



Town of Westlake

1500 Solana Blvd
Building 7, Suite 7100
Westlake, TX 76262

Zoning Board of Adjustment Meeting Minutes - Draft

Monday, February 3, 2025

4:00 PM

Council Chamber

NOTE: As authorized by Section 551.071 of the Texas Government Code, the Zoning Board of Adjustment may enter into closed Executive Session for the purpose of seeking confidential legal advice from the Town Attorney on any agenda item listed herein.

A. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT

There being no current Chair for the Zoning Board of Adjustment, Mayor Kim Greaves called the meeting to order and announced a quorum present.

PRESENT:

Mayor Pro Tem Tammy Reeves
Council Member Anna White
Council Member Todd Gautier
Council Member Michael Yackira
Council Member Mike Asselta (via videoconference)
Mayor Kim Greaves, Alternate

STAFF PRESENT:

Town Manager Wade Carroll
Deputy Town Manager Jason Alexander
Town Secretary Dianna Buchanan
Director of I.T. Jason Power

B. NOMINATE AND ELECT CHAIR

Mayor Pro Tem Tammy Reeves nominated Council Member Todd Gautier to serve as Chair. There were no other nominations. Motion by Mayor Pro Tem Reeves and Motion Second by Council Member White to elect Council Member Gautier as chair of the Zoning Board of Adjustment.

MOTION TO ELECT COUNCIL MEMBER TODD GAUTIER AS CHAIR OF THE ZONING BOARD OF ADJUSTMENT APPROVED UNANIMOUSLY.

C. PLEDGES OF ALLEGIANCE

Pledges of Allegiance to be recited immediately following the ZBA meeting during the regular meeting.

D. CITIZEN COMMENTS

There was no one to speak at this time.

E. GENERAL ITEMS

- E.1. ZBA 2025-01** Hold a public hearing, discuss, consider and act on request for a variance to reduce the minimum side yard setback allowed for a principal building under the Unified Development Code, located at 1706 Placid Oaks Lane, legally described as Lot 10, Block 7, The Estates of Quail Hollow, Town of Westlake, Tarrant County, Texas, zoned as R-1, estate residential district (ZBA Case No. 2025-01)

Deputy Town Manager Jason Alexander presented an overview of variance request ZBA 2025-01 which is to reduce the minimum setbacks for the R-1, estate residential district, Unified Development Code Sec. 102-124 "District Development Standards" for the principal building located at 1706 Placid Oaks Lane, Lot 10, Block 7, The Estates of Quail Hollow. The required minimum side setback is 20 feet from the lot line. The property owner is requesting a reduction from the minimum side setback of 20 feet to 18 feet because the existing slope of the lot caused the necessary shift in the house location. The Quail Hollow Architectural Review Board reviewed the case and opined that granting the variance does not alter the character of the neighborhood. The Planning Department recommends that if the variance request is approved that the request be approved to allow for an encroachment into the side setback of up to 2 feet 4 inches. The applicant addressed the Board in support of the variance request. Chair Gautier opened the public hearing and asked if there was anyone to speak regarding the matter. There was no one to speak, and Chair Gautier closed the public hearing.

Motion by Council Member White and Motion Second by Council Member Yackira regarding ZBA 2025-01 to grant the variance request as presented. Chair Gautier called for the vote.

MOTION TO GRANT THE VARIANCE FOR 1706 PLACID OAKS LANE, LOT 10, BLOCK 7, THE ESTATES OF QUAIL HOLLOW TO ALLOW THE ENCROACHMENT INTO THE SIDE SETBACK OF UP TO 2 FEET 4 INCHES APPROVED UNANIMOUSLY.

F. ADJOURNMENT

Chair Gautier adjourned the Zoning Board of Adjustment meeting at 4:07 pm.

Todd Gautier, ZBA Chair

ATTEST:

Town Secretary Dianna Buchanan