

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 THURSDAY, AUGUST 21, 2025.

Present at the meeting were Acting Chair Rober McCulloch, Board Members, Joan Clark, Jim Yoder, as well as Alternate Louis Morrison and Nancy Rogers. Absent from the meeting was Chair Stacey Furst and Board Member Allison Hunsicker.

I. CALL TO ORDER

Board Member McCulloch was appointed as Acting Chair in absence of Chair Furst. Acting Chair McCulloch called the meeting to order at 8:31 A.M.

II. PUBLIC HEARINGS

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.

Jeff Armstrong, Director of Community Development, provided an overview of the case, displaying the 200' notification buffer, site plan, elevation plan, floor plan, and photos. Mr. Armstrong noted that the first-floor addition does not require variance, however, the second story will exceed the 12.5' plate height requirement. The proposed addition will not exceed the maximum height of 25' tall. A photo of the neighboring house with an existing second story addition at the alley property line was displayed. Mr. Armstrong noted that there are 3 or 4 properties nearby that are non-confirming to Section 8-601(1). Staff supports this request.

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.

Acting Chair McCulloch requested that the applicant present their case.

Kevin Dunman, Architect, stated that he is working with the property owners. Mr. Dunman stated that the residents are expecting their second child, therefore, this is the intent as to why they are expanding their home. Mr. Dunman reiterated that there are several properties along this block that are non-confirming.

Acting Chair McCulloch thanked the applicant and opened the public hearing for those who wish to speak in favor of this request at 8:45 A.M.

With no one to speak, Acting Chair McCulloch opened the public hearing for those who wish to speak in opposition of this request.

With no one to speak, Acting Chair McCulloch closed the public hearing at 8:45 A.M.

MOTION

Board Member Yoder created a motion, seconded by Board Member Clark, to approve this request. The motion passed by unanimous vote.

III. PRESENTATION

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

The Board heard a presentation from the consultants and had general discussion about the Zoning Ordinance rewrite.

IV. ADJOURNMENT

Acting Chair McCulloch adjourned the meeting at 10:00 A.M.

Approved on this 10th day of September 2025.

APPROVED:



Robert McCulloch
Acting Chair

ATTEST:



Serena Palomino
Permit Technician