



## PLANNING AND ZONING COMMISSION

City Hall Council Chambers, 298 W. Washington  
Wednesday, July 21, 2021 at 5:30 PM

### MINUTES

The Planning and Zoning Commission of the City of Stephenville, Texas, convened on July 21, 2021 at 5:30 PM, in the Council Chambers at City Hall, 298 West Washington Street, for the purpose of a Regular Business 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  
Brian Lesley, Vice Chair  
Bruce Delater  
Justin Allison  
Nick Robinson  
Cliff McCrury

**COMMISSIONERS ABSENT:** Todd McEvoy  
Mary Beach McGuire – Alternate

**OTHERS ATTENDING:** Steve Killen, Director of Development Services  
Tina Cox, Commission Secretary

### CALL TO ORDER

Chairperson LaTouche called the meeting to order at 5:30 p.m.

### MINUTES

**1. Consider Approval of Minutes – June 16, 2021**

MOTION by Nick Robinson, second by Bruce Delater, to approve the minutes for June 16, 2021.

MOTION CARRIED by unanimous vote.

### CHAIRPERSON REMARKS

**Conflict of Interest Form**

Steve Killen, Director of Development Services, will be providing a form for the Commissioners if there is a conflict of interest in regards to future hearings.

## PUBLIC HEARINGS

### 2. Case No.: SC2021-004 Closure and Abandonment of an Undeveloped Portion of Fifth Avenue

Steve Killen, Director of Development Services, briefed the commission on the case. Mr. Killen stated that Chapter 95 of the City of Stephenville Code of Ordinances allows for the abandonment of streets and alleys by petition or council initiative. Council initiated such action at the regular business meeting on June 6, 2021. Such action now requires review by the Planning and Zoning Commission via public hearing and a recommendation to City Council for final approval. Mr. Killen stated that there were no objections from other departments and there was one letter in favor from Mr. Bruner.

Chairperson LaTouche opened the public hearing.

No one came forward to speak in favor of or in opposition to the abandonment request.

Chairperson LaTouche closed the public hearing.

MOTION by Nick Robinson, second by Bruce Delater, to approve Case No. SC2021-004 and forward a positive recommendation to Council. DENIAL FORWARDED to City Council for failure to reach a two-thirds majority vote.

### 4. Case No.: RZ2021-012

**Applicant Mark Bostock, dba Reunion Center Enterprises, is requesting a rezone of property located at 408 Morgan Mill Rd, Parcel R33346, of SIMS ADDITION, BLOCK 3, LOT 4, of the City of Stephenville, Erath County, Texas, from (R-1) Single Family Residential, to (B-2) Retail and Commercial.**

Steve Killen, Director of Development Services, briefed the commission on the case. Mr. Killen stated that the applicant is requesting the zoning change to allow the businesses currently in place to be properly zoned. The requested zoning conforms to the future land use of the Comprehensive Plan. The property is the current site of an automobile repair service shop – which is permitted use in Commercial zoning.

Mark Bostock was present in order to answer any questions.

Chairperson LaTouche opened the public hearing.

Robert Lawrence, 406 Morgan Mill Rd and Hazel Grissom, 413 Morgan Mill Rd spoke in favor of the rezone request.

No one came forward to speak in opposition to the rezone request.

Chairperson LaTouche closed the public hearing.

MOTION by Bruce Delater, second by Nick Robinson, to approve Case No. RZ2021-012 and forward a positive recommendation to Council. MOTION CARRIED with a unanimous vote.

### 5. Case No.: RZ2021-013

**Applicant Tim Trotter, is requesting a rezone of property at located at 0 Choctaw Rd, Parcel R34558, of WEST GATE ADDITION, BLOCK G (PART OF), of the City of Stephenville, Erath County, Texas, from (Ind.) Industrial to (R-1) Single Family.**

Steve Killen, Director of Development Services, briefed the commission on the case. Mr. Killen stated that the intended project for the requested zoning is for single family residential construction. Mr. Trotter has completed the civil work and filed for a minor replat leading to the discovery of BLK G being zoned industrial. Mr. Trotter will be subdividing two parcels into four parcels via the minor replat

process upon the approval of this rezone request. The City Council will convene in a specially called meeting on July 22 to expedite the approval. Staff recommends approval of the rezone request as it is a requirement set forth by city ordinance.

Tim Trotter was present to answer any questions.

Chairperson LaTouche opened the public hearing.

No one came forward to speak in favor of or in opposition to the rezone request.

Chairperson LaTouche closed the public hearing.

MOTION by Brian Lesley, second by Nick Robinson, to approve Case No. RZ2021-013 and forward a positive recommendation to Council. MOTION CARRIED with a unanimous vote.

#### **6. Case No.: PP2021-001**

**Applicant Reece Flanagan with MMA, Inc., representing Brown Pace Development Company, is requesting a preliminary plat of property located at 422 S Lillian, Parcel R33522, of SOUTH SIDE ADDITION, BLOCK 8, LOT 5,6,7,8, J & D MHP of the City of Stephenville, Erath County, Texas. The applicant is requesting approval of a preliminary plat of subdividing three parcels into 64 lots.**

Steve Killen, Director of Development Services, briefed the commission on the case. Mr. Killen stated that the previous cases that have been reviewed by the Commission and approved by City Council have resulted in the rezoning of three parcels known as 422 S. Lillian, 1600 W. Swan and 1601 W. Swan. The intended project is for the future development of townhomes that will be sold individually. The project will result in the removal of mobile homes currently in-place on two of the three parcels (422 S. Lillian and 1601 W. Swan). The Board of Adjustment approved variance requests for the three parcels to allow for reduced lot width, depth and overall square footage requirements. The applicant is now requesting approval of the preliminary plat. The applicant will return for approval of a Final Plat once the project begins and public improvements are completed/accepted by the city.

Chairperson LaTouche opened the public hearing.

Reese Flanagan and Marc Pace were present to answer any questions.

No one came forward to speak in favor of or in opposition to the preliminary plat request.

Chairperson LaTouche closed the public hearing.

MOTION by Bruce Delater, second by Nick Robinson, to approve Case No. PP2021-001 and forward a positive recommendation to Council. MOTION CARRIED with a unanimous vote.

#### **7. Case No.: PP2021-002**

**Applicant Reece Flanagan with MMA, Inc., representing Brown Pace Development Company, is requesting a preliminary plat of property located at 1600 S Lillian, Parcel R33564, of SOUTH SIDE ADDITION, BLOCK 8, LOT 5,6,7,8, J & D MHP of the City of Stephenville, Erath County, Texas. The applicant is requesting approval of a preliminary plat of subdividing three parcels into 64 lots.**

Steve Killen, Director of Development Services, briefed the commission on the case. Mr. Killen stated that the previous cases that have been reviewed by the Commission and approved by City Council have resulted in the rezoning of three parcels known as 422 S. Lillian, 1600 W. Swan and 1601 W. Swan. The intended project is for the future development of townhomes that will be sold individually. The project will result in the removal of mobile homes currently in-place on two of the three parcels (422 S. Lillian and 1601 W. Swan). The Board of Adjustment approved variance requests for the three parcels to allow for reduced lot width, depth and overall square footage requirements. The applicant is now requesting approval of the preliminary plat. The applicant will return for approval of a Final Plat once the project begins and public improvements are completed/accepted by the city. Chairperson LaTouche opened the public hearing.

Reese Flanagan and Marc Pace were present to answer any questions.

No one came forward to speak in favor of or in opposition to the preliminary plat request.

Chairperson LaTouche closed the public hearing.

MOTION by Brian Leslie, second by Nick Robinson, to approve Case No. PP2021-002 and forward a positive recommendation to Council. MOTION CARRIED with a unanimous vote.

#### **8. Case No.: PP2021-003**

**Applicant Reece Flanagan with MMA, Inc., representing Brown Pace Development Company, is requesting a preliminary plat of property located at 1601 S Lillian, Parcel R33516, of SOUTH SIDE ADDITION, BLOCK 8, LOT 5,6,7,8, J & D MHP of the City of Stephenville, Erath County, Texas. The applicant is requesting approval of a preliminary plat of subdividing three parcels into 64 lots.**

Steve Killen, Director of Development Services, briefed the commission on the case. Mr. Killen stated that the previous cases that have been reviewed by the Commission and approved by City Council have resulted in the rezoning of three parcels known as 422 S. Lillian, 1600 W. Swan and 1601 W. Swan. The intended project is for the future development of townhomes that will be sold individually. The project will result in the removal of mobile homes currently in-place on two of the three parcels (422 S. Lillian and 1601 W. Swan). The Board of Adjustment approved variance requests for the three parcels to allow for reduced lot width, depth and overall square footage requirements. The applicant is now requesting approval of the preliminary plat. The applicant will return for approval of a Final Plat once the project begins and public improvements are completed/accepted by the city. Chairperson LaTouche opened the public hearing.

Reese Flanagan and Marc Pace were present to answer any questions.

No one came forward to speak in favor of or in opposition to the preliminary plat request.

Chairperson LaTouche closed the public hearing.

MOTION by Brian Leslie, second by Bruce Delater, to approve Case No. PP2021-003 and forward a positive recommendation to Council. MOTION CARRIED with a unanimous vote.

**8. Case No.: PP2021-004**

**Applicant Zane Griffin with Native Co., LLC, representing Oakdale United Methodist Nonprofit, is requesting a preliminary plat of property located at 2675 W Overhill, Parcel R22423, of the MOTLEY WILLIAM ABSTRACT of the City of Stephenville, Erath County, Texas. The applicant is requesting approval a preliminary plat of the unplatted parcel known as R22423 located at 2675 W Overhill.**

Steve Killen, Director of Development Services, briefed the commission on the case. Mr. Killen stated that the property was recently rezoned to B-1, Neighborhood Business which conforms to the designated land use of the Comprehensive Plan. The intended project is for the construction of a medical center which is a permitted use for the new zoning. The six inch water and sewer mains will need to be extended.

Rhyne Gailey was present to answer any questions.

No one came forward to speak in favor of or in opposition to the preliminary plat request.

Chairperson LaTouche closed the public hearing.

MOTION by Nick Robinson, second by Bruce Delater, to approve Case No. PP2021-004 and forward a positive recommendation to Council. MOTION CARRIED with a unanimous vote.

**ADJOURN**

The meeting was adjourned at 6:03 p.m.

APPROVED:

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Lisa LaTouche, Chair

ATTEST:

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Tina Cox, Commission Secretary