

From: [REDACTED]
Subject: Re: 3012 E 14th and Half Postponement Request Board of Adjustment Meeting
Date: Friday, August 04, 2017 8:37:27 AM
Attachments: [image001.png](#)

Good Morning Leane,

We have finally got a meeting set with the neighborhood on August 15th...a day after the BOA meeting. Hahaha, sorry to request (again) but i would like to postpone our case to the next meeting in Sept so we could have ample time to obtain the letter from the neighborhood contact team.

Thanks

Henry Juarez
Development Manager

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On Mon, Jul 10, 2017 at 9:35 AM, Heldenfels, Leane [REDACTED] wrote:

Hi Henry – I will request postponement to the 8/14 Board hearing. Thanks for letting me know before 10 am.

Take care,

Leane Heldenfels, Planner Senior

Board of Adjustment Liaison

[City of Austin Development Services Department](#)

One Texas Center, 1st Floor, Development Assistance Center

505 Barton Springs Road

Office: [512-974-2202](tel:512-974-2202)



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We want to hear from you! Please take a few minutes to complete our [online customer survey](#).

Nos gustaría escuchar de usted. Por favor, tome un momento para [completar nuestra encuesta](#).

Scheduled Meeting Disclosure Information (not applicable to walk-in consultations from 9a-12p weekdays in the Development Assistance Center where I office): In accordance with City of Austin Ordinance 20160922-005, responsibility of written disclosure is required by visitors when attending a scheduled meeting with a City Official regarding a municipal question as defined within City Code 4-8-2 for compensation on behalf of another person. Development Services Department has elected to implement an electronic survey as the methodology to provide the opportunity to record information as required of the department under Section 4-8-8 (E) of the City Code. Individuals scheduling or accepting a meeting invitation with a City Official are requested to provide responses to the questions included in the department survey available at the following link: **DSD Survey**. Please note that all information provided is subject to public disclosure via DSD's open data portal.

From: [REDACTED]
Sent: Sunday, July 09, 2017 7:12 PM
To: Heldenfels, Leane
Subject: 3012 E 14th and Half Postponement Request Board of Adjustment Meeting

Good Afternoon Leane,

We have finally heard back from the neighborhood contact team and they will place us on their agenda. I would like to postpone our BOA request until the August 14th meeting in hopes of obtaining neighborhood support for our request. Please let me know if you have any questions or would like to discuss further.

Thank you!

Henry Juarez
Development Manager

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On Wed, Jul 5, 2017 at 4:27 PM, Heldenfels, Leane [REDACTED] wrote:

Greetings 7/10 Board of Adjustment Applicants:

Please see attached 7/10 meeting agenda and Austin Energy Board report on agenda items.

If you would like to request to have your case postponed or withdrawn from the Board's agenda please **reply to just me (not all)** by 10 am Monday and advise.

I will then announce any known requests for postponement or withdraw at the beginning of the hearing, 5:30, and then these requests are voted on by the Board at that time.

If your case is proceeding on Monday please print out a copy of the agenda and bring to the hearing to keep track of cases as we will **not** have paper copies at the hearing.

The agenda and case back up are now posted online at the Board's website:

http://www.austintexas.gov/cityclerk/boards_commissions/meetings/15_1.htm

(If this link doesn't work go to austintexas.gov, click on government tab near top of page, click on Boards and Commissions small tab near top of page, highlight Board of Adjustment and click view website, open agenda folder to left of page, see the December 12 meeting materials).

Please go to the Board's website now and take a look at the back up material posted there.

If you see anything you've submitted that is either missing or not legible please bring 15 sets of that info to Monday's hearing. You can also see the packet page numbers that we've added to the evidence so you can know what page numbers the Board members may refer to during the hearing, feel free to print out all of your numbered case evidence so you have those page numbers, too.

Also, remember to go back to this link **after 3pm on Monday** to see any late back up that has been received on your case. This late back up will normally consist of replies received from our public notice mailing. Print out a copy of the late back up info for your reference and bring it to the hearing in the event that the Board has questions about any of the responses received.

You can bring a copy of all of the evidence you'd like to present on a usb flash drive to the hearing and the AV staff person can help you project it and run thru the info as you speak on your case. That staff prefers that you label your flash drive w/ your agenda number and give the drive to him ahead of your case being called so he can make sure it's able to be projected correctly when your case is called.

If you add any **new/revised information** to your presentation that is not in the packet so far, email me with a pdf of that new information on **Tuesday after the hearing**.

We can validate your parking stub from the garage below City Hall, so try to remember to bring it up with you. The garage entrance is off of Guadalupe.

We will issue decision sheets from the meeting on our website page for searching case and permit info 2 weeks after the hearing, so this month that will be by 6/26. Here's a link to the page where we'll file them:

https://www.austintexas.gov/devreview/a_queryfolder_permits.jsp

(If this link doesn't work go to austintexas.gov, click on development tab near top of page, then click on Search)

Once at this page you can input your case number or address, then click submit. Open the BA case and scroll down to attachments and see the final ds (decision sheet) there. You can print it out for use in a resubmittal for a permit, site plan or subdivision or email it to your code officer for any pending violation. **We will not send out a copy of the decision sheet.**

If your case is denied or if you don't agree with any part of the Board's decision (for example, a condition imposed on a granted case) you have until noon **Th 7/20** to request a reconsideration and provide new or clarified evidence to show how you feel the Board erred in its decision (see attached rules, cost for sending out re-notification of a reconsidered case is \$582.40 – check made out to the City of Austin will need to be dropped to my mailbox by close of lobby same day, Th 7/20).

If your case is postponed to the 8/14 hearing you'll have until end of day Tuesday 7/31 to email me any revised, additional evidence that we'll add to that meeting's advance packet along with all the evidence that was provided in the 7/10 packet and late back up.

I look forward to seeing you all on Monday – **reply just to me, not to all**, to advise if you have questions, concerns.

Leane Heldenfels

Board of Adjustment Liaison

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