



# City of University Park

City Hall  
3800 University Blvd.  
University Park, TX 75205

## Meeting Minutes Board of Adjustment

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Tuesday, January 23, 2018

5:00 PM

Council Chamber

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### *4:30 - 5:00 PM - Work Session for Agenda Review*

Chairman Moore opened the work session at 4:35pm.

Director Baugh introduced case BOA 18-001 to consider a request by property owners Chase and Michelene Galbraith, requesting a variance with regards to Section 25-107(5)(b) of the zoning ordinance which requires garages that face the alley to be setback twenty (20) feet. Director Baugh briefly presented a Power Point presentation. Director Baugh displayed a diagram of the existing garage and alley and explained that both the Parks and Sanitation Departments have no issue with this variance request as long as a vehicle did not obstruct the public alleyway. Director Baugh informed the Board Members that if the main structure were to be removed then the variance would be revoked and the new structure would need to comply with the current zoning ordinance. Director Baugh recommended that the Board Members grant this variance request. A brief discussion was held regarding additional options that have been considered and alley enforcement. The architect and the homeowner were present at the work session.

The work session was closed at 4:57pm and no action was taken.

### *Call to Order*

Chairman Moore called the meeting to order at 5:02pm.

### *Introduction of Board Members*

- Present:** 5 - Chairman Eddy Moore, John Jackson, Darrell Lane, Bobby Womble and Jim Hitzelberger
- Excused:** 3 - Eurico Francisco, Jeff Barnes and Ann Shaw
- Seated:** 2 - Clay Snelling and Kevin Maguire

### *Staff in Attendance*

Patrick Baugh, Community Development Director,  
Cecilia Mena, Planning Technician,  
Rob Dillard, City Attorney.

*The Board of Adjustment of the City of University Park will conduct a public hearing in the Council Chamber. Consideration will be given to the following item(s):*

[BOA 18-001](#)

Property owners Chase and Michelene Galbraith, requesting a variance with regards to Section 25-107(5)(b) of the zoning ordinance which requires garages that face the alley to be setback twenty (20) feet. The subject property is located at 3540 Rankin Street.

Chairman Moore asked Board Member Jackson to read case BOA 18-001, then Chairman Moore opened the public hearing and swore-in those persons wishing to speak to the issue.

Scott Slagle, with Sidebar Collaborative PLLC, approached the podium and introduced the case and explained that the homeowners would like to maintain the integrity of the existing property as much as possible. Mr. Slagle explained that ingress from the street to the existing front facing detached garage is not an option due to the limited amount of space between the side property line and the large existing trees. Mr. Slagle also mentioned that there is not enough room from the back of the existing foundation to the rear property line to allow for a standard sized garage with a twenty (20) foot setback. Mr. Slagle expressed that if the home was demolished then it is the intent of the homeowners to keep the same integral form as before, yet the existing nonconformities would be removed. Chairman Moore requested that Director Baugh provide a briefing on the item.

Director Baugh approached the podium and displayed the two-hundred (200) foot buffer and gave a brief summary of the responses that were received. Director Baugh re-emphasized the request for a twelve foot six inch (12' 6") rear setback and concurred that this lot has unique views of the pond and City. Director Baugh expressed that staff recommends to grant the variance request with one caveat that if the structure is demolished then this variance be revoked.

A brief discussion was held regarding the variance request with regards to the twelve foot six inch (12' 6") rear setback. Chairman Moore expressed that it is not the intent of the Board to design a home and explained that if the variance was approved then the homeowners would need to ensure that there would be no parking in the alleyway.

**A motion was made by Boardmember Jackson, seconded by Boardmember Womble, that this Variance Request be approved. The motion carried by a unanimous vote.**

*Consider the previous meeting minutes with or without corrections:*

[18-100](#)

BOA Meeting Minutes for 12/27/2017.

**A motion was made by Boardmember Lane, seconded by Boardmember Womble, that the Minutes be approved. The motion carried by a unanimous vote.**

*ADJOURNMENT: With there being no further business before the Board, Chairman Moore adjourned the meeting at 5:24pm.*

*Approved by:*

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*Chairman Eddy Moore*

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*Date*