

Wylie Zoning Board of Adjustments Regular Meeting

September 15, 2025 – 6:00 PM

Council Chambers - 300 Country Club Road, Building #100, Wylie, Texas 75098



CALL TO ORDER

COMMENTS ON NON-AGENDA ITEMS

Any member of the public may address Board regarding an item that is not listed on the Agenda. Members of the public must fill out a form prior to the meeting in order to speak. Board requests that comments be limited to three minutes for an individual, six minutes for a group. In addition, Board is not allowed to converse, deliberate or take action on any matter presented during citizen participation.

CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine by the Board and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

- A. Consider and act upon approval of the meeting minutes from the July 21, 2025 Zoning Board of Adjustments meeting.

REGULAR AGENDA

1. Hold a Public Hearing to consider and act upon a request by Randall Owens for a variance to Figure 1-1 of Planned Development 2005-22 to allow for a rear setback of five feet in lieu of ten feet. Property located at 903 Alfred Drive. (ZBA 2025-13).

WORK SESSION

RECONVENE INTO REGULAR SESSION

EXECUTIVE SESSION

RECONVENE INTO OPEN SESSION

Take any action as a result from Executive Session.

ADJOURNMENT

CERTIFICATION

I certify that this Notice of Meeting was posted on September 9, 2025 at 5:00 p.m. on the outside bulletin board at Wylie City Hall, 300 Country Club Road, Building 100, Wylie, Texas, a place convenient and readily accessible to the public at all times.

The Wylie Municipal Complex is wheelchair accessible. Sign interpretation or other special assistance for disabled attendees must be requested 48 hours in advance by contacting the City Secretary's Office at 972.516.6020. Hearing impaired devices are available from the City Secretary prior to each meeting.

If during the course of the meeting covered by this notice, the Board should determine that a closed or executive meeting or session of the Board or a consultation with the attorney for the City should be held or is required, then such closed or executive meeting or session or consultation with attorney as authorized by the Texas Open Meetings Act, Texas Government Code § 551.001 et. seq., will be held by the Board at the date, hour and place given in this notice as the Board may conveniently meet in such closed or executive meeting or session or consult with the attorney for the City concerning any and all subjects and for any and all purposes permitted by the Act, including, but not limited to, the following sanctions and purposes:

Texas Government Code Section:

§ 551.071 – Private consultation with an attorney for the City.



Zoning Board of Adjustment

AGENDA REPORT

Department: Planning

Item: A

Prepared By: Gabby Fernandez

Subject

Consider, and act upon, minutes from the July 21, 2025 Regular Meeting.

Recommendation

Motion to approve Item A as presented.

Discussion

The minutes are attached for your consideration.



Wylie Zoning Board of Adjustments Regular Meeting

July 21, 2025 – 6:00 PM

Council Chambers - 300 Country Club Road, Building #100, Wylie, Texas 75098

CALL TO ORDER

Chair Covington called the meeting to order at 6:00 p.m. In attendance were Chair Richard Covington, Board Member Senedu Asfaw, Board Member Nathan Cole and Board Member Freddy A Nana Yodou. Staff present were Director of Community Services Jasen Haskins and Administrative Assistant Gabby Fernandez. Absent was Board Member Gordon Hikel.

COMMENTS ON NON-AGENDA ITEMS

Any member of the public may address Board regarding an item that is not listed on the Agenda. Members of the public must fill out a form prior to the meeting in order to speak. Board requests that comments be limited to three minutes for an individual, six minutes for a group. In addition, Board is not allowed to converse, deliberate or take action on any matter presented during citizen participation.

None approached the Board.

WORK SESSION

WS1. Staff gave a presentation regarding the roles and responsibilities of the Zoning Board of Adjustments for new Board Members.

ELECTION OF CHAIR AND VICE-CHAIR

Nominate and motion for Chair

A motion was made by Board Member Cole and seconded by Board Member A Nana Yodou, to nominate Chair Covington as Chair of the Zoning Board of Adjustments. A vote was taken and carried 4-0.

Nominate and motion for Vice-Chair

A motion was made by Board Member Cole to nominate himself as Vice-Chair, seconded by Chair Covington, to nominate Board Member Cole as Vice-Chair of the Zoning Board of Adjustments. A vote was taken and carried 4-0.

CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine by the Board and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

- A. **Consider, and act upon, approval of the meeting minutes from the May 19, 2025 Zoning Board of Adjustments Meeting.**

BOARD ACTION

A motion was made by Chair Covington and seconded by Vice-Chair Cole to approve the Consent Agenda as presented. A vote was taken and carried 4 – 0.

REGULAR AGENDA

1. **Hold a Public Hearing to consider and act upon a request by AFA Enterprises, LLC for a variance to Section 22-250(c)(8)e&f of the City of Wylie Code of Ordinances to allow for a monument sign greater than the allowed height and square footage. Property located at 3201 W FM 544 (ZC2025-11).**

Chair Covington opened the public hearing at 6:21 PM. None approached the Board. Chair Covington closed the public hearing at 6:21 PM.

BOARD ACTION

A motion was made by Vice-Chair Cole and seconded by Chair Covington to deny Regular Agenda Item 1 as presented. A vote was taken and carried 4 – 0.

ADJOURNMENT

A motion was made by Vice-Chair Cole, and seconded by Board Member A Nana Yodou, to adjourn the meeting. A vote was taken and carried 4 – 0. Chair Covington adjourned the meeting at 6:26 PM.

Richard Covington, Chair

ATTEST

Gabby Fernandez, Secretary



Wylie Zoning Board of Adjustments

AGENDA REPORT

Department: Planning
Prepared By: Kevin Molina

Item Number: 1

Subject

Hold a Public Hearing to consider and act upon a request by Randall Owens for a variance to Figure 1-1 of Planned Development 2005-22 to allow for a rear setback of five feet in lieu of ten feet. Property located at 903 Alfred Drive. (ZBA 2025-13).

Recommendation

Motion to approve or deny.

Discussion

OWNER: Randall Owens

APPLICANT: Randall Owens

The applicant is requesting a variance to Figure 1-1 of Planned Development 2005-22 to allow for rear setbacks of five feet in lieu of ten feet. The property is located at 903 Alfred Drive and the purpose for the request is to allow for the construction of a detached garage.

The purpose of the Planned Development Ordinance restricting rear setback requirements is to provide separation from adjacent properties and existing structures.

The applicant believes the variance request has merit for the following reasons:

- The city's current Zoning Ordinance would not require the variance as it allows for a 3' rear setback.
- A 5' side setback shall remain to allow for the access and maintenance of remaining open space.
- There will be a minimal impact to the surrounding properties as the property to the south of the subject property contains a single family home outside of the city limits that is approximately 300' away from the proposed detached garage.
- The applicant has received approval from the Collin Estates Homeowners Association Architectural Review Committee for the construction of the garage pending the city's permitting approvals.

Public comment forms were mailed to ten (10) property owners within 200 feet of this request, as required by State Law. At the time of posting three comment forms were returned in favor and none in opposition of the request.

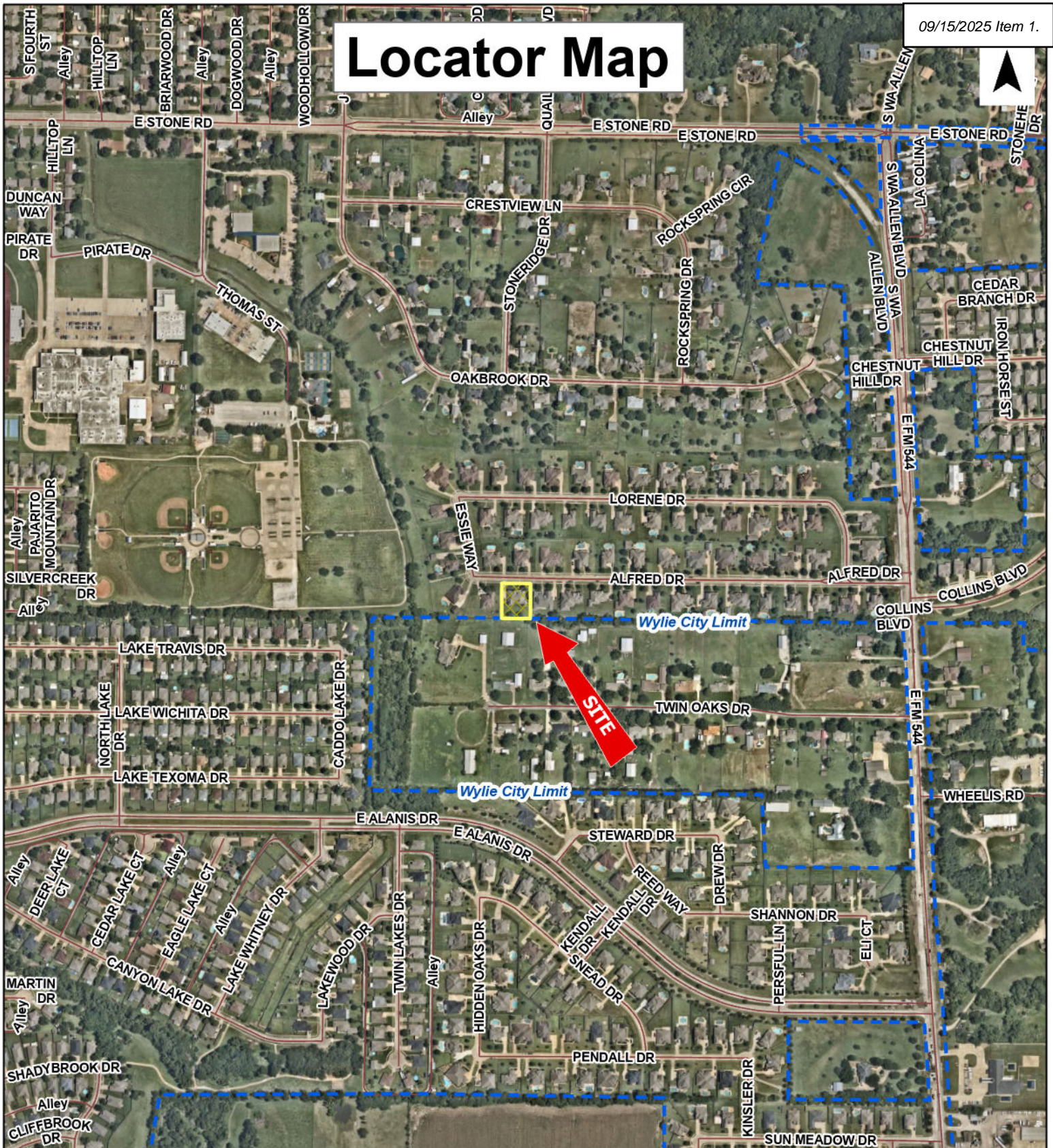
The Board shall not grant a variance to the development code which:

- (1) Permits a land use not allowed in the zoning district in which the property is located; or
- (2) Is in the public right-of-way or on public property; or
- (3) Alters any definition of the development code; or
- (4) Is other than the minimum variance that will afford relief with the least modification possible to the requirements of the development code; or
- (5) Is based on physical conditions or circumstances of the property so general or recurring in nature as to reasonably make practicable the formulation of a general regulation to be adopted as an amendment to the development code; or
- (6) Is based exclusively on findings of personal or financial hardship.


In order to grant a variance to the development code the Board shall find that all the following have been satisfied:

- (1) That there are unique physical circumstances or conditions of the lot, or other exceptional physical condition particular to the affected property;
- (2) That because of these unique physical circumstances or conditions, the property cannot be reasonably developed or used in compliance with the provisions of the development code;
- (3) That due to such unique physical circumstances or conditions, the strict application of the development code would create a demonstrated hardship;
- (4) That the demonstrable hardship is not self-imposed;
- (5) That the variance if granted will not adversely affect the proposed development or use of adjacent property or neighborhood;
- (6) That the variance, if granted will not change the character of the zoning district in which the property is located;
- (7) That the variance, if granted is in keeping with the intent of the development code; and
- (8) That the variance, if granted, will not adversely affect the health, safety or welfare of the citizens of Wylie.

Locator Map



ZONING BOARD OF ADJUSTMENT CASE:
ZBA 2025-13 903 Alfred Drive

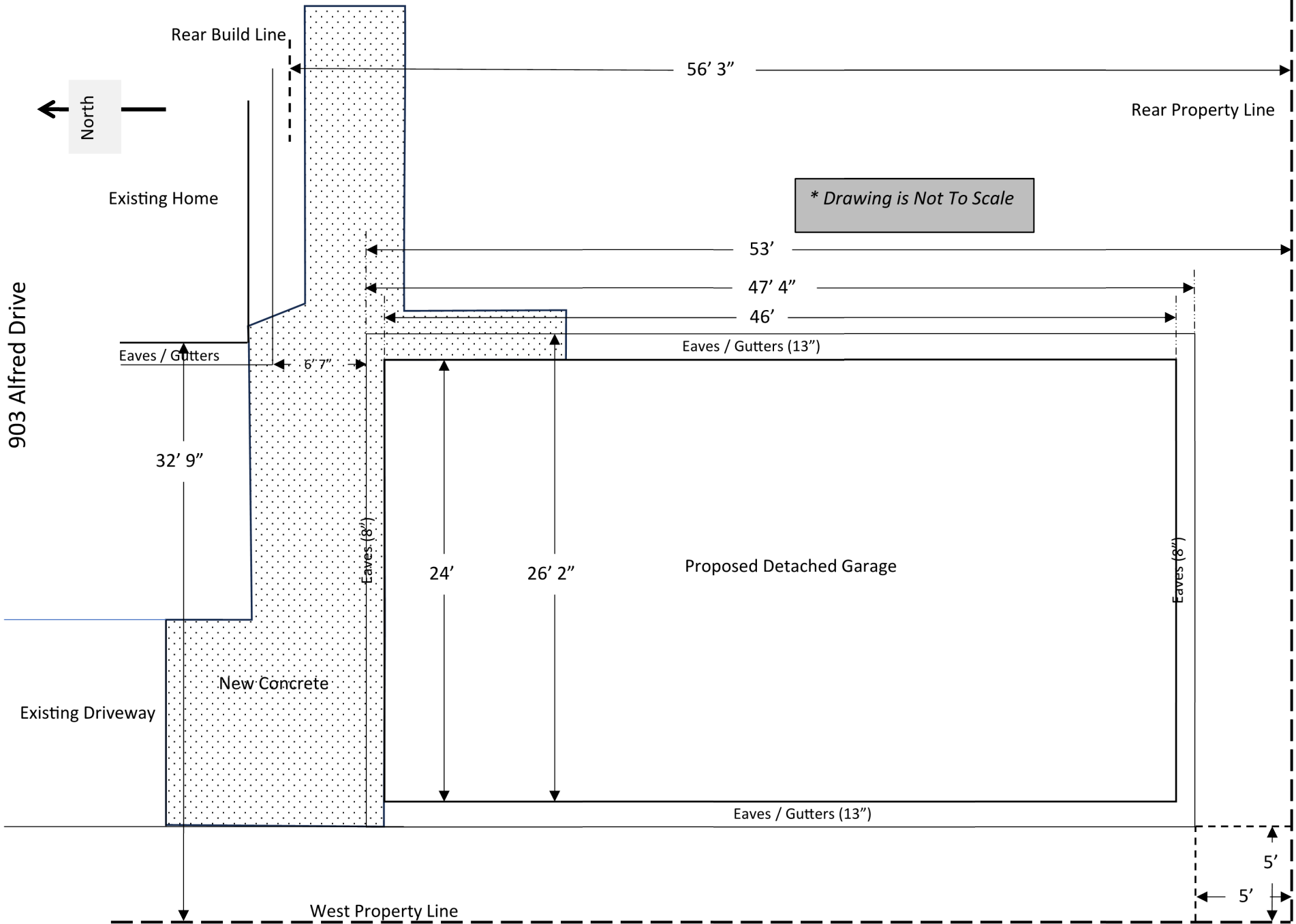
 SUBJECT property

0 200 400 600 800 1,000 Feet

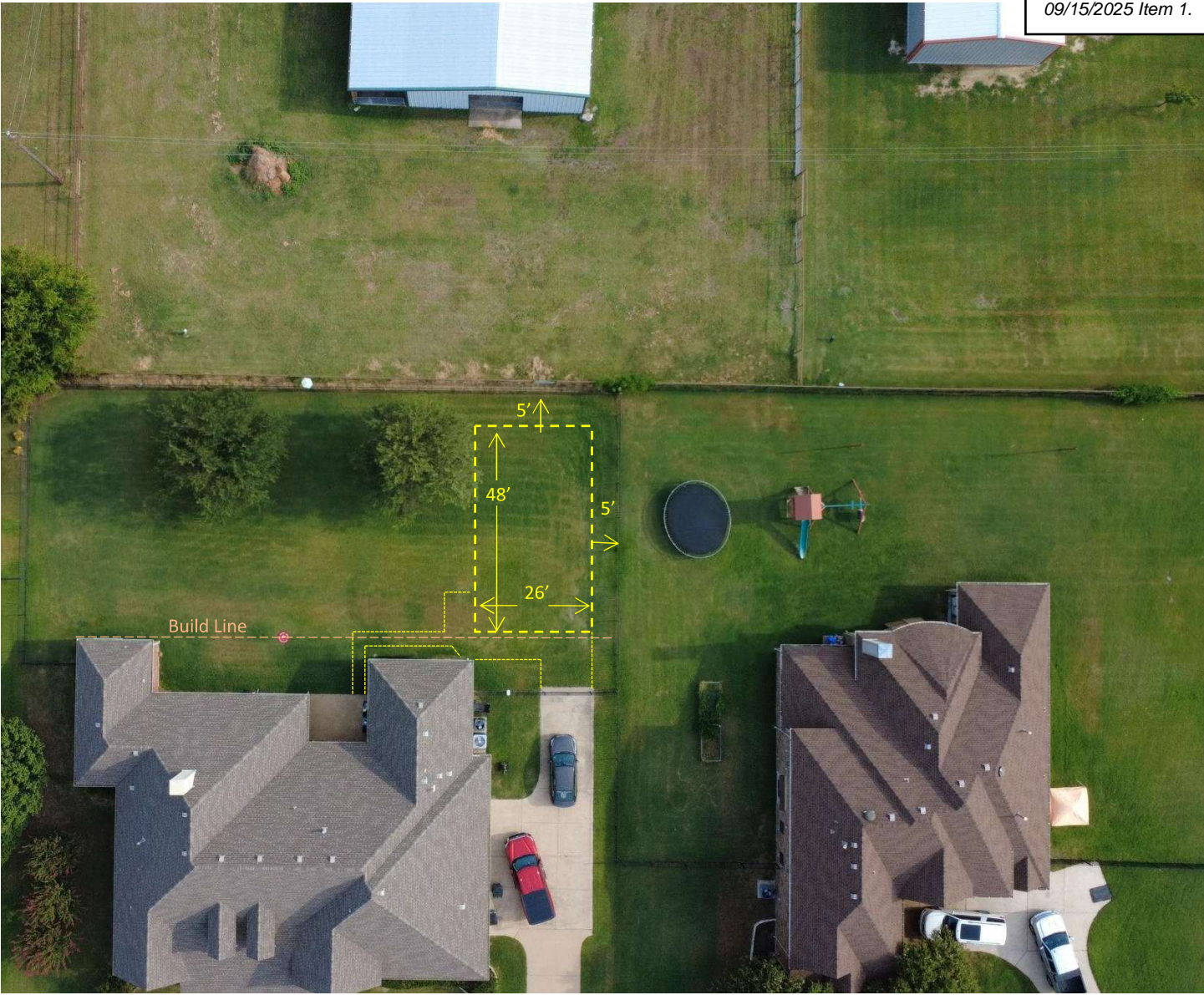


Date: 8/26/2025





Overview of
Proposed Detached
Garage Location
903 Alfred Drive



From City of Wylie Ordinance 2005-22 Planned Development Zoning Case 2005 – 09 Collins Estates

Yard Requirements – Accessory Structures	
Front Yards (feet)	Behind Rear Building Line of Main Structure
Side Yards (feet)	5
Rear Yards (feet)	10
Rear Yards Double Front Lots (feet)	25
Side Yards Corner Lots (feet)	30
Minimum Distance From Main Building (feet)	5
Area of Building	Maximum cumulative building size 2,500 square feet; or
Lots 2 Acres or Less (square feet)	10% of lot area

903 Alfred Drive

Total Square Feet: 21,120

Planned Distance: 5'0"

Requesting Variance of 5 feet

Planned Distance: 6'7"

Planned Area: 1240 (5.9%)

Approval received from the Architectural Review Committee – Collins Estates HOA

My Items > XN 12838785

ARC Decision - Approved 

ARC Request

Messages

Homeowner
Randall R. Owens

Account
CEH52684

Property Address
903 Alfred

ARC Type
Antennas/Satellite Dishes

 Type a message

This item has been automatically advanced

08/15/2025 9:30 AM [Email](#)

 08/15/2025 9:19 AM [Email](#)

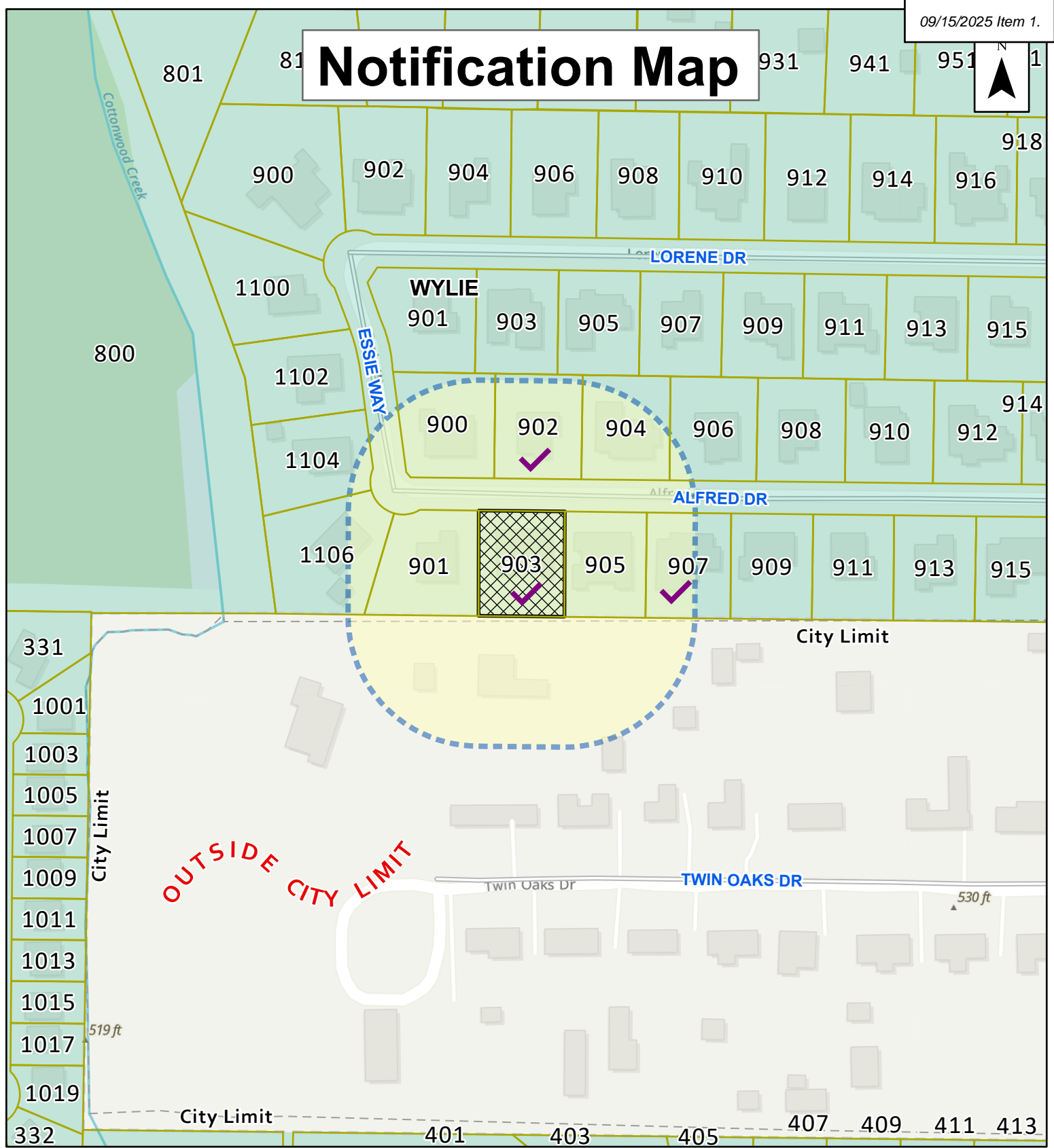
A new ARC Request item has been created.

Homeowner
Randall R. Owens



Account
CEH52684

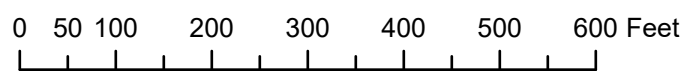
Property Address
903 Alfred

Notification Map

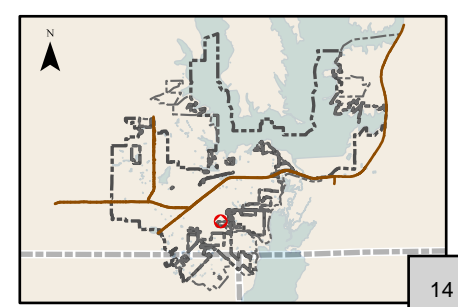


ZONING BOARD OF ADJUSTMENT CASE:
ZBA 2025-13 903 Alfred Drive

 200 foot Notification Buffer  SUBJECT property



Date: 8/26/2025





Public Comment Form

First Name *

Janet

Middle Name

Last Name *

Tokash

Address *

Street Address

902 Alfred dr

Address Line 2

City

Wylie

State / Province / Region

TX

Postal / Zip Code

75098

Case # *

ZC2025-13 903 Alfred Dr.

Response *

- ☒ I am FOR the requested zoning as explained on the public notice
☐ I am AGAINST the requested zoning as explained on the public

Comments

I agree and understand that by signing the electronic signature, that it is the equivalent to my manual/handwritten signature.

Signature *

A stylized, handwritten electronic signature in black ink, appearing to read 'Janet Tokash', is displayed within a light gray rectangular box.

Date of Signature

9/3/2025



Public Comment Form

First Name *

Randy

Middle Name

Last Name *

Owens

Address *

Street Address

903 Alfred Dr

Address Line 2

City

Wylie

State / Province / Region

TX

Postal / Zip Code

75098

Case # *

ZC2025-13 903 Alfred Dr.

Response *

- ☒ I am FOR the requested zoning as explained on the public notice
☐ I am AGAINST the requested zoning as explained on the public

Comments

I agree and understand that by signing the electronic signature, that it is the equivalent to my manual/handwritten signature.

Signature *

A digital representation of a handwritten signature in black ink on a light gray background. The signature appears to read 'Randy Owens'.

Date of Signature

9/2/2025



Public Comment Form

First Name *

Travis

Middle Name

Last Name *

Blue

Address *

Street Address

907 Alfred Dr

Address Line 2

City

Wylie

State / Province / Region

TX

Postal / Zip Code

75098

Case # *

ZC2025-13 903 Alfred Dr.

Response *

- ☒ I am FOR the requested zoning as explained on the public notice
- ☐ I am AGAINST the requested zoning as explained on the public

Comments

I agree and understand that by signing the electronic signature, that it is the equivalent to my manual/handwritten signature.

Signature *

A grey rectangular box containing a black electronic signature that appears to read 'T Blue'.

Date of Signature

9/5/2025