



## PLANNING AND ZONING COMMISSION MEETING

---

City Hall Council Chambers, 298 W. Washington  
Wednesday, April 19, 2023 at 5:30 PM

---

### MINUTES

The Planning and Zoning Commission of the City of Stephenville, Texas, convened on Wednesday, April 19, 2023 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  
Nick Robinson  
Paul Ashby  
Allen Barnes  
Tyler Wright, Alternate 1

**COMMISSIONERS ABSENT:** Mary Beach-McGuire  
Justin Allison

**OTHERS ATTENDING:** Steve Killen, Director of Development Services  
Tina Cox, Commission Secretary

### CALL TO ORDER

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

Chairperson LaTouche expressed her sympathies for Mrs. Beach-McGuire.

### MINUTES

**1. Consider Approval of Minutes - March 15, 2023**

MOTION by Brian Lesley, second by Allen Barnes to approve the minutes for March 15, 2023. MOTION CARRIED by unanimous vote.

### PUBLIC HEARING

**2. Case No.: PD2023-001**

Applicant Reagan Thompson, representing TSU Catholic, LLC is requesting a rezone of properties located at 1292 W Washington, Parcel R77944, being BLOCK 134; LOTS 12;18;308;31 (PTS OF) of the CITY ADDITION, 1334 W Washington, Parcel R30249, being BLOCK 134; LOT 40, ATM MACHINE of the CITY ADDITION, 1350 W Washington, Parcel R30251, being BLOCK 134; LOTS 1;5;28 of the CITY ADDITION, 1303 McNeill, Parcel R30272, being BLOCK 134; LOT 32 of the CITY ADDITION, 1345

**McNeill, Parcel R30271, being BLOCK 134; LOT 31 (S150) of the CITY ADDITION, and 1353 McNeill, Parcel R30270, being BLOCK 134; LOT 30A of the CITY ADDITION to the City of Stephenville, Erath County, Texas from (B-1) Neighborhood Business, (B-2) Retail and Commercial and (R-3) Multi-family Residential to (PD) Planned Development. The applicant will present a Development Plan.**

Steve Killen, Director of Development Services, updated the Commissioners on the rezone request of the properties and the Development Plan that was to be presented. Mr. Killen stated that the applicant presented the Conceptual Plan on February 15, 2023. The applicant is now returning to present and requesting approval of the Development Plan and rezoning request. Staff has reviewed the submittals and provided input to the Developer and Engineer for consideration. The requested concessions include:

1. Front setback reduction along Washington after ROW dedication. The face of northern most building setback will be at 1.65' (B-2 front setback is 20'). The roof overhang is roughly 42.5' in height and will protrude into the ROW by approximately 9'.
2. Building height to be 51' with roof top structures at 57'6".
3. Signage includes roof top signage and offsite - staff opposes.
4. Not all turn radii meet the 26' minimum; however, the points for Fire access do meet the minimum.
5. The Developer is requesting that the existing cell tower be authorized to increase height to 125'. Any future increases will require a variance request through the Board of Adjustment.

Mr. Killen continued his report by making a mention that TxDOT approval for the access points onto Washington Street is pending. He also stated that this will be the best use of the property and staff does support the request.

Commissioners Barnes, LaTouche, Lesley and Ashby had questions in regard to the placement of the dumpster, offsite signage, turning radii for the fire trucks, TxDOT permits and lane size.

Reagan Thompson, Developer and Reece Flannagan, Engineer were present to answer the Commissioners questions. Mr. Thompson stated that there will not be any offsite signage for the Development.

Chairperson LaTouche opened a public hearing at 5:48 PM.

No one spoke in favor of the rezone request.

Tom April, 1312 McNeill spoke in opposition to the request.

Betty Chew, 1406 Center Dr. had questions regarding the request.

One letter of opposition was received.

The public hearing was closed at 5:54 PM.

MOTION by Allen Barnes, second by Paul Ashby, to recommend approval to the City Council for the rezone of property with the removal of the off-site signage located at 1292 W Washington, Parcel R77944, being BLOCK 134; LOTS 12;18;30B;31 (PTS OF) of the CITY ADDITION, 1334 W Washington, Parcel R30249, being BLOCK 134; LOT 40, ATM MACHINE of the CITY ADDITION, 1350 W Washington, Parcel R30251, being BLOCK 134; LOTS 1;5;28 of the CITY ADDITION, 1303 McNeill, Parcel R30272, being BLOCK 134; LOT 32 of the CITY ADDITION, 1345 McNeill, Parcel R30271, being BLOCK 134; LOT 31 (S150) of the CITY ADDITION, and 1353 McNeill, Parcel R30270, being BLOCK 134; LOT 30A of the CITY ADDITION to the City of Stephenville, Erath County, Texas from (B-1) Neighborhood Business, (B-2) Retail and Commercial and (R-3) Multi-Family Residential to (PD) Planned Development. MOTION CARRIED by a unanimous vote.

**3. Case No.: RZ2023-003**

**Applicant Jackie Monk is requesting a rezone of property located at 255 Park St, Parcel R30320, ACRES 0.610, S2600 CITY ADDITION; BLOCK 138; LOT 11 & LOT 1 (S PT OF 1) of the City of Stephenville, Erath County, Texas from (B-2) Retail & Commercial District to (R-1) Single Family Residential District.**

Director of Development Services Director, Steve Killen, informed the Commission in regard to the rezone request that was being presented. He stated that the applicant is requesting a rezone which conforms to the future land use designation of Single Family Residential. The property has a current zoning of Retail and Commercial District (B-2) and is 0.67 acres with approximately 128' of frontage along Park Street. Existing zoning in the area includes Commercial and One and-Two-Family residential. Mr. Killen concluded by informing the Commission that staff supports the request.

Jackie Monk was present to answer the Commissioners questions.

Chairperson LaTouche opened the public hearing at 6:01 PM.

No one spoke in favor or against the rezone request.

The public hearing was closed at 6:01PM.

MOTION by Brian Lesley, second by Allen Barnes, to recommend approval to the City Council for the rezone of property located at 255 Park St, Parcel R30320, ACRES 0.610, S2600 CITY ADDITION; BLOCK 138; LOT 11 & LOT 1 (S PT OF 1) of the City of Stephenville, Erath County, Texas from (B-2) Retail & Commercial District to (R-1) Single Family Residential District. MOTION CARRIED by a unanimous vote.

**4. Case No.: RZ2023-004**

**Applicant Ryan Hill of Shield Engineering, representing Adam Phillips is requesting a rezone of property located at 2290 W Tarleton, Parcel R30357, ACRES 0.222, S2600 CITY ADDITION;; BLOCK 139;; LOT 16; (117.3 X 82.5 OF, 16 TRACT 1) of the City of Stephenville, Erath County, Texas from (B-1) Neighborhood Business to (R-3) Multi-Family Residential District.**

Steve Killen, Director of Development Services, briefed the Commission about the rezone request. Mr. Killen stated that the applicant is requesting a rezone which conforms to the future land use designation of R-3, Multifamily Residential District. The current zoning is B-1, Neighborhood Business. The property is 0.22 acres with approximately 188' of frontage along Tarleton Street. Additional ROW dedication will be required with any new development or replating. The existing uses in the area include Single-Family Residential, Multifamily, Neighborhood Business and Commercial. Mr. Killen concluded his brief by stating that staff supports the rezone request.

Ryan Hill was present to answer the Commissioners questions.

Chairperson LaTouche opened the public hearing at 6:05 PM.

No one spoke in favor or against of the rezone request.

The public hearing was closed at 6:05 PM.

MOTION by Brian Lesley, second by Allen Barnes, to recommend approval to the City Council for the rezone of property located at 2290 W Tarleton, Parcel R30357, ACRES 0.222, S2600 CITY ADDITION; BLOCK 139; LOT 16; (117.3 X 82.5 OF, 16 TRACT 1) of the City of Stephenville, Erath County, Texas from

(B-1) Neighborhood Business to (R-3) Multi-Family Residential District. MOTION CARRIED by a unanimous vote.

**ADJOURN**

The meeting was adjourned at 6:05 PM.

APPROVED:

LST 

Lisa LaTouche, Chair

ATTEST:



Tina Cox, Commission Secretary