



Town of Highland Park, Texas
SPECIAL TOWN COUNCIL MEETING
A G E N D A

8:00 AM
August 8, 2017

4700 Drexel Drive
Executive Conference Room

I. CALL TO ORDER

II. MAIN AGENDA

- A. Consider authorizing the issuance of a building permit for a period of more than twenty-four months for the construction of a new single-family residence at 4272 Bordeaux Avenue.
- B. Consider authorizing an extension of an existing building permit for eight (8) additional months of construction on a new single-family residence at 4221 Belclaire Avenue.

III. ADJOURNMENT

SPECIAL ACCOMMODATIONS FOR TOWN COUNCIL MEETINGS

Let us know if you need special assistance of any kind.

Please contact the Town of Highland Park Administrative staff at (214) 521-4161

7:30 a.m. to 4:30 p.m., Monday through Friday.



TOWN OF HIGHLAND PARK

Agenda Briefing

Council Meeting: August 8, 2017

Department: Building Inspection

Director: Ronnie Brown

TITLE

Consider authorizing the issuance of a building permit for a period of more than twenty-four months for the construction of a new single-family residence at 4272 Bordeaux Avenue.

BACKGROUND

The Town denied a building permit application submitted for the construction of a new single-family residence with a basement at 4272 Bordeaux Avenue. The staff denied the application because the submitted construction schedule showed a completion time of twenty-seven (27) months. The Building Official is authorized to issue a permit for construction that can be completed in twenty-four (24) months.

The Town's Code of Ordinances states that the property owner can appeal to the Administrative Committee (Town Council) for the issuance of a building permit that exceeds the permit time limits. The property owner will attend the Committee meeting (Study Session) with the builder to address any questions and provide justification for extending the permit.

The intent of the 24-month construction time limit is to ensure that construction will be completed in a timely manner, while minimizing the impact to the neighborhood. If construction is delayed beyond the control of the owner and/or the contractor, a written notice shall be provided to the Building Official documenting such delay. A construction parking plan was reviewed with the builder, and appears to be consistent with construction activities on this property.

The Code of Ordinances states that "the Committee may condition the issuance of any permit upon the owner strictly abiding by whatever practices, rules, or obligations the Committee may reasonably conclude are necessary to complete the construction activity as quickly as reasonably possible."

If approved by the Committee (Town Council), the permit expiration period shall be specified and include any conditions assessed by the Committee (Town Council). The staff will monitor the construction activity to verify that the builder will complete the project in the allotted time.

RECOMMENDATION

If the building permit is authorized to extend longer than 24 months, the staff recommends approval conditioned upon the following: (i) the applicant will be required to pay the appropriate permit extension fee; and (ii) all but five (5) construction-related vehicles will be kept off of the street following the twenty-fourth (24th) month of construction.

FINANCIAL IMPACT

A permit fee in the amount of \$50,000, equal to one percent (1%) of the estimated cost of construction, will be collected on this project. The Town's Code of Ordinances provides that: (i) for any extension of up to ninety (90) days authorized by the Building Official, a fee in the amount of twenty-five percent (25%) of the original permit fee be collected; and (ii) for any extension of more than ninety (90) days authorized by the Committee, a fee in the amount of fifty percent (50%) of the original permit fee be collected. The potential financial impact could be a total permit fee in the amount of \$62,500 or \$75,000, based on the original calculated permit fee and the length of time that the permit expiration date is extended.

ATTACHMENTS:

File Name

Letter_to_City_of_HP.Moore1_(002).pdf

Copy_of_Weber_Time_Line.pdf

Staging_Plan.pdf

Description

Letter of Request

4272 Bordeaux - Construction Schedule

Staging & Parking Plan

Mr. Kirk Smith
Development Service Manager
Town of Highland Park
4700 Drexel Dr.
Highland Park, TX 75205

December 30, 2016

Re: New Residence @ 4205 Versailles

Mr. Smith:

Goff Custom Homes L.P. is under Contract with Mr. & Mrs. Lee Moore, to construct a new three level, 9389 sq. ft. home, located @ 4205 Versailles in Highland Park. This project incorporates a 3061 sq. Ft. sub surface Garage/Basement structure, with two levels of living space above.

4205 Versailles is a 75' x 150' interior Lot, with no rear Alley access. Given the underground Basement, along with a detached Cabana structure and Pool, planned for the rear of the lot, this project will require significant coordination and sequencing to construct. The Detached structure foundation and Pool excavation will need to be preformed prior to excavating for the Basement due to the lack of accessibility.

Given the lack of access, interior positioning of the Lot & the complex nature of the project being proposed, Goff Custom Homes is requesting an additional six months of allowable construction time to successfully complete this project. We are concerned about the lack of adequate turning radiuses and the potential impact of large excavation equipment for excavation and soil removal, and therefore believe we will need to schedule the Basement construction process in a slower than normal approach, so as not to completely shut down traffic flow on Versailles?

It is our sincere hope that we will be able to complete the project within the normal 24 month construction period. However, given the unique factors mentioned above & our desire to have the least amount of negative impact on the adjacent property owners, we are requesting the six-month extension in advance.

Thank you in advance for your consideration with regards to our request and we look forward to another successful project in Highland Park.

Sincerely,

William R. Goff Jr.
Goff Custom Homes L.P.

Weber Residence 4272 Bordeaux

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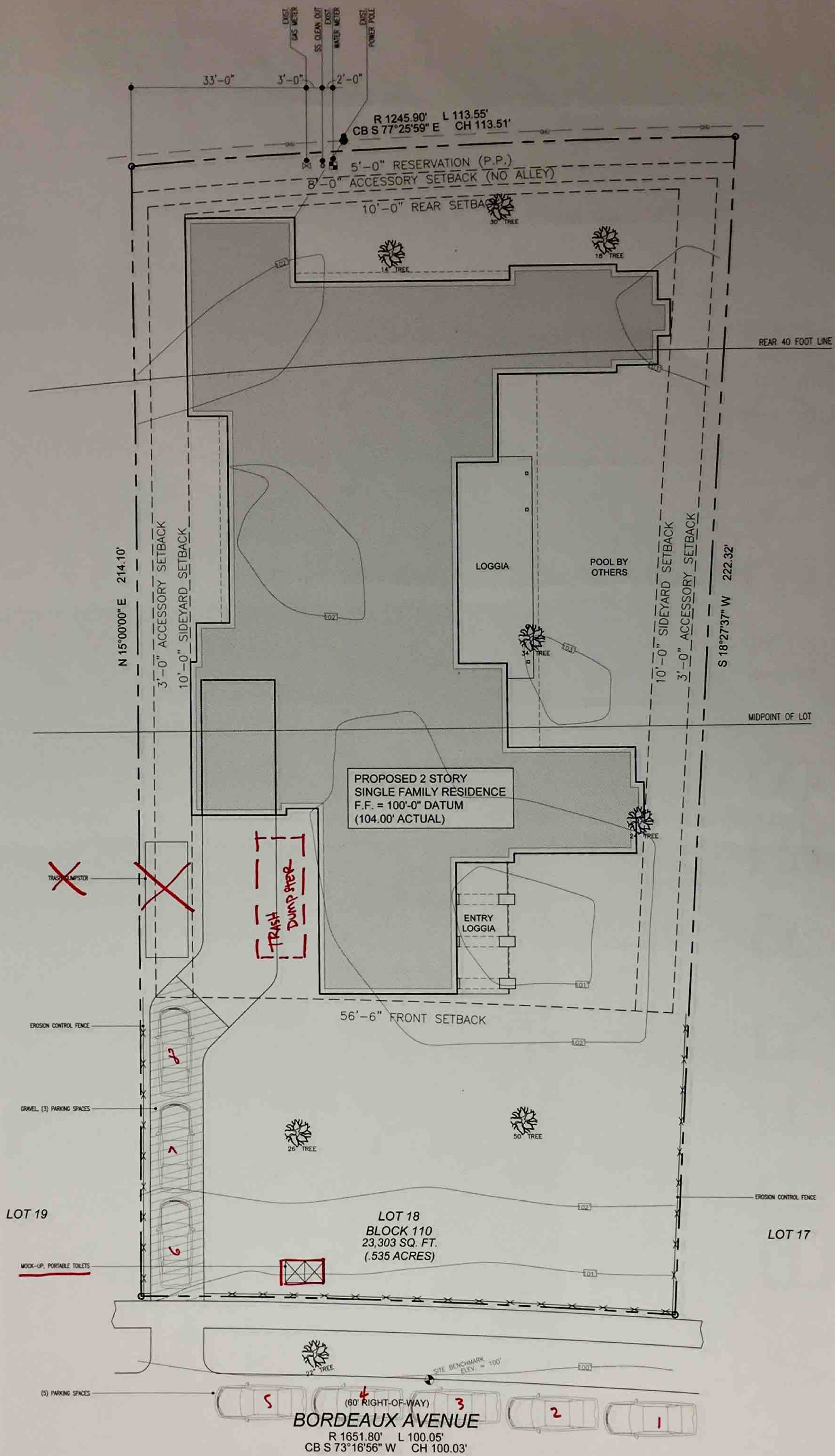
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WEBER RESIDENCE

4272 BORDEAUX AVENUE
HIGHLAND PARK, TEXAS

SITE PLAN
06.06.17

STOCKER HOESTERY MONTENEGRO



RUSTY



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1 5 9 13



TOWN OF HIGHLAND PARK

Agenda Briefing

Council Meeting: August 8, 2017

Department: Building Inspection

Director: Ronnie Brown

TITLE

Consider authorizing an extension of an existing building permit for eight (8) additional months of construction on a new single-family residence at 4221 Belclaire Avenue.

BACKGROUND

The Council authorized the issuance of a building permit for this residence on October 22, 2014, for a total construction duration of twenty-nine months. Work began in January 2014. The builder documented 100 days of rain that delayed construction at the beginning of the project. The Building Official authorized the issuance of a 90-day permit extension with the condition that a completion schedule be submitted to show the possibility of the work being completed by August 24, 2017.

Knowing that the project would not be completed on time, the builder again met with staff on July 17, 2017, to explain the issues: i) the property owner's engagement of a new interior designer; (ii) a lack of paint color selections; (iii) changes in wall finishes; and (iv) a six-month delay in the delivery of floor tile from Morocco. The builder believes that the work can be completed by April 13, 2018, which equates to eight (8) additional months of construction. The front "curb-appeal" of the property will be completed before the current permit extension expires in August and most of the workers are currently parking on the property and within the basement garage. With five parking spaces below grade and six spaces available on the driveway, the builder feels that the remaining construction phasing can be completed with no on-street parking.

The Code of Ordinances states that the property owner may appeal to the Administrative Committee (Town Council) and apply for a permit extension that exceeds the permit time limits. The property owner will attend the study session with the builder to address any questions and provide justification for extending the permit.

The intent of the 24-month construction time limit is to ensure that construction will be completed in a timely manner, alleviate any congestion on the street, and minimize any adverse impact to the neighborhood. The staff believes that the contractor's proposed no construction parking on the street and the project completion by April 13, 2018, should be attainable. Staff provided the builder examples of recent contractors using a private ride share program and the DART Vanpool as other options to mitigate on-street parking.

The Code of Ordinances states that "the Committee may condition the issuance of any permit upon the owner strictly abiding by whatever practices, rules, or obligations the Committee may reasonably conclude are necessary to complete the construction activity as quickly as reasonably possible."

RECOMMENDATION

If the permit extension is authorized, the staff recommends that its approval be conditioned upon requiring the applicant to pay the appropriate permit extension fee and prohibit any on-street construction-related parking.

FINANCIAL IMPACT

The Town may collect a building permit extension fee of fifty percent (50%) of the total permit fee for this project. The Town's Code of Ordinances provides that: (i) for any extension of up to ninety (90) days authorized by the Building Official, a fee in the amount of twenty-five percent (25%) of the original permit fee be collected, and (ii) for any extension authorized by the Committee of more than ninety (90) days, a fee in the amount of fifty percent (50%) of the the original of original permit fee be collected. The potential financial impact could be a building permit extension fee in the amount of \$31,500, based on the construction value.

ATTACHMENTS:

File Name	Description
Letter_of_Request_7-20-2017.pdf	Letter of Request

July 20, 2017

Dear Mr. Smith,

Please let this serve as another formal request to The Town Council to have the construction permit extended for my residential project located at 4221 Belclaire, Highland Park Texas until April 13, 2018. I would be amenable to paying another permit extension fee.

We have had major delays from several fronts, including having had four interior designers on the project and have just now received the remaining information for the interior finishes of the home.

I have also ordered the majority of our tile from Morocco, which was supposed to take 8-12 weeks to receive, but half of which is still not here after six months. We received a tile package this past week which hopefully indicates that we are close to receiving the balance of the tile work.

As promised during our last extension, we will have the front exterior, and the majority of the back, finished by the time our last extension runs out, which is on August 24, 2017. All topical and underground drainage will be complete. There will no longer be a Porta-Potty outside (we are installing a commode in the Pool Cabana House in the rear yard) after August 24th. The mobile mini will also be removed by this time.

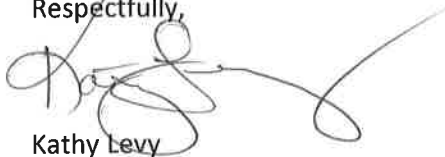
Also, we will have all vehicles parked off of the street by this date. Specifically five cars will be directed to the basement and four will be parked on the front driveway. We have a spot for two more cars up on the front, off of city property, for a total of eleven vehicles.

I apologize for asking to extend the permit again but this time we will not be parking on the street or working on the front of the home.

Thank you for forwarding this request to the Town Council to consider authorizing another extension.

I really want everything to be done the way I have envisioned it and don't want to cut corners here at the end.

Respectfully,

A handwritten signature in black ink, appearing to read 'Kathy Levy', with a long, sweeping horizontal line extending to the right.

Kathy Levy