

From: [REDACTED]
Subject: RE: 11/13 Board of Adjustment agenda, back up
Date: Wednesday, November 08, 2017 2:54:00 PM
Attachments: [image006.png](#)

National Western will not be needed on agenda, they have cancelled the request.

Kevin Hull
Texas Custom Signs

[REDACTED]

[REDACTED]

[REDACTED]



[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED] agenda, back up

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From: Heldenfels, Leane [<mailto:Leane.Heldenfels@austintexas.gov>]
Sent: Wednesday, November 8, 2017 1:30 PM

[REDACTED]
[REDACTED]
[REDACTED]

Cc: Ramirez, Diana <Diana.Ramirez@austintexas.gov>

Subject: 11/13 Board of Adjustment agenda, back up

Greetings 11/13 Board of Adjustment Applicants:

Please see attached meeting agenda and print out a copy to bring to the meeting as we will not have paper copies at the meeting. The Austin Energy report will follow in a separate email.

If you would like to request to have your case postponed or withdrawn from the Board's agenda and you don't see that request noted on the agenda please **reply to just me (not all)** by 10 am Monday and advise.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. Note if this is a 2nd request for postponement you should be present at the hearing as the Board may want to hear from you about the circumstances and may not want to postpone further.

The agenda and case back up will be posted online at the Board's website after 3pm today:

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

(If this link doesn't work go to austinexas.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 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/revised 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 11/27. 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 end of day **Mon 11/27** 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 \$258.96 – check made out to the City of Austin will need to be dropped to my mailbox by close of lobby same day, Mon 11/27).

If your case is postponed to the 12/11 hearing you'll have until end of day **Monday 11/27** 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 11/13 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

[City of Austin Development Services Department](#)

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505 Barton Springs Road

Office: 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](#).