



## PLANNING AND ZONING COMMISSION MEETING

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City Hall Council Chambers, 298 W. Washington  
Wednesday, June 21, 2023 at 5:30 PM

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### AGENDA

#### CALL TO ORDER

#### MINUTES

- [1.](#) Consider Approval of April 19, 2023 Meeting Minutes.

#### PUBLIC HEARING

- [2.](#) Case No.: RZ2023-005

Applicant Ryan Studdard, representing Aaron Caulder, is requesting a rezone of property located at 711 Miller, Parcel R32523, being Acres 0.177, S5000 J.W. MILLER ADDITION; BLOCK 2; LOT 1 of the City of Stephenville, Erath County, Texas from (B-1) Neighborhood Business to (R-1.5) Single-Family Residential District (6,000 ft ).

#### ADJOURN

*In accordance with the Americans with Disabilities Act, persons who need accommodation to attend or participate in this meeting should contact City Hall at 254-918-1287 within 48 hours prior to the meeting to request such assistance.*



## 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;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. 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 regards 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 6:01 PM.

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:

ATTEST:

\_\_\_\_\_  
Lisa LaTouche, Chair

\_\_\_\_\_  
Tina Cox, Commission Secretary



# STAFF REPORT

**SUBJECT:** Case No.: RZ2023-005

Applicant Ryan Studdard, representing Aaron Caulder, is requesting a rezone of property located at 711 Miller, Parcel R32523, being Acres 0.177, S5000 J.W. MILLER ADDITION; BLOCK 2; LOT 1 of the City of Stephenville, Erath County, Texas from (B-1) Neighborhood Business to (R-1.5) Single-Family Residential District (6,000 ft).

**DEPARTMENT:** Development Services

**STAFF CONTACT:** Steve Killen, Director of Development Services

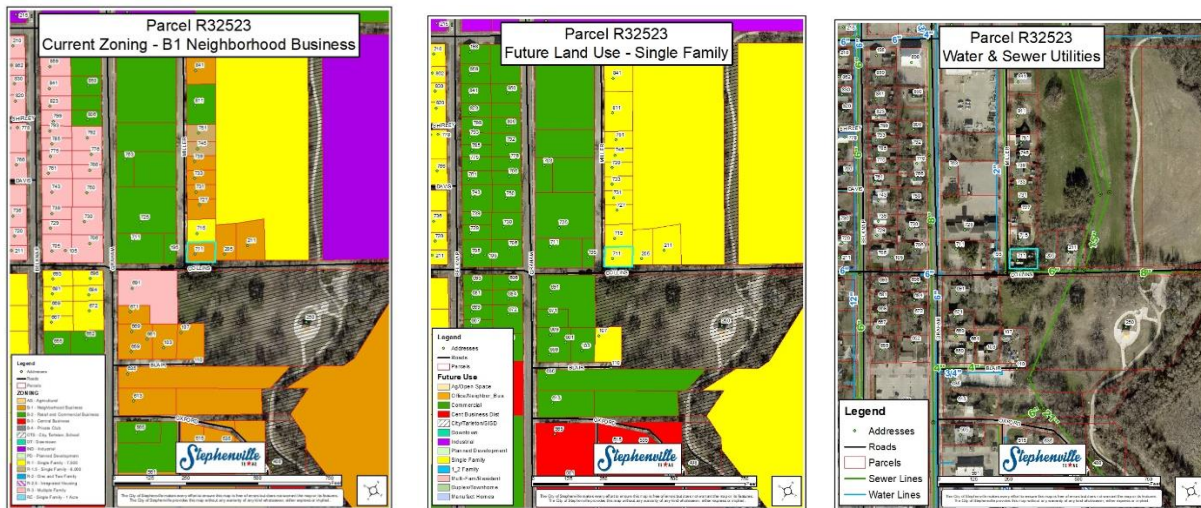
## RECOMMENDATION:

The property has a current zoning of Neighborhood Business District (B-1). The Future Land Use for this property is designated as Single Family.

## BACKGROUND:

The applicant is requesting a rezone which conforms to the future land use designation in respect to residential use, however, R-1.5 allows a smaller lot dimension of 50x100 and the construction of a single-family home no less than 1,000 square feet. The adjacent property located at 715 Miller was recently rezoned to R-1 Single-Family Residential District and the properties at 745 and 751 Miller have been rezoned to R-1.5, Single-Family Residential District (6,000 ft).

## PROPERTY PROFILE:



### Sec. 154.05.4. Single-family residential district (R-1.5) (6,000 ft<sup>2</sup>).

**5.4.A Description.** This residential district provides for a neighborhood development of medium density. Primary land use allows for single-family dwelling development on smaller lots. Recreational, religious, and educational uses normally appropriate to such a residential neighborhood are also permitted to contribute to the natural elements of a convenient, balanced and attractive neighborhood. Development within this district

is intended to be separate from and protected from the encroachment of land activities that do not contribute to the esthetic and functional well-being of the intended district environment.

#### 5.4.B Permitted Uses.

- (1) Single-family detached dwelling, limited to occupancy by a family having no more than three individuals who are unrelated by blood, legal adoption, marriage, or conservatorship. The owner and any agent of the owner shall be legally responsible for directly or indirectly allowing, permitting, causing, or failing to prohibit residential use of a dwelling in this district by more than three unrelated individuals;
- (2) Accessory building;
- (3) Churches, temples, mosques, and related facilities;
- (4) Community home;
- (5) Park or playground; and
- (6) SISD school—public.

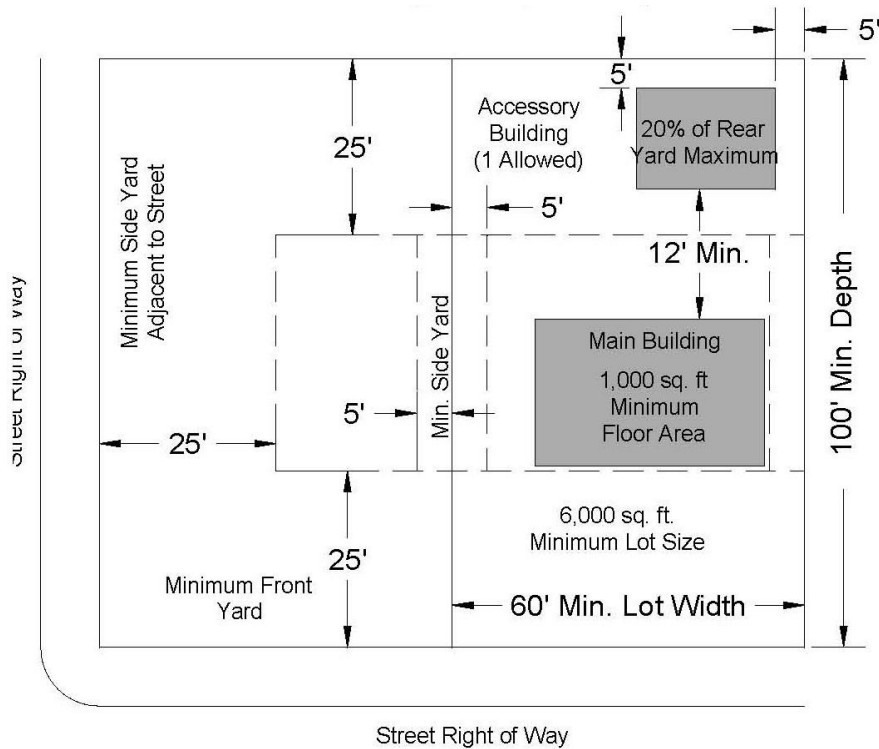
#### 5.4.C Conditional Uses.

- (1) Home occupation;
- (2) Common facilities as the principal use of one or more platted lots in a subdivision; and
- (3) Childcare—registered family home and group day care home.

#### 5.4.D Height, Area, Yard and Lot Coverage Requirements.

- (1) Minimum lot area: single-family dwelling: 5,000 ft<sup>2</sup>.
- (2) Minimum lot width and lot frontage: 50 feet.
- (3) Minimum lot depth: 100 feet.
- (4) Minimum depth of front setback: 25 feet.
- (5) Minimum depth of rear setback: 25 feet.
- (6) Minimum width of side setback:
  - (a) Internal lot: five feet.
  - (b) Corner lot: 25 feet from intersecting side street.
- (7) Building size:
  - (a) Maximum main building coverage as a percentage of lot area: 40%.
  - (b) Minimum area of main building: 1,000 ft<sup>2</sup>.
- (8) Accessory buildings:
  - (a) Maximum accessory building coverage of rear yard: 20%.
  - (b) Maximum number of accessory buildings: one.
  - (c) Minimum depth of side setback: five feet.
  - (d) Minimum depth of rear setback: five feet.
  - (e) Minimum depth from the edge of the main building: 12 feet.
- (9) Maximum height of structures: 35 feet.
- (10) Public, semi-public or public service buildings, hospitals, institutions or schools may not exceed a height of 60 feet. Churches, temples and mosques may not exceed 75 feet, if the building is set back from each yard line at least one foot for each two feet additional height above the height limit in this district.

## Height, Area, Yard and Lot Coverage Requirements Single-Family Dwelling



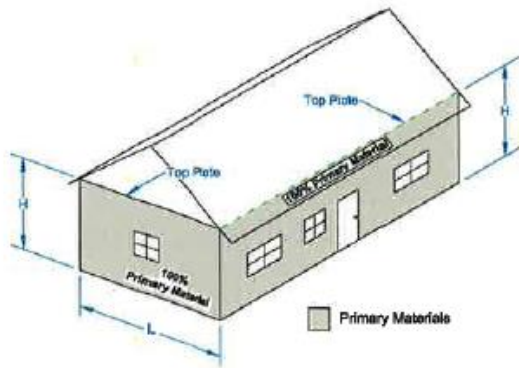
**5.4.E Parking Regulations.** A Single-Family, R-1.5 District lot shall provide a minimum of two vehicle parking spaces, with a driveway connecting the parking spaces with a street or alley and meet all the pertinent requirements contained in this ordinance, Section 11, Parking Regulations of this ordinance.

### 5.4.F Type of Construction.

- (1) The exterior walls of all new dwellings to the top plate, shall be constructed exclusively of primary materials, excluding doors, windows, and porches. See Section 10.E(1): Exterior Building Material Standard—Primary Materials.
- (2) Existing dwellings expanding the total square footage of the building 50% or less, or modifying the exterior walls, may use the same exterior construction material as the existing primary building. If the material is not available, similar material may be used if approved by the Community Development Director.
- (3) Existing dwellings expanding the total square footage of the building by more than 50% or proposing to use a material consistent with the primary structure for any expansion must use primary materials, Section 10.E(1): Exterior Building Material Standard—Primary Materials, for the expansion area.



### 5.4.F Exterior Building Material Standards



#### NEW CONSTRUCTION

Total Exterior Wall shall equal,  
100% of Primary Materials.  
(Windows & Doors are excluded)

#### EXISTING STRUCTURES

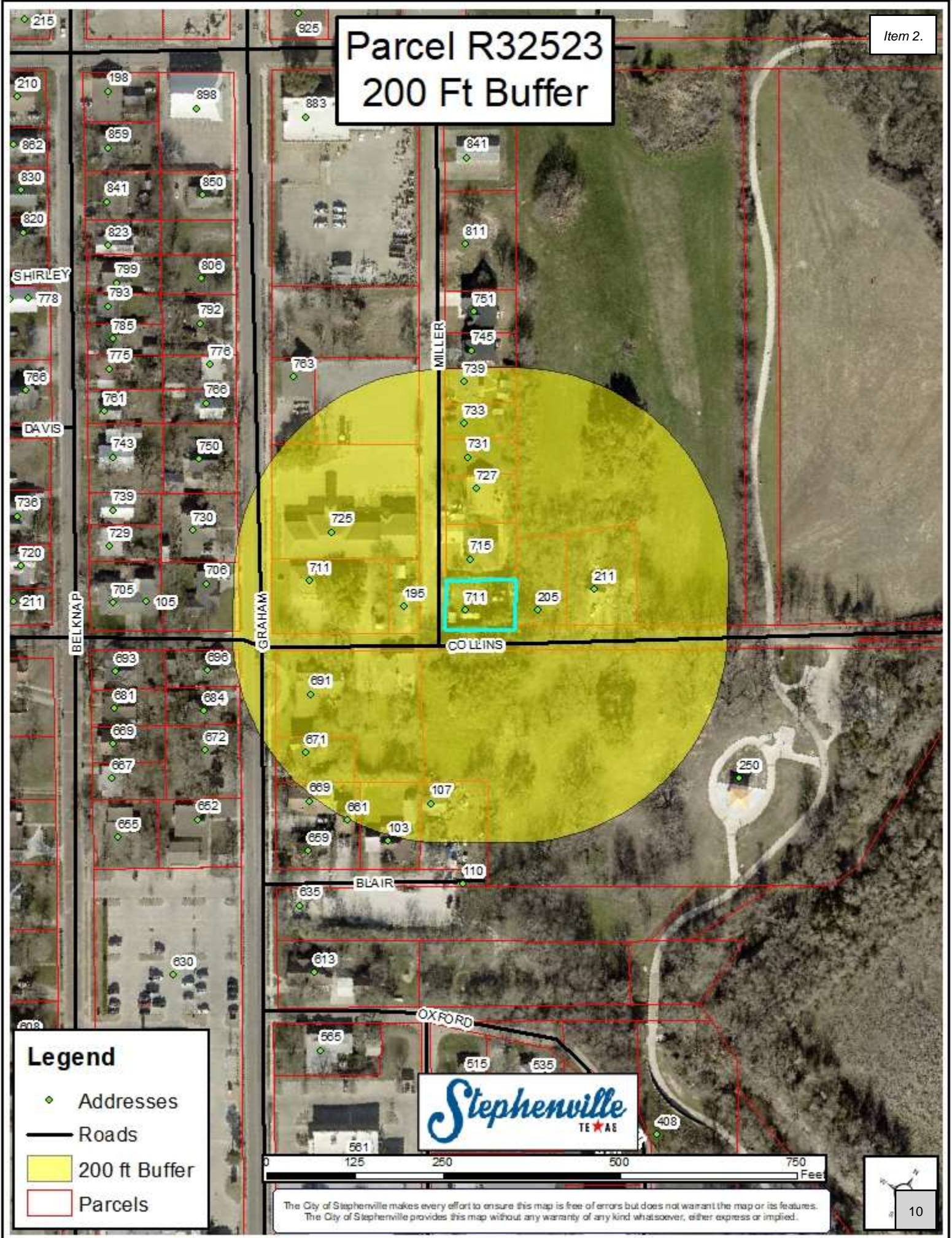
1. Expanding or modifying the footage of the building 50% or less, may use the same exterior material as the existing primary building. If not available, approval is need from the Community Development Director.
2. Expanding or modifying the footage of the building 50% or more, must use 100% Primary Materials of the exterior wall.
3. Windows and Doors are excluded.

(Ord. 2011-26, passed 12-6-2011; Ord. 2018-O-22 , § 1, 6-12-2018)

#### ALTERNATIVES:

- 1) Recommend the City Council approve the rezoning request.
- 2) Recommend the City Council deny the rezoning request.

# Parcel R32523 200 Ft Buffer



**Legend**

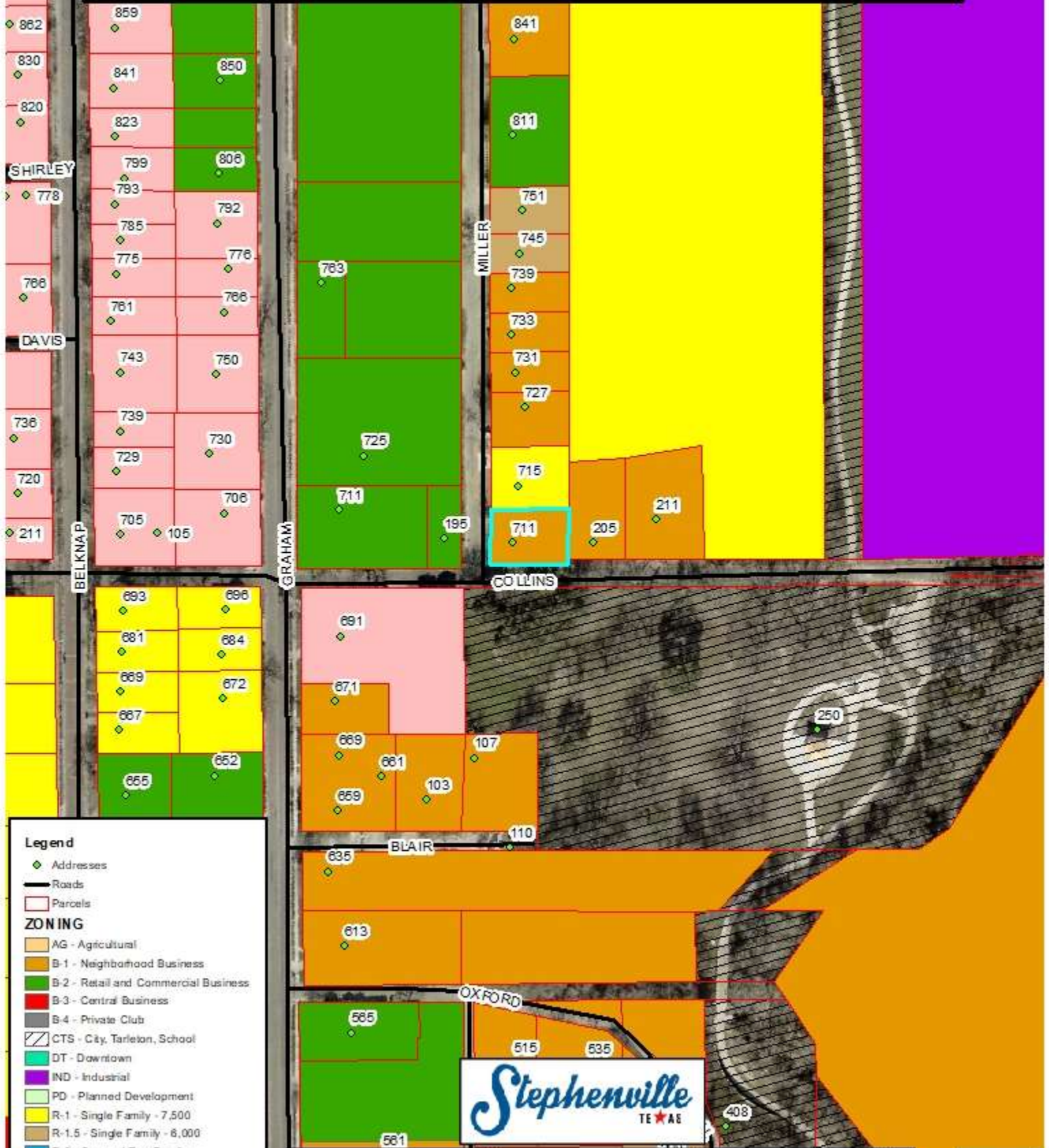
- ◆ Addresses
- Roads
- 200 ft Buffer
- Parcels



The City of Stephenville makes every effort to ensure this map is free of errors but does not warrant the map or its features. The City of Stephenville provides this map without any warranty of any kind whatsoever, either express or implied.

# Parcel R32523

## Current Zoning - B1 Neighborhood Business



**Legend**

- ◆ Addresses
- Roads
- Parcels

**ZONING**

- AG - Agricultural
- B-1 - Neighborhood Business
- B-2 - Retail and Commercial Business
- B-3 - Central Business
- B-4 - Private Club
- CTS - City, Tarleton, School
- DT - Downtown
- IND - Industrial
- PD - Planned Development
- R-1 - Single Family - 7,500
- R-1.5 - Single Family - 8,000
- R-2 - One and Two Family
- R-2.5 - Integrated Housing
- R-3 - Multiple Family
- RE - Single Family - 1 Acre

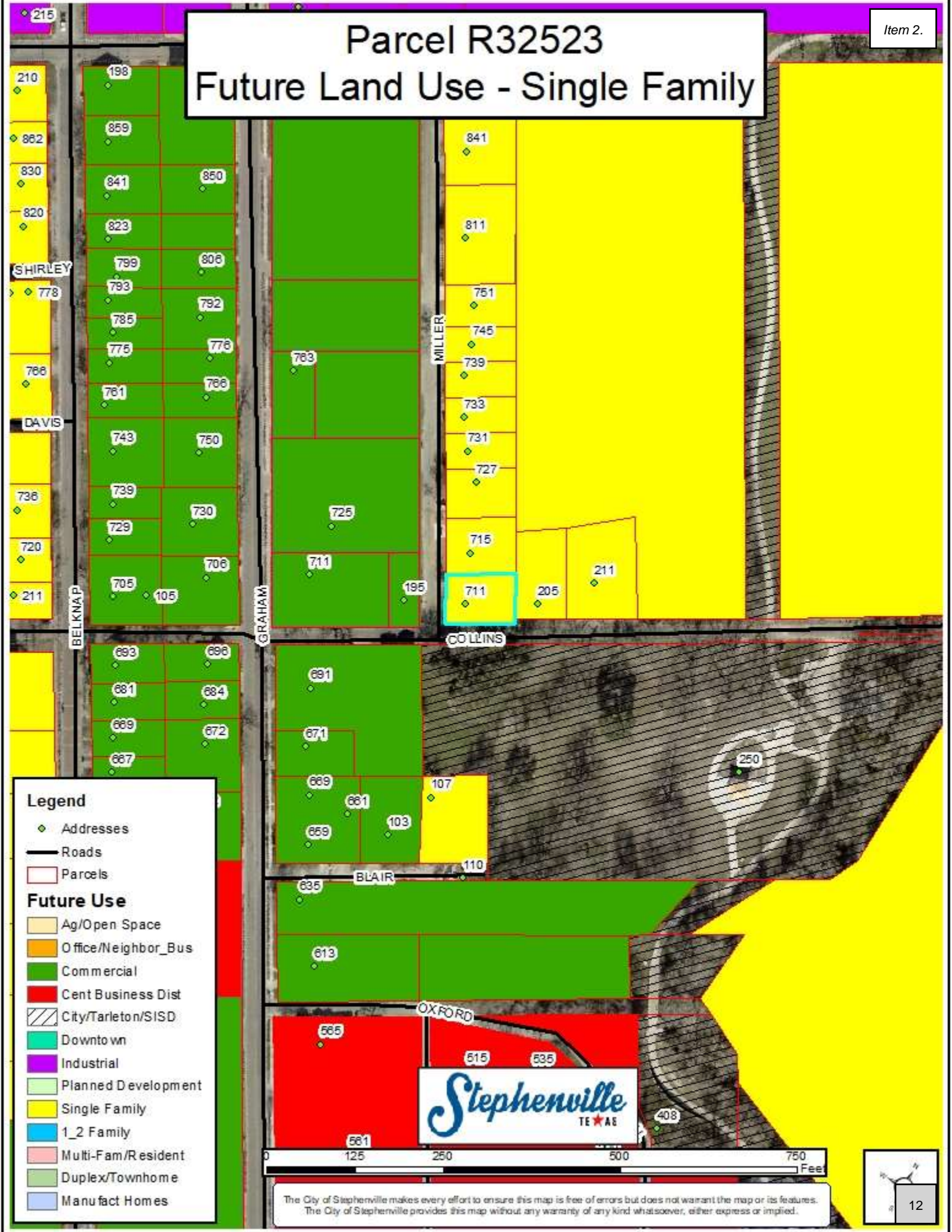


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# Parcel R32523

## Future Land Use - Single Family

Item 2.



### Legend

- ◆ Addresses
  - Roads
  - Parcels
- ### Future Use
- Ag/Open Space
  - Office/Neighbor\_Bus
  - Commercial
  - Cent Business Dist
  - City/Tarleton/SISD
  - Downtown
  - Industrial
  - Planned Development
  - Single Family
  - 1\_2 Family
  - Multi-Fam/Resident
  - Duplex/Townhome
  - Manufact Homes



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# Parcel R32523 Water & Sewer Utilities



**Legend**

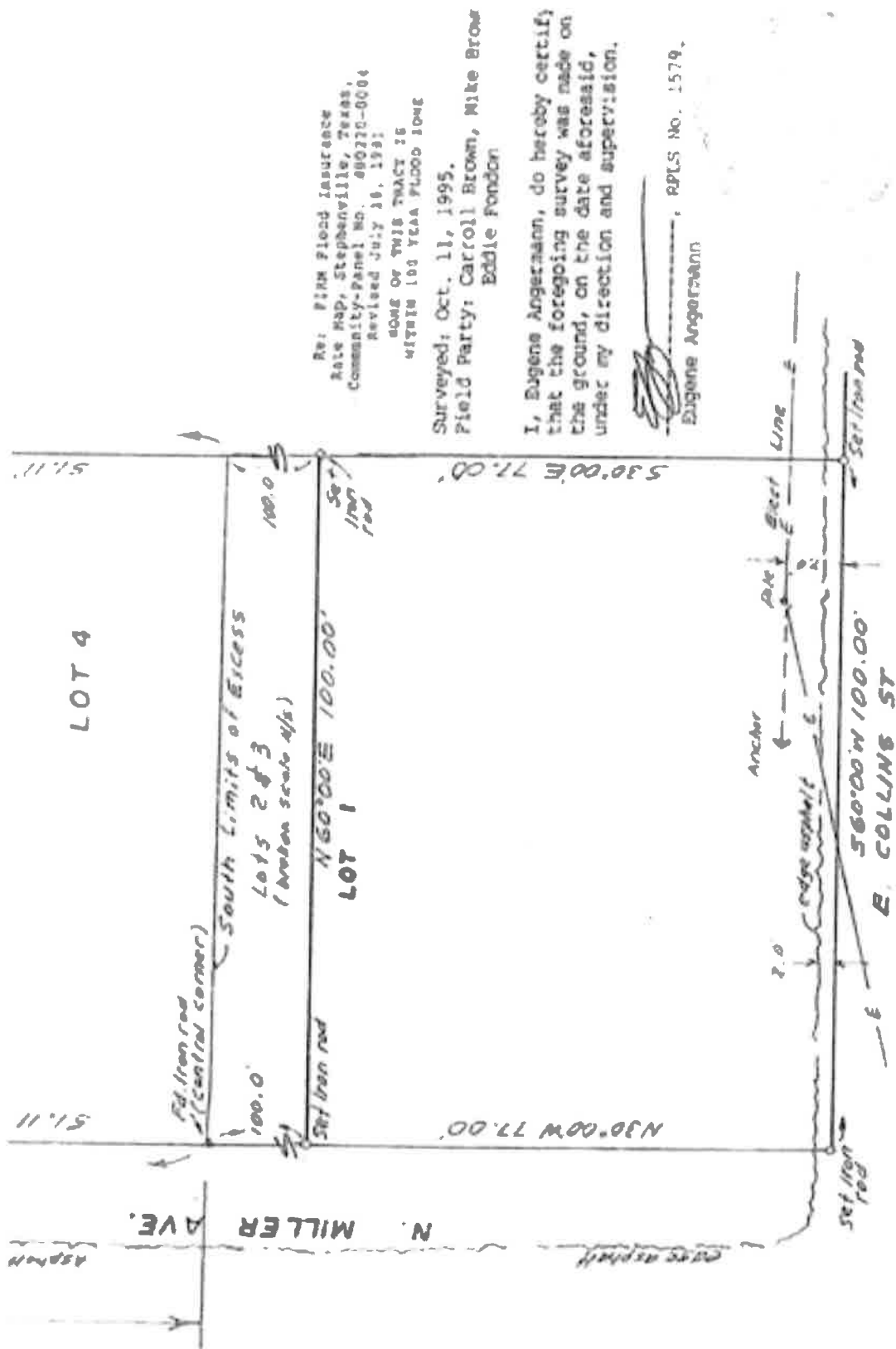
- ◆ Addresses
- Roads
- ▭ Parcels
- Sewer Lines
- Water Lines



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## Parcel R32523 200 ft Buffer Addresses

Parcel ID	Parcel Address	Parcel Owner	Owner Address	City	State	Zip Code
R000032525	727 N MILLER	BENHAM WANDA	553 TIMBERWOLF TRAIL	STEPHENVILLE	TX	76401
R000032517	711 N GRAHAM	BOUCHER DAVID	400 TIMBER RIDGE DR	STEPHENVILLE	TX	76401
R000029631	706 N GRAHAM	BURLESON BRAYDEN & SHANNON BURLESON	706 N GRAHAM	STEPHENVILLE	TX	76401
R000032524	715 MILLER	CAULDER AARON & ALYSON	1490 CR229	STEPHENVILLE	TX	76401
R000063036	0 E COLLINS	CITY OF STEPHENVILLE	298 W WASHINGTON	STEPHENVILLE	TX	76401-4257
R000032523	711 MILLER	GUERRERO GUADALUPE	660 CR 260	DUBLIN	TX	76446
R000032518	725 N GRAHAM	HARRIS METHODIST ERATH CO	611 RYAN PLAZA DR SUITE 660	ARLINGTON	TX	76011
R000062853	0 MILLER	HARRIS PROFESSIONAL BUILDING CORP	611 RYAN PLAZA DR SUITE 660	ARLINGTON	TX	76011
R000029621	669 N GRAHAM	HERNANDEZ JONATHAN & SYLVIA HERNANDEZ	10773 FM3025	STEPHENVILLE	TX	76401
R000029604	696 N GRAHAM	HOWARD DANA TERON	1720 CR 555	DUBLIN	TX	76446-5219
R000029626	107 BLAIR	JAQUESS DAVID	16 LOYOLA CIRCLE	HOT SPRINGS VILLAGE	AR	71909
R000029624	691 N GRAHAM	KEENE SHERRI	PO BOX 2423	STEPHENVILLE	TX	76401
R000032516	195 COLLINS	KOHO JENNY BARRETT	195 COLLINS	STEPHENVILLE	TX	76401
R000029630	205 COLLINS	MEDRANO AMPARO AVALOS	608 E LONG	STEPHENVILLE	TX	76401
R000040206	211 E COLLINS	MEDRANO AMPARO AVALOS	608 E LONG	STEPHENVILLE	TX	76401
R000032528	739 MILLER	NAVARRO JOSE JUIS, RAUL, & MARIA TERESA VILLAREAL	739 N MILLER ST	STEPHENVILLE	TX	76401
R000062852	763 N GRAHAM	OAK LAWN MEDICAL PROPERTIES LP	1951 FORT WORTH HWY STE 105	WEATHERFORD	TX	76086
R000029628	103 E BLAIR	QUEVEDO JOSE LUNA & MAYRA LUNA QUEVEDO	103 E BLAIR	STEPHENVILLE	TX	76401
R000029629	0 E COLLINS ST	RF LAND HOLDINGS LLC	1111 N GRAHAM ST	STEPHENVILLE	TX	76401
R000029622	671 N GRAHAM	STARRX PROPERTIES LLC	1755 BIG VALLEY CIR	LIPAN	TX	76462
R000032526	731 MILLER	VILLAREAL RAUL NAVARRO	739 N MILLER ST	STEPHENVILLE	TX	76401
R000032527	733 MILLER	VILLAREAL RAUL NAVARRO	739 N MILLER ST	STEPHENVILLE	TX	76401
R000032529	745 MILLER	WAKELAND REJEANA D & STEVEN J WAKELAND	1099 PIERCE RD	RED OAK	TX	75154
R000029633	730 GRAHAM	WALTER PROPERTY MANAGEMENT LLC	150 LUCAS LN	STEPHENVILLE	TX	76401



Re: FIRM Flood Insurance  
Rate MAP, Stephenville, Texas,  
Community-Panel No. 080270-0004  
Revised July 16, 1991

NAME OF THIS TRACT IS  
WITHIN 100 YEAR FLOOD ZONE

Surveyed: Oct. 11, 1995.  
Field Party: Carroll Brown, Mike Brown,  
Eddie Fondon

I, Eugene Angersmann, do hereby certify  
that the foregoing survey was made on  
the ground, on the date aforesaid,  
under my direction and supervision.

*Eugene Angersmann*  
Eugene Angersmann, RPLS No. 1579.

*File room al*

