



**BOARD OF ADJUSTMENT
REGULAR MEETING
MINUTES
Monday, August 11, 2025**

The **BOARD OF ADJUSTMENT** convened in a Regular meeting on **Monday, August 11, 2025**, at 301 West 2nd Street in Austin, Texas.

Madam Chair Jessica Cohen called the Board of Adjustment Meeting to order at 5:39 PM.

Board Members/Commissioners in Attendance in-Person:

Jessica Cohen-Chair, Melissa Hawthorne-Vice Chair, Jeffery Bowen, Yung-ju Kim, Brian Poteet, Michael Von Ohlen, Corry L Archer-McClellan (Alternate)

Board Members/Commissioners in Attendance Remotely:

Thomas Ates, Bianca A. Medina-Leal

Board Members absent:

Niccolo A Sacco, Sameer S Birring, Maggie Shahrestani (virtual-technical issues)

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.

NONE

APPROVAL OF MINUTES

1. Approve the minutes of the Board of Adjustment meetings on July 14, 2025.

On-Line Link: [Draft Minutes for July 14, 2025](#)

The minutes from the meeting on July 14, 2025, were approved on Vice Chair Melissa Hawthorne, Board member Corry L. Archer-McClellan second, on 9-0 Vote.

PUBLIC HEARINGS

Discussion and action on the following cases.

New Variance cases:

2. C15-2025-0025 George McQueen
506 Terrace Drive

On-Line Link: [ITEM02 ADV PACKET](#), [PRESENTATION](#)

The applicant is requesting the following variance(s) from the Land Development Code, Section 25-2-492 (*Site Development Regulations*) from setback requirements to decrease the minimum interior side yard setback from 5 feet (required) to 1 foot (requested) in order to maintain a detached garage & carport for a Single-Family Residence in a “SF-3-NP”, Single-Family - Neighborhood Plan zoning district (South River City Neighborhood Plan).

The public hearing was closed by Chair Jessica Cohen, Board member Michael Von Ohlen’s motion to Approve; Vice-Chair Melissa Hawthorne second on 9-0 votes; GRANTED.

3. C15-2025-0026 Stephen Hawkins for Red Bud Partners, LP
1750 Channel Road

On-Line Link: [ITEM03 ADV PACKET](#), [PRESENTATION](#)

The applicant has requested variance(s) from the Land Development Code, Section 25-2-1176 (*Site Development Regulations for Docks, Marinas, and Other Lakefront Uses*) (A) (1) to increase the dock length from 30 feet (required) to thirty-seven feet and three inches (37’ 3”) (requested), in order to erect a boat dock in a “SF-2” Single-Family zoning district.

Note: Land Development Code, 25-2-1176 Site Development Regulations for Docks, Marinas, and Other Lakefront Uses

(A) *A dock or similar structure must comply with the requirements of this subsection.*

(1) *A dock may extend up to 30 feet from the shoreline, except that the director may require a dock to extend a lesser or greater distance from the shoreline if deemed necessary to ensure navigation safety.*

The public hearing was closed by Chair Jessica Cohen, Board member Michael Von Ohlen’s motion to Postpone to September 8, 2025; Vice-Chair Melissa Hawthorne second on 9-0 votes; POSTPONED TO September 8, 2025.

4. C15-2025-0027 Stephen Hawkins for Tom Davis Jr.
1752 Channel Road

On-Line Link: [ITEM04 ADV PACKET](#), [PRESENTATION](#)

The applicant has requested variance(s) from the Land Development Code, Section 25-2-1176 (*Site Development Regulations for Docks, Marinas, and Other Lakefront Uses*) (A) (1) to increase the dock length from 30 feet (required) to forty-six feet and one inch (46’ 1”) (requested), in order to erect a boat dock in a “SF-2” Single-Family zoning district.

Note: Land Development Code, 25-2-1176 Site Development Regulations for Docks, Marinas, and Other Lakefront Uses

(A) *A dock or similar structure must comply with the requirements of this subsection.*

(1) *A dock may extend up to 30 feet from the shoreline, except that the director may require a dock to extend a lesser or greater distance from the shoreline if deemed necessary to ensure navigation safety.*

The public hearing was closed by Chair Jessica Cohen, Board member Michael Von Ohlen's motion to Postpone to September 8, 2025; Vice-Chair Melissa Hawthorne second on 9-0 votes; POSTPONED TO September 8, 2025.

DISCUSSION ITEMS

5. Discussion of the July 14, 2025, Board of Adjustment activity report
**On-Line Link: [ITEM05 JULY 14, 2025-MONTHLY REPORT](#)
DISCUSSED; CONTINUED TO September 8, 2025**

DISCUSSION AND ACTION ITEMS

6. Discussion and possible action regarding the Board's Annual Internal Review Report (July 1, 2024-June 30, 2025) to Council
DISCUSSED

FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

NONE

ADJOURNMENT 6:46 PM

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 or the Board Secretary Diana Ramirez, Development Services Department at 512-974-2241 or email 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

The minutes were approved at the September 8, 2025 Board of Adjustment meeting on Vice Chair Melissa Hawthorne motion, Board member Corry L Archer-McClellan second on a 9-0-1 (Board member Maggie Shahrestani abstained) vote .