period from 24 to 38 months for a new single-family residence at 3922 Gillon Avenue, subject to the conditions outlined in the recommended Construction Management Plan.

C. Review, discuss, and take action on an extension to the construction time period, extending the permit to July 31, 2026, for a new single-family residence at 4500 Lakeside Drive. Jeff Armstrong, AICP, Director of Community Development, explained that the applicant, Blake Evenson of Hudson Construction Group, is requesting a permit extension for this project. The requested extension of an additional 14 months is to construct a new house at 4500 Lakeside Drive. The permit was issued on May 12, 2023. The total project timeframe would be three years and two months. According to the applicant, the main reason for the delay was the transition of a new structural engineer. There have been no complaints regarding this construction site; however, an inspection showed some erosion into the Laurel Street right-of-way. Staff enforced the debris removal. In response to questions raised by Mayor Beecherl, Mr. Evenson confirmed that his team can adhere to the construction management plan. Mr. Evenson added that off-site construction parking could delay construction time, but he understands the necessity of shuttle parking. On a motion made by Mayor Pro Tem Don Snell, seconded by Council Member Lydia Novakov, the Town Council unanimously voted to approve the requested construction time permit for a new single-family residence at 4500 Lakeside Drive for July 31, 2026, subject to the conditions outlined in the recommended Construction Management Plan.

D. Review, discuss, and take action on a third extension to the construction time period, extending the permit to March 31, 2026, for a new single-family residence at 3908 Lexington Avenue. Jeff Armstrong, AICP, Director of Community Development, stated that the applicant, Blake Evenson of Hudson Construction Group, is requesting a third permit extension for this

project. The requested extension of an additional 10 months is to construct a new house at 3908 Lexington Avenue. The permit was issued in August 2021. The total project timeframe would be four years and seven months. According to the applicant, the main reasons for the delay were repeated owner changes, indecision regarding interior items, and landscape changes. The most recent change is to add a small, 250 square feet, detached pool house in the backyard. A complaint was received in 2023 regarding mud and debris in the alley. The workers were cleaning the alley when the inspector went to investigate. Also, the construction fence was removed for landscape-related work; however, it will be placed on the site while construction continues. In response to a question raised by Council Member White, Tobin Maples, Town Administrator, confirmed that a signature line was added to the construction management plan for the owner to sign and acknowledge the potential fines that could be incurred if the project is not completed in time allotted. On a motion made by Council Member Lydia Novakov, seconded by Council Member Marc Myers, the Town Council unanimously voted to approve the requested construction time permit for a new single-family residence at 3908 Lexington Avenue for March 31, 2026, subject to the conditions outlined in the recommended Construction Management Plan.

Mayor Beecherl adjourned the Town Council meeting at 8:37 a.m.

Approved on the 17th day of June 2025.

ATTEST:



Joanna Mekeal
Town Secretary

APPROVED:



Will C. Beecherl
Mayor