



BOARD OF ADJUSTMENT MEETING FEBRUARY 17, 2026

February 17, 2026 at 5:30 PM

WolfForth City Hall - 302 Main Street WolfForth, TX

AGENDA

CALL MEETING TO ORDER

ROLL CALL AND ESTABLISH A QUORUM

CITIZEN ENGAGEMENT

This is an opportunity for the public to address the Board of Adjustment regarding an item on the agenda, except public hearings that are included on the agenda. Comments related to public hearings will be heard when the specific hearing begins. Citizen comments are limited to three (3) minutes per speaker, unless the speaker requires the assistance of a translator, in which case the speaker is limited to six (6) minutes, in accordance with applicable law. Each speaker shall approach the designated speaker location, complete the citizen engagement sign in sheet and state his/her name and city of residence before speaking. Speakers shall address the Board of Adjustment with civility that is conducive to appropriate public discussion. Speakers can address only the Board of Adjustment and not individual city officials or employees. The public cannot speak from the gallery but only from the designated speaker location.

ITEMS FOR INDIVIDUAL CONSIDERATION

- 1.** Consider and take appropriate action on minutes from April 1, 2025.
- 2.** Conduct a Public Hearing on a substandard structure at 609 5th Street WolfForth, TX 79382: CASEY #4 BLK 5 W60'OF L 1.
- 3.** Consider and take appropriate action on determination of a substandard structure at 609 5th Street WolfForth, TX 79382: CASEY #4 BLK 5 W60'OF L 1.

ADJOURN

In accordance with the Americans with Disability Act any person with a disability requiring reasonable accommodation to participate in this meeting should call the City Secretary at 806-855-4120 or send written request to P.O. Box 36 Wolfforth Texas 79382 at least 48 hours in advance of the meeting date.

Certification

I, the undersigned authority do hereby certify that the Notice of Meeting was posted at City Hall of the City of Wolfforth, Texas was posted on February 10, 2026 at 5:00 p.m.

/s/ Tara Tomlinson, Director of Development Services



BOARD OF ADJUSTMENT MEETING APRIL 1, 2025

April 01, 2025 at 5:30 PM

Wolfforth City Hall - 302 Main Street Wolfforth, TX

MINUTES

CALL MEETING TO ORDER

Michael Adams called the meeting to order at 5:33.

ROLL CALL AND ESTABLISH A QUORUM

CITIZEN ENGAGEMENT

This is an opportunity for the public to address the Board of Adjustment regarding an item on the agenda, except public hearings that are included on the agenda. Comments related to public hearings will be heard when the specific hearing begins. Citizen comments are limited to three (3) minutes per speaker, unless the speaker requires the assistance of a translator, in which case the speaker is limited to six (6) minutes, in accordance with applicable law. Each speaker shall approach the designated speaker location, complete the citizen engagement sign in sheet and state his/her name and city of residence before speaking. Speakers shall address the Board of Adjustment with civility that is conducive to appropriate public discussion. Speakers can address only the Board of Adjustment and not individual city officials or employees. The public cannot speak from the gallery but only from the designated speaker location.

No citizens were present to make comment.

ITEMS FOR INDIVIDUAL CONSIDERATION

1. Conduct a Public Hearing on a substandard structure at 514 4th Street Wolfforth, TX 79382: Wolfforth ACS BLK 5 L 10-13.

Michael Adams opened the public hearing at 5:33 pm. After no comments, the public hearing was closed at 5:35 pm.

2. Consider and take appropriate action on determination of a substandard structure at 514 4th Street Wolfforth, TX 79382: Wolfforth ACS BLK 5 L 10-13.

Witnesses including, Tara Tomlinson, Director of Development Services, Audry Martinez, Code Enforcement Officer, Kathran Lewallen, Code Enforcement Officer, and Patrick Payne,

Building Inspector, were sworn in. After hearing testimony from Tara Tomlinson, motion was made by Robert Garcia, second by Jeff Sweat to have the structure secured by the owner or by the City within 10 days and that the property be repaired, removed, or demolished within 30 days as per Order 2025-001. Motion passed unanimously.

- 3. Conduct a Public Hearing on a substandard structure at 610 3rd Street Wolfforth, TX 79382: WOLFFORTH ACS BLK 2 L 7 & 8.

Michael Adams opened the public hearing at 5:45 pm. After no comments, the public hearing was closed at 5:46 pm.

- 4. Consider and take appropriate action on determination of a substandard structure at 610 3rd Street Wolfforth, TX 79382: WOLFFORTH ACS BLK 2 L 7 & 8.

Witnesses including, Tara Tomlinson, Director of Development Services, Audry Martinez, Code Enforcement Officer, Kathran Lewallen, Code Enforcement Officer, and Patrick Payne, Building Inspector, were sworn in. After hearing testimony from Tara Tomlinson, motion was made by Patricia Teck, second by Mark Schneider to have the structure secured by the owner or by the City within 10 days and that the property be repaired, removed, or demolished within 30 days as per Order 2025-002. Motion passed unanimously.

ADJOURN

Motion by Robert Garcia, second by Jeff Sweat to adjourn the meeting at 5:53 pm. Motion carried unanimously.

In accordance with the Americans with Disability Act any person with a disability requiring reasonable accommodation to participate in this meeting should call the City Secretary at 806-855-4120 or send written request to P.O. Box 36 Wolfforth Texas 79382 at least 48 hours in advance of the meeting date.

Certification

I, the undersigned authority do hereby certify that the Notice of Meeting was posted at City Hall of the City of Wolfforth, Texas was posted on March 28, 2025 at 5:00 p.m.

ATTEST:

Michael Adams

Tara Tomlinson

Chair of Board of Adjustment

Director of Development Services



AGENDA ITEM COMMENTARY

MEETING NAME:	Board of Adjustment
MEETING DATE:	February 17, 2026
ITEM TITLE:	Conduct a Public Hearing on a substandard structure at 609 5 th Street Wolfforth, TX 79382: CASEY #4 BLK 5 W60'OF L 1.
STAFF INITIATOR:	Tara Tomlinson, Director of Development Services

BACKGROUND:

This commentary applies to the next two agenda items:

1. Conduct a Public Hearing on a substandard structure at 609 5th Street Wolfforth, TX 79382: CASEY #4 BLK 5 W60'OF L 1.
2. Consider and take appropriate action on a substandard structure at 609 5th Street Wolfforth, TX 79382: CASEY #4 BLK 5 W60'OF L 1.

Over the past year, the City of Wolfforth Code Enforcement has been actively identifying structures that fail to meet the minimum standards necessary to protect life, health, property, safety, and the general welfare of the public from the dangers of substandard buildings. In November 2025, Code Enforcement obtained an administrative warrant to inspect the property, document its condition, and assess the extent of the violations. Notice was sent out December 31, 2025 by certified, mail to all owners, lien holders, and mortgage holders about the Board of Adjustment hearing. No mail was returned to the city during this time.

The inspection identified multiple critical deficiencies requiring immediate attention. The building exhibits severe exterior and roof deterioration, including failed weather protection, rotted or broken coverings, and compromised structural elements that pose a risk of collapse. Floors and supports are defective and may not safely carry normal loads. Safety and habitability are further reduced by missing window screens, inadequate lighting, and the absence of functional sanitary facilities or running water. Widespread dilapidation, poor maintenance, and hazardous site conditions—including debris, stagnant water, and vermin—create significant fire, health, and safety risks, rendering portions of the structure unsafe and unfit for residential use.

Attached in the exhibits are photographs that document the following findings, defined under 03.07.015 of the City of Wolfforth Code of Ordinances:

- Walls: (26) Faulty weather protection.
- Weather protection which shall include but not be limited to the following: (A) Deteriorated, crumbling, or loose plaster. (B) Deteriorated or ineffective waterproofing of exterior walls, roof, foundations, or floors, including broken windows or doors. (C) Defective or lack of weather protection for exterior wall coverings, including lack of paint, or weathering due to lack of paint or other approved protective covering. (D) Broken, rotted, split, or buckled exterior wall coverings or roof coverings.

- Roof: (19) Members of ceilings, roofs, ceiling and roof supports or other horizontal members, which sag, split, or buckle due to defective material or deterioration.
- Floor: (15) Defective or deteriorated flooring or floor supports. (16) Flooring or floor supports of insufficient size to carry imposed loads with safety.
- Windows and Doors: (2) Lack of improper window screens as necessary to prevent the entry of insects.
- Electrical: (9) Lack of required electrical lighting.
- (1) Lack of or improper water closet, lavatory, bathtub or shower in a dwelling unit.
- (4) Lack of hot and cold running water to plumbing fixtures in a dwelling unit.
- (12) General dilapidation or improper maintenance.
- (29) Hazardous or unsanitary premises. Those premises on which an accumulation of weeds, vegetation, junk dead organic matter, debris, garbage, offal, rat harborages, stagnant water, combustible materials, and similar materials or conditions which constitute fire, health, or safety hazards.
- (30) Inadequate maintenance. Any building or portion thereof which is determined to be an unsafe building as a result of improper or inadequate maintenance.

EXHIBITS:

1. Notice
2. Inspection Report
3. Photos

BOARD ACTION/STAFF RECOMMENDATION:

Hold a Public Hearing.

WOLFFORTH CODE ENFORCEMENT

Audry Martinez
Code Enforcement Officers
302 Main Street
Wolfforth, TX 79382
Phone: 806-855-4120

Kathran Lewallen
Code Enforcement Officers
302 Main Street
Wolfforth, TX 79382
Phone: 806-855-4120

Tara Tomlinson
Director of Development Services
302 Main Street
Wolfforth, TX 79382
Phone: 806-855-4130

Owner:

Terry Juares and Christina Chavez
609 5th Street
Wolfforth, TX 79382

Lienholder:

Office of Attorney General
209 W 14th Street
Austin, TX 78701

RE: Substandard Structures at 609 5th Street Wolfforth, TX 79382: CASEY #4 BLK 5 W60'OF L 1

Dear Owner and Lienholder,

On November 20, 2025, an inspection was made of the above referenced property. The property displays extensive structural deterioration, inadequate maintenance, and multiple habitability deficiencies, many of which present immediate health and safety concerns. The building's exterior walls show significant weather protection failures, including deteriorated or loose plaster, ineffective waterproofing, and broken windows or doors. Exterior wall and roof coverings are rotted, broken, split, or buckled, and lack adequate protective coatings, leaving the structure exposed to the elements. The surrounding premises contain hazardous and unsanitary accumulations of vegetation, debris, garbage, stagnant water, and vermin harborage, creating fire, health, and safety hazards. (See attached full report)

You are hereby notified that a hearing will be held before the zoning board of adjustment of the city, at **City Hall 302 Main Street Wolfforth, TX 79382 on the 17th day of February 2026 at 5:30 p.m.** The purpose of the hearing is to make a final determination as to whether the structure described is in violation of the dangerous building code of the city. You may be present at the hearing and may, but need not be, represented by legal counsel. You may present any relevant evidence and will be given full opportunity to cross-examine all witnesses testifying against you. You may request the issuance of subpoenas to compel the attendance of witnesses and the production of books, documents or other things by filing an affidavit thereof with the zoning board of adjustment. At the time of the hearing, you (whether you be the owner, lienholder, or mortgagee) will be required to submit at the hearing proof of the scope of any work that may be required to comply with the code and the time it will take to reasonably perform the work. In the event you seek to obtain more than thirty (30) days to complete the project, you will be required to reasonably establish that the work cannot be completed within thirty 30 days. In the event you seek to obtain more than ninety (90) days to complete the work, you will be required to submit a detailed plan and time schedule for the work at the hearing and establish that the work cannot be completed within ninety (90) days.

If the Zoning Board of Adjustment finds the structure violates the Code and poses a hazard to public health, safety, or welfare, it may order the building to be repaired, removed, or demolished within the specified time frame. Any person affected by any order may seek to appeal the order within thirty (30) days to the State District Court for relief and upon failure to do so within such period of time such order shall be final.

Audry Martinez
Code Enforcement Officer

Kathran Lewallen
Code Enforcement Officer

Tara Tomlinson
Director of Dev. Services

SUBSTANDARD STRUCTURE REPORT

1. Report Information

- **Date of Inspection:** *November 20, 2025*
 - **Report Prepared by:** *Audry Martinez and Tara Tomlinson*
 - **Location of Structure:** *609 5th Street Wolfforth, TX 79382*
 - **Client/Owner:** *Terry Juarez and Christina Chavez*
 - **Purpose of Inspection:** *safety concerns of a substandard structure*
-

2. Findings & Observations- [included numbers are found under code 3.07.015]

2.1 Structural Elements

- **Walls:** (26) *Faulty weather protection. Weather protection which shall include but not be limited to the following: (A) Deteriorated, crumbling, or loose plaster. (B) Deteriorated or ineffective waterproofing of exterior walls, roof, foundations, or floors, including broken windows or doors. (C) Defective or lack of weather protection for exterior wall coverings, including lack of paint, or weathering due to lack of paint or other approved protective covering. (D) Broken, rotted, split, or buckled exterior wall coverings or roof coverings.*
- **Roof:** (19) *Members of ceilings, roofs, ceiling and roof supports or other horizontal members, which sag, split, or buckle due to defective material or deterioration.*
- **Floor:** (15) *Defective or deteriorated flooring or floor supports. (16) Flooring or floor supports of insufficient size to carry imposed loads with safety.*

2.2 Non-Structural Elements

- **Windows and Doors:** (2) *Lack of improper window screens as necessary to prevent the entry of insects.*
- **Electrical:** (9) *Lack of required electrical lighting.*

2.3 Additional Observations

- (1) *Lack of or improper water closet, lavatory, bathtub or shower in a dwelling unit.*
 - (4) *Lack of hot and cold running water to plumbing fixtures in a dwelling unit.*
 - (12) *General dilapidation or improper maintenance.*
 - (29) *Hazardous or unsanitary premises. Those premises on which an accumulation of weeds, vegetation, junk dead organic matter, debris, garbage, offal, rat harborages, stagnant water, combustible materials, and similar materials or conditions which constitute fire, health, or safety hazards.*
 - (30) *Inadequate maintenance. Any building or portion thereof which is determined to be an unsafe building as a result of improper or inadequate maintenance.*
-

3. Safety Concerns

- **Immediate Safety Concerns:**
 - Progressive structural failure
- **Potential Future Hazards:**
 - Escalating fire risk
 - Degradation of materials (corrosion, rust, wood rot, etc)
 - Diminished occupant safety
 - Non-compliance with safety codes

4. Conclusion

The property displays extensive structural deterioration, inadequate maintenance, and multiple

habitability deficiencies, many of which present immediate health and safety concerns. The building's exterior walls show significant weather protection failures, including deteriorated or loose plaster, ineffective waterproofing, and broken windows or doors. Exterior wall and roof coverings are rotted, broken, split, or buckled, and lack adequate protective coatings, leaving the structure exposed to the elements. The roof structure is compromised, with ceilings, roof supports, and other horizontal members sagging, splitting, or buckling due to deterioration, indicating potential structural instability and risk of collapse. Flooring conditions are also substandard. The property contains defective or deteriorated flooring and floor supports, and some areas have structural members insufficient to safely carry imposed loads, raising concerns about floor failure under normal use. Non-structural components further reduce the property's safety and habitability. Window screens are missing or inadequate, failing to prevent insect intrusion. The structure also lacks required electrical lighting, limiting safe visibility and contributing to hazardous living conditions. Essential sanitary facilities are absent or nonfunctional. The property lacks a proper water closet, lavatory, bathtub, or shower, and does not provide hot and cold running water, rendering the dwelling unfit for basic residential use. Signs of general dilapidation and improper maintenance are evident throughout the property. The surrounding premises contain hazardous and unsanitary accumulations of vegetation, debris, garbage, stagnant water, and vermin harborage, creating fire, health, and safety hazards. The extent of deterioration indicates inadequate building maintenance, contributing to unsafe conditions that classify portions of the structure as unsafe.

5. Photos & Diagrams

See attached document.

6. Signature & Certification

- **Inspector's Name:** *Audry Martinez*
- **Qualification/Title:** *Code Enforcement Officer*
- **Signature:**
- _____
- **Date:** *November 20, 2025*

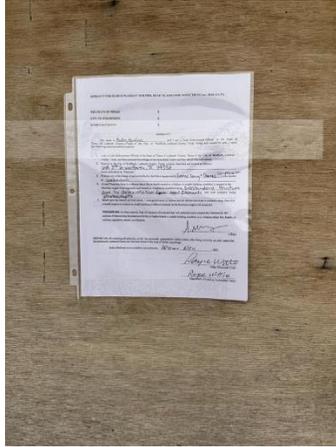
- **Inspector's Name:** *Tara Tomlinson*
- **Qualification/Title:** *Director of Development Services*
- **Signature:**
- _____
- **Date:** *November 20, 2025*

Notes:

- This report is based on the inspection conducted on the date mentioned above and is subject to the limitations of the scope outlined.
- The findings are not an exhaustive analysis of all potential structural issues but are based on the visible and accessible areas during the inspection. Further investigations may be required to fully assess the integrity of the structure.

END OF REPORT

609 5th Street



(1) Lack of or improper water closet, lavatory, bathtub or shower in a dwelling unit.



(2) Lack of or improper window screens as necessary to prevent the entry of insects.



(4) Lack of hot and cold running water to plumbing fixtures in a dwelling unit.

Service Ended: October 10, 2022

(12) General dilapidation or improper maintenance.

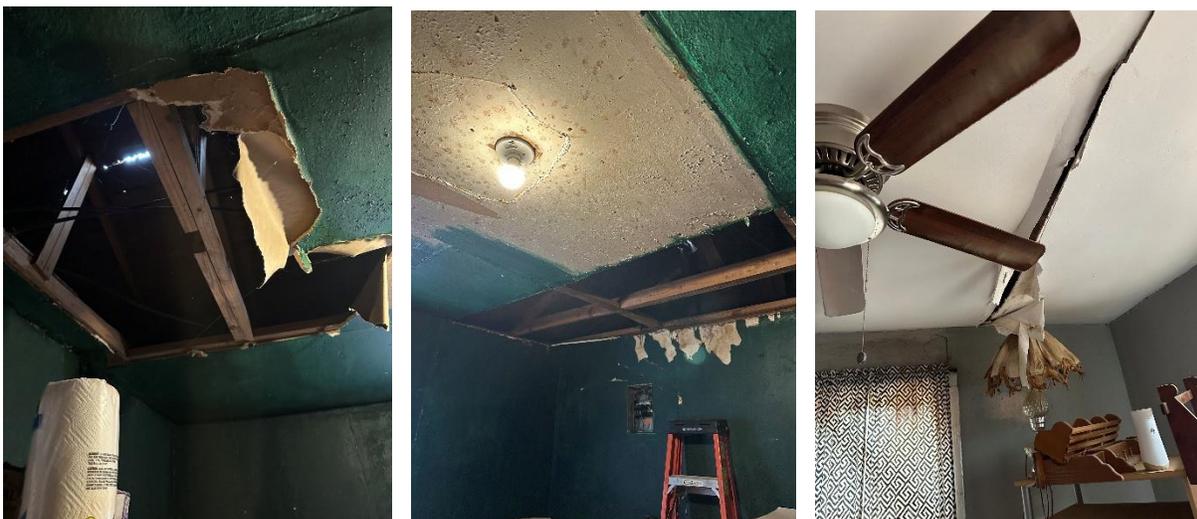


(15) Defective or deteriorated flooring or floor supports. AND

(16) Flooring or floor supports of insufficient size to carry imposed loads with safety.



(19) Members of ceilings, roofs, ceiling and roof supports or other horizontal members, which sag, split, or buckle due to defective material or deterioration.





(26) Faulty weather protection. Weather protection which shall include but not be limited to the following:

(A) Deteriorated, crumbling, or loose plaster.

(B) Deteriorated or ineffective waterproofing of exterior walls, roof, foundations, or floors, including broken windows or doors.

(C) Defective or lack of weather protection for exterior wall coverings, including lack of paint, or weathering due to lack of paint or other approved protective covering.

(D) Broken, rotted, split, or buckled exterior wall coverings or roof coverings.



(29) Hazardous or unsanitary premises. Those premises on which an accumulation of weeds, vegetation, junk, dead organic matter, debris, garbage, offal, rat harborages, stagnant water, combustible materials, and similar materials or conditions which constitute fire, health, of safety hazards.



(30) Inadequate maintenance. Any building or portion thereof which is determined to be an unsafe building as a result of improper or inadequate maintenance.

SEE ALL PHOTOS



AGENDA ITEM COMMENTARY

MEETING NAME:	Board of Adjustment
MEETING DATE:	February 17, 2026
ITEM TITLE:	Consider and take appropriate action on determination of a substandard structure at 609 5th Street Wolfforth, TX 79382: CASEY #4 BLK 5 W60'OF L 1.
STAFF INITIATOR:	Tara Tomlinson, Director of Development Services

BACKGROUND:

The previous item was to hold a Public Hearing to receive comments on a determination of a substandard structure at 609 5th Street Wolfforth, TX 79382: CASEY #4 BLK 5 W60'OF L 1.

EXHIBITS:

BOARD ACTION/STAFF RECOMMENDATION:

If the Board of Adjustment finds that the structure is in violation, then the board shall require the owner, lienholder, or mortgagee of the building to within (30) days do one or more of the following:

1. Secure the structure from unauthorized entry.
2. Require repair, remove, or demolish the structure in (30) days, unless the owner or lienholder establishes at the hearing that the work cannot be reasonable done in that timeframe.
3. If the board determines that additional time is necessary, they can establish a time schedule for work to be performed. No more than (90) days to repair, remove, or demolish the structure is allowed unless a detailed plan and schedule for work are submitted at the hearing.
4. If over (90) days is allowed, regular progress reports must be submitted to the building inspector.