



**CITY OF ALAMO HEIGHTS**  
**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT**  
**6116 BROADWAY**  
**SAN ANTONIO, TX 78209**  
**210-826-0516**

**Board of Adjustment Meeting**  
**Wednesday, May 07, 2025 – 5:30 P.M.**

Take notice that a regular meeting of the Board of Adjustment of the City of Alamo Heights will be held on **Wednesday, May 07, 2025, at 5:30pm** in the City Council Chambers, located at 6116 Broadway St, San Antonio, Texas, 78209, to consider and act upon any lawful subjects which may come before it.

***INSTRUCTIONS FOR TELECONFERENCE:** The City will make reasonable efforts to allow members of the public to participate via audio by dialing 1- 346-248-7799 and enter access number 893 9488 9735#. If you would like to speak on a particular item, when the item is considered, press \*9 to “raise your hand”. Citizens will have three (3) minutes to share their comments. The meeting will be recorded.*

***The City cannot guarantee participation by phone due to unforeseen technical difficulties or provide prior notice if they occur; therefore, the City urges your in-person attendance if you require participation.***

**Case No. 2434 – 222 Claiborne Way**

Application of Hilary Scruggs Beebe of Hilary Scruggs Design LLC, applicant, representing Trace Burton and Laura Nell Burton, owners, requesting the following variance(s) in order to add to an existing accessory structure on the property located at **CB 4024 BLK 58 LOT 9**, also known as **222 Claiborne Way**, zoned SF-A:

1. The proposed 19ft 1in top of plate height to the addition exceeds the looming standard by 8ft 1in instead of the maximum 11ft allowed at a 4ft rear yard setback with accessory structure exception per Section 3-19(5)(a) and
2. The proposed overall height of 27ft 10in to the accessory structure’s addition exceeds the maximum 22ft allowed with bonus per Section 3-19(4)(a) of the City’s Zoning Code.

**Plans may be viewed online\*** ([www.alamoheightstx.gov/departments/planning-and-development-services/public-notices](http://www.alamoheightstx.gov/departments/planning-and-development-services/public-notices)) and at the Community Development Services Department located at 6116 Broadway St. You may also contact Sarah Olivares, Planner, ([solivares@alamoheightstx.gov](mailto:solivares@alamoheightstx.gov)) or Lety Hernandez, Director, ([lhernandez@alamoheightstx.gov](mailto:lhernandez@alamoheightstx.gov)) by email or our office at (210) 826-0516 for additional information regarding this case. Please note floor plans will not be available online.

# HILARY SCRUGGS DESIGN LLC

28 January 2025

**RE: REQUEST FOR VARIANCES**

New Addition/Remodel to the Burton Residence

222 Claiborne Way – Alamo Heights, Texas – 78209

To the Board of Adjustment:

Thank you for considering our request for the following variances:

The proposed addition exceeds the maximum allowable height for an accessory structure. In our case, the maximum allowable height is 22' per Section 3-19 (3)(a) inclusive of a 2' bonus per Section 3-19 (4)(a) due to the steep slope of the lot. Also due to the slope of the lot, measurements are taken from the actual grade at the new foundation per Section 3-19 (6)(a). Under this standard, at its maximum, the ridge height of the proposed addition measures 26'-11" and at minimum, 24'-5.5", exceeding the allowable height by 2'-5.5" to 4'-11".

The proposed addition exceeds the rear height looming standard for an accessory structure, which is 8ft based on the existing 4ft rear yard setback per Section 3-19(2)(a). Again, due to the slope of the lot, measurements are taken from the actual grade at the new foundation per Section 3-19 (6)(a). Under this standard, the plate height of the proposed addition exceeds the standard by 11'-1" at its maximum and 8'-7" at its minimum.

The history of this project goes back to 2012/2013, when my clients engaged me to design an addition to the original 1934 home at 222 Claiborne Way, more than doubling the footprint. The site of the house always consisted of two lots, legally described as CB 4024 BLK 58 LOT 9 + LOT 10. The Burton Family acquired LOT 10 during the process of the 2013 addition. As of 2025, they have re-platted the two lots as one. LOT 11, the immediate neighbor to the northwest, is vacant, owned by the City of San Antonio, and is labeled in the FEMA map as Zone AE, assuring that it will not be developed in the future.

In constructing the 2013 addition, we were granted a number of variances, due to hardships derived from the unique characteristics of the site; that primarily being the sloped lot and the encroachment issue. The house as it stands now is nestled into the hillside and oriented to capture views of the woods. We took great care to push the mass of the new construction to the rear of the lot as much as possible; largely preserving the home's original appearance from the street.

In 2023, we permitted and built a modest addition to the existing garage, adding a second story attic amounting to 591 square feet. Meanwhile, as the Burton children have grown up and become more active, the family is seeking to modify the home again to accommodate their evolving spatial needs. We are now proposing a secondary addition – 537 footprint at ground level that would provide an open-air carport for two cars and 496 sf at the second floor for additional living and storage space. The total square footage of the addition is 1033 sf, coupled with 1010 sf of remodel.

The hardships we have claimed in the past remain relevant to this proposal – the steep slope of the site along the rear property line, coupled with the challenging topography and layout of the existing driveway, constrain the buildable area on the lot, leave us with this option only to add necessary living space to the home.

**HILARY SCRUGGS  
DESIGN LLC**

It also bears mentioning that, between 2020 and the present, the rear neighbor constructed a large new home including a prominent swimming pool feature that looms over the rear property line to LOT 9 at an elevation of 741' and includes a stair structure that abuts the Burtons' property line at zero setback. By comparison, if granted, these variances would enable my client to build an addition within their legal setback with a plate height at 745'-7" and a total ridge height of 753'-5.5". I would put to the board of adjustment that these heights are not only reasonable, but necessary in order to provide privacy for the Burton family and obscure the looming hardship of the swimming pool from prominent view.

We respectfully ask that you grant our request as the unique challenges of this particular property precludes us from adding the square footage that the Burton family needs while following the height and height looming standards prescribed in the city code. Many thanks again for your consideration.

Sincerely,



Hilary Scruggs Beebe

**HILARY SCRUGGS  
DESIGN LLC**

28 January 2025

**RE: PROJECT NARRATIVE**

New Addition/Remodel to the Burton Residence

222 Claiborne Way – Alamo Heights, Texas – 78209

**To Whom it May Concern:**

This letter constitutes a narrative description of construction work proposed at 222 Claiborne Way in the City of Alamo Heights. According to a recent re-plat, the property is legally described as CB 4024 BLK 58 LOTS 9 + 10 and comprises 15096 sf of lot area. The main structure is a two story home totaling 4122 sf. The existing two-story garage accessory structure totals 1239 sf. The addition we are proposing would have a footprint of 537 sf and the ground level of the addition would provide a covered open-air carport for 2 cars. On the second floor, the new addition would add 496 square feet of living space. The completed addition would add a total of 1033 sf to the existing garage, of which 496 would be conditioned space.

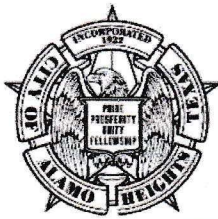
Additionally, we are proposing 1010 sf of renovations to the existing garage accessory structure. On the first floor, the parking garage would be renovated into storage and a flexible space the owner plans to use for home exercise. The second floor of the existing two story garage, which is currently an unfinished attic space, would be renovated into a recreation room and small kitchenette.

The materials selections for the proposed work are continuous with what is on the existing home and that is cedar shingle for the roof and painted (elastomeric) stucco for the exterior walls. The new concrete foundation has been fully engineered, as has the framing for the new wood structure.

With kind thanks for your consideration,



Hilary Scruggs Beebe



**City of Alamo Heights**  
**Residential Permit Application\***  
 COMMUNITY DEVELOPMENT SERVICES DEPARTMENT  
 6116 Broadway, Alamo Heights, Texas 78209  
 CDS Dept. v: (210) 826-0516 f: (210) 832-2299  
 Fire Dept. v: (210) 824-1281 f: (210) 828-3006

<b>General Permit Information [Please print legibly]</b>		<b>Permit # (assigned by Staff):</b>
<b>Project Address:</b> 222 Claiborne Way San Antonio, Texas 78209		<b>Application Date:</b>
<b>Project Type – Please check all that apply:</b> <input type="checkbox"/> New construction _____ sq. ft. <input checked="" type="checkbox"/> Addition <sup>1033</sup> _____ sq. ft. <input checked="" type="checkbox"/> Remodel/Alterations <sup>1010</sup> _____ sq. ft. <input type="checkbox"/> Demolition <input type="checkbox"/> Pool/Spa <input type="checkbox"/> Fence <input type="checkbox"/> Retaining Wall <input checked="" type="checkbox"/> Mechanical <input checked="" type="checkbox"/> Electrical <input checked="" type="checkbox"/> Plumbing <input type="checkbox"/> Sewer <input checked="" type="checkbox"/> Gas <input type="checkbox"/> Irrigation <input type="checkbox"/> Landscape <input type="checkbox"/> Tree Pruning/Removal <input type="checkbox"/> Other _____		
<b>Materials (if applicable):</b> Roof Cedar Shingle           Exterior Walls Painted Stucco           Foundation Concrete           Flatwork NA		
Is the property in the 100-Year Floodplain? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Does this project involve any removal of trees? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**Scope of Work** (This section must be filled out. If more space is needed, another sheet may be attached.) \_\_\_\_\_

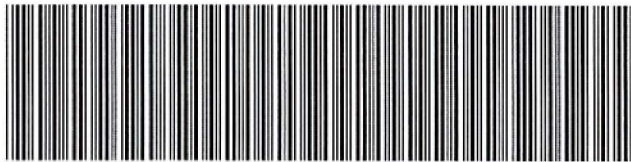
See attached for project narrative.

Lot Coverage* / Floor Area Ratio (FAR)	Existing (in sq. ft.)	Proposed (in sq. ft.)	Total Impervious Cover for Stormwater Development Fee	Existing (in sq. ft.)	Proposed (in sq. ft.)
Lot area	15096	15096	Footprint of all structures	3478	4015
Main house: 1st floor*	2596	2596	Driveway/Parking Pad	Pervious	Pervious
Main house: 2nd floor	1526	1526	Walkways	168	168
Front porch*	24	24	Swimming Pool/Spa	NA	NA
Side porch*	210	210	Other impervious cover: <small>RETAINING WALLS + PATIOS</small>	932	932
Rear porch*	NA	NA	<b>Total Impervious Cover:</b>	4578	5115
Garage/Carport: 1st floor*	648	1185	<b>Stormwater Development Fee:</b>		
Garage: 2nd floor	591	1087	<b>Impervious Cover within Front Yard Setback Area</b>	<b>Existing (in sq. ft.)</b>	<b>Proposed (in sq. ft.)</b>
Shed*			Front yard setback area		
Breezeway*			Footprint of any structure(s)		
Covered patio structure*			Driveway/Parking Pad		
Other accessory structures*			Walkways		
<b>Total Square Footage:</b>	5595	6628	Other impervious cover: <small>NO CHANGES IN FRONT SETBACK</small>		
<b>Total Lot Coverage*:</b>	23%	26%	<b>Total Impervious Cover within Front Yard Setback:</b>	4%	4%
<b>Total FAR:</b>	.37	.43			
<small>Max. 40% lot coverage for SF-A and SF-B Districts</small>			<small>Max. 30% impervious cover within front yard setback for SF-A and SF-B Districts Max. 65% impervious coverage for 2F-C Districts</small>		

\*Failure to provide any information required on or along with this application will result in refusal to accept submission of this application and associated plan documents until all information required is provided.

\*\*Projects undertaken by the home/property owner which reflect typical contractor related work such as grading, excavation, and demolition, or which utilizes equipment atypical to a home/property owners work shall be limited by the authorized hours of construction as would a typical general contractor.

I hereby acknowledge that I have read and completed this application and know the same to be true and correct. This project as submitted complies with the International Code series and NEC, as currently adopted by the City of Alamo Heights, and with the Code of Ordinances of the City of Alamo Heights. I hereby acknowledge that no work has or will commence on the proposed project until an approved permit is received. All provisions of laws and ordinances governing the proposed work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any federal, state or local ordinances regulating construction, the performance of construction or the use of any land or buildings.



\*VG-76-2024-20240207101\*

**File Information**

**FILED IN THE OFFICIAL PUBLIC RECORDS OF BEXAR COUNTY  
LUCY ADAME-CLARK, BEXAR COUNTY CLERK**

**Document Number:** 20240207101  
**Recorded Date:** November 08, 2024  
**Recorded Time:** 3:09 PM  
**Total Pages:** 6  
**Total Fees:** \$41.00

**\*\* THIS PAGE IS PART OF THE DOCUMENT \*\***

**\*\* Do Not Remove \*\***

Any provision herein which restricts the sale or use of the described real property because of race is invalid and unenforceable under Federal law

STATE OF TEXAS, COUNTY OF BEXAR

I hereby Certify that this instrument was FILED in File Number Sequence on this date and at the time stamped hereon by me and was duly RECORDED in the Official Public Record of Bexar County, Texas on:  
11/8/2024 3:09 PM



*Lucy Adame-Clark*  
Lucy Adame-Clark  
Bexar County Clerk

**Notice of Confidentiality Rights: If You Are a Natural Person, You May Remove or Strike Any or All the Following Information from Any Instrument That Transfers an Interest in Real Property Before it Is Filed for Record in the Public Records: Your Social Security Number or Your Driver's License Number.**

State of Texas       §  
                              §  
County of Bexar     §

**Know All By These Presents:**

**SCANNED**

**Consent**

**Grantor:** City of San Antonio, a Texas municipal corporation

**Grantor's Address:** P.O. Box 939966, San Antonio, Texas 78283-3966 (Bexar County)

**Grantee:** Laura Nell and Jesse B. Burton III

**Grantee's Address:** 222 Claiborne Way, San Antonio, Texas 78209 (Bexar County)

**WHEREAS**, by an instrument recorded November 17, 2014 as Document # 20140197354/ Book 16961, Page 924 in the Official Public Records of Bexar County, Texas (the "Deed"), attached and incorporated hereto as **Exhibit A**, the Grantor, the City of San Antonio, conveyed to Laura Nell and Jesse B. Burton III the real property described as Lot 10, Block 58, County Block 4024, Alamo Heights Subdivision, as recorded in volume 368, page 181, of the Deed and Plat records of Bexar County, Texas, in the city of Alamo Heights, Bexar County, Texas (the "Property").

**WHEREAS**, the conveyance was subject to certain restrictions imposed by the Grantor in the form of a deed restriction; specifically, prohibition on expansion of the existing single-family home on the Property without written consent from the City of San Antonio; as well as other existing reservations affecting the Property; and

**WHEREAS**, Grantee requested to expand the single-family home subject to the restriction and after reviewing Grantee's expansion plans, Grantor consents;

**NOW THEREFORE**, for good and valuable consideration, Grantor does hereby consent in writing to an expansion of the existing single-family home on the Property only to the extent as described in **Exhibit A**, attached hereto and incorporated. The restriction in the Deed shall remain in place as it encumbers or affects the Property conveyed by the Deed. If Grantee desires to further expand the home in the future, Grantee shall seek Grantor's written consent again.

Witness my hand, this 8<sup>th</sup> day of NOVEMBER, 2024.

**GRANTOR:**

**City of San Antonio**, a Texas municipal corporation



Kevin Sadler  
Public Works Real Estate Supervisor

STATE OF TEXAS       §

COUNTY OF BEXAR     §

This Consent was acknowledged this date before me by Kevin Sadler, Public Works Real Estate Supervisor, in the capacity stated and on behalf of the City of San Antonio.

Date: 11/8/2024

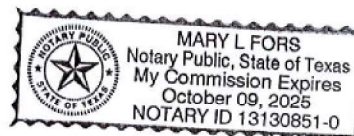


Notary Public, State of Texas

My Commission expires: 11/09/2025



Approved as to Form



# Bexar CAD Web Map

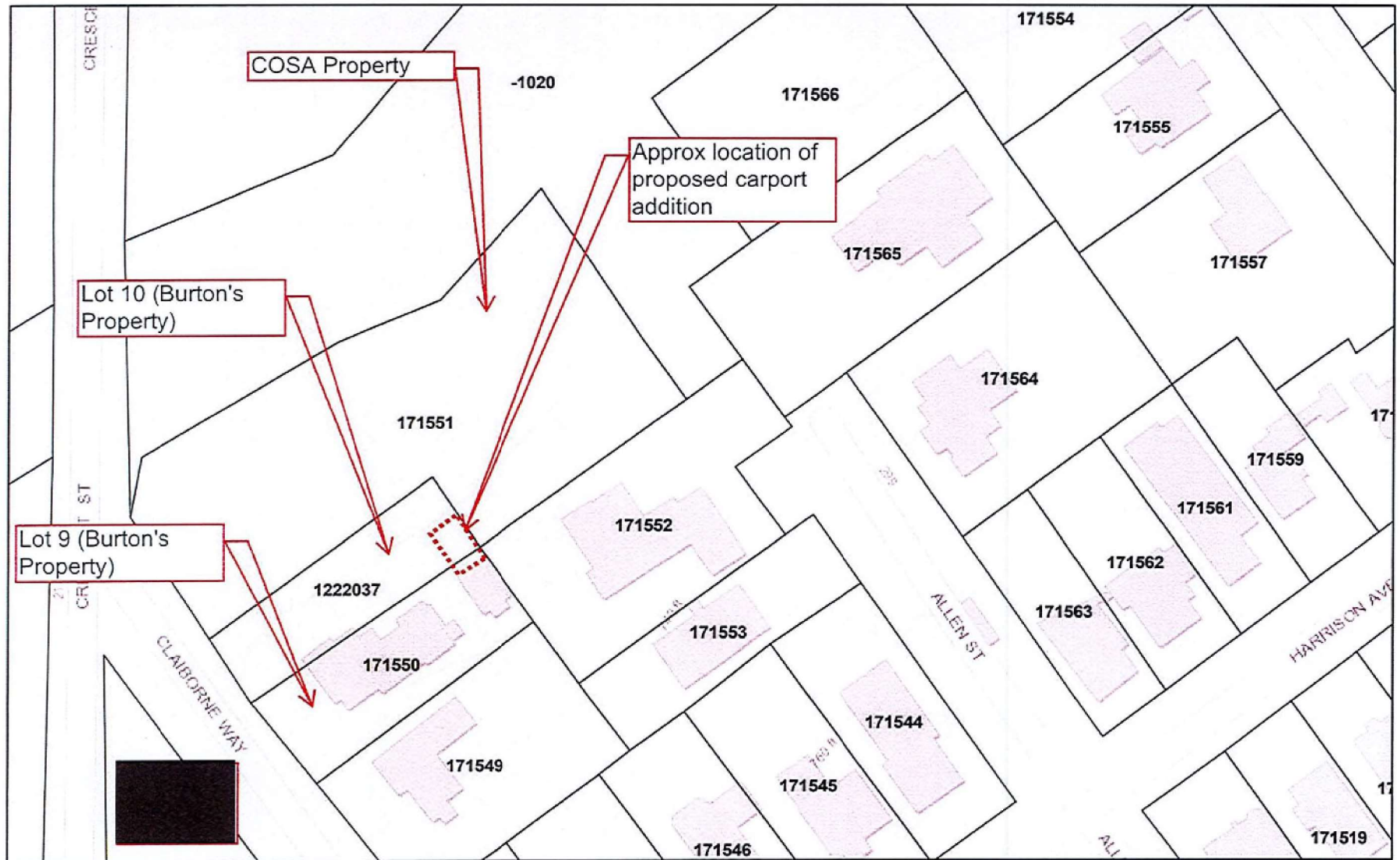


Exhibit A

10/10/2024, 2:28:32 PM

Parcels City Boundaries Texas Counties

Alamo Heights

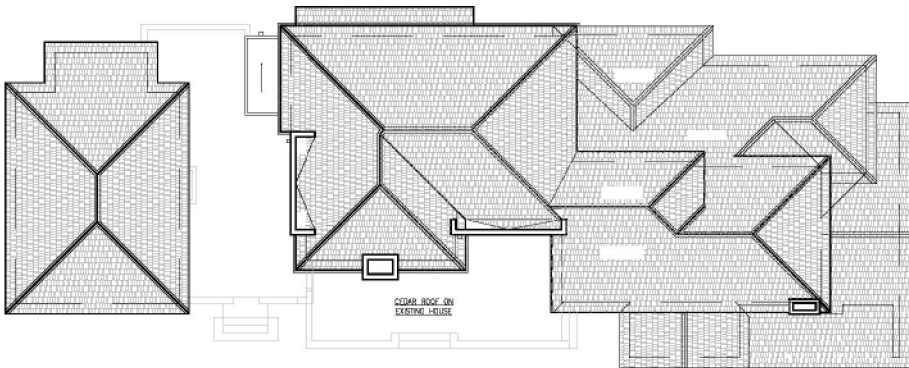
BCAD, Texas Parks & Wildlife, Esri, HERE, Garmin, INCREMENT P, USGS, EPA, USDA

Bexar County Appraisal District, BIS Consulting - [www.bisconsulting.com](http://www.bisconsulting.com)

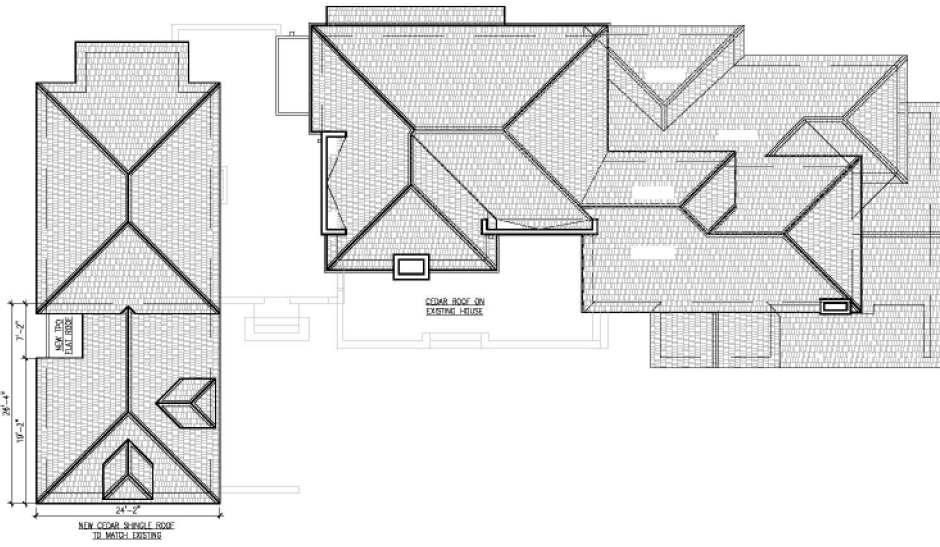
Disclaimer: This product is for informational purposes only and has not been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of boundaries.







1 EXISTING ROOF PLAN  
Scale: 1/8" = 1'-0"

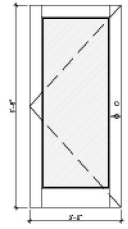


2 PROPOSED ROOF PLAN  
Scale: 1/8" = 1'-0"

DOOR + WINDOW SCHEDULE - PETAN RANCH LEISURE FACILITY

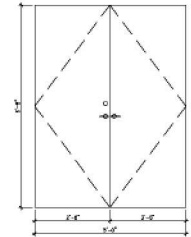
SYMBOL	R. O.		ACTUAL		SWING	FRAME MATERIAL	INTERIOR FINISH	EXTERIOR FINISH	U-VALUE	SHGC	MANUFACTURER
	WIDTH	HEIGHT	WIDTH	HEIGHT							
(1) A	-	-	3'-0"	6'-8"	LH IN	WD	WD	CLAD	NA	NA	PELLA PER EXTG
(2) B	-	-	5'-0"	6'-8"	DBL OUT	STEEL	STEEL	STEEL	NA	NA	PELLA OR MASONITE
(3) C	-	-	2'-6"	6'-8"	LH IN	STEEL	STEEL	STEEL	NA	NA	PELLA OR MASONITE
(4) F	-	-	3'-8"	4'-8"	CSMT	WD	WD	CLAD	NA	NA	PELLA PER EXTG
(5) G	-	-	1'-8"	1'-8"	FIXED	WD	WD	CLAD	NA	NA	PELLA PER EXTG

TYPE A  
3'-0" W X 6'-8" H  
LEFT HAND IN-SWING CLAD  
WOOD ENTRY DOOR



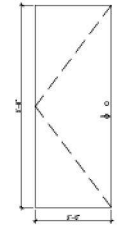
A

TYPE B  
5'-0" W X 6'-8" H  
DOUBLE OUT-SWING FLUSH  
STEEL DOORS



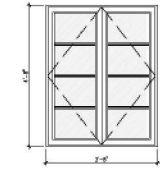
B

TYPE C  
2'-6" W X 6'-8" H  
LEFT HAND IN-SWING FLUSH  
STEEL DOORS



C

TYPE F  
3'-8" W X 4'-8" H  
CLAD WD CRESENT WINDOW  
BY PELLA (MATCH WINDOWS ON  
EXT. HOUSE)



F

TYPE G  
1'-8" W X 1'-8" H  
CLAD WD FIXED WINDOW BY  
PELLA (MATCH WINDOWS ON  
EXT. HOUSE)



G

3 EXTERIOR DOOR + WINDOW SCHEDULE  
Scale: 1/2" = 1'-0"

Hilary Scruggs Design

A Limited Liability Company  
Post Office Box 1545  
Murfreesboro, TN 37132

General Notes

THIS DOCUMENT HAS  
BEEN SCALED DOWN BY  
HALF TO 11 x 17

New Addition to Existing  
Residence at  
222 Claiborne Way  
ALAMO HEIGHTS, TEXAS 78003

HSD PROJECT # Z3001

28 January 2025  
Issued for Permit + Construction

A  
04

ROOF PLAN  
DOOR + WINDOW SCHEDULE

# Hilary Scruggs Design

A Limited Liability Company

Post Office Box 1545  
Murfreesboro, Tennessee 37132

## General Notes

PLEASE NOTE THAT GREY  
HATCH INDICATES  
EXISTING HOUSE.  
NEW CONSTRUCTION HAS  
NO COLORING.

THIS DOCUMENT HAS  
BEEN SCALED DOWN BY  
HALF TO 11 x 17

New Addition to Existing  
Residence at

222 Claiborne Way  
ALAMO HEIGHTS, TEXAS 78003

HSD PROJECT # 23001

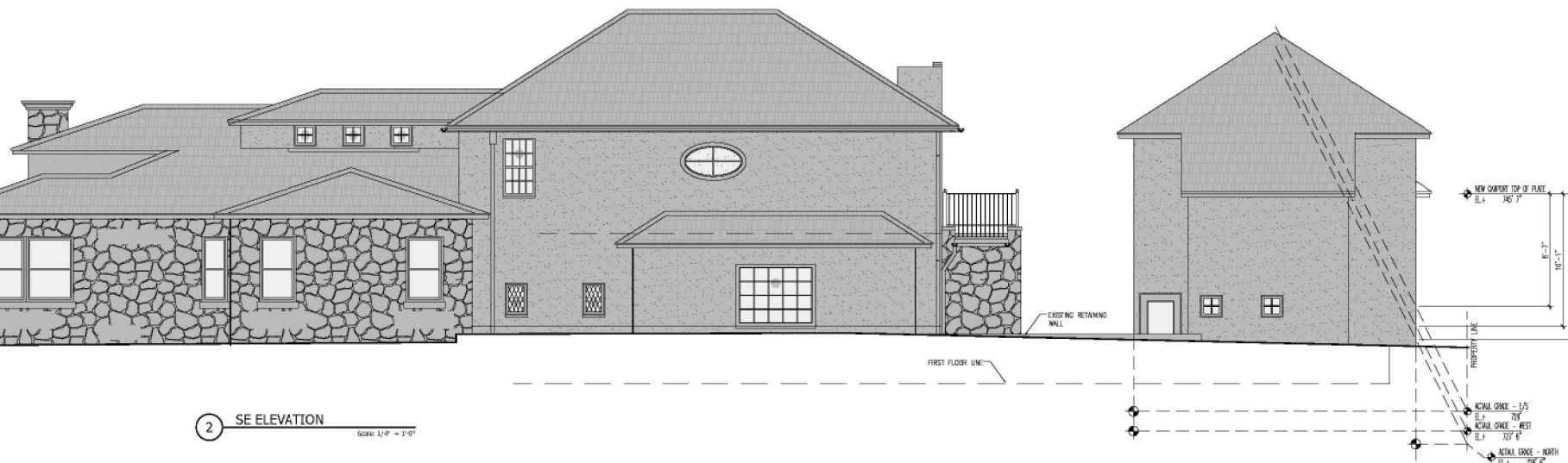
28 January 2025  
Issued for Permit + Construction

A  
05

EXTERIOR ELEVATIONS



1 NW ELEVATION  
Scale: 1/4" = 1'-0"



2 SE ELEVATION  
Scale: 1/4" = 1'-0"

# Hilary Scruggs Design

A Limited Liability Company

Post Office Box 1543  
Murfreesboro, Tennessee 37043

## General Notes

PLEASE NOTE THAT GREY  
HATCH INDICATES  
EXISTING HOUSE.  
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HALF TO 11 x 17

New Addition to Existing  
Residence at

222 Claiborne Way  
ALAMO HEIGHTS, TEXAS 78009

HSD PROJECT # 23001

28 January 2025  
Issued for Permit + Construction

A  
06

EXTERIOR ELEVATIONS

