



Town of Westlake

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

Zoning Board of Adjustment Meeting Minutes - Draft

Tuesday, June 17, 2025

3:30 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

Chair Todd Gautier called the meeting to order at 3:30 p.m. and announced a quorum present.

BOARD MEMBERS PRESENT:

Todd Gautier, Chair
Tammy Reeves
Kim Greaves
T.J. Duane
Michael Yackira
Kevin Smith (virtually present)

STAFF PRESENT:

Town Manager Wade Carroll	Deputy Town Manager Jason Alexander
Town Secretary Dianna Buchanan	Town Attorney Matthew Boyle
IT Director Jason Power	Town Planner Christopher Pham

B. BUSINESS ITEMS

- B.1. [25-146](#)** Discuss, consider and act to approve the February 3, 2025 Zoning Board of Adjustment Meeting Minutes

Motion by Board Member Greaves and Motion Second by Board Member Reeves to approve the February 3, 2025 Zoning Board of Adjustment Meeting Minutes as presented. Chair Gautier called for the vote.
MOTION APPROVED UNANIMOUSLY.

- B.2. [ZBA 25-02](#)** Hold a public hearing, discuss, consider and act on a request for a variance to allow for sports courts to be placed within an easement under the Unified Development Code, located at 1514 Meandering Way, legally described as Lot 12, Block 3, The Estates of Quail Hollow, Town of Westlake, Tarrant County, Texas, zoned as R-1, estate residential district (ZBA Case No. 2025-02)

Chair Gautier called Item B.2. and then announced that the meeting will now be recessed to Executive Session as allowed by Section 551.071 of the Texas Government Code, to seek confidential legal advice from the Town Attorney for Item B.2. Meeting recessed to Executive Session at 3:31 p.m.

Chair Gautier reconvened the ZBA meeting at 4:09 p.m. Chair Gautier called Item B.2. and opened the public hearing for the same. No one came forward to speak.

Town Attorney Boyle recommended that the ZBA consider a motion to continue this case and its associated public hearing to the July 15, 2025 meeting of the Zoning Board of Adjustment at 3:30 p.m. As a point of discussion, Board Member Greaves said in the interim the intention is to meet with the applicant to work out an agreement related to the request. Motion by Board Member Greaves to approve and Motion Second by Board Member Reeves. Board Member Duane voiced a point of clarification that the motion is to continue the item to July 15, 2025. The original motion was not voted on.

Motion restated to continue Item B.2. ZBA 25-02 and its associated Public Hearing to the July 15, 2025 meeting of the Zoning Board of Adjustment at 3:30 p.m. Board Member Greaves so moved, and Motion Second by Board Member Duane. Chair Gautier called for the vote.

MOTION APPROVED UNANIMOUSLY.

C. ADJOURNMENT

Chair Gautier adjourned the meeting at 4:12 p.m.

Todd Gautier, Chair

ATTEST:

Town Secretary Dianna Buchanan