



**REGULAR MEETING of the BOARD OF ADJUSTMENT**  
**September 11, 2023 AT 5:30PM**  
**Austin City Hall, Council Chambers, Room 1001**  
**301 West 2<sup>nd</sup> Street, Austin, Texas 78701**

Some members of the BOARD OF ADJUSTMENT may be participating by videoconference. The meeting may be viewed online at: <http://www.austintexas.gov/page/watch-atxn-live>

Public comment will be allowed in-person or remotely via telephone. Speakers may only register to speak on an item once either in-person or remotely and will be allowed up to three minutes to provide their comments. Registration no later than noon the day before the meeting is required for remote participation by telephone. To register to speak remotely, email [elaine.ramirez@austintexas.gov](mailto:elaine.ramirez@austintexas.gov) or call 512-974-2202.

**CURRENT BOARD MEMBERS:**

___ <i>Thomas Ates</i>	___ <i>Richard Smith</i>
___ <i>Jessica Cohen (Chair)</i>	___ <i>Janel Venzant</i>
___ <i>Melissa Hawthorne (Vice-Chair)</i>	___ <i>Michael Von Ohlen</i>
___ <i>Brian Poteet</i>	___ <i>Yung-ju Kim</i>
___ <i>Marcel Gutierrez-Garza</i>	___ <i>Kelly Blume (Alternate)</i>
___ <i>Margaret Shahrestani</i>	___ <i>Suzanne Valentine (Alternate)</i>

**The Board of Adjustment may go into closed session to receive advice from legal counsel regarding any item on this agenda (Private consultation with legal counsel – Section 551.071 of the Texas Government Code).**

**AGENDA**

**CALL TO ORDER**

**PUBLIC COMMUNICATION: GENERAL**

The first (4) four speakers signed up/register prior (**no later than noon the day before the meeting**) to the meeting being called to order will each be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.

## **APPROVAL OF MINUTES**

1. Approve the minutes of the Board of Adjustment Regular meeting on August 14, 2023.  
**On-Line Link:** [DRAFT MINUTES AUGUST 14, 2023](#)

## **PUBLIC HEARINGS**

2. Discussion of staff and applicant requests for postponement and withdrawal of public hearing cases posted on the agenda.

### **New Variance cases:**

3. C15-2023-0036 Kathy and Ross Wilson  
806 W. James Street

**On-Line Link:** [Item03 ADV PACKET](#); [PRESENTATION](#)

The applicant is requesting a variance(s) from the Land Development Code, Section 25-2-492 (*Site Development Regulations*) to decrease the minimum lot width from 50 feet (required) to 46 feet (requested), in order to erect Single-Family residence in a SF-3-NP”, Single-Family-Neighborhood Plan zoning district (Bouldin Creek Neighborhood Plan).

4. C15-2023-0037 Jim Wittliff for Pinaki Ghosh  
3013 Royster Avenue

**On-Line Link:** [Item04 ADV PACKET](#); **NO PRESENTATION**

The applicant is requesting a variance(s) from the Land Development Code, Section 25-2-943 (*Substandard Lot*) (B) (2) (a) to decrease the minimum Lot Size requirements from 5,750 square feet (required) to 5,172 square feet (requested), in order to erect a Single-Family residence in a “SF-2”, Single-Family zoning district.

**Note: 25-2-943 SUBSTANDARD LOT**

(B) A substandard lot may be used for a single-family residential use if the use is permitted in the zoning district in which the lot is located and the lot complies with the requirements of this subsection.

(2) A substandard lot recorded in the county real property records after March 14, 1946 must:

(a) have an area of not less than 5,750 square feet; **and**

(b) be not less than 50 feet wide at the street or at the building line.

5. C15-2023-0038 Dennis Gross for Kara Salmanson  
4207 Cat Mountain Drive

**On-Line Link:** [Item05 ADV PACKET](#); **NO PRESENTATION**

The applicant is requesting a Special Exception variance(s) from the Land Development Code, Section 25-2-492 (*Site Development Regulations*) from setback requirements to:

a) decrease the minimum interior side yards setback from 5 feet (required) to 0 feet (requested)

**and**

b) decrease the minimum rear yard setback from 10 feet (required) to 0 feet (requested) in order to maintain an uncovered wood deck that was built approx. 28 years ago in an “SF-3”, Single-Family Residence zoning district.

### **Previous Postponement Variance cases**

6. C15-2023-0026 Perry Hunt for Bilal Khan  
15 Margranita Crescent

**On-Line Link:** [Item06 ADV PACKET](#); [PRESENTATION](#)

The applicant is requesting a variance(s) from the Land Development Code Subchapter F: Residential Design and Compatibility Standards, Article 2, Development Standards Section 2.1 (*Maximum Development Permitted*) to increase the F.A.R from 40% (required) to 42.61% (requested), in order to enclose the tandem carport and create a tandem garage to an existing single family residence in an “SF-3-NP”, Single-Family-Neighborhood Plan zoning district (WANG Neighborhood Plan)

7. C15-2023-0027 JP Sullivan for Mayo C. Cuellar  
1305 S 6<sup>th</sup> Street

**On-Line Link:** [Item07 ADV PACKET PART1](#); [PART2](#); [PART3](#);  
[PRESENTATION](#)

The applicant is requesting a variance(s) from the Land Development Code, Section 25-2-492 (*Site Development Regulations*) to decrease the minimum lot width from 50 feet (required) to 47 feet (requested), in order to subdivide a residential lot in a SF-3-NP”, Single-Family-Neighborhood Plan zoning district (Bouldin Creek Neighborhood Plan).

8. C15-2023-0034 M Renee Suaste  
5111 Lansing Drive

**On-Line Link:** [Item08 ADV PACKET](#); **NO PRESENTATION**

The applicant is requesting a variance(s) from the Land Development Code, Section 25-2-492 (*Site Development Regulations*) from setback requirements to decrease the minimum front yard setback from 25 feet (required) to 20 feet (requested), in order to erect a Carport in a “SF-3-NP”, Single-Family - Neighborhood Plan zoning district (South Manchaca Neighborhood Plan)

## **DISCUSSION ITEMS**

9. Discussion of the August 14, 2023 BOA activity report  
**On-Line Link:** [Item09 August 14-MONTHLY REPORT](#)
  
10. Discussion regarding future training for board members
  
  
11. LDC Amendment - UNO Sign Correction: Discussion regarding the proposed code amendment to City Code Section 25-10-133(H) to remove the prohibition on illuminated signs.

## **DISCUSSION AND ACTION ITEMS**

12. Discussion and possible action regarding bylaws changes, rules of procedure changes, and resolutions regarding board terms, vacancies, and use of alternates

## **FUTURE AGENDA ITEMS**

13. Discussion of future agenda items, staff requests and potential special called meeting and/or workshop requests

## **ADJOURNMENT**

The City of Austin is committed to compliance with the American with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Meeting locations are planned with wheelchair access. If requiring Sign Language Interpreters or alternative formats, please give notice at least 2 business days before the meeting date. Please call the Board Liaison Elaine Ramirez, Development Services Department at 512-974-2202 or email [elaine.ramirez@austintexas.gov](mailto:elaine.ramirez@austintexas.gov) or the Board Secretary Diana Ramirez, Development Services Department at 512-974-2241 or email [diana.ramirez@austintexas.gov](mailto:diana.ramirez@austintexas.gov) , for additional information; TTY users route through Relay Texas at 711.

For more information on the Board of Adjustment, please contact Board Liaison's Elaine Ramirez, Development Services Department at [512-974-2202](tel:512-974-2202)/[elaine.ramirez@austintexas.gov](mailto:elaine.ramirez@austintexas.gov)