



## PLANNING AND ZONING COMMISSION MEETING

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City Hall Council Chambers, 298 W. Washington  
Wednesday, August 21, 2024 at 5:30 PM

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### MINUTES

The Planning and Zoning Commission of the City of Stephenville, Texas, convened on Wednesday, August 21, 2024 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  
Paul Ashby

**COMMISSIONERS ABSENT:** none

**OTHERS ATTENDING:** Steve Killen, Director of Development Services  
Jacey Wood, Deputy City Secretary

### CALL TO ORDER

Commission Chair Lisa LaTouche called the meeting to order at 5:30 PM.

No discussion at this meeting.

### MINUTES

**1. Consider Approval of July 17, 2024 Minutes**

MOTION by Brian Lesley, second by Nick Robinson, to approve July 17, 2024 Minutes.  
MOTION CARRIED unanimously.

### PUBLIC HEARING

**2. Case No.: RZ2024-010**

**Applicant Ishmael Calvillo is Requesting a Rezone of Property Located 1125 Alexander Rd, Being Parcel R17553, Acres 1.380, A0196 DUPUY JOHN B; & HOUSE of The City of Stephenville, Erath County, Texas From (R-1) Single Family Residential To (R-2) One-And Two-Family Residential District**

Development Services Director, Steve Killen provided the report as follows.

The property has current and future zoning of Single Family Residential. The applicant is requesting the rezone to build duplex homes. R-2 zoning includes single-family and two-family dwellings as permitted uses. Duplex style housing will require 75x100 lot dimensions. Water and sewer is available in the vicinity.

Applicant, Ishmael Calvillo, was not present.

Commission Chair LaTouche opened the public hearing at 5:35 PM

Jason V. Cochran of 104 Beach Drive against the rezone.

Commission Chair LaTouche closed the public hearing at 5:39 PM

MOTION by Paul Ashby, second by Nick Robinson, to recommend that council deny the request for rezone of Property Located 1125 Alexander Rd, Being Parcel R17553, Acres 1.380, A0196 DUPUY JOHN B; & HOUSE of The City of Stephenville, Erath County, Texas From (R-1) Single Family Residential To (R-2) One-And Two-Family Residential District. MOTION CARRIED 6:0 with Brian Lesley abstaining.

**4. Case No.: FP2024-001 - PULLED**

**Applicant Taylor Kanute, Representing Keewaydin Developments, LLC, is Requesting Approval of a Final Plat for Phase II of the Property Located at Clark Lane, Parcel R63366, Acres 1.045, S2630 TERRACES of CLARK LANE; PHASE 1; BLOCK 85; LOT 1 & 2A(PTS OF)(CITY ADDITION) COMMON AREAS & FUTURE DEVELOPMENT, of The City of Stephenville, Erath County, Texas**

This item was pulled by applicant prior to the scheduled meeting.

**5. Case No.: FP2023-002**

**Applicant Taylor Kanute, representing Harbin Street, LLC, is requesting approval of a Final Plat of the property located at 0 Harbin, Parcel R73763 of S6200 South Side Addition, Block 19, Lot 15 of the City of Stephenville, Erath County, Texas.**

Development Services Director, Steve Killen provided the report as follows. The applicant has submitted a Final Plat that has been reviewed by staff. Staff is requesting the Planning and Zoning Commission grant Conditional Approval of the Final Plat pending completion, verified by city staff, of the following items required by the Subdivision Ordinance, Chapter 155:

1. Tax Certificates must be obtained for Recordation with the County. 115.04.06.H.4.e
2. Provide Homeowner's Association Documents for review and approval by City Attorney.
3. Pay all fees related to the project.
4. Correct plat title, block and lot discrepancies. Upon completion, the Final Plat may be submitted to the County for recordation.

Applicant, Taylor Kanute, presented request to the Commission.

Commission Chair LaTouche opened the public hearing at 5:45 PM.

No one spoke in favor of or against Final Plat request.

Commission Chair LaTouche closed the public hearing at 5:45 PM.

MOTION by Paul Ashby, second by Tyler Wright, to grant conditional approval of a Final Plat of the property located at 0 Harbin, Parcel R73763 of S6200 South Side Addition, Block 19, Lot 15 of the City of Stephenville, Erath County, Texas. MOTION CARRIED unanimously.

**6. Case No.: PD2021-001 - UPDATE**

**Applicant Taylor Kanute of Harbin Street, LLC, Pursuant to the Requirements Set Forth by Section 154.08 of the City of Stephenville Zoning Ordinance, is Presenting an Update and Requesting an Extension of the Development Schedule for the Planned Development Located at 0 S. Harbin Drive, Parcel R73763, of SOUTH SIDE ADDITION, BLOCK 19; LOT 15 (PT OF) of the City of Stephenville, Erath County, Texas**

Development Services Director, Steve Killen provided background information as follows.

The Planning and Zoning Commission convened on May 19, 2021, and voted 5/1 to recommend the City Council approve the Development Plan and rezone request. Subsequently, on June 1, 2021, the City Council approved Ordinance No. 2021-O-19, rezoning the property to Planned Development District. A prior update was provided and Ordinance 2023-0-21 was approved August 1, 2023.

Applicant, Taylor Kanute, provided development update. Construction of improvements is underway and vertical construction has been authorized under the appropriate developer agreements.

Commission Chair LaTouche opened the public hearing at 5:49 PM

No one spoke in favor or against Final Plat request.

Commission Chair LaTouche closed the public hearing at 5:49 PM

MOTION by Tyler Wright, second by Brian Lesley, to recommend City Council approve the modified Development schedule. MOTION CARRIED unanimously.

**7. Case No.: PD2022-009 - PULLED**

**Applicant Joel Allen, Representing Pecan Landing, LLC, Pursuant to the Requirements Set Forth by Section 154.08 of the City of Stephenville Zoning Ordinance, is Presenting an Update and Requesting an Extension of the Development Schedule for the Planned Development Located at 0 Forest Rd, Parcel R77510, Acres 36.77, A0515 MOTLEY WILLIAM, of the City of Stephenville, Erath County, Texas From (R-1) Single Family And (R-2) One-And-Two Family to (PD) Planned Development**

This item was pulled by applicant prior to the scheduled meeting.

**3. Case No.: FP2024-002**

**Applicant Troy Kunkel, Owner of Ironfund LLC, and Representative Reece Flanagan with Flanagan Land Solutions, are Requesting an Approval of a Final Plat of Property Located at 525 Collins, Parcel R33237, of S5700 SHAPARD & COLLINS, BLOCK 6, LOT 1 & 2 of the City of Stephenville, Erath County, Texas**

Development Services Director, Steve Killen provided the report as follows.

The applicant has submitted a Final Plat for PD 2021-002. Staff is requesting the Planning and

Zoning Commission grant Conditional Approval of the Final Plat pending completion, verified by city staff, of the following items required by the Subdivision Ordinance, Chapter 155:

1. All public improvements must be completed and accepted through the submission of an Engineers' Letter of Certification of Completed Record Drawings – 155.5.06.D
2. A two-year maintenance bond for public improvements must be provided.
3. Tax Certificates must be obtained for Recordation with the County. 115.04.06.H.4.e
4. Alternatively, in relation to items 1-2 above, Execute an Escrow Agreement with the City as a surety of completion and acceptance of all public improvements.
5. Confirm all applicable statements have been added in accordance with Ord. Sec. 155.6.08 - Easements and dedications.
6. Proposed water and sewer easements to be updated, as applicable, based on as-built location of water and sewer lines and appurtenances. Final review by Public Works pending receipt of as-built survey/Record Drawings.
7. Label all drainage easements as "private".
8. Provide Proof of Ownership.
9. Provide Homeowner's Association Documents for review and approval by City Attorney.
10. The Homeowner's or Property Owner's Association for the subdivision, as applicable, shall be responsible for maintenance of private drainage improvements, and a note shall be included to this effect.
11. Show sanitary sewer easements along Race St. as private.
12. Show building setbacks.
13. Lot 34X must show a 20x20 site clip visibility easement.
14. Correct title errors for Director of Development Services.
15. Pay all fees related to the project. Upon completion, the Final Plat may be submitted to the County for recordation purposes.

Applicant, Troy Kunkel, was not present.

Commission Chair LaTouche opened the public hearing at 5:51 PM

No one spoke in favor or against Final Plat request.

Commission Chair LaTouche closed the public hearing at 5:51 PM

MOTION by Nick Robinson, second by Brian Lesley, to grant conditional approval of a Final Plat of property located at 525 Collins, Parcel R33237, of S5700 SHAPARD & COLLINS, BLOCK 6, LOT 1 & 2 of the City of Stephenville, Erath County, Texas. MOTION CARRIED unanimously.

## ADJOURN

Commission Chair Lisa LaTouche adjourned the meeting at 5:52 PM.

APPROVED:

ATTEST:

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Lisa LaTouche, Chair

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Jacey Wood, Deputy City Secretary