

**THE TOWN OF BARTONVILLE BOARD OF ADJUSTMENT MET IN REGULAR SESSION ON THE 2ND DAY OF DECEMBER 2025 AT THE TOWN OF BARTONVILLE TOWN HALL, LOCATED AT 1941 E JETER ROAD, BARTONVILLE, TEXAS WITH THE FOLLOWING DIRECTORS PRESENT, CONSTITUTING A QUORUM:**

Kathy Daum, Chair  
Del Knowler, Director  
Jim Lieber, Director  
Siobhan O'Brien, Vice Chair  
Heather Head, Alternate 1

*Directors Absent:*

Donna Baumgarner, Director  
Barbara Nunnelley, Alternate 2

*Town Staff Present:*

Kirk Riggs, Town Administrator  
Ann Montgomery, Town Attorney  
Shannon Montgomery, Town Secretary  
Shari Borth, Permit Technician

**A. CALL MEETING TO ORDER**

Chair Daum called the meeting to order at 6:00 pm.

**B. PLEDGE OF ALLEGIANCE**

Chair Daum led the pledge.

**C. PUBLIC PARTICIPATION**

*If you wish to address the Board, please fill out a "Public Meeting Appearance Card" and present it to the Town Secretary, preferably before the meeting begins. Pursuant to Section 551.007 of the Texas Government Code, citizens wishing to address the Board for items listed as public hearings will be recognized when the public hearing is opened. For citizens wishing to speak on a non-public hearing item, they may either address the Board during the Public Participation portion of the meeting or when the item is considered by the Board of Adjustment.*

There was no Public Participation.

**D. PUBLIC HEARINGS AND ACTION ITEMS**

**1. Discuss and consider approval of the November 12, 2025 Meeting Minutes.**

Motion made by Director Knowler, seconded by Director Head, to **APPROVE** the November 12, 2025, Meeting Minutes as presented.

**VOTE ON THE MOTION**

AYES: Daum, Knowler, Lieber, O'Brien, and Head

NAYS: None

VOTE: 5-0

- 2. Conduct a public hearing to consider a variance request to reduce the rear-yard setback from 50 feet to 20 feet on an approximate 1.0-acre property legally described as Tract 4 of the Virginia Morrison Subdivision, out of the A.M. Feltus Survey, Abstract No. 1594, Town of Bartonville, Denton County, Texas, and addressed as 630 E Jeter Road, Bartonville, Texas 76226. The property is generally located south and west of East Jeter Road and east of Gibbons Road. Denton County property ID 65096. [Town File No. VAR-2025-005.]**

Chair Daum opened the Public Hearing at 6:12 pm.

Town Secretary Montgomery stated Staff received two responses IN SUPPORT of the requested variance:

- Kevin & Melissa Oldham, 744 E Jeter Road, Bartonville, Texas
- Donna & Lester Baumgarner, 890 E Jeter Road, Bartonville, Texas.

Chair Daum closed the Public Hearing at 6:14 pm after recognizing there was no one wishing to speak.

Motion made by Director Knowler, seconded by Director Lieber, per Texas Local Government Code, Section 211.009 B-1, Structure, to **APPROVE** the requested variance to allow the reduction of the rear yard setback for the proposed detached garage accessory structure from 50 feet to 20 feet for the accessory structure only, not applicable to future structures, and because the variance meets the following requirement(s) under the factors in Zoning Ordinance Section A.3.D of Appendix A, and hardship. If the structure were to be located outside of the setback it would result in a violation of Town ordinance for location of accessory structures in relation to the primary structure and could result in loss of twenty-five percent of the area upon which development on the property could occur.

**VOTE ON THE MOTION**

AYES: Daum, Knowler, Lieber, O’Brien, and Head

NAYS: None

VOTE: 5-0

**E. ADJOURNMENT**

Chair Daum declared the meeting adjourned at 6:20 pm.

**APPROVED this the 31st day of March 2026.**

**APPROVED:**

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Kathy Daum, Chair

**ATTEST:**

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Shannon Montgomery, TRMC, Town Secretary