

# City of Stephenville

## BOARD OF ADJUSTMENT MEETING

City Hall Council Chambers, 298 W. Washington  
Thursday, January 11, 2024 at 4:00 PM

### MINUTES

The Board of Adjustment of the City of Stephenville, Texas, convened on Thursday, January 11, 2024 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  
JJ Conway, Vice-Chairperson  
Robert Nimmo  
Mary Beach-McGuire

**MEMBERS ABSENT:** Dean Parr

**OTHERS ATTENDING:** Steve Killen, Director of Development Services, via Zoom  
Tina Cox, Board Secretary

### CALL TO ORDER

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

### ELECTION OF OFFICERS

Nomination for Chair. MOTION by Robert Nimmo, second by Mary Beach McGuire, to nominate Moumin Quazi for Chair. MOTION CARRIED by unanimous vote.

Nomination for Vice-Chair. MOTION by Robert Nimmo, second by Mary Beach McGuire, to nominate JJ Conway for Vice-Chair. MOTION CARRIED by unanimous vote.

### MINUTES

#### 1. Consider Approval of December 14, 2023 Minutes

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

### PUBLIC HEARING

#### 2. Case No.: V2024-001

**Applicant Joel Allen, representing Brad Allen, is requesting a variance from Section 154.05.6.D(B)(S) Minimum Depth of Rear Setback for property located at 749 Neblett, being Parcel R30821being BLOCK 7; LOT 1A of the S2800 COLLEGE HEIGHTS of the City of Stephenville, Erath County, Texas.**

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

Mr. Allen is requesting a 5' variance relating to the rear setback of 25' in order to build a four-unit residential structure. The property will continue to front Neblett. Mr. Allen meets the front setback and is requesting a variance for the side setback. Director Killen brought to the Board's attention that on the proposed site plan that was provided, the rear setback would be 24'4" and that Mr. Allen would like the 5' variance in case there were any challenges that might be presented during construction. Mr. Killen concluded his presentation by pointing out that the surrounding neighborhood has various setbacks already that are within a 15-20-foot range.

Chairman Quazi opened the public hearing at 4:09 PM.

Applicant Joel Allen spoke in favor of the request and informed the Board that the project will be student housing given its close proximity to Tarleton State University and he is requesting the setbacks in order to provide the flexibility that is needed for the project.

No one came forward to speak against the variance request.

Chairman Quazi closed the public hearing at 4:10 PM

MOTION by Mary Beach McGuire, second by JJ Conway, to approve Case No. V2024-001 as presented.

Member Mary Beach McGuire asked if the proposed units and parking for said units would be located off of Neblitt in which Mr. Allen replied in the affirmative.

MOTION PASSED with a unanimous vote.

3. **Case No.: V2024-001**

**Applicant Joel Allen, representing Brad Allen, is requesting a variance from Section 154.05.6.D(B)(G)(b) Minimum Width of Side Setback for a Corner Lot for property located at 749 Neblett, being Parcel R30821 being BLOCK 7; LOT IA of the S2800 COLLEGE HEIGHTS of the City of Stephenville, Erath County, Texas.**

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

The corner lot side setback for this property located in the current zoning district is 25'. According to the site plan that was submitted, Mr. Allen believes that he can reach a 22'3" side setback along Shirley Street. Mr. Killen continued by stating that Mr. Allen is requesting a 5' reduction in order to allow a 20' side setback along Shirley Street. Director Killen concluded his presentation by pointing out that the surrounding neighborhood has various setbacks that are greater and less than the 25' setback.

Chairman Quazi opened the public hearing at 4:14 PM.

Applicant Joel Allen spoke in favor of the request.

Ms. Beach McGuire inquired of Mr. Allen regarding the installation of sidewalks on this project. Mr. Allen answered that yes, he would be installing sidewalks.

No one came forward to speak against the variance request.

Chairman Quazi closed the public hearing at 4:14 PM

MOTION by Mary Beach McGuire, second by JJ Conway, to approve Case No. V2024-001 as presented.

Ms. Beach McGuire asked Mr. Allen if he was planning on installing sidewalks on this project. Mr. Allen answered that yes, he would be installing sidewalks in front of the project.

MOTION PASSED with a unanimous vote.

**ADJOURN**

The meeting was adjourned at 4:15 p.m.

APPROVED:

  
Moumin Quazi, Chair

ATTEST:

  
Tina Cox, Board Secretary