



## PLANNING AND ZONING COMMISSION

City Hall Council Chambers, 298 W. Washington  
Wednesday, November 17, 2021 at 5:30 PM

### MINUTES

The Planning and Zoning Commission of the City of Stephenville, Texas, convened on November 17, 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  
Tom Hines - Alternate

**COMMISSIONERS ABSENT:** Todd McEvoy  
Cliff McCury  
Mary Beach McGuire -Alternate

**OTHERS ATTENDING:** Steve Killen, Director of Development Services

#### CALL TO ORDER

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

#### MINUTES

- 1. Consider Approval of Minutes - October 20, 2021**  
MOTION by Nick Robinson, second by Brian Lesley to approve the minutes for October 20, 2021.  
MOTION CARRIED by unanimous vote.

#### PUBLIC HEARINGS

**Case No.: SV2021-006**

**Applicant Kevin Maynard, representing Maynard Holdings, Inc., is requesting a Subdivision Waiver from Section 155.6.11 - Sidewalk Requirements, to be constructed at 331 Choctaw, Parcel R34558, being Lot 4 of the Trotter Addition to the City of Stephenville, Erath County, Texas.**

Steve Killen, Director of Development Services, briefed the commission on the case. Mr. Killen stated that Vince Daddio, representing Maynard Holdings, is requesting Subdivision Waiver from Section 155.6.11 - Sidewalk Requirements, to be constructed at 331 Choctaw. Mr. Killen shared with the Commissioners that this request should be denied based on the requirements set forth by the Subdivision Ordinance.

Vince Daddio, representing Maynard Holdings was present to answer any questions.

Chairperson LaTouche opened the public hearing.

No one came forward to speak in favor of or against the Subdivision Waiver request.

Chairperson LaTouche closed the public hearing.

MOTION by Bruce Delater, second by Justin Allison, to approve Case No. SV2021-006 and forward a positive recommendation to Council. Due to a split 3/3 vote, MOTION moved forward with no recommendation.

AYES: Bruce Delater, Justin Allison, Nick Robinson

NOES: Tom Hines, Lisa LaTouche, Brian Lesley

## 2. Case No.: SV2021-007

**Applicant Kevin Maynard, representing Maynard Holdings, Inc., is requesting a Subdivision Waiver from Section 155.6.11- Sidewalk Requirements, to be constructed at 250 S. Dale, Parcel R77244, being Lot 3 of the Trotter Addition to the City of Stephenville, Erath County, Texas.**

Steve Killen, Director of Development Services, briefed the commission on the case. Mr. Killen stated that Vince Daddio, representing Maynard Holdings, is requesting Subdivision Waiver from Section 155.6.11 - Sidewalk Requirements, to be constructed at 250 S. Dale. Mr. Killen shared with the Commissioners that this request should be denied based on the requirements set forth by the Subdivision Ordinance.

Vince Daddio, representing Maynard Holdings was present to answer any questions.

Chairperson LaTouche opened the public hearing.

No one came forward to speak in favor of or against the Subdivision Waiver request.

Chairperson LaTouche closed the public hearing.

MOTION by Tom Hines, second by Bruce Delater, to deny Case No. SV2021-007 and forward a negative recommendation to Council. MOTION CARRIED with a 4/2 vote.

AYES: Tom Hines, Brian Lesley, Bruce Delater, Lisa LaTouche

NOES: Justin Allison, Nick Robinson

## 3. Case No.: SV2021-008

**Applicant Kevin Maynard, representing Maynard Holdings, Inc., is requesting a Subdivision Waiver from Section 155.6.04.M.1- Curb and Gutter Requirements, to be constructed at 250 S. Dale, Parcel R77244, being Lot 3 of the Trotter Addition to the City of Stephenville, Erath County, Texas.**

Steve Killen, Director of Development Services, briefed the commission on the case. Mr. Killen stated that Vince Daddio, representing Maynard Holdings, is requesting Subdivision Waiver from Section 155.6.04.M.1- Curb and Gutter Requirements, to be constructed at 250 Dale. Mr. Killen shared with the Commissioners that this request should be denied based on the requirements set forth by the Subdivision Ordinance.

Vince Daddio, representing Maynard Holdings was present to answer any questions.

Chairperson LaTouche opened the public hearing.

No one came forward to speak in favor of the Subdivision Waiver request.

Two letters of opposition were presented to the commissioners.

Chairperson LaTouche closed the public hearing.

MOTION by Tom Hines, second by Bruce Delater, to deny Case No. SV2021-008 and forward a negative recommendation to Council. MOTION CARRIED with a 4/2 vote.

AYES: Tom Hines, Bruce Delater, Lisa LaTouche, Nick Robinson

NOES: Justin Allison, Brian Lesley

#### 4. Case No.: SV2021-009

**Applicant Kevin Maynard, representing Maynard Holdings, Inc., is requesting a Subdivision Waiver from Section 155.6.11- Sidewalk Requirements, to be constructed at 244 S. Dale, Parcel R77243, being Lot 2 of the Trotter Addition to the City of Stephenville, Erath County, Texas.**

Steve Killen, Director of Development Services, briefed the commission on the case. Mr. Killen stated that Vince Daddio, representing Maynard Holdings, is requesting Subdivision Waiver from Section 155.6.11 - Sidewalk Requirements, to be constructed at 244 S. Dale. Mr. Killen shared with the Commissioners that this request should be denied based on the requirements set forth by the Subdivision Ordinance.

Vince Daddio, representing Maynard Holdings was present to answer any questions.

Chairperson LaTouche opened the public hearing.

No one came forward to speak in favor of or against the Subdivision Waiver request.

Chairperson LaTouche closed the public hearing.

MOTION by Bruce Delater, second by Tom Hines, to deny Case No. SV2021-009 and forward a negative recommendation to Council. MOTION CARRIED with a 4/2 vote.

AYES: Tom Hines, Bruce Delater, Lisa LaTouche, Brian Lesley

NOES: Justin Allison, Nick Robinson

#### 5. Case No.: SV2021-010

**Applicant Kevin Maynard, representing Maynard Holdings, Inc., is requesting a Subdivision Waiver from Section 155.6.04.M.1- Curb and Gutter Requirements, to be constructed at 244 S. Dale, Parcel R77243, being Lot 2 of the Trotter Addition to the City of Stephenville, Erath County, Texas.**

Steve Killen, Director of Development Services, briefed the commission on the case. Mr. Killen stated that Vince Daddio, representing Maynard Holdings, is requesting Subdivision Waiver from Section 155.6.04.M.1 - Curb and Gutter Requirements, to be constructed at 244 S. Dale. Mr. Killen shared with the Commissioners that this request should be denied based on the requirements set forth by the Subdivision Ordinance.

Vince Daddio, representing Maynard Holdings was present to answer any questions.

Chairperson LaTouche opened the public hearing.

No one came forward to speak in favor of the Subdivision Waiver request.

Two letters of opposition were presented to the commissioners.

MOTION by Bruce Delater, second by Tom Hines, to deny Case No. SV2021-010 and forward a negative recommendation to Council. MOTION CARRIED with a 4/2 vote.

AYES: Tom Hines, Bruce Delater, Brian Lesley, Lisa LaTouche

NOES: Justin Allison, Nick Robinson

**6. Case No.: FP2021-001**

**Applicant Justin Farris, designating Steve Emmons to act on behalf of Spectra Student Living, is requesting approval of a Final Plat for properties located at 2241 W Tarleton, Parcel R30333, being Lot SE, Block 139 of City Addition, 2241 Tarleton, Parcel R30330, being Lot 2, Block 3, of the Kaylie Subdivision and O Ella Court, Parcel R73194, being Lot 1, Block 3, of the Kaylie Subdivision to the City of Stephenville, Erath County, Texas.**

Steve Killen, Director of Development Services, briefed the commission on the case. Mr. Killen stated that the applicant has submitted a Final Plat. The Plat has been reviewed by staff and staff is requesting the Planning and Zoning Commission recommend the City Council grant a Conditional Approval of the Final Plat pending completion of the 23-item list. The items shall be completed, and a corrected Final Plat submitted no later than December 11, 2021.

Steve Emmons was present to answer any questions.

Chairperson LaTouche opened the public hearing.

No one came forward to speak in favor of or against the Final Plat request.

Chairperson LaTouche closed the public hearing.

MOTION by Brian Lesley, second by Nick Robinson, to approve Case No. FP2021-001 and forward a positive recommendation to Council. MOTION CARRIED with a unanimous vote.

**7. Case No.: PD2021-003, 2021-004 and 2021-005**

**Applicant Reese Flanagan of MMA, LLC, representing Troy Kunkel of 598 Westwood, LLC, is requesting a rezone of properties located at 817 W. Washington, Parcel 29583 of CITY ADDITION, BLOCK 62, LOT 6A, 7, part of 14 and 17,855 and 865 W. Washington, Parcel R29581, of CITY ADDITION, BLOCK 62, LOTS 4, part of 5 and 68 and 873 W. Washington, Parcel R29580, of CITY ADDITION, BLOCK 62, LOT 3, of the City of Stephenville, Erath County, Texas, from (B-2) Retail and Commercial Business to (PD) Planned Development. The applicant will present the Planned Development.**

Steve Killen, Director of Development Services, briefed the commission on the case. Mr. Killen stated that On August 15, 2021, the applicant presented the Conceptual Plan to the Planning and Zoning Commission for an intended townhome development. The concept plan proposed 23 units on 0.94 acres (density of 24.47 units per acre) with 51 parking spaces (exceeding the two spaces per unit requirement). The applicant is now requesting approval of the Planned Development. Sections 8.E and 8.J outline the requirements that must be met in order to approve the PD.

Reese Flanagan was present to answer any questions.

Chairperson LaTouche opened the public hearing.

No one came forward to speak in favor of or against the Final Plat request.

Chairperson LaTouche closed the public hearing.

MOTION by Nick Robinson, second by Brian Lesley to approve Case No.: PD2021-003, 2021-004 and 2021-005 and forward a positive recommendation to Council. MOTION CARRIED with a 5/1 vote.

AYES: Tom Hines, Bruce Delater, Justin Allison, Brian Lesley, Nick Robinson  
NOES: Lisa LaTouche

**8. Case No.: RZ2021-018**

**Applicants Allen Vandergriff, Chad Vandergriff and Corianna Alandt are requesting a rezone of property located at located at 683 W Tarleton, Parcel R29685, of PARK PLACE AND CITY ADDITION, BLOCK 3 & 69, LOTS 1B,2B,4B,12 (PTS OF), of the City of Stephenville, Erath County, Texas, (B-2) Retail and Commercial Business to (R-1) Single Family.**

Steve Killen, Director of Development Services, briefed the commission on the case. Mr. Killen stated that Ms. Alandt is requesting the zoning change as they no longer wish to operate the business and desire to use the structure as originally constructed (as a single-family residence). The property has been operated as a personal service salon.

Ms. Alandt was not present to answer any questions.

Chairperson LaTouche opened the public hearing.

No one came forward to speak in favor of or against the Rezone request.

Chairperson LaTouche closed the public hearing.

MOTION by Brian Lesley, second by Nick Robinson, to approve Case No. RZ2021-018 and forward a positive recommendation to Council. MOTION CARRIED with a unanimous vote.

The meeting was adjourned at 6:35 p.m.

**APPROVED:**

/s/ Lisa LaTouche  
Lisa LaTouche, Chair

ATTEST:

  
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Tina Cox, Commission Secretary