



BOARD OF ADJUSTMENT MEETING

City Hall Council Chambers, 298 W. Washington
Thursday, November 9, 2023 at 4:00 PM

MINUTES

The Board of Adjustment of the City of Stephenville, Texas, convened on Thursday, November 9, 2023 at 4:00 PM, in the City Hall Council Chambers, 298 W. Washington, for the purpose of a Board of Adjustment 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:

MEMBERS PRESENT: Moumin Quazi, Chairperson
Alan Nix, Vice-Chairperson
Dean Parr
Ben Tackett
JJ Conway
John Traweek – Alternate 1

MEMBERS ABSENT: None
OTHERS ATTENDING: Steve Killen, Director of Development Services
Jacey Woods, Deputy City Secretary

CALL TO ORDER

Chairman Quazi called the meeting to order at 4:00 p.m.

MINUTES

1. Consider Approval of September 14, 2023 Minutes

MOTION by Dean Parr, second by JJ Conway, to approve minutes as presented. MOTION CARRIED by unanimous vote of Board Members who were present at the September 14, 2023 meeting.

PUBLIC HEARING

2. Case No.: V2023-015

Applicant Richard Frank is requesting a variance from Section 154.05.3.D relating to setback requirements for property located at 1431 W Ash, being Parcel R34269 of Tarleton Heights Addition, Block 18, Lots 7C & 7D (PTS OF) of the City of Stephenville, Erath County, Texas.

Steve Killen, Director of Development Services, gave the following report:

Mr. Frank is requesting a setback variance to allow for the construction of a (2) unit four-bedroom duplex. The reduced setback will enable construction of the improvements as illustrated in the site plan. The request is to reduce the 25' rear lot setback by 10'1", resulting in a 14'11" setback. The property

presented is a flag shaped lot with adequate width and length and parking. Director Killen advised the Board that staff had no objections to the variance request. Mr. Killen concluded by reminding the Board that in paragraph 3 of their packet *“The Board may authorize a variance whereby reason of exceptional narrowness, shallowness, or shape of specific piece of property of record...”* Chairman Quazi confirmed with Director Killen that this variance can be either approved or denied, but conditions may not be attached.

Chairman Quazi opened the public hearing at 4:01 PM.

Applicant Richard Frank was present to answer questions and give insight into his request.

Mr. Nix had questions regarding the partial parking at the front of the property and if Mr. Frank had spoken to his neighbors. Mr. Frank replied that the space was not for parking, but the required front setback and Mr. Frank replied that he had not heard from any of his neighbors.

Dean Parr asked about parking spots to which Mr. Frank replied that there would be 12 spots.

Mr. Traweek asked about the utility pole located at the rear of the property and Mr. Frank replied that there will be an easement for Oncor to use.

No one came forward to speak for or against the variance.

Mr. Nix asked Mr. Frank if he was considering installing a privacy fence in the rear of the property and Mr. Frank answered in the affirmative.

Chairman Quazi closed the public hearing at 4:12 PM

MOTION by Alan Nix, second by John Traweek, to approve Case No. V2023-015 as presented.

MOTION PASSED with a unanimous vote.

3. Case No.: V2023-016

Applicant Colby Pack is requesting a variance from Section 154.05.6.D(B)(2) – Minimum Lot Width: 75’ for property located at 1136 Shirley, being Parcel R30831 being BLOCK 7; LOT 10 of the S2800 COLLEGE HEIGHTS of the City of Stephenville, Erath County, Texas.

Steve Killen, Director of Development Services, gave the following report:

Mr. Pack is requesting a variance relating to the minimum lot width and lot frontage in order to build a duplex. The current lot width is 45’ on Shirley Street that includes an already existing building. Mr. Pack is requesting a 30’ variance. Mr. Killen concluded his presentation to the Board that staff had no objections to the variance request.

Chairman Quazi opened the public hearing at 4:13 PM.

Applicant Colby Pack was present via Zoom to give an overview of his project and to answer questions.

Mr. Nix had questions regarding how many stories and if there was a way to reduce the size of the structure especially in regard to the side setback variance request. Mr. Pack replied that the proposed duplex will be a two story and after speaking to the surrounding neighbors, no one expressed concern to the close proximity of the duplex to their homes and that he had worked with his architect for the best placement for the duplex on an already narrow property.

No one came forward to speak for or against the variance.

Mr. Nix asked Director Killen about fire access to the property. Mr. Killen replied that there is a 400' hose lay practice that the Fire Marshal requires and that there are different options that would be available to Mr. Pack if the property is installed with fire sprinklers. Mr. Killen also stated that there were not any concerns at the moment from the Fire Marshal's office about the proposed development.

Chairman Quazi closed the public hearing at 4:22 PM

MOTION by Alan Nix, second by JJ Conway, to approve Case No. V2023-016 as presented.

MOTION PASSED with a unanimous vote.

4. Case No.: V2023-017

Applicant Colby Pack is requesting a variance from Section 154.05.6.D(A)(6)(a) Minimum Width of Side Setback for an Internal Lot for property located at 1136 Shirley, being Parcel R30831 being BLOCK 7; LOT 10 of the S2800 COLLEGE HEIGHTS of the City of Stephenville, Erath County, Texas.

Steve Killen, Director of Development Services, gave the following report:

Mr. Pack is requesting a variance relating to the internal lot width side setback of 6' in order to build a duplex. Mr. Killen had discussed in the previous case that the current side setbacks are 3.5' which do not meet the current requirements, but in order for Mr. Pack to build a duplex he will need to keep the setbacks in place. Before Mr. Killen concluded his report, he once again reminded the Board that in paragraph 3 of their packet gives the Board the authority to make variances for properties that are a very narrow in size as described in the statement "*The Board may authorize a variance whereby reason of exceptional narrowness, shallowness, or shape of specific piece of property of record...*" Mr. Killen concluded his presentation to the Board that staff had no objections to the variance request.

Chairman Quazi opened the public hearing at 4:26 PM.

Mr. Pack was present via Zoom to answer questions.

Thomas Gill, 1085 CR 175, spoke in favor of the variance request.

No one came forward to speak against the variance request.

Chairman Quazi closed the public hearing at 4:28 PM.

Mr. Nix asked for dimension clarification for the setback variance and Director Killen replied that Mr. Pack is asking for a setback reduction of 2.5' on each side.

MOTION by John Traweek, second by Dean Parr, to approve Case No. V2023-015 as presented.

MOTION PASSED with a unanimous vote.

ADJOURN

The meeting was adjourned at 4:32 p.m.

APPROVED:

ATTEST:

Moumin Quazi, Chair

Jacey Woods, Deputy City Secretary