



Planning and Zoning Commission

Monday, October 06, 2025 at 5:30 PM

Breckenridge City Offices Commission Chambers
105 North Rose Avenue
Breckenridge, Texas 76424

AGENDA

CALL TO ORDER

APPROVAL OF MINUTES

1. Consider approval of the May 19, 2025, meeting minutes as recorded.

PUBLIC HEARING

2. Public Hearing regarding a Specific Use Permit at 1300 W. Jeanette to allow the placement of a tiny house.
3. Public Hearing regarding a request to replat the property located at 120 W. Elm - Currently legally described as Original Addition, Block 4, Lot SW/4 & NW/4 into two lots.
4. Public Hearing regarding a request to replat the property located at 300 E. Walker - Currently legally described at Original Addition, Block 12, Lot 2, 3, 4, 5 into two lots.

SCHEDULED AGENDA ITEMS

5. Discussion and any necessary action regarding a request for a Specific Use Permit at 1300 W. Jeanette to allow the placement of a tiny house.
6. Consider and make a recommendation on request to replat the property located at 120 W. Elm - currently legally described as Original Addition, Block 4, Lot SW/4 & NW/4 into two lots.
7. Consider and make a recommendation on request to replat the property located at 300 E. Walker - currently legally described as Original Addition, Block 12, Lot 2, 3, 4, 5 into two lots.

ADJOURN

I certify that this notice was posted at the City Offices, 105 North Rose Avenue, Breckenridge, Texas at 4:00 P.M., Wednesday, October 1, 2025.

Jessica Sutter, TRMC City Secretary

This facility is wheelchair accessible, and accessible parking spaces are available. Request for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's Office at (254)559-8287 or FAX (254)559-7322 for further information.

Removed from the City Offices bulletin board at _____ on _____ by _____.



Planning and Zoning Commission

Tuesday, May 19, 2025, at 5:30 PM
 Breckenridge City Offices Commission Chambers
 105 North Rose Avenue
 Breckenridge, Texas 76424

MINUTES

PRESENT

COMMISSIONER PLACE 1
 COMMISSIONER, PLACE 2
 COMMISSIONER PLACE 5
 COMMISSIONER PLACE 6

LES STRICKLAND
 ERIC BRENNAN
 GENOA GOAD
 RAUL DURAN

CITY MANAGER
 CITY SECRETARY
 FIRE CHIEF
 FIRE/CODE SECRETARY
 CODE ENFORCEMENT

CYNTHIA NORTHROP
 JESSICA SUTTER
 MALCOLM BUFKIN
 CHRISTI TIDROW
 J. POTTS

ABSENT

COMMISSIONER PLACE 3
 COMMISSIONER PLACE 4
 COMMISSIONER PLACE 7

CORY WIMBERLY
 JB SPARKS
 BLAINE REATHERFORD

CALL TO ORDER

Les Strickland called the meeting to order at 5:30 p.m.

APPROVAL OF MINUTES

1. Consider approval of the April 28, 2025, meeting minutes as recorded.

Commissioner Duran made a motion to approve the April 28, 2025, meeting minutes as presented. Commissioner Goad seconded the motion. The motion passed unanimously.

PUBLIC HEARING

Commissioner Strickland opened the Public Hearing at 5:32 p.m.

2. Conduct a public hearing on the requested Special Use Permit at 1103 N. Harvey for the placement of a tiny house. This lot is zoned R4-General Dwelling District.

No Speakers

Commissioner Strickland closed the Public Hearing at 5:33 p.m.

SCHEDULED AGENDA ITEMS

3. Consider and make a recommendation on request for a Specific Use Permit at 1103 N. Harvey to allow the placement of a tiny house.

Commissioner Duran made a motion to approve a request for a Specific Use Permit at 1103 N. Harvey to allow the placement of a tiny house. Commissioner Brennan seconded the motions. The motion passed unanimously.

ADJOURN

The meeting adjourned at 5:41 p.m.

JB Sparks, Commissioner Place 4

ATTEST:

Jessica Sutter, City Secretary

CITY OF BRECKENRIDGE

NOTICE OF PUBLIC HEARINGS

Pursuant to Section 22-4(B)(3) of the Breckenridge Code of Ordinances, the Planning & Zoning Commission will hold a public hearing on:

DATE: Monday, October 6, 2025

TIME: 5:30 PM

PLACE: City Commission Chambers, 105 N. Rose Ave.

Pursuant to Section 22-4(B)(5) of the Breckenridge Code of Ordinances, the City Commission will hold a public hearing on:

DATE: Tuesday, October 14, 2025

TIME: 5:30 PM

PLACE: City Commission Chambers, 105 N. Rose Ave.

The public hearings will be to consider:

- (1) The property owner of 1300 W. Jeanette request a Specific Use Permit at this location for the placement of a tiny house. This lot is zoned R4 – General Dwelling District.
- (2) The property owner of 120 W. Elm request to replat this lot into two lots.
- (3) The property owner of 300 E. Walker request to replat this lot into two lots.

Any and all persons interested in the above referenced item may attend such hearing and will be given an opportunity to be heard.



Cynthia Northrop
City Manager
City of Breckenridge, Texas

Publish: September 17, 2025



BRECKENRIDGE CITY COMMISSION AGENDA SUMMARY FORM

Subject: Discussion and any necessary action regarding a request for a Specific Use Permit at 1300 W. Jeanette to allow the placement of a tiny house.

Department: Administration

Staff Contact: Cynthia Northrop

Title: City Manager

BACKGROUND INFORMATION:

The property in question consists of .400 acres, which includes lots 1 & 2 in block 16 of the Mountain Heights subdivision. It is zoned R-4 - General Dwelling District (Chapter 22, Section 22-6-500). The address is 1300 W. Jeanette.

This request meets all the requirements of our ordinance as listed below.

City Ordinance Chapter 22, Section 22-6-502:

Subject to approval by the city commission, the following specific uses may be permitted in an R-4 district:

According to Section 22-6-502(F) the tiny house must meet the following requirements:

- (1) *Footprint:* The tiny house shall have a minimum footprint of three hundred-twenty (320) square feet.
- (2) *Lot coverage:* Maximum lot coverage (structures only) shall be forty (40) per cent.
- (3) *Permanent foundation:* Anchoring shall be done in a manner to prohibit lateral shifting and up-rise as approved by the building inspector.
- (4) *Inspections:* Inspections for all units shall be made on site by the City of Breckenridge inspectors and must meet all current city building and fire codes. Tiny houses must be placed on site with all plumbing; electrical and mechanical components exposed for inspection and be anchored to a permanent foundation as approved by the building official.
- (5) *Exterior appearance:* The tiny house shall be in good condition and free from severe rust, peeling paint or other forms of deterioration. Tiny houses shall have a minimum of two (2) exits as approved by the fire marshal pursuant to the current fire code adopted by the City of Breckenridge.
- (6) *Maximum per lot:* Maximum of one (1) tiny house per lot.

FINANCIAL IMPACT:

N/A

STAFF RECOMMENDATION:

Consider recommendation of the request for a Specific Use Permit as presented.



Item 5.





(432) 312-6741
53 min

Edit













BRECKENRIDGE CITY COMMISSION AGENDA SUMMARY FORM

Subject: Consider and make a recommendation on request to replat the property located at 120 W. Elm - currently legally described as Original Addition, Block 4, Lot SW/4 & NW/4 into two lots.

Department: Administration

Staff Contact: Cynthia Northrop

Title: City Manager

BACKGROUND INFORMATION:

The property in question consists of half the lot of block 4. The old fire station is on the southwest part of the lot and a truck bay is on the southeast side. The fire department's temporary house is placed on the northwest side of the lot.

FINANCIAL IMPACT:

NA

STAFF RECOMMENDATION:

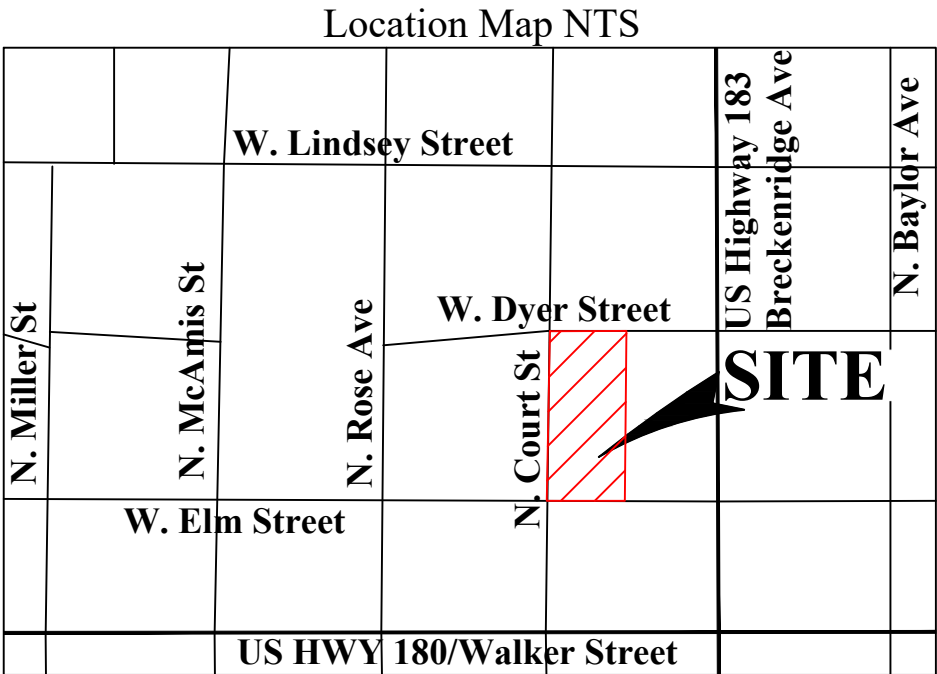
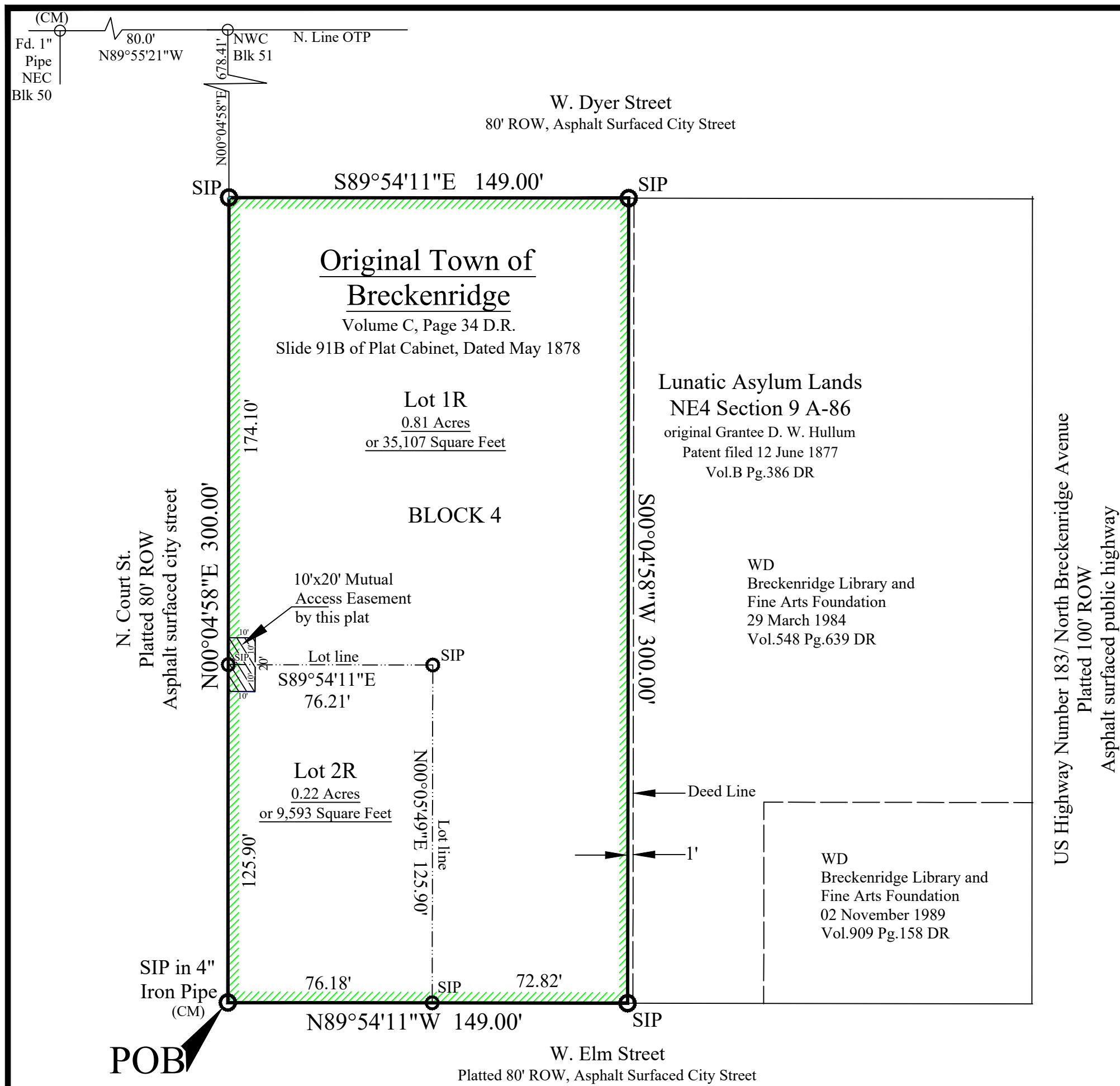
Consider approval of a replat to the property located at 120 W. Elm as presented.



Show search results for **120...**

App State

Click to restore the map extent and layers visibility where you left off.



APPROVALS:
Recommended for Final Approval

Cynthia Northrop, City Manager _____ Date _____

Mayor of the City of Breckenridge _____ Date _____

State of Texas
County of Stephens

ATTEST:

I hereby certify that the foregoing plat was approved by the City Council of the City of Breckenridge on the _____, day of _____, 2025.

This approval shall be invalid, unless the approved plat of said subdivision is recorded in the office of County Clerk of Stephens County, Texas within thirty (30) days from the date of final approval. The said subdivision shall be subject to all requirements of the Platting Ordinance of the City of Breckenridge.

Witness my hand this _____, day of _____, 2025.

City Secretary

Intention of Plat

By this plat, it is the intention to make two lots.

SURVEYORS CERTIFICATION:

To the best of my knowledge and belief, this map or plat is a true representation of an actual upon the ground survey made under my direct supervision.
All monuments have been found or set as shown hereon.



ERIC BRENNAN, TEXAS
REGISTERED PROFESSIONAL
LAND SURVEYOR
NUMBER 5560

**METES AND BOUNDS DESCRIPTION
1.03 ACRE TRACT**

All that certain 1.03 acre tract or parcel of land situated in the City of Breckenridge, Texas in the northeast quarter of the Lunatic Asylum Lands Section Number 9, original grantee D. W. Hullum, Abstract Number 86, patent filed 12 June 1877, and recorded in volume B page 386 of the Deed Records of the County of Stephens, State of Texas, and said tract being part of a tract as described in Deed to The City of Breckenridge, filed 23 September 1922, and recorded in volume 166 page 203 of the Deed Records of said Stephens County, and part of a tract as described in deed to The City of Breckenridge, filed 26 April 1977, and recorded in volume 438 page 390 of said deed records, and said tract being part of Block 4 of the Original Town of Breckenridge, according to plat of the same dated May 1878, and recorded in volume C pages 34 of said deed records, said plat now located in the Plat Cabinet in Slide 91B of the Plat Records of said Stephens County, and being more particularly described as follows;

BEGINNING for the southwest corner of the tract being described herein at a set 1½ inch rebar in a found 4 inch iron pipe at the intersection of the north line of W. Elm Street and the east line of N. Court Street, said rebar being the southwest corner of said Block 4;

THENCE: North 00 degrees 04 minutes 58 seconds East, with the west line of said Block 4 and with the east line of said N. Court Street, a distance of 300.0 feet to a set 1½ inch rebar at the intersection of the east line of said N. Court Street and the south line of W. Dyer Street for the northwest corner of said Block 4,

THENCE: South 89 degrees 54 minutes 11 seconds East, with the north line of said Block 4, and the south line of said W. Dyer Street, a distance of 149.00 feet to a set 1/2 inch rebar for the northeast corner of this tract;

THENCE: South 00 degrees 04 minutes 58 seconds West, a distance of 300.00 feet to a set 1/2 inch rebar on the south line of said Block 4 for the southeast corner of this tract, said rebar being on the north line of said West Elm Street;

THENCE: North 89 degrees 54 minutes 11 seconds West, with the south line of said Block 4 and with the north line of said W. Elm Street, a distance of 149.00 feet to the **POINT OF BEGINNING** and containing 1.03 acres of land.

NAD83 Grid Bearings and Distances reflect surface measurements

OWNER'S DEDICATION

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

That **The City of Breckenridge** does hereby adopt this plat designating the herein described property as Lot 1R and Lot 2R, of Block 4, being a **Replat** of part of Block 4 of the Original Town of Breckenridge, County of Stephens, State of Texas, and do hereby adopt this plat dedication to the public for public use forever the streets, alleys, parks, water courses, drains, easements, rights-of-way, and other public places shown on the attached plat.

This plat approved subject to all platting ordinances, rules, regulations and resolutions of the City of Breckenridge, Stephens County, Texas.

WITNESS, my hand, this the _____ day of _____, 2025.

Authorized Signature of Owner:

Cynthia Northrop, City Manager

STATE OF TEXAS
COUNTY OF _____

Before me, the undersigned Notary Public for the State of Texas, on this day personally appeared _____ known to me to be the person whose name is subscribed to the forgoing instrument and acknowledged to me that he/she executed the same for the purpose and considerations therein expressed and in the capacity stated.

Given under my hand and seal of the office this the _____ day of _____, 2025.

Notary Public, State of Texas

State of Texas
County of Stephens

I hereby certify that the foregoing plat was filed for record in my office at

_____ o'clock, __.m. this ____ day of _____, 2025 in Cabinet _____,

Slide _____, of the Plat Records of Stephens County, Texas.

Stephens County Clerk

- SURVEY NOTES:**
1. Basis of Bearings are NAD83 TXNC Zone (4202) Grid North Bearings.
 2. There are no monuments cited on the Breckenridge Original Town Plat of record. Monuments found within the original town plat to control basis of alignment of the west line of Block 4 are noted with (CM).

REPLAT

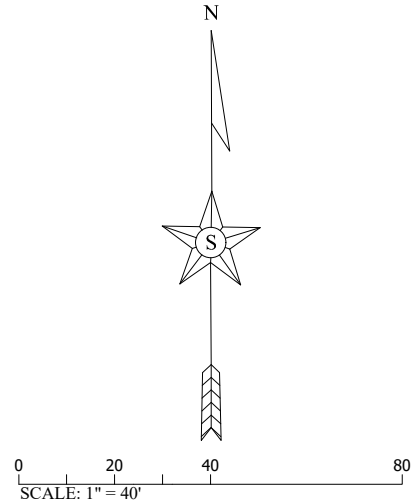
Lots 1R and 2R being a Replat of part of Block 4 of the Original Town of Breckenridge, County of Stephens, State of Texas

OWEN SURVEYING CO.

FIRM #10069000 WWW.OWENSURVEYING.COM
110 W. ELLIOTT ST., BRECKENRIDGE, TX 76424
PHONE (254)559-9898 FAX (254)559-7372 CELL (254)559-0127

BOUNDARY PLAT: STEPHENS COUNTY
DRAWN BY: CH CHECKED BY: EB

Scale: 1" = 40' Date: 06 October 2025 Print Number B - 562RP



Proprietary Assets Notice:

This plat and its accompanying field notes, which have been digitally saved, are the exclusive proprietary assets of this surveyor and Owen Surveying Company and therefore all rights for its use are hereby reserved. Any alteration or changes to the original digital copy which is not authorized in writing by this surveyor and Owen Surveying Company is strictly prohibited. Any Alteration to any digital copy of said plat or field notes shall make the unauthorized copy null and void. This surveyor and Owen Surveying Company are not liable for any document that has been altered by any means from its original which was signed, approved and provided by this surveyor and company to its customer. This surveyor and Owen Surveying reserve the right to seek independent legal redress and demand damages for any individual or company making any unauthorized alterations or changes to the original document or any person or company intentionally making use of a document that is known to have unauthorized alterations. If any person becomes aware or has knowledge of any unauthorized use or alteration of this plat or field notes, then that person shall promptly notify this surveyor or Owen Surveying of such unauthorized use or alteration or that person shall become liable for the unauthorized use.

Legend
SIP= Set 1½ inch Rebar with plastic cap marked
OWEN SURV 5560
CIRF= Capped iron rod found
(CM) = Controlling Monument

PLANNING & ZONING MEETING NOTIFICATION REPLY

Property:

120 W. Elm

Type of Request:

Replat

PZ Meeting Date:

Monday, October 6, 2025

PLEASE PRINT LEGIBLY

Property Owner Name:

SWENSON MEMORIAL MUSEUM

Property Owner Address:

116 W. WALKERBRECKENRIDGE, TX 76424

Property Owner Telephone:

254-559-8471

Property Owner Email:

swensonmuseum1976@gmail.com**PLEASE CHECK ONE**

- ☐ I am IN FAVOR of the Request
☒ I am OPPOSED to the Request

COMMENTS

WE NEED INFORMATION ON WHAT THE
PLANS ARE FOR THE USE OF THAT
AREA. WE ARE CONCERNED ABOUT THE
HISTORICAL SIGNIFICANCE OF THE
PROPERTY.

Property Owner Signature

Kay Meadows

Date

9-25-25



BRECKENRIDGE CITY COMMISSION AGENDA SUMMARY FORM

Subject: Consider and make a recommendation on request to replat the property located at 300 E. Walker - currently legally described as Original Addition, Block 12, Lot 2, 3, 4, 5 into two lots.

Department: Administration

Staff Contact: Cynthia Northrop

Title: City Manager

BACKGROUND INFORMATION:

The property in question consists of four lots with the YMCA building on the southwest lot. The other three lots are vacant. There is also an alley that runs east/west on the property that will need to be closed. The City Commissioners will be considering the closing of the alley on their October 14, 2025, agenda, so their closing of the alley will be subject to approval of the replat.

FINANCIAL IMPACT:

NA

STAFF RECOMMENDATION:

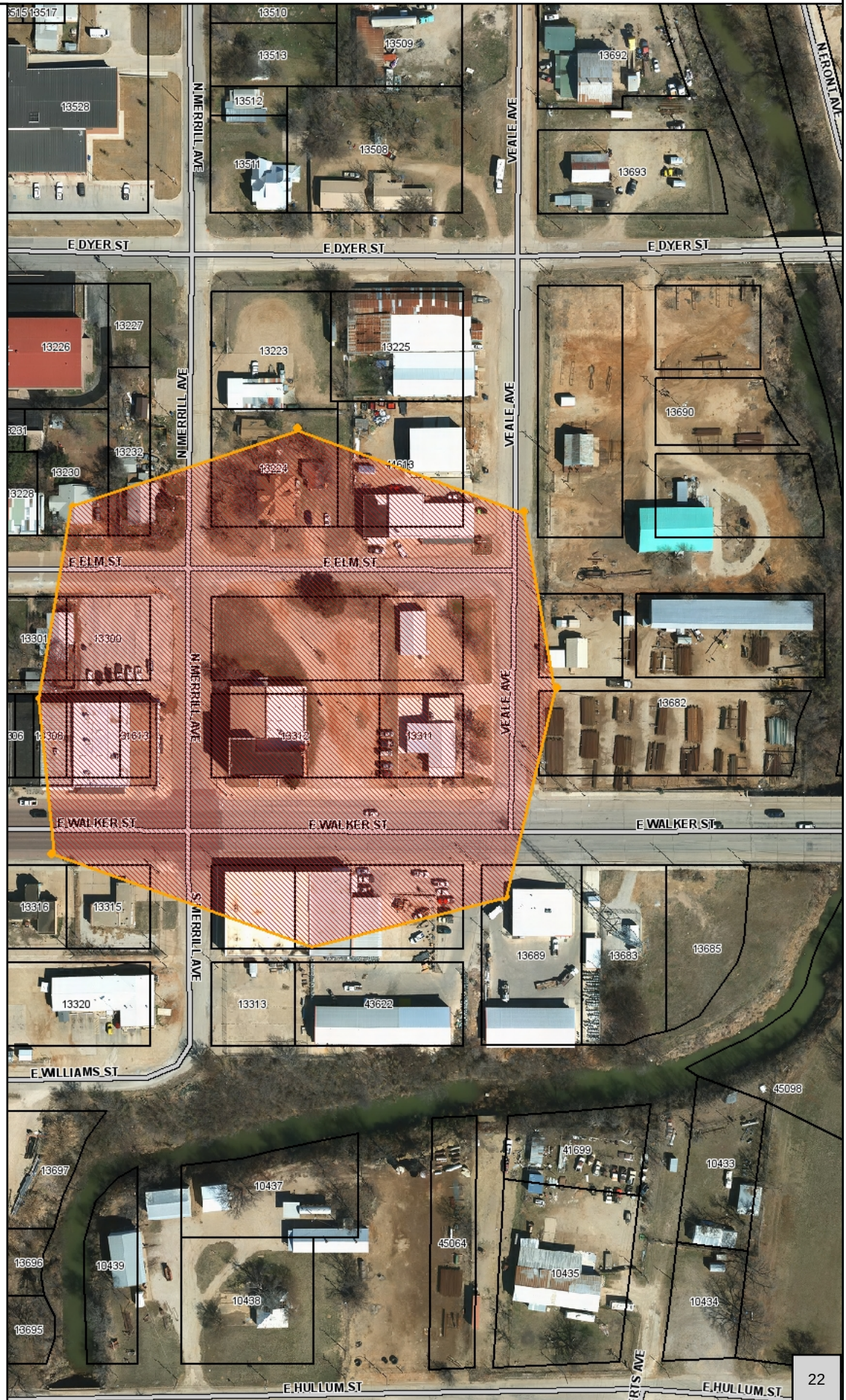
Consider approval of a replat to the property located at 300 E Walker as presented.



Map

Item 7.

- Extra-territorial Jurisdiction
- City Limits
- Local Road Labels
- Local Roads
- Stephens CAD Parcels



Data displayed were gathered by the City of Breckenridge for municipal purposes. No guarantee is made regarding suitability for any other use or purpose.



0 0.01 0.02 0.03 mi

Search Here: 300 e walker, breckenridge tx × Q

Show search results for **300...**

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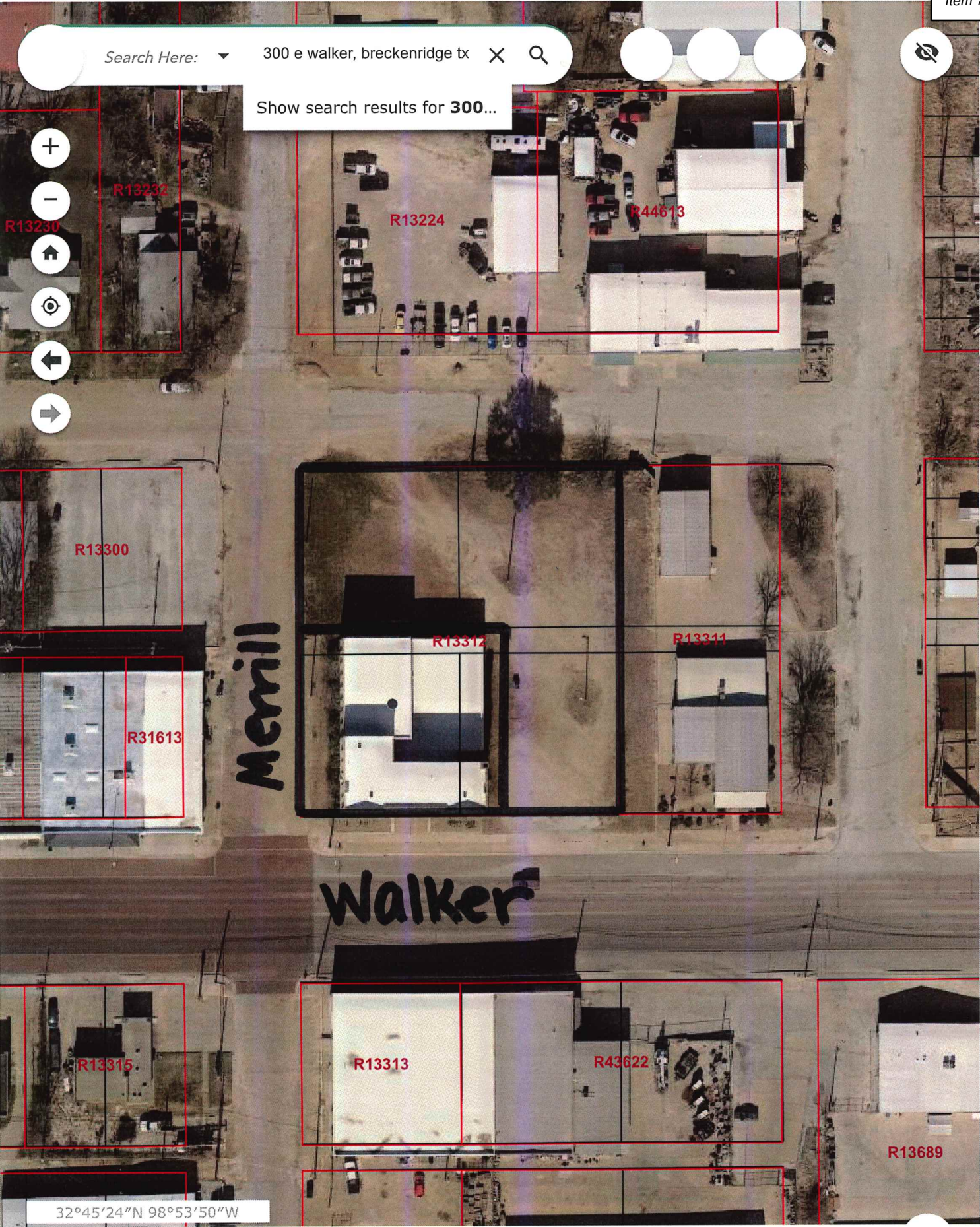
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0 50 100ft

32°45'24"N 98°53'50"W

**METES AND BOUNDS DESCRIPTION
0.99 ACRE TRACT**

All that certain 0.99 acre tract or parcel of land situated in the City of Breckenridge, Texas in the northwest quarter of the Lunatic Asylum Lands Section Number 10, original grantee and patentee Stephens County, Abstract Number 165, patent filed 12 June 1877, and recorded in volume B page 389 of the Deed Records of the County of Stephens, State of Texas, and said tract being all of a tract as described in Gift Deed described in Resolution No. 90-29 to The City of Breckenridge, filed 08 November 1990, and recorded in volume 965 page 23 of said deed records, and said tract being all of Lots 2, 3, 4, 5, and part of an alley running east and west through Block 12 of the Original Town of Breckenridge, according to plat of the same dated May 1878, and recorded in volume C pages 34 of said deed records, said plat now located in the Plat Cabinet in Slide 91B of the Plat Records of said Stephens County, and being more particularly described as follows;

BEGINNING for the northwest corner of the tract being described herein at a found 5/8 inch iron rod at the intersection of the south line of East Elm Street, and the east line of North Merrill Street, said rod being the monumented northwest corner of said Block 12;

THENCE: South 89 degrees 58 minutes 03 seconds East, with the north line of said Block 12, and the south line of said E. Elm Street, a distance of 200.00 feet to a set 1/2 inch rebar for the northeast corner of this tract, same being the northeast corner of said Lot 2, same being the northwest corner of said Lot 1;

THENCE: South 00 degrees 07 minutes 09 seconds West, a distance of 216.10 feet to a set 1/2 inch rebar on the south line of said Block 12 for the southeast corner of this tract, same being the southeast corner of said Lot 5, same being the southwest corner of said Lot 6, and said rebar being on the north line of East Walker Street, also known as US Highway Number 180;

THENCE: North 89 degrees 58 minutes 03 seconds West, with the south line of said Block 12 and with the north line of said E. Walker Street, a distance of 200.02 feet to a set 1/2 inch rebar at the intersection of the north line of said E. Walker Street and the east line of said N. Merrill Street for the southwest corner of of said Block 12;

THENCE: North 00 degrees 07 minutes 29 seconds East, with the west line of said Block 12 and with the east line of said N. Merrill Street, a distance of 216.10 feet to the **POINT OF BEGINNING** and containing 0.99 of an acre of land.

NAD83 Grid Bearings and Distances reflect surface measurements

OWNER'S DEDICATION

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

That **The City of Breckenridge** does hereby adopt this plat designating the herein described property as Lot 2R and Lot 3R, of Block 12, being a **Replat** of Lots 2, 3, 4 and 5 and part of the alley in Block 12 of the Original Town of Breckenridge, County of Stephens, State of Texas, and do hereby adopt this plat dedication to the public for public use forever the streets, alleys, parks, water courses, drains, easements, rights-of-way, and other public places shown on the attached plat.

This plat approved subject to all platting ordinances, rules, regulations and resolutions of the City of Breckenridge, Stephens County, Texas.

WITNESS, my hand, this the _____ day of _____, 2025.

Authorized Signature of Owner:

Cynthia Northrop, City Manager

STATE OF TEXAS
COUNTY OF _____

Before me, the undersigned Notary Public for the State of Texas, on this day personally appeared _____ known to me to be the person whose name is subscribed to the forgoing instrument and acknowledged to me that he/she executed the same for the purpose and considerations therein expressed and in the capacity stated.

Given under my hand and seal of the office this the _____ day of _____, 2025.

Notary Public, State of Texas

State of Texas
County of Stephens

I hereby certify that the foregoing plat was filed for record in my office at

_____ o'clock, __.m. this ____ day of _____, 2025 in Cabinet _____,

Slide _____, of the Plat Records of Stephens County, Texas.

Stephens County Clerk

SURVEY NOTES:

1. Basis of Bearings are NAD83 TXNC Zone (4202) Grid North Bearings.
2. There are no monuments cited on the Breckenridge Original Town Plat of record. South edge of the south wall of the buildings on the south line of Block 11 and on the north side of West Walker Street were used to control basis of alignment of the south line of Block 12.

REPLAT

Lots 2R and 3R
being a Replat of Lots 2, 3, 4, and 5 and
part of the alley of Block 12 of
the Original Town of Breckenridge,
County of Stephens, State of Texas

OWEN SURVEYING CO.

FIRM #10069000 WWW.OWENSURVEYING.COM
110 W. ELLIOTT ST., BRECKENRIDGE, TX 76424
PHONE (254)559-9898 FAX (254)559-7372 CELL (254)559-0127

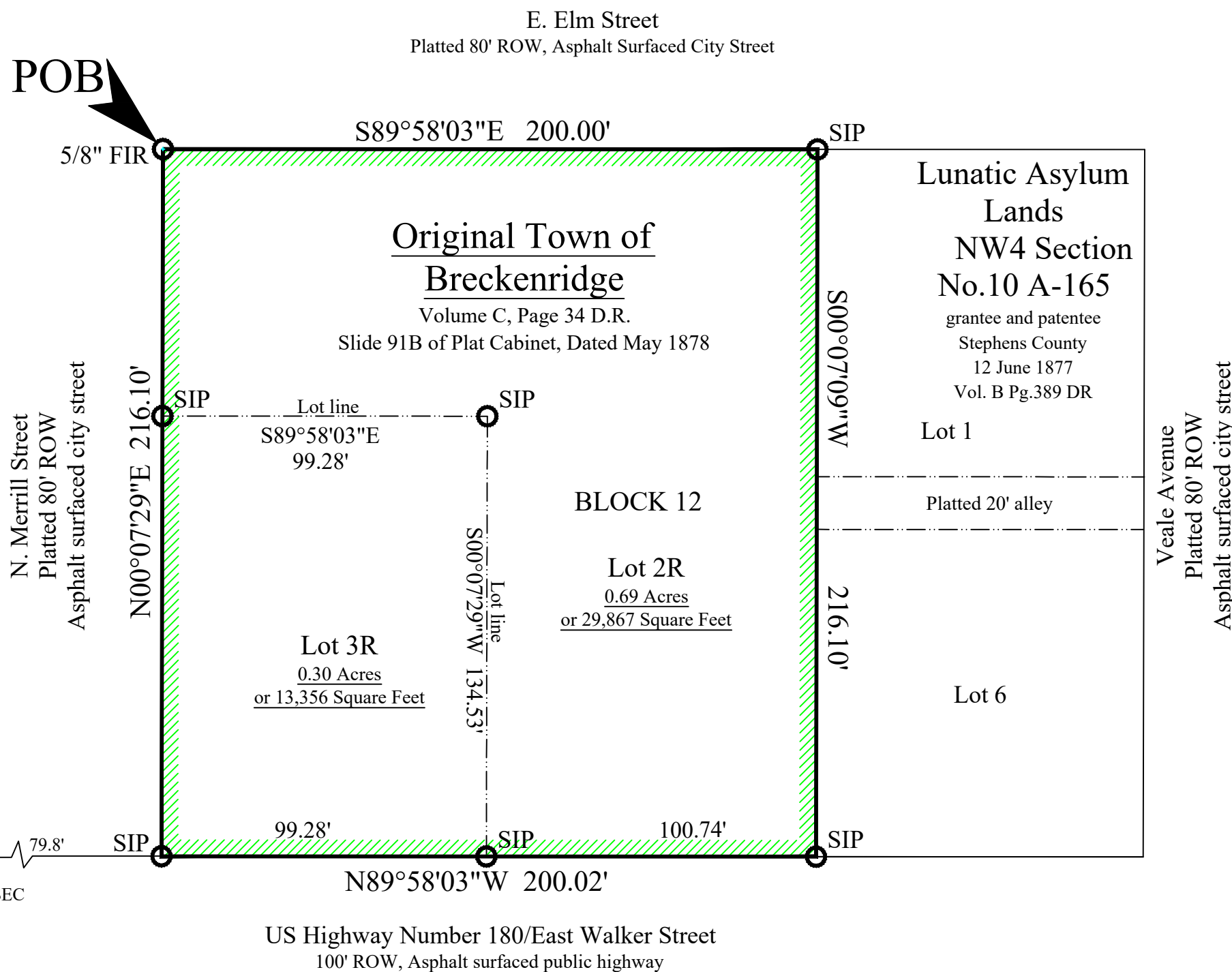
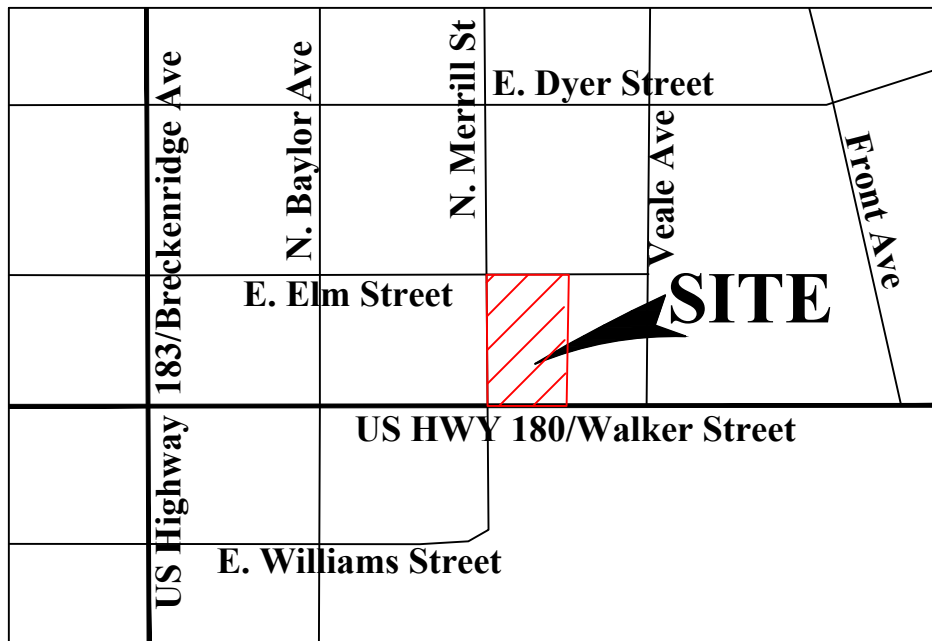
BOUNDARY PLAT: STEPHENS COUNTY
DRAWN BY: CH CHECKED BY: EB

Scale:
1" = 40'

Date:
06 October 2025

Print Number
B - 563RP

Owen Surveying Co., Copyrights Reserved 2025

**Location Map NTS****APPROVALS:**

Recommended for Final Approval

Cynthia Northrop, City Manager Date

Mayor of the City of Breckenridge Date

State of Texas
County of Stephens

ATTEST:

I hereby certify that the foregoing plat was approved by the City Council of the City of Breckenridge on the _____, day of _____, 2025.

This approval shall be invalid, unless the approved plat of said subdivision is recorded in the office of County Clerk of Stephens County, Texas within thirty (30) days from the date of final approval. The said subdivision shall be subject to all requirements of the Platting Ordinance of the City of Breckenridge.

Witness my hand this _____, day of _____, 2025.

City Secretary

Intention of Plat

By this plat, it is the intention to Lots 2, 3, 4, and 5 into two lots.

SURVEYORS CERTIFICATION:

To the best of my knowledge and belief, this map or plat is a true representation of an actual upon the ground survey made under my direct supervision.

All monuments have been found or set as shown hereon.

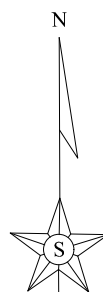


ERIC BRENNAN, TEXAS
REGISTERED PROFESSIONAL
LAND SURVEYOR
NUMBER 5560

Property Owner:
The City of Breckenridge
105 N. Rose
Breckenridge, TX 76424

Deed Reference:

Resolution #90-29
Gift Deed
City of Breckenridge
08 November 1990
Vol.965 Pg.23-27 DR



0 20 40 80
SCALE: 1" = 40'

Proprietary Assets Notice:

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Legend
SIP= Set 1/2 inch Rebar with plastic cap marked
OWEN SURV 5560
CIRF= Capped iron rod found