



**CITY OF HUTCHINS
ZONING BOARD OF ADJUSTMENT MEETING
AGENDA
Thursday, December 18, 2025 at 4:00 PM
City Hall - Council Chamber, 400 N. JJ Lemmon Road**

Pursuant to Section 551 of the Texas Government Code, notice is hereby given of a Regular Meeting of the Zoning Board of Adjustment Board to be held on Thursday, December 18, 2025 at 4:00 PM located at Hutchins City Hall Council Chambers, 400 N. JJ Lemmon Rd., Hutchins, Texas, at which time the following items will be discussed and considered.

Board Members

Chair, Dana Landry
Vice Chair, Freddie Chism
Secretary, Lucille Hollis
Commission Member, Felix Madrigal
Commission Member, Guy Crawford
Commission Member, Garry Jones
Commission Member, Simone Leffall

A. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT

Roll Call

Invocation

Pledge of Allegiance

B. CITIZEN COMMENTS - *This agenda item provides an opportunity for citizens to address the Board on any matter that is not posted on the agenda. Anyone wishing to address the Board should complete a Citizen Comments Form and submit it to the recording secretary prior to the start of the Board meeting. There is a three (3) minute time limit for each citizen to speak. However, in accordance with the Texas Open Meetings Act, the Board cannot discuss issues raised or make any decision at this time.*

C. CONSENT AGENDA - *All items presented in the Consent Agenda require no deliberation by the Board. Each Board member has the opportunity of removing an item from this agenda so that it may be considered separately.*

D. PRESENTATIONS

E. PUBLIC HEARINGS

1. Conduct a Public Hearing, discuss and consider a variance request by Brandon Ashley to the City of Hutchins Code of Ordinances Chapter 13 Utilities, Section 13.07.032 Grease Traps, to allow the installation and use of a 35-pound grease trap in leu of the minimum required 200-pound. For

the property located at 207 North Main Street. ORIG TOWN HUTCHINS, Blk 8, Lot 4, 5 &.5', Lot 6.

F. REGULAR AGENDA - *As authorized by Section 551.071 of the Texas Government Code, the Board reserves the right to convene in Executive Session for the purpose of seeking confidential legal advice from the City Attorney on any agenda item listed herein.*

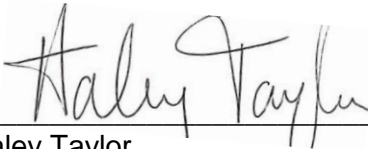
2. Approval of the September 17, 2025 minutes.

G. ITEMS OF COMMUNITY INTEREST

H. ADJOURN

CERTIFICATION

I certify that a copy of the December 18, 2025 agenda of items to be considered by the Zoning Board of Adjustment Board was posted on the City Hall bulletin board, a place convenient and readily accessible to the general public at all times, and to the City's website www.cityofhutchins.org, in accordance with Chapter 551 of the Texas Government Code. Posted on December 15, 2025 before 6:00 p.m.



Haley Taylor
Staff Liaison

ACCESSIBILITY STATEMENT

The meeting location is wheelchair accessible from the front door. Request for special services must be received at least 48 hours in advance of scheduled meeting. For assistance, please call the office of the City Secretary at 972-225-6121 or email the City Secretary at colguin@cityofhutchins.org



STAFF REPORT

MEETING DATE: December 18th, 2025

MEETING TYPE: Zoning Board of Adjustments

SUBMITTED BY: Blake Moore

AGENDA CAPTION: Discuss and consider a variance request by Brandon Ashley to the City of Hutchins Code of Ordinances Chapter 13 Utilities, Section 13.07.032 Grease Traps to allow the installation and use of a 35-pound grease trap in leu of the minimum required 200-pound. For property located at 213 N Main St.

Presented by: Blake Moore

Background Information

Brandon Ashley is opening a BBQ restaurant that will be located at 213 N Main St. Mr. Ashley has requested a variance to the City of Hutchins Code of Ordinances Chapter 13 Utilities, Section 13.07.032 Grease Traps to allow the installation and use of a 35-pound grease trap in leu of the minimum required 200-pound.

Mr. Ashley states that the 200 lb. trap not needed for his space and that his operation will not need that size due to the BBQ being cooked outside on a smoker and that there will be no dine in and the plates are made for to-go orders only.

Staff has reviewed his proposal but was unable to approve the smaller trap because a minimum size was established within the City Ordinance. Staff is opposed to Mr. Ashley's request due to grease producing nature of the business.

Budget Implications

N/A

Operational Impact

N/A

Legal Review

N/A

Staff Recommendation

Staff does not recommend approval.

Supporting Documentation and Attachments

*Paid
cc-051068*

City of Hutchins
321 N. Main Street
P.O. Box 500
Hutchins, Texas 75141

CITY OF HUTCHINS
APPLICATION TO
BOARD OF ADJUSTMENTS

Phone - 972.225.6121
Fax No. - 972.225.5559

Application Type			
<input checked="" type="checkbox"/> Variance Request	<input type="checkbox"/> General Appeal	<input type="checkbox"/> Special Exception	<input type="checkbox"/> Other

Applicant/Owner Information

Key Contact Brandon Ashley Telephone No. 214982-8997 Fax No. _____

Address 2805 Fallbrook Ln

City Crandall State TX Zip Code 75114

Contact's Status: (check one) Owner Representative Tenant

Owner Connie Nelson Telephone No. _____ Fax No. _____

Address 2805 Fallbrook

City Crandall State TX Zip Code 75114

Ownership Status: (check one) Individual Trust Partnership Corporation

Property Information

Site Location 213 Main St. / 207 N Main St.

Site Street Address 213 N. Main

Subdivision _____ Lot No. _____ Block No. _____

Present Zoning _____ Present Land Use _____

Status of Project: Proposed Under Construction Existing

Have you applied for a building permit? Yes No

Has any appeal or petition been filed on this property before? No Yes Date _____

Request Information

Please answer the following questions as completely as possible. Failure to fully outline the situation by answering these questions could cause unnecessary delay in evaluating your appeal.

1. Fully explain the unique conditions or circumstances that exist which are peculiar to your land, structure, or building involved that make this request necessary. Barbecue place cooking done outside. No need for 200lb grease trap. Plus its to go no dine in plates are made to go.

2. Do similar conditions exist in the area? Explain. Similar conditions at Milano Pizzeria place

3. Describe how the unique conditions or circumstances do not result from your actions. Can't afford to put another grease trap unnecessary because it is not needed The one in there will not be used really

Request Information, continued

4. Are other property owners in your area aware of your request?
No

5. Is there any way to do what you want without this request? No it is not

Acknowledgments

I certify that the above information is correct and complete to the best of my knowledge and ability and that I am now or will be fully prepared to present the above proposal at the Board of Adjustment hearing.

I understand that in the event that I am not present or represented at the public hearing, the Board shall have the power to dismiss this proposal either at the call of the case or after the hearing, and that such dismissal shall constitute a denial.

I reserve the right to withdraw this proposal at any time, except during notice periods, upon written request filed with the City Secretary's office, and such withdrawal shall immediately stop all proceedings thereon; provided, however, withdrawal filed at any time after the giving of notice of the Board hearing shall constitute a denial by the Board. I understand the filing of fee \$250.00 (two-hundred fifty dollars) is not refundable upon withdrawal of the proposal after public notice.

Applicant Signature B. [Signature] Owner Signature C. [Signature]

Property owner must sign the application or submit a notarized letter of authorization. Please review the acknowledgments prior to signing this application.

For Office Use Only			
Application Date: <u>11/17/25</u>	Application Fee: <u>\$500.00</u>	BOA Hearing Date	Case No: <u>V-017</u>

City of Hutchins, TX
Friday, September 12, 2025

Chapter 13. Utilities

ARTICLE 13.07. INDUSTRIAL WASTE DISPOSAL REGULATIONS

Division 2. Grease Traps

§ 13.07.032. Grease traps.

- (a) All food establishments must be equipped with a grease trap. A plumbing permit must be obtained by a licensed plumber from the building inspector prior to installation of the grease trap.
- (b) Grease traps shall be installed and sized in accordance with the currently adopted Uniform Plumbing Code formula as follows:

Step 1		Step 2		Step 3		Step 4	=	Step 5	Step 6
No. of Meals Per Peak Hours	X	Waste Flow Rate	X	Retention Time	X	Storage Factor		Calculated Interceptor Size	Grease Interceptor
Step 1				Number of Meal per Peak Hours					
				Seating capacity X Meal factor = Meals per peak hour					
				Establishment Type:				Meal Factor:	
				Fast food (45 min)				1.33	
				Restaurant (60 min)				1.00	
				Leisure dining (90 min)				0.67	
				Dinner club (120 min)				0.50	
Step 2		Waste Flow Rate:		Condition:				Flow Rate:	
				With a dishwashing machine				6 gallons	
				Without a dishwashing machine				5 gallons	

	Single service kitchen	2 gallons
	Food waste disposer only	1 gallon
Step 3	Retention Time:	
	Commercial kitchen waste	
	Dishwasher	2.5 hours
	Single service kitchen	
	Single serving	1.5 hours
Step 4	Storage Factor:	
	Kitchen Type	Storage Factor
	Fully equipped commercial:	
	Hours of operation:	
	8 hours	1.00
	12 hours	1.50
	16 hours	2.00
	24 hours	3.0
	Single service kitchen:	1.5
Step 5	Calculate Liquid Capacity:	
	Multiply the values obtained from Step 1, 2, 3 & 4. The result is the approximate grease interceptor size for this application.	
Step 6	Select Grease Interceptor:	
	Using the approximate required liquid capacity from Step 5, select an appropriate size as recommended by the manufacturer.	

Notwithstanding the calculation of grease trap size calculated above, the minimum grease trap size shall be 100gpm/200 lbs.

- (c) Grease traps installed in food establishments shall be located outside the establishment unless approved in writing by the building official and director of public works, or their designee. A grease trap may not be installed in any part of the building where food is handled. Grease traps shall be located to be easily accessible for cleaning.

- (d) All grease trap waste shall be pumped and removed, and the tanks thoroughly cleaned at least once every three months (90 days). Any deviation from this schedule must be approved in writing by the director of public works. The director of public works may require additional pumping, increase the frequency of cleanings, or require immediate pumping of a grease trap if it is deemed necessary in order to prevent grease from entering the sanitary sewer system. Any establishment utilizing microorganisms in any grease trap within the city will still be required to comply with the aforementioned pumping schedule.

- (e) All grease waste must be transported by a grease waste hauler licensed by TCEQ. The grease hauler is responsible for proper disposal of grease waste in an approved permitted site. It is the responsibility of the grease hauler to forward a copy of each waste trip ticket to the director of public works.
- (f) Mobile food vendors, roadside vendors, temporary food establishments, and mobile concession stands are exempt from the requirement of grease traps. The city may grant other exceptions on a case-by-case basis.

Section E, Item 1.

(Ordinance 2023-1167 adopted 6/5/2023)



Hutchins City Hall
400 N. JJ Lemmon Rd.
Hutchins, TX 75141
Cityofhutchinstx.gov

Commission Member Lucille Hollis
Commission Member Felix Madrigal
Commission Member Guy Crawford
Commission Member Garry Jones
Commission Member Simone Leffall
Commission Member Dana Landry
Commission Member Freddie Chism

MINUTES
HUTCHINS ZONING BOARD OF ADJUSTMENTS
September 17, 2025
Regular Meeting – 6:30 P.M.

A meeting of the Zoning Board of Adjustments of the City of Hutchins was conducted on September 17, 2025, at 6:30 p.m.at the Hutchins City Hall Hutchins, Texas 75141.

A. CALL TO ORDER.

Commissioner Landry called the meeting to order at 6:30 p.m.
Commissioner Chism gave the invocation.
The pledge of allegiance was performed.

Members Present:

Commissioner Lucille Hollis
Commissioner Felix Madrigal
Commissioner Guy Crawford
Commissioner Garry Jones
Commissioner Simone Leffall
Commissioner Dana Landry
Commissioner Freddie Chism

Members Absent:

B. CITIZEN COMMENTS

No citizens' comments were made.

C. PRESENTATIONS

No presentations were given.

D. CONSENT AGENDA

No items on the consent agenda.

E. PUBLIC HEARINGS

- 1. Conduct a Public Hearing, discuss and consider a variance request by Eyad Elayan to the City of Hutchins Code of Ordinances Chapter 13 Utilities, Section 13.07.032 Grease Traps, to allow the installation and use of a 100-pound**

grease trap in leu of the minimum required 200-pound. For the property located at 101 S IH 45 Suite 12, Thomas Freeman Abst 453 PG 498, TR 39.

Commissioner Madrigal made a motion to approve the Variance request to allow the 100-pound grease trap. Commissioner Hollis seconded the motion to approve. Motion carried 7-0

For: Lucille Hollis, Felix Madrigal, Guy Crawford, Garry Jones, Simone Leffall, Dana Landry, Freddie Chism
Against:

- 2. Conduct a Public Hearing, discuss and consider a variance request by Manuel Valencia to the City of Hutchins Zoning Ordinance, Chapter 28 LI – Light Industrial District, Section 28.4, B. Size of Yards, 2. Minimum Side Yard – Twenty-five feet (25’), to allow a Two-foot side yard for an existing structure on the south side of the property, to allow the property to be platted. For the property located at 412 N. IH 45, Benjamin Matthews Survey, Abst 898, TR 7.**

Commissioner Landry made a motion to approve the Variance for the setbacks. Commissioner Crawford seconded the motion. Motion carried 7-0.

For: Lucille Hollis, Felix Madrigal, Guy Crawford, Garry Jones, Simone Leffall, Dana Landry, Freddie Chism
Against:

F. REGULAR AGENDA

- 1. Discuss and consider the election of a new Chair, for a one-year term ending July 2026.**

Commissioner Madrigal made a motion to nominate Dana Landry as the Chair. Commissioner Leffall seconded the motion to approve. Motion carried 7-0.

For: Lucille Hollis, Felix Madrigal, Guy Crawford, Garry Jones, Simone Leffall, Dana Landry, Freddie Chism
Against:

- 2. Discuss and consider the election of a new Vice Chair, for a one-year term ending July 2026.**

Commissioner Hollis made a motion to nominate Commissioner Chism for Vice Chair. Commissioner Leffall seconded the motion. Motion carried 7-0.

For: Lucille Hollis, Felix Madrigal, Guy Crawford, Garry Jones, Simone Leffall, Dana Landry, Freddie Chism
Against:

- 3. Discuss and consider the election of a new Secretary, for a one-year term ending July 2026.**

Commissioner Landry made a motion to nominate Commissioner Hollis as Secretary. Commissioner Jones seconded the motion. Motion carried 7-0.

For: Lucille Hollis, Felix Madrigal, Guy Crawford, Garry Jones, Simone Leffall, Dana Landry, Freddie Chism
Against:

G. ITEMS OF COMMUNITY INTEREST

- 1. The items of community interest were read into the record.

H. ADJOURN

Commissioner Crawford made a motion to adjourn. Commissioner Hollis seconded the motion Approved by a 7-0 roll call vote. The meeting was adjourned at 7:00 PM.

APPROVED:

Recording Secretary

Dana Landry
Chair

Freddie Chism
Vice Chair