



Board of Adjustments

Tuesday, February 27, 2024 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 January 22, 2024, meeting minutes as recorded

CITIZENS PRESENTATIONS

SCHEDULED AGENDA ITEMS

2. Discussion and any necessary action for a requested variance on the rear setback at 600 W. 4th.
3. Discussion and any necessary action for a requested variance on the east side setback at 603 W. 7th.

ADJOURN

I certify that this notice was posted at the City Offices, 105 North Rose Avenue, Breckenridge, Texas at 5:00 P.M., Friday, February 23, 2024.

Jessica Sutter, 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 _____.



BRECKENRIDGE CITY COMMISSION AGENDA SUMMARY FORM

Subject: Consider approval of the January 22, 2024 meeting minutes as recorded

Department: Administration

Staff Contact: Jessica Sutter

Title: City Secretary

BACKGROUND INFORMATION:

Consider approval of the January 22, 2024 meeting minutes as recorded

FINANCIAL IMPACT:

NA

STAFF RECOMMENDATION:

Approve minutes as presented.

JANUARY 22, 2024

**REGULAR ZONING BOARD OF ADJUSTMENT MEETING OF THE TOWN OF BRECKENRIDGE, TEXAS,
HELD ON THIS DATE WITH THE FOLLOWING MEMBERS PRESENT:**

DIRECTOR, PLACE 1
DIRECTOR, PLACE 2
DIRECTOR, PLACE 4
DIRECTOR, PLACE 5

BONNIE ROBBINS
TURNER BAUGH
BRYAN WOOD
MICHAEL ELLIS

CITY MANAGER
CITY SECRETARY
FIRE & CODE SECRETARY
FIRE CHIEF CODE ENFORCEMENT

CYNTHIA NORTHROP
JESSICA SUTTER
CHRISTI TIDROW
MALCOLM BUFKIN

ABSENT
ALTERNATE DIRECTOR
ALTERNATE DIRECTOR
DIRECTOR, PLACE 3

BO ASHER
MARK REYES
LESLIE HOWK

CALL MEETING TO ORDER

Director Michael Ellis called the meeting to order at 5:35 p.m.

APPROVAL OF MINUTES

1. Consider approval of the June 26, 2023, meeting minutes as recorded.

The motion passed unanimously.

CITIZEN PRESENTATION

Kelsey Otts-1423 CR 205

No Action Taken

SCHEDULED AGENDA ITEMS

1. Discussion and any necessary action for a requested variance on the setbacks at 1106 W. Wheeler.

City Manager Cynthia Northrop stated that the property currently consists of a structure that was partially burned several years ago. The property owners have started the repair and rebuilding but have been halted due to the setbacks. The property owner is requesting to change the setbacks required in our ordinance. They are requesting a 2' side yard setback, 0-foot rear yard setback, and 13' front yard setback.

Director Bryan Wood made a motion to approve a variance on the setbacks at 1106 W. Wheeler. Director Bonnie Robbins seconded the motion. The motion passed unanimously.

2. Discussion and any necessary action for a requested variance on the east side setback at 603 W. 7th.

City Manager Northrop stated that the property consists of a mobile home that was set back in 2021. It was placed too close to the east side property line. Our Ordinance requires a 5' side yard setback. The owner is requesting to accommodate the current location of the mobile home, which is 1'4" from the east property line vs. the required 5' from the property line established in our ordinance.

Director Bonnie Robbins made a motion to deny the variance on the east side setback at 603 W. 7th. Director Bryan Wood seconded the motion. Director Ellis abstained from the vote and Director Ellis voted nay. With there not being a majority vote the item was tabled to be brought back to a future meeting with more information.

ADJOURN

There being no further business, the meeting was adjourned at 6:10 p.m.

Director

Jessica Sutter, City Secretary

ZONING BOARD OF ADJUSTMENT STAFF REPORT

Meeting

Date: February 27, 2024
To: Chairman and Members of the Zoning Board of Adjustment
From: Cynthia Northrop
Subject: Request for variance at 600 W. 4th

Purpose:

Conduct a discussion and any necessary action for a requested variance on the rear setback at 600 W. 4th.

Existing Condition of Property:

The property is currently a vacant lot.

Adjacent Existing Land Uses and Zoning:

North: vacant lot – Zoned R1
South: vacant lot – Zoned R1
East: single family home – Zoned R1
West: vacant lot – Zoned R1

Development Review Analysis:

The property owner is requesting the rear setback be modified from 25' as required in our city ordinance to 17' for the purpose of building a new single-family residence.

Staff Recommendation:

City staff forwards this request for your consideration.

Attachments:

BA request application
Aerial view map
CAD map
Letter of intent

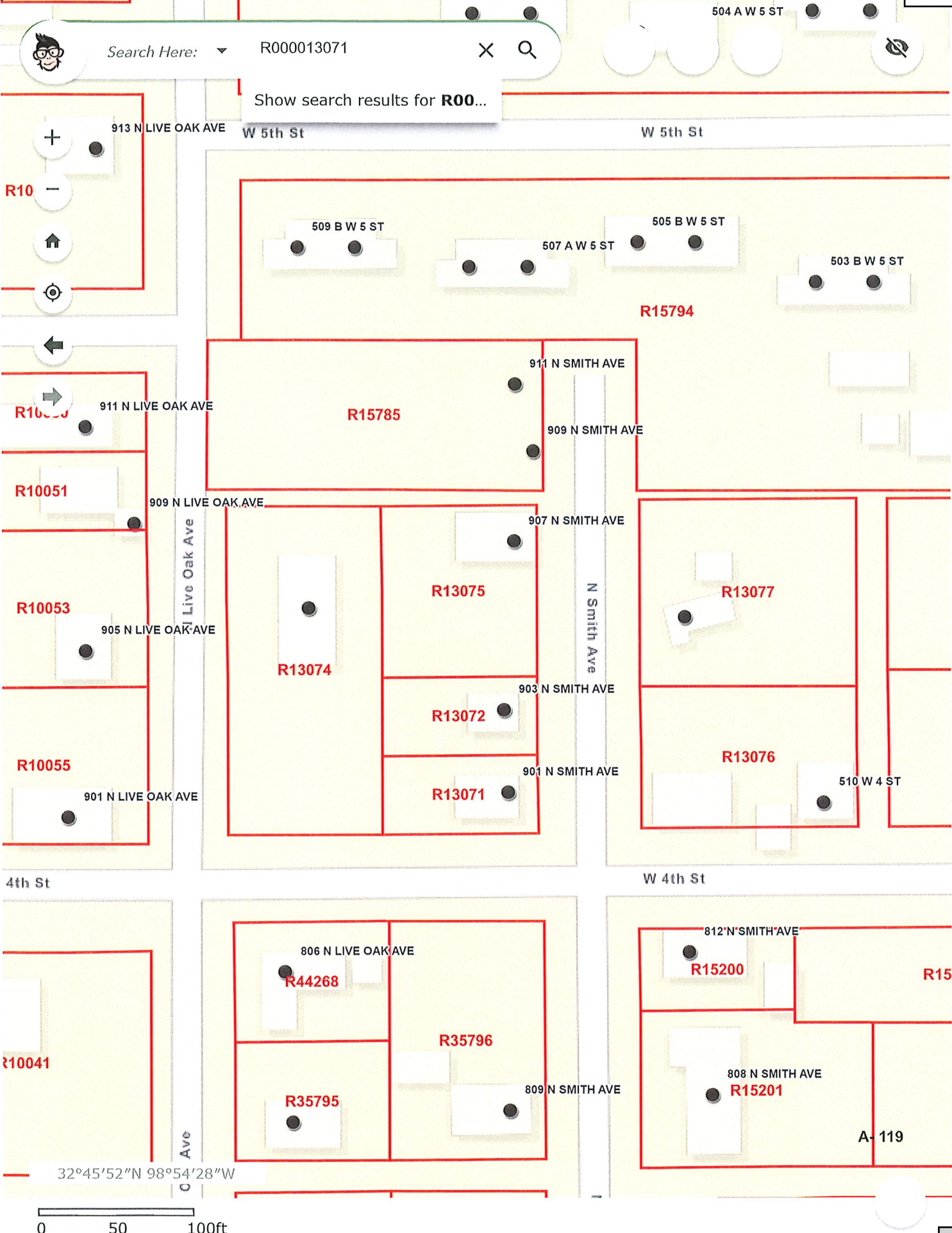


Letter of Intent

1. This is to certify that this company, Caddo Creek Builders, LLC located in Breckenridge, Texas, is requesting a variance on the following property.
2. Location address for variance: 600 W. 4th Breckenridge, Texas 76424 located on the northwest corner of smith and fourth street.
3. Legal Description: Lot 8, Block 1, Nemir addition, VOL 12096 page 333 and VOL 1989 page 79, Lot 7, Block 1, Nemir addition, VOL 2096 page 333 and VOL 1954 page 209 CV 31,210
4. Variance request: A reduction in the minimum required rear yard from 25 feet to 17 feet for the purpose of building a new single-family residence.
5. Names of all persons who are a point of contact for this company:
_David Stowe 214-728-8652 David@Stoweis.com
_Lisa Stowe 214-532-2200 LStowe@Caddo-Creek.com
_Pam Stoker _469-325-1638 PStoker@Caddo-Creek.com

elizabeth stowe

1-29-2024





CITY OF BRECKENRIDGE VARIANCE APPLICATION

Applicant	Owner (if different from applicant)
Name: <u>Caddo Creek Builders</u>	Name:
Company: <u>David Stowe</u>	Company:
Address: <u>18006 US HWY 180E</u>	Address:
City, State, Zip: <u>Breckenridge, TX 76424</u>	City, State, Zip:
Phone: <u>214-728-8652</u>	Phone:
Fax: <u>LStowe@Caddo-Creek.com</u>	Fax:
Email: <u>David@Stowesis.com</u>	Email:

Submittal Checklist

<input checked="" type="checkbox"/>	Site Plan
<input checked="" type="checkbox"/>	Letter of Intent
<input checked="" type="checkbox"/>	\$200.00 Application Fee (Check Payable to City of Breckenridge)

Legal description of property:

Lot 8 Block 1 Nemir Addition Vol 2096, Pg 333 & Vol 1889 pg 79
Lot 7 Block 1, Nemir Addition Vol 2096, pg 333, Vol 1959 pg 209
CV 31, 210

Describe the subject property (address, location, size, etc.):

Two Vacant Lots

*Waiting on City to provide address

600 W. 4th

Describe the proposed variance (how much, where on the property, for what purpose):

Rear property line set back


 Owner Signature

1/29/24
 Date

Office Use

	Fee
	Date

BOARD OF ADJUSTMENT MEETING NOTIFICATION REPLY

Properties:1. 600 W. 4th**Type of Request:**

Variance

ZBA Meeting Date:

Tuesday, February 27, 2024

PLEASE PRINT LEGIBLY

Property Owner Name:

Margaret E. Johnson

Property Owner Address:

909 N Live OakBreckenridge, TX 76424

Property Owner Telephone:

254-559-8093

Property Owner Email:

NONE**PLEASE CHECK ONE**

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

COMMENTSProperty Owner Signature Margaret E. Johnson Date _____

ZONING BOARD OF ADJUSTMENT STAFF REPORT

Meeting

Date: February 27, 2024

To: Chairman and Members of the Zoning Board of Adjustment

From: Cynthia Northrop

Subject: Request for variance at 603 W. 7th

Purpose:

Conduct a discussion and any necessary action for a requested variance on the east side setback at 603 W. 7th. The property owner has recently purchased a mobile home that was set on this property back in 2021. The mobile home was set too close to the east property line. This request was tabled at last month's meeting on January 22, 2024.

Existing Condition of Property:

The property currently consists of a mobile home that was set back in 2021. It was placed too close to the east side property line. Our ordinance requires a 5' side yard setback.

Adjacent Existing Land Uses and Zoning:

North: Mobile home – Zoned R4
South: Multi-family dwelling – Zoned R4
East: Single family home – Zoned R4
West: Single family home – Zoned R4

Development Review Analysis:

The owner is requesting to accommodate the current location of the mobile home, which is 1'4" from the east property line vs. the required 5' from property line as established in our ordinance.

Staff Recommendation:

City staff forwards this request for your consideration.

Attachments:

BA request application
Aerial view map

CITY OF BRECKENRIDGE VARIANCE APPLICATION

Applicant	Owner (if different from applicant)
Name: <u>Ricardo Contreras</u>	Name:
Company:	Company:
Address: <u>603 W. 7th Street</u>	Address:
City, State, Zip: <u>Breckenridge, Tx 76424</u>	City, State, Zip:
Phone: <u>202-868-1252</u>	Phone:
Fax:	Fax:
Email: <u>Rycontreras1@gmail.com</u>	Email:

Submittal Checklist

	Site Plan
✓	Letter of Intent
✓	\$200.00 Application Fee (Check Payable to City of Breckenridge)

Legal description of property:

603 W. 7th Street, Breckenridge, Tx - Property ID R15797

Describe the subject property (address, location, size, etc.):

603 W. 7th Street, Breckenridge, Texas 76424

A0119, Lot Sec 4 w/ 2 of SE 1/4, Tract 9C (50 x 160) Acres 0.184

Describe the proposed variance (how much, where on the property, for what purpose):

1'4" east side of variance for mobile that was

set by previous owner too close to east property line.

Owner Signature

Date

Office Use

	Fee
	Date

Item 3.





Item 3.