



PLANNING AND ZONING COMMISSION MEETING

City Hall Council Chambers, 298 W. Washington
Wednesday, January 15, 2025 at 5:30 PM

MINUTES

The Planning and Zoning Commission of the City of Stephenville, Texas, convened on Wednesday, January 15, 2025 at 5:30 PM in the City Hall Council Chambers, 298 W. Washington, for the purpose of a Planning and Zoning Commission Meeting, with the meeting being open to the public and notice of said meeting, giving the date, time, place and subject thereof, having been posted as prescribed by Chapter 551, Government Code, Vernon's Texas Codes Annotated, with the following members present, to wit:

COMMISSIONERS PRESENT: Lisa LaTouche, Chairperson
Tyler Wright
Justin Slawson
Bonnie Terrell
Nick Robinson
Brian Lesley
James Stephenson, Alternate 1

COMMISSIONERS ABSENT:

OTHERS ATTENDING: Steve Killen, Director of Development Services
Jan Strahan, Commission Secretary

CALL TO ORDER

Chairperson LaTouche called the meeting to order at 5:30pm

CITIZENS GENERAL DISCUSSION

No discussion at this meeting

REGULAR AGENDA

Oath of Office

Oath of office administered by Jacey Wood, City Secretary to Tyler Wright, Lisa LaTouche and Nick Robinson.

ELECTION OF OFFICERS

Nomination for Chair. MOTION by Brian Lesley, second by Nick Robinson to nominate Lisa LaTouche for Chair. MOTION CARRIED by unanimous vote.

Nomination for Vice Chair. MOTION by Nick Robinson, second by James Stephenson to nominate Brian Lesley for Vice Chair. MOTION CARRIED by unanimous vote.

1. Case No.: PP2025-001

Applicant Cody Farr, representing Alps-Stephenville, LLC., is requesting a preliminary plat of property located at 3040 W Washington ST, being Parcel R77987, A0613 Pearson Henry, of the City of Stephenville, Erath County, Texas.

Development Services Director, Steve Killen briefed the Commission regarding the Preliminary Plat being presented. Mr. Killen stated this property was acquired via a conveyance plat when a larger acreage parcel was subdivided. Staff has been working with the Developer on Building and Civil permit review. The Civil permit was approved and site work started in late 2024. The Developer will return for a Final Plat once Civil work is completed and accepted. Director Killen concluded his comments by stating the staff recommends conditional approval of the Preliminary Plat upon completion of the following conditions:

1. The preliminary Plat must conform to design requirements and construction standards as set forth in the Engineering Standards Manual.
2. Additional easements as required for Backflow Preventor Assembly Vaults, Access & Utility Easements, Retaining Wall Easements, Floodplain and others that may be required as identified during the review process.
3. Structures may not be placed over easements.
4. Ensure all required Plat language is provided.
5. Update Plat dates.
6. Final Plat to be recorded after acceptance of improvements and floodplain modeling.

Applicant, Cody Farr, was not present for Commissioners questions.

2. PUBLIC HEARING

Case No.: PP2025-001

Chairperson LaTouche opened the Public Hearing at 5:34pm.

No one spoke in favor or against the Preliminary Plat request.

Chairperson LaTouche closed the Public Hearing at 5:35pm.

3. Consider approval of a Preliminary Plat of property located at 3040 W Washington ST, being Parcel R77987, A0613 Pearson Henry, of the City of Stephenville, Erath County, Texas.

Motion by Nick Robinson, second by Brian Lesley, to approve the Preliminary Plat as presented of property located at 3040 W Washington St, being Parcel R77987, A0613 Pearson Henry, of the City of Stephenville, Erath County, Texas. MOTION CARRIED by a unanimous vote.

4. Case No.: RZ2025-001

Applicant Jason Nitschke, representing Horton Commercial Properties, LLC., is requesting a Rezone for property located at 791 N Clinton Ave, being Parcel R33319 of S5700 Shapard & Collins; Block 14, Lots 12 & 13 of the City of Stephenville, Erath County, Texas from (R-3), Multifamily to (R-2.5) Integrated Housing.

Development Services Director, Steve Killen briefed the Commission regarding the Rezone being presented. Mr. Killen stated the applicant requested variances for lot depth requirements to build townhome structures. His conceptual plan is for duplex style structures, platted separately. If the rezone is approved, a replat will be required for the project. R-2.5 zoning allows duplexes as a use-by-right. The requested zoning will result in a lower unity density per acre than currently zoned.

Applicant Jason Nitschke was present to answer Commissioners questions.

5. PUBLIC HEARING

Case No.: RZ2025-001

Chairperson LaTouche opened the public hearing at 5:40pm.

Thomas Jackson, 863 W Shirley, spoke against the rezone request.

No one spoke in favor of the rezone request.

Chairperson LaTouche closed the public hearing at 5:41pm

6. Consider approval of a rezone request for property located at 791 N Clinton Ave, being Parcel R33319 of S5700 Shapard & Collins; Block 14, Lots 12 & 13 of the City of Stephenville, Erath County, Texas from (R-3), Multifamily to (R-2.5) Integrated Housing

MOTION by Nick Robinson, second by Justin Slawson, to recommend approval of a rezone for property located at 791 N Clinton Ave., being Parcel R33319 of S5700 Shapard & Collins: Block 14. Lots 12 & 13 of the City of Stephenville, Erath County, Texas from (R-3), Multifamily to (R-2.5) Integrated Housing. MOTION CARRIED by a unanimous vote.

7. Case No.: RZ2025-002

Applicant Shannon Hammon, representing Team S&K Enterprises, LLC., is requesting a Rezone for property located at 230 Tarleton, being Parcel R78009 of S2600 City Addition, Block 63, Lot 23 of the City of Stephenville, Erath County, Texas from (B-1), Neighborhood Business to (B-3) Central Business District.

Development Services Director, Steve Killen Briefed the Commission regarding the Rezone being presented. Mr. Killen stated the applicant is requesting a rezone to allow for the highest and best use for future development. In 2023, an amended plat was submitted and approved. Also, in December of 2023, the adjacent property, known as 252 E Tarleton, was recommended for rezoning from B-1 to B-3. The City Council subsequently approved the rezone of that property in 2024.

Applicant, Shannon Hammon, was not present for Commissioners questions.

8. PUBLIC HEARING

Case No.: RZ2025-002

Chairperson LaTouche opened the public hearing at 5:46pm

No one spoke in favor or against the rezone request.

Chairperson LaTouche closed the public hearing at 5:46pm.

9. Consider approval of a rezone request for property located at 230 Tarleton, being Parcel R78009 of S2600 City Addition, Block 63, Lot 23 of the City of Stephenville, Erath County, Texas from (B-1), Neighborhood Business to (B-3) Central Business District.

MOTION by Brian Lesley, second by Justin Slawson, to recommend approval of a rezone of property located at 230 Tarleton, being Parcel R78009 of S2600 City Addition, Block 63, Lot 23 of the City of Stephenville, Erath County, Texas from (B-1), Neighborhood Business to (B-3) Central Business District. MOTION CARRIED by a unanimous vote.

10. Case No.: SW2025-001

Applicant Zane Cole is requesting a waiver from Section 155.6.11 relating to sidewalk requirements for property located at 185 W Park ST, being Parcel R31466 of S3500 Frey First Addition, Block35, Lot 7 and 8.

Development Services Director, Steve Killen briefed the Commission regarding a sidewalk waiver request. Mr. Killen stated this property was recently rezoned to R-2.5 and the parcel was subdivided to allow for the construction of a single- family home. Because the property was recently replatted, the request must be reviewed by the Planning and Zoning Commission and City Council.

Applicant Zane Cole was not present for Commissioners questions.

11. PUBLIC HEARING

Case No.: SW2025-001

Chairperson LaTouche opened the public hearing at 5:50pm.

No one spoke in favor or against the sidewalk waiver.

Chairperson LaTouche closed the public hearing at 5:51pm.

12. Consider approval of a waiver from Section 155.6.11 relating to sidewalk requirements for property located at 185 W Park ST, being Parcel R31466 of S3500 Frey First Addition, Block35, Lot 7 and 8.

Motion by Justin Slawson, second by James Stephenson, to recommend denial of a waiver from Section 155.6.11 relating to sidewalk requirements for property located at 185 W Park St., being Parcel R31466 of S3500 Frey First Addition, Block 35, Lot 7 and 8. MOTION CARRIED with a 6-1 vote.

AYES: Lisa LaTouche, Tyler Wright, Justin Slawson, Bonnie Terrell, Brian Lesley, James Stephenson

NOES: Nick Robinson

13. Case No.: CG2025-001

Applicant Zane Cole is requesting a waiver from Section 155.6.04 relating to curb and gutter requirements for property located at 185 W Park ST, being Parcel R31466 of S3500 Frey First Addition, Block35, Lot 7 and 8.

Development Services Director, Steve Killen briefed the Commission regarding a curb and gutter waiver request. Mr. Killen stated this property was recently rezoned to R-2.5 and the parcel was subdivided to allow for the construction of a single- family home. Because the property was recently replatted, the request must be reviewed by the Planning and Zoning Commission and City Council.

Applicant Zane Cole was not present for Commissioners questions.

14. PUBLIC HEARING

Case No.: CG2025-001

Chairperson LaTouche opened the public hearing at 5:53pm.

No one spoke in favor or against the sidewalk waiver.

Chairperson LaTouche closed the public hearing at 5:53pm.

15. **Consider approval of waiver request of Section 155.6.04 relating to curb and gutter requirements for property located at 185 W Park ST, being Parcel R31466 of S3500 Frey First Addition, Block35, Lot 7 and 8.**

Motion by Brian Lesley, second by James Stephenson to recommend denial of a waiver request of Section 155.6.04 relating to curb and gutter requirements for property located at 185 W Park St., being Parcel R31466 of R3500 Frey First Addition, Block 35, Lot 7 and 8. MOTION CARRIED by a unanimous vote.

ADJOURN

Chairperson Lisa LaTouche adjourned the meeting at 5:55pm

APPROVED:

ATTEST:

Lisa LaTouche, Chair

Jan Strahan, Commission Secretary