City of Balcones Heights

MEMO TO THE PLANNING & ZONING COMMISSION

DATE: **June 4, 2019**

FROM: **Janet Thelen, Director of Community Development**

SUBJECT: **Discussion on Requirements for Carports in the Side Yard Setbacks**

MEETING DATE: June 18, 2019, 6 pm

BACKGROUND: At the recommendation of the Carport Committee, the Planning & Zoning Commission met March 19, 2019 on agenda item "Discussion and Direction on Placement of Permanent Carports in the Residential Side Yard Setback". The Commission studied and discussed the questions below in order to provide a recommendation to the Council.

Should the City of Balcones Heights allow permanent carport structures to be constructed within the 10' side yard setback without the approval of a variance if the following conditions are met?

- *Post and overhang must be placed within the property line.*
- *Must be a permanent structure; posts must be set in concrete/asphalt.*
- *Must be constructed of an approved non-combustible material.*
- *Carport can be detached or attached to main structure.*
- *Must be unenclosed on two (2) sides.*
- *Must be placed on an approved parking surface; concrete, asphalt or pavers.*

The commission voted staff take no further action on this subject other than to bring it back to the Commission as an action item for the purpose of preparing a report to City Council. On April 9th, the Commission continued with a brief discussion and voted there be no changes to the existing codes as it pertains to setbacks.

Staff forwarded the Commission's recommendation to City Council to consider at the April 29th meeting. At this meeting, former Councilman White stated that not all pertinent information was forwarded to the Commission to allow them to make a viable recommendation when considering a carport in residential the side yard setback. The attached document was provided to Council by Mr. White; the document pertains to construction of a carport.

After presentation, Council voted to take this agenda item back to the Planning & Zoning Commission to consider the proposed construction requirements for a carport in the side yard setback.

Janet Thelen