



Town of Highland Park, Texas
BOARD OF ADJUSTMENT MEETING
AGENDA

8:30 AM
August 21, 2025

4700 Drexel Drive Highland Park, TX 75205
Town Council Chambers
2nd Floor, Executive Conference Room

I. CALL TO ORDER

Town Council Chambers

II. PUBLIC HEARING

Town Council Chambers

- A. Conduct a public hearing and consider a variance from Section 8-601(1) of the Zoning Ordinance to create a second-story addition that would extend five feet six inches (5'6") further toward the rear of the lot than the existing second story, on property located at 4600 Edmondson Avenue. This section prohibits any structure, or portion thereof, located within forty feet (40') of the rear property line to exceed 25 feet in height or to have a top plate that exceeds 12.5 feet in height.

III. PRESENTATION

2nd Floor, Executive Conference Room

- A. Receive and discuss a presentation from Kendig Keast Collaborative that will provide an introduction to the Zoning Ordinance Rewrite.

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 with 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.

NOTE: The Board of Adjustment reserves the right to meet in Executive Session closed to the public at anytime in the course of this meeting to discuss matters listed on the agenda, as authorized by the Texas OpenMeetings Act, Texas Government Code, Chapter 551, including any one of the permitted exceptions to open meetings provided for in § 551.071 through § 551.076 and § 551.087. Any action taken on such matters will be conducted in Open Session following the conclusion of the Executive Session.

**Town of Highland Park
Board of Adjustment
Thursday, August 21, 2025**



Item Coversheet

Conduct a public hearing and consider a variance from Section 8-601(1) of the Zoning Ordinance to create a second-story addition that would extend five feet six inches (5'6") further toward the rear of the lot than the existing second story, on property located at 4600 Edmondson Avenue. This section prohibits any structure, or portion thereof, located within forty feet (40') of the rear property line to exceed 25 feet in height or to have a top plate that exceeds 12.5 feet in height.

PRESENTED BY: Jeff Armstrong, Director of Community Development

BACKGROUND:

Background and analysis can be found in the attached staff report.

RECOMMENDATION

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

FINANCIAL IMPACT

N/A

ATTACHMENTS

Staff Report 4600 Edmondson



Town of Highland Park Board of Adjustment

Staff Report

MEETING DATE: August 21, 2025

REQUEST: Conduct a public hearing and consider a variance from Section 8-601(1) of the Zoning Ordinance to create a second story addition that would extend five feet six inches (5'6") further toward the rear of the lot than the existing second story, on property located at 4600 Edmondson Avenue. This section prohibits any structure, or portion thereof, located within forty feet (40') of the rear property line to exceed 25 feet in height or to have a top plate that exceeds 12.5 feet in height.

LOCATION: 4600 Edmondson Ave.

SUMMARY

The applicant proposes to construct an addition to the back side of the second floor of the home. The addition would add a bedroom and a primary bathroom and closet to the house. There will also be a first-floor addition, but it does not require a variance.

- Variance request is to allow the structure to extend an additional 5'6" into the rear 40 feet of the property with a top plate higher than 12'6"
- Maximum top plate height in rear 40 feet of a lot is 12'6" which puts it just above the first floor.
- Proposed addition would have the top plate above the second floor.
- The existing house with the top plate above the second floor currently extends about 7 feet into the rear 40 feet of the lot. This addition would extend it an additional 5'6" further into the rear 40 feet.

ORDINANCE

8-601.(1) "...In the B, C, D, E, and F Districts, any structure, or portion thereof, located within forty feet (40') of the rear property line, shall not exceed twenty-five feet (25') in height, nor have a plate height exceeding twelve feet, six inches (12' 6") ..."

The proposed addition would not exceed 25 feet in height. However, the top plate for the second floor addition would exceed the 12'6" maximum height, which is not permitted in the



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rear 40 feet of the lot. The proposed variance would allow the top plate to exceed 12'6" in height 5 feet 6 inches further into the rear 40 feet of the lot than the approximately 7 feet that the second floor currently extends into the rear 40 feet.

ANALYSIS

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 is located at the intersection of Edmondson Ave. and the Dallas North Tollway. There is a 12-foot alley behind the property. The house, built in 1948, is setback further from the front property line than other houses on the street and several feet further back than the required front setback. Because of the large front setback, approximately seven feet of the rear of the existing back of the second floor is in the rear 40 feet of the property.

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

Analysis: The house is unique due to its unusually large front setback relative to the rest of the block and its existing construction that does not meet the requirements of the rear 40 feet of the property.

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

Analysis: The homeowners are expecting another child and need additional bedroom space. There is limited room on the property to realistically add an additional bedroom to the house without requiring some type of variance.

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

Analysis: The addition would be approximately 40 feet from the neighbor's property line to the rear, if the 12-foot-wide alley is included. The Dallas North Tollway is located to the east, so there is no affected property owner in that direction. The adjacent property to the west is also constructed with a top plate height above the 12'6"



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requirement and it extends nearly to the rear property line, much further back than the proposed addition on the subject property. At least four of the 15 houses on the north side of the 4600 block of Edmondson have second floors with top plates well above the maximum allowed in the rear 40 feet. There is no record of any complaints or issues with any of those homes.

- **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 limit second floor height and bulk adjacent to neighboring back yards to preserve privacy and to reduce how a neighboring structure may impact the openness of backyard areas. In this case there is no neighbor to the east, the neighbor's property to the south is about 40 feet away including the alley, and the neighboring house to the west exceeds the height allowance by a much greater distance into the rear 40 feet than what is proposed on the subject property. It is not expected that this addition would have negative effects on the privacy of neighboring properties.

RECOMMENDATION

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

ATTACHMENTS

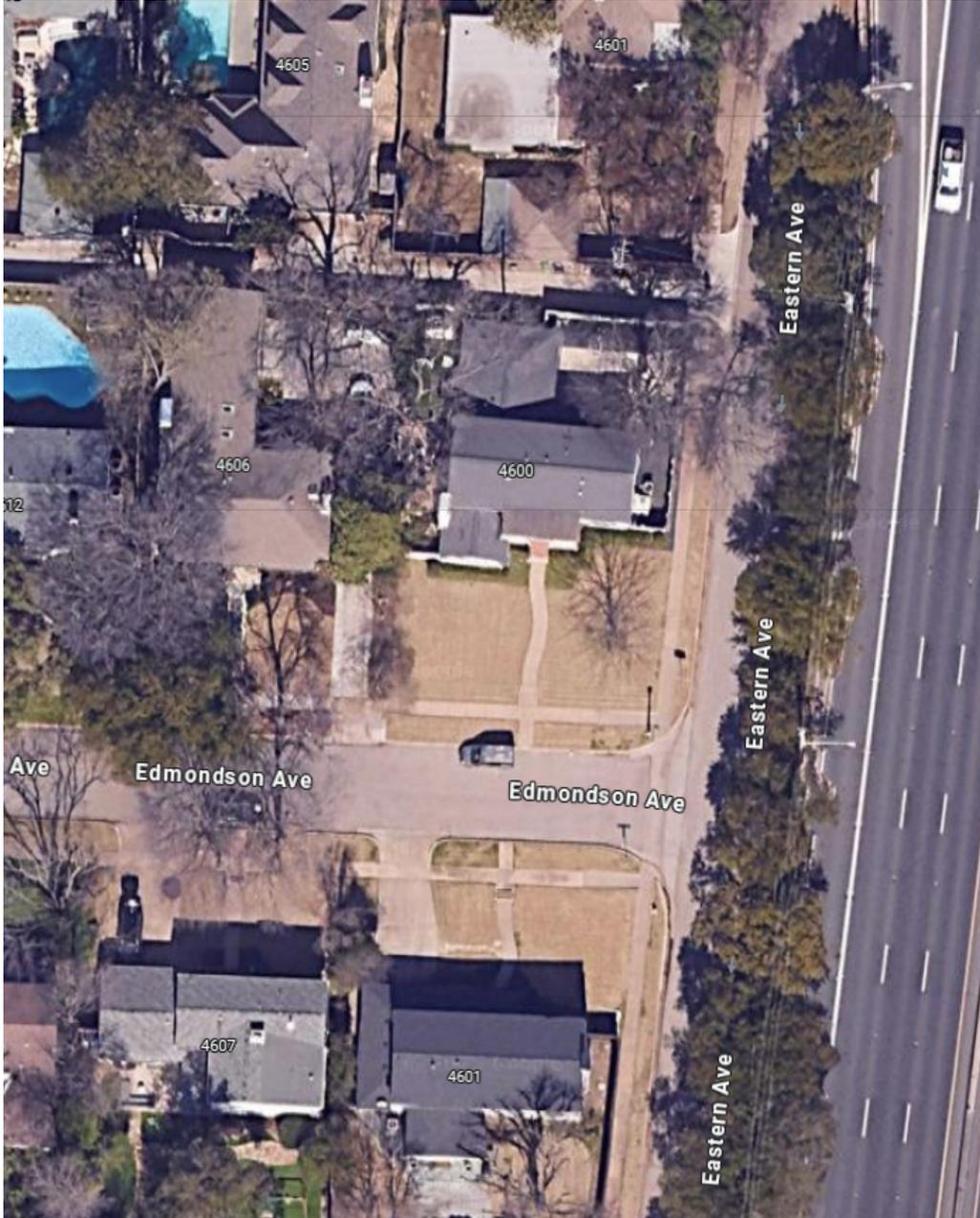
1. Aerial Map
2. Written Notification Area Map
3. Applicant Letter
4. Construction Plan
5. Site Photos



*Town of Highland Park
Board of Adjustment*

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ATTACHMENT 1 – AERIAL MAP

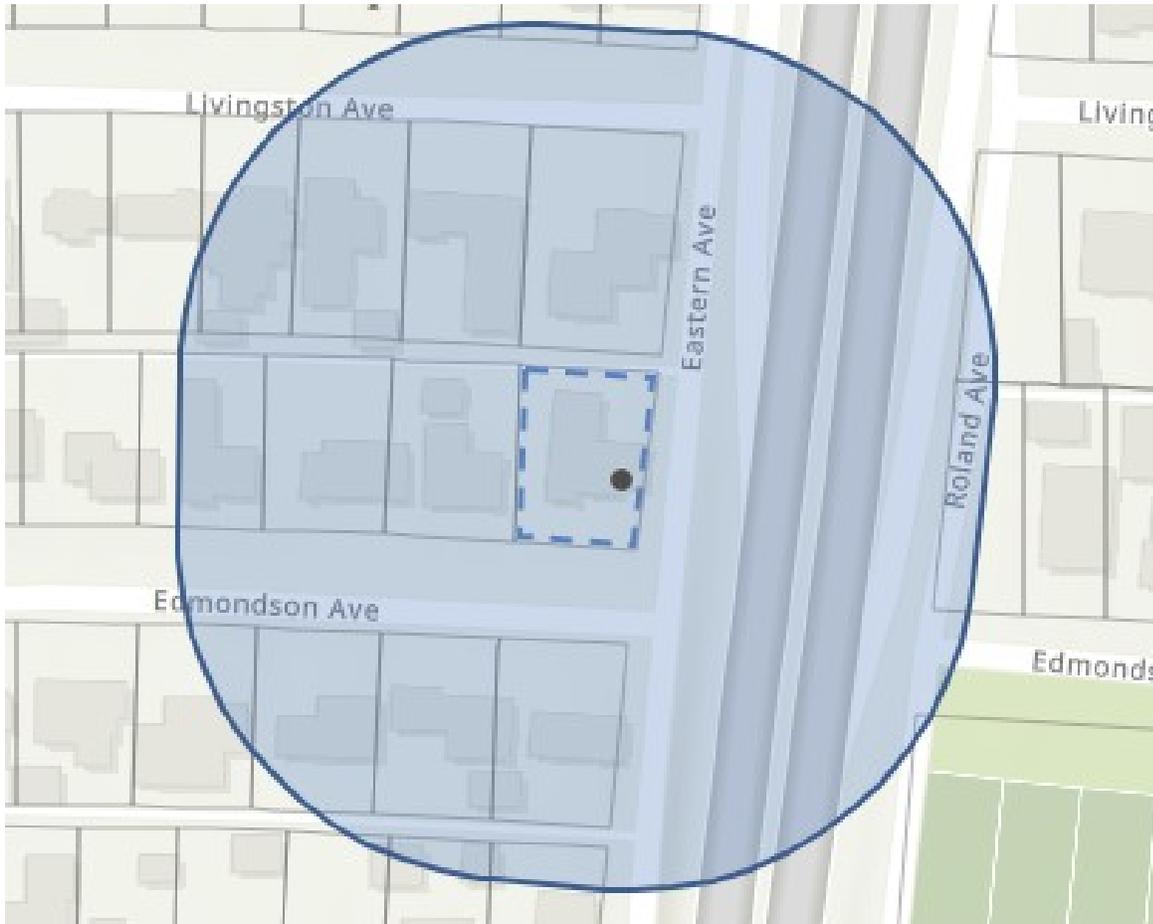




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ATTACHMENT 2 – WRITTEN NOTIFICATION AREA MAP





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ATTACHMENT 3 – APPLICANT LETTER

FROM THE DESK OF

Ashley Wesson

To the City of Highland Park Board of Adjustment,

We are writing to respectfully request a variance to support a small expansion of our home at 4600 Edmondson, which we have lovingly called home for the past three and a half years. Our family is growing—we are expecting our second child in early 2026—and we have outgrown our current space.

Our home was built in 1948, under different code guidelines than those in place today. It sits unusually far back on the lot compared to neighboring homes, which puts us at a disadvantage when seeking to make even modest improvements. Due to this unique placement, the existing second floor already exceeds the 40' rear yard setback. The additional space we are requesting—a mere 5.5' extension—would fall directly in line with the current roofline and be placed above the garage, impacting no neighbors and remaining well within the scale of surrounding properties.

Our proposed renovation includes:

- Adding one upstairs nursery to accommodate our growing family
- Creating a true primary bathroom and walk-in closet above the garage
- Adding a small powder bath downstairs

As a corner lot adjacent to Eastern Avenue and the Dallas North Tollway, our property is uniquely positioned to avoid imposing on neighbors. We've also carefully reviewed neighboring remodels—including our next-door neighbor and others on our block—and believe what we're proposing is extremely modest in comparison, both in size and impact.

Our intent is to stay in Highland Park long term. We love this neighborhood deeply and are simply trying to make the space work for our growing family. We would be grateful for the opportunity to proceed with this project and appreciate your thoughtful consideration.

Sincerely,
Ashley & Holt Wesson

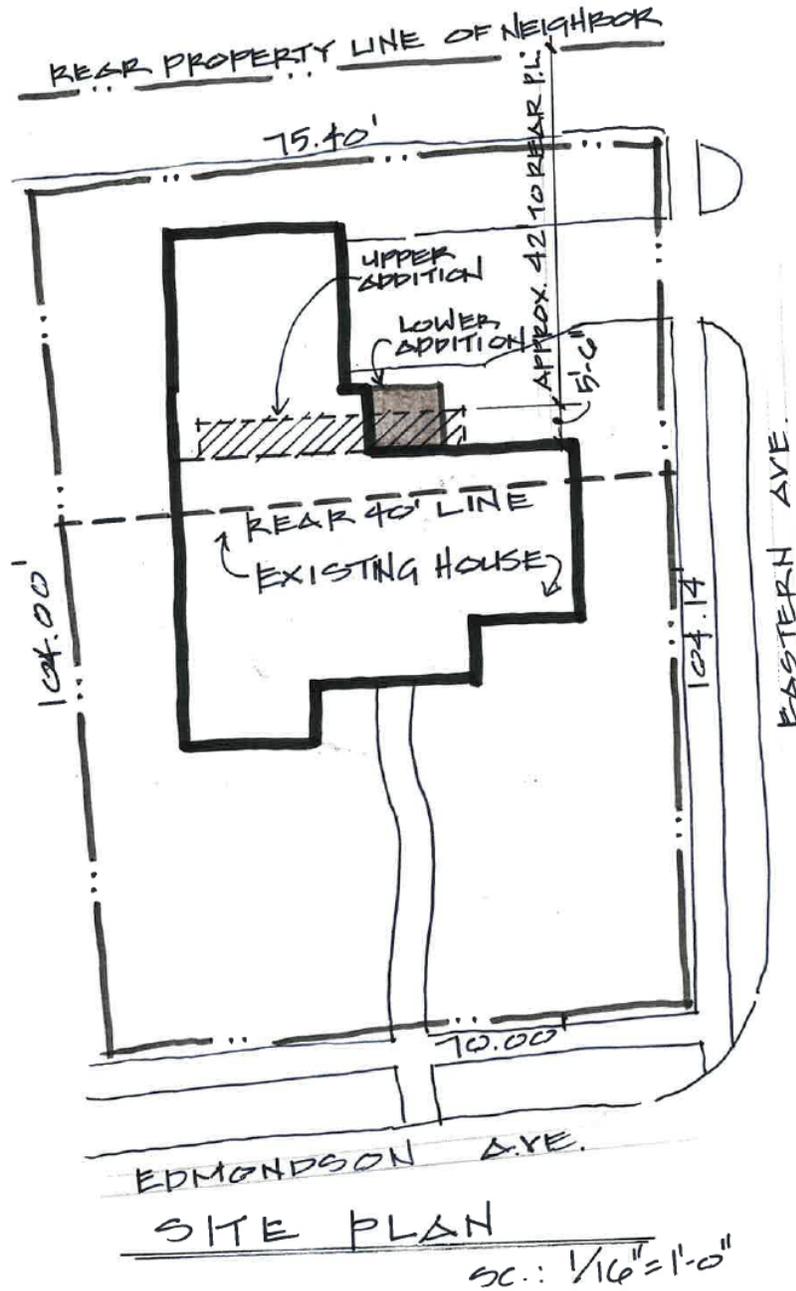
4600 EDMONDSON AVENUE DALLAS, TX 75209 (214)708-1379



**Town of Highland Park
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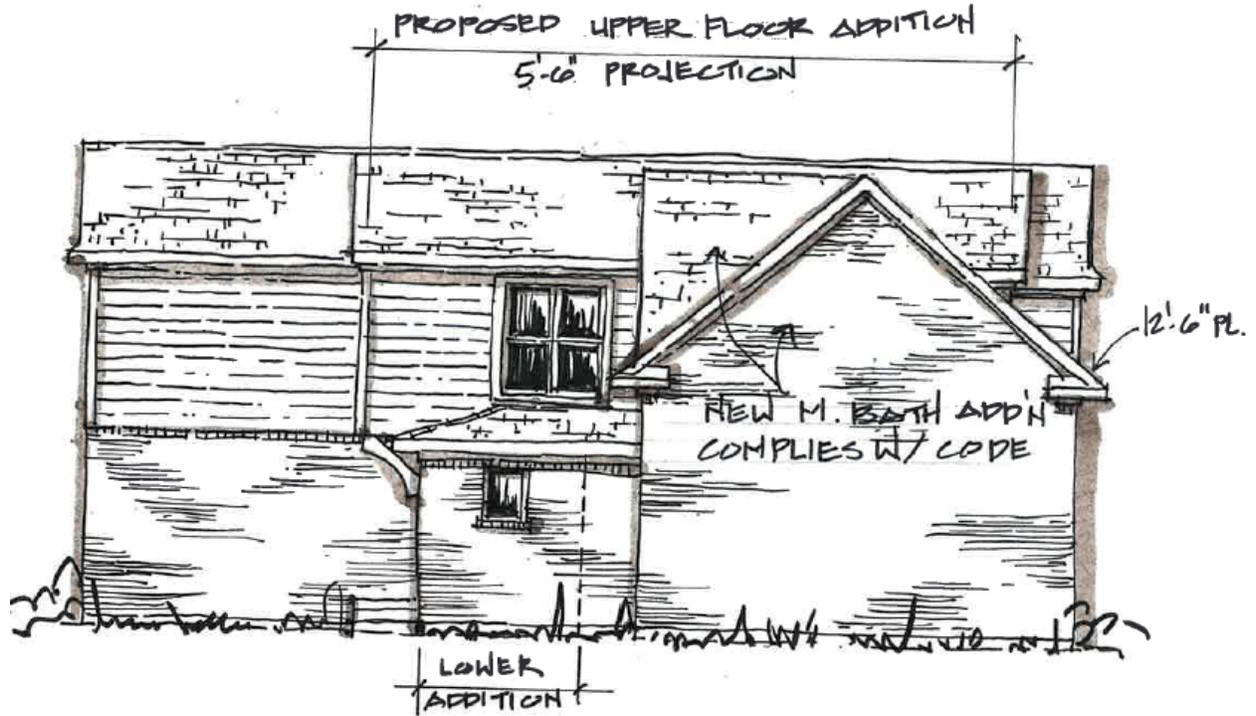
ATTACHMENT 4 – CONSTRUCTION PLANS





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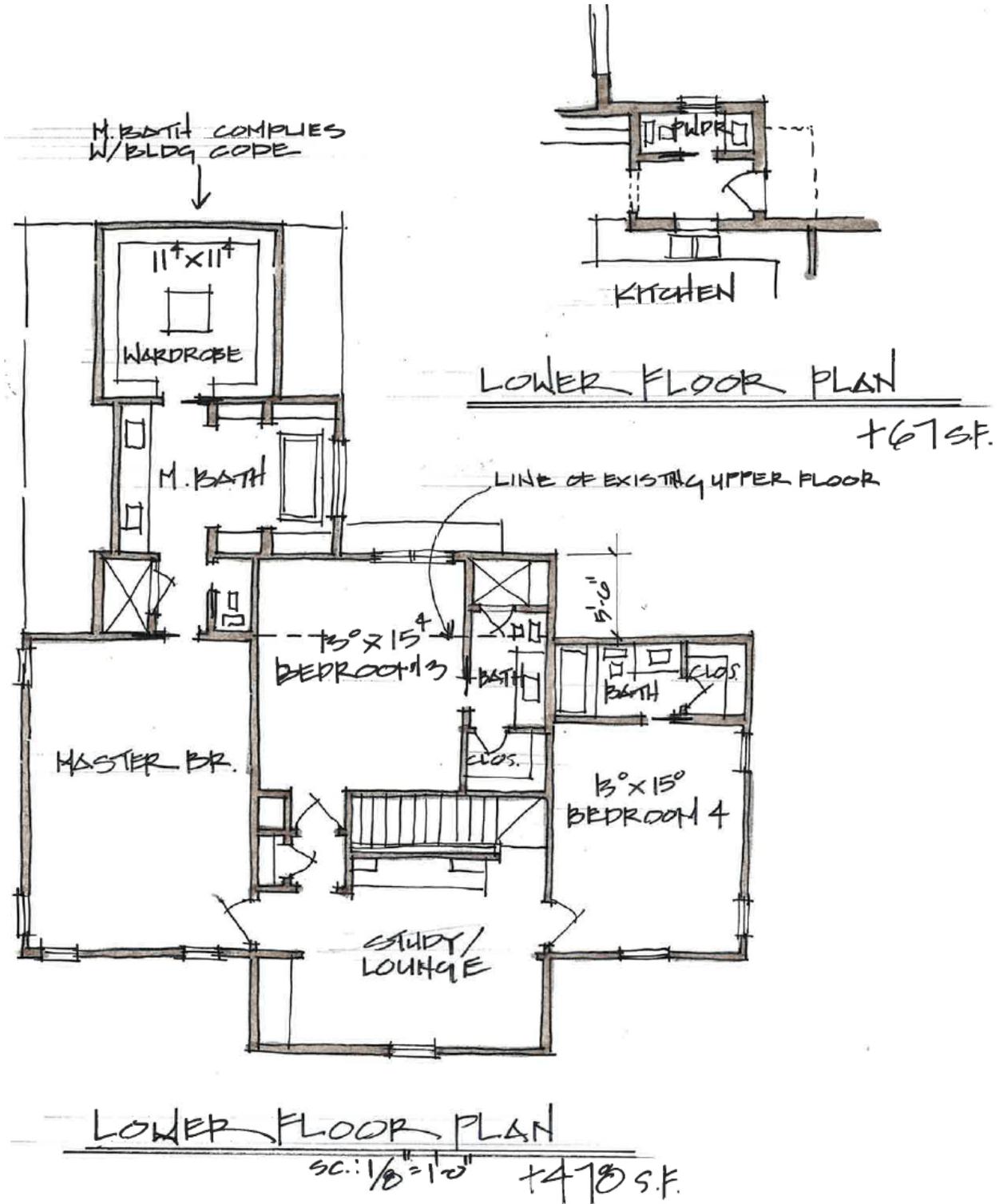


REAR ELEVATION
SC: 1/8" = 1'-0"



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ATTACHMENT 5 – SITE PHOTO





**Town of Highland Park
Board of Adjustment
Thursday, August 21, 2025**

Item Coversheet

Receive and discuss a presentation from Kendig Keast Collaborative that will provide an introduction to the Zoning Ordinance Rewrite.

PRESENTED BY: Jeff Armstrong, Director of Community Development

BACKGROUND:

On June 17, 2025, the Town Council approved a contract with Kendig Keast Collaborative ("KKC") to provide consulting services for a rewrite of the Town's Zoning Ordinance. KKC will be in Highland Park from August 18th through 21st to hold a series of meetings with various groups to discuss the project. At the Board's August 21st meeting, the consultants will share information about the rewrite and solicit information from the Board about the Zoning Ordinance.

RECOMMENDATION

This is a presentation and discussion only. No action is required.

FINANCIAL IMPACT

N/A

ATTACHMENTS

None