



**Board of Adjustment**  
Regular Meeting

Thursday, April 9, 2026, 4:00 PM  
City Hall Council Chambers  
298 W Washington  
Stephenville, Texas 76401

**AGENDA**

**CALL TO ORDER**

**CITIZENS GENERAL DISCUSSION**

**APPROVAL OF MINUTES**

1. Consider approval of minutes from March 12, 2026

**REGULAR AGENDA**

2. **Application No.: V 9665b**

Lee Bristow, representing Summer Moon Equity, LP, is requesting a variance from Section 154.13.G(1) relating to a landscaping buffer, for property located at 957 W Frey St., Parcel R32202, being BLOCK 1; Lot 2B; of the S4400 KIGHT SECOND ADDITION of the City of Stephenville, Erath County, Texas.

3. **Public Hearing**

Application No.: V 9665b

4. **Application No.: V 9665b**

Consider approval of a variance from Section 154.13.G(1) relating to a landscaping buffer, for property located at 957 W Frey St., Parcel R32202, being BLOCK 1; Lot 2B; of the S4400 KIGHT SECOND ADDITION of the City of Stephenville, Erath County, Texas.

**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.



## BOARD OF ADJUSTMENT

MEETING MINUTES  
REGULAR MEETING  
MARCH 12, 2026

### CALL TO ORDER

The Board of Adjustment of the City of Stephenville, Texas, convened on Thursday, March 12, 2026, in the City Hall Council Chambers, 298 West Washington Street, for the purpose of a Board of Adjustment 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:

#### **Board Members Present:**

Dr. Moumin Quazi  
JJ Conway  
Mary Beach McGuire  
Gabriel Wood  
Walter Latham

#### **Board Members Absent:**

Tina Virgin

#### **Others Attending:**

Robert Turk, Building Official  
Jan Strahan, Commission Secretary

Chairman Quazi called the meeting to order at 4:00pm

### CITIZENS GENERAL DISCUSSION

No discussion at this meeting

### APPROVAL OF MINUTES

1. **Consider approval of minutes from October 2, 2025, October 9, 2025 and January 8, 2026**

MOTION by Mary Beach McGuire, second by JJ Conway, to approve the Minutes from October 2, 2025. MOTION CARRIED by unanimous vote.

MOTION by Mary Beach McGuire, second by Gabriel Wood, to approve the Minutes from October 9, 2025. MOTION CARRIED by unanimous vote.

MOTION by Mary Beach McGuire, second by Gabriel Wood, to approve the Minutes from January 8, 2026. MOTION CARRIED by unanimous vote.

## REGULAR AGENDA

### 2. **Application No.: V 9557**

**Lee Bristow, representing Summer Moon Equity, LP, is requesting a variance from Section 154.13.G(1) relating to a landscaping buffer, for property located at 957 W Frey St., Parcel R32202, being BLOCK 1; Lot 2B; of the S4400 KIGHT SECOND ADDITION of the City of Stephenville, Erath County, Texas.**

Robert Turk, Building Official, gave the following report:  
Mr. Bristow is requesting a 15' reduction to the 20' Landscape buffer requirement as reflected in the attached site layout. The reduction is to allow adequate parking for the development.

### 3. **Public Hearing** **Application No.: V 9557**

Chairman Quazi opened the public hearing at 4:08pm.

Applicant Lee Bristow was present to give an overview of his request and to answer questions.

No one came forward to speak for or against the variance request.

Chairman Quazi closed the public hearing at 4:09pm.

### 4. **Application No.: V 9557**

**Consider approval of a variance from Section 154.13.G(1) relating to a landscaping buffer, for property located at 957 W Frey St., Parcel R32202, being BLOCK 1; Lot 2B; of the S4400 KIGHT SECOND ADDITION of the City of Stephenville, Erath County, Texas.**

MOTION by Mary Beach McGuire, second by JJ Conway, to Deny Application No.: V 9557 as presented. MOTION APPROVED by a vote of 4 to 1.

### 5. **Application No.: V 9494**

**Applicant Justin Scrivner, representing Circle M Real Estate LLC, is requesting a variance from Section 154.05.8.D relating to minimum lot width, for property located at 3181 Bob White Rd., Parcel R39982, being BLOCK 1; Lots 10&11; of the S5530 QUAIL RUN SUBDIVISION of the City of Stephenville, Erath County, Texas.**

Robert Turk, Building Official, gave the following report:

Mr. Scrivner is requesting a 3-foot variance relating to the 50' lot width requirement of the R-2.5 zoning district. Mr. Scrivner intends to build single-family residential structures. The survey shows each lot as having 47.9' of frontage along Bob White.

**6. Public Hearing**  
**Application No.: V 9494**

Chairman Quazi opened the public hearing at 4:24pm.

Applicant Justin Scrivner was present to give an overview of his project and to answer questions.

No one came forward to speak for or against the variance request.

Chairman Quazi closed the public hearing at 4:24pm.

**7. Application No.: V 9494**

**Consider approval of a variance from Section 154.05.8.D relating to minimum lot width, for property located at 3181 Bob White Rd., Parcel R39982, being BLOCK 1; Lots 10&11; of the S5530 QUAIL RUN SUBDIVISION of the City of Stephenville, Erath County, Texas.**

MOTION by JJ Conway, second by Mary Beach McGuire, to approve Application No.: V 9494 as presented. MOTION CARRIED unanimously.

**ADJOURN**

Chairman Quazi adjourned the Board of Adjustment meeting at 4:24pm.

APPROVED:

\_\_\_\_\_  
Moumin Quazi, Chair

ATTEST:

\_\_\_\_\_  
Jan Strahan, Board Secretary

# Board of Adjustment STAFF REPORT



**SUBJECT:** Case No.: V2026-9557b

Lee Bristow, representing Summer Moon Equity, LP, is requesting a variance from Section 154.13.G(1) relating to the landscape buffer requirement for property located at 957 Frey, Parcel R32202, being BLK 1, Lot 2B, of the S5530 S4400 KIGHT SECOND ADDITION to the City of Stephenville, Erath County.

**MEETING:** Board of Adjustment – March 12, 2026

**DEPARTMENT:** Development Services

**STAFF CONTACT:** Steve Killen

## BACKGROUND:

Mr. Bristow is requesting a 12.5' reduction (will provide a 7.5' landscape buffer) to the 20' Landscape buffer requirement as reflected in the attached site layout. The reduction is to allow adequate parking for the development.

**13.G Additional Requirements Adjacent to Residential.** The following standards shall apply to all multifamily and nonresidential developments. These standards may be met by saving existing trees on the site of six inches caliper or more, measured 12 inches above grade, or by planting new trees from the approved tree list contained in this section. Minimum requirements for development located within the multifamily, business and industrial districts shall be as follows:

- (1) A landscape buffer of 20 feet will be required along any property line abutting a RE, R-HA, R-1, R-1.5, R-2, R-3, and B-3 residential district.
- (2) Not less than 15% of the gross site area shall be devoted to open space, including required yards and buffer areas. Open space shall not include areas covered by structures, parking areas, driveways, and internal streets.
- (3) Landscaping consisting of the planting of new or retention of existing shrubs, trees, and flowering plants shall be placed in the yard facing any public roadways.
- (4) The method of irrigation must be indicated on site plan.

## VARIANCE:

### Section 154.21.1.I

1. A variance from the literal enforcement of the Zoning Ordinance in order to achieve a reasonable development of the property. Whenever owing to exceptional and extraordinary conditions, the literal enforcement of the zoning regulations will result in unnecessary hardship in the development of the property, an appeal for a variance may be filed with the Board of Adjustment.

2. When a property owner can show that a strict application of the terms of this ordinance relating to the use, construction or alteration of buildings or structures or the use of land will impose upon him or her practical difficulties or particular hardship, the Board may consider and allow variations of the strict application of the terms of this ordinance if the variation are in harmony with the general purpose and intent of this ordinance, and the Board is satisfied, under the evidence heard by it, that a granting of the variation will not merely serve as a convenience to the applicant, but will alleviate some demonstrable hardship or difficulty so great as to a

warrant a variation from the Zoning Regulations.

3. The Board may authorize a variance where by reason of exceptional narrowness, shallowness, or shape of specific piece of property of record at the time of the adoption of this ordinance, or by reason of exceptional situation or condition of a specific piece of property, the strict application of a provision of this ordinance would result in peculiar and exceptional practical difficulties and particular hardship upon the owner of the property and amount to a practical confiscation of the property as distinguished from a mere inconvenience to the owner, provided the variation can be granted without substantial detriment to the public good, and without substantially impairing the general purpose and intent of the comprehensive plan as established by the regulations and provisions contained in this ordinance.

(a) Papers required. An appeal for a variance shall include:

1. A site plan, drawn to scale, showing the location and dimension of the lot and of all existing and proposed improvements:
  - a. When an appeal is based upon hardship resulting from sharp changes in topography or unusual terrain features, the site plan shall include topographic information related to known base points of surveys, and profiles of the particular problem involved, including relationship to topographic features of adjoining properties.
  - b. When an appeal is submitted for variance of side yard or rear yard requirements, the applicant shall provide the same information for the properties adjoining the common lot line as may be applicable to the appealed requirements.
  - c. When an appeal is submitted for a variance from front yard setback, or for side yard setback on a side street, the applicant shall furnish a strip map showing the setback of main walls of all buildings on the same side of the street within a distance of 200 feet of the applicant's property.
2. A statement of facts and reasons why the Zoning Regulations should not be applied to the property in question and how the standards governing the Board's action would be satisfied; and
3. A statement by the Enforcing Officer citing the reasons for refusing to issue a permit under the plans submitted.

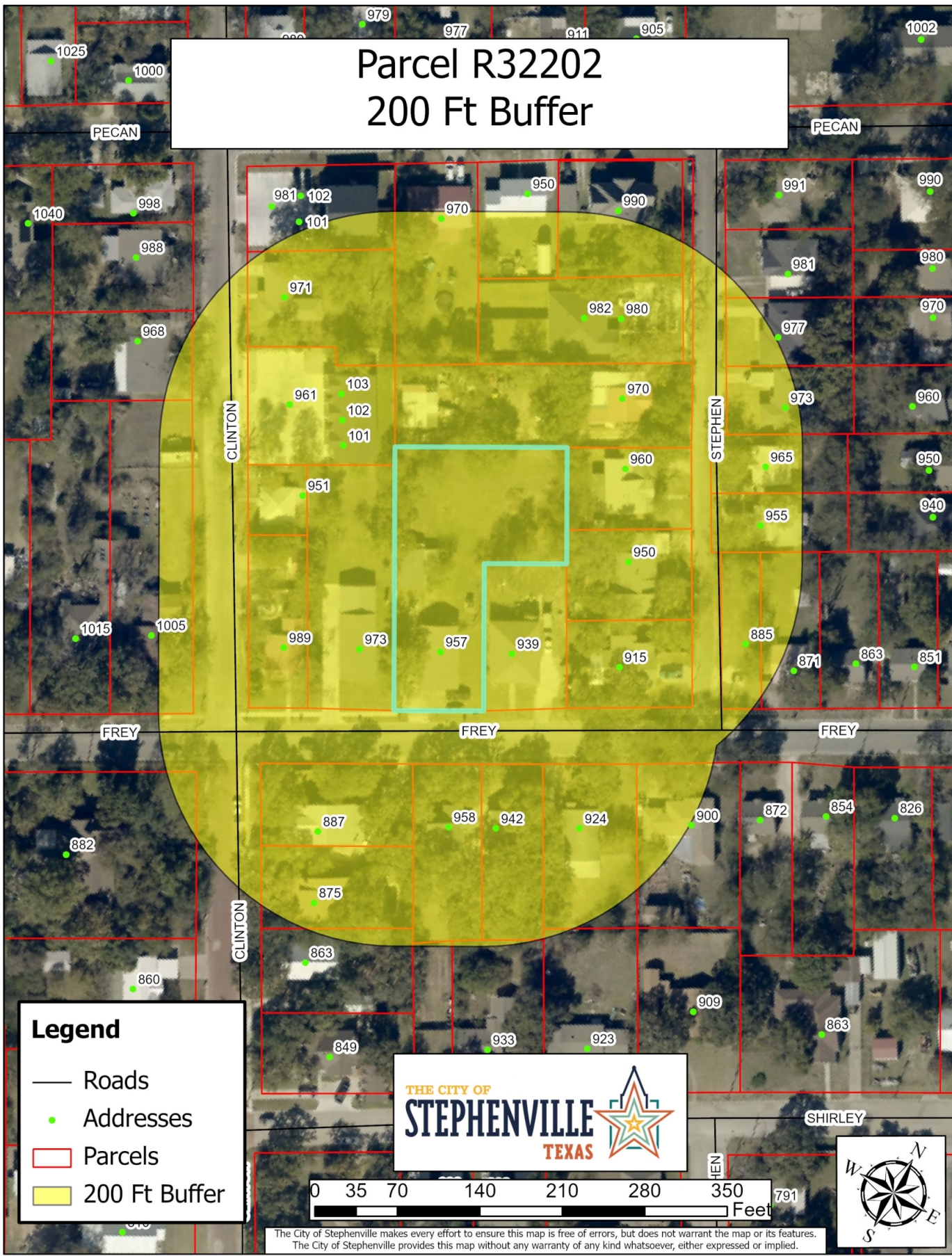
(b) Basis for action.

- (1) Before acting on an appeal for variance the Board shall consider:
  - a. The facts filed with the application;
  - b. The testimony presented at the public hearing on the appeal;
  - c. The City Staff's technical report on the appeal; and
  - d. The Board's findings in its field inspection of the property.
- (2) The Board may grant an appeal, subject to such terms and conditions as it may fix, provided

#### **ALTERNATIVES:**

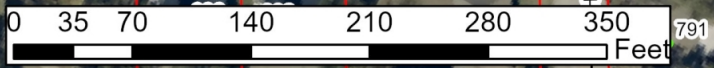
1. Approve the Variance Request
2. Deny the Variance Request

# Parcel R32202 200 Ft Buffer



**Legend**

- Roads
- Addresses
- ▭ Parcels
- 200 Ft Buffer



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 expressed or implied.

# Parcel R32202

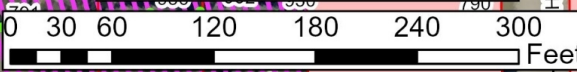
## Current Zoning - R3 Multifamily



**Legend**

ZONING

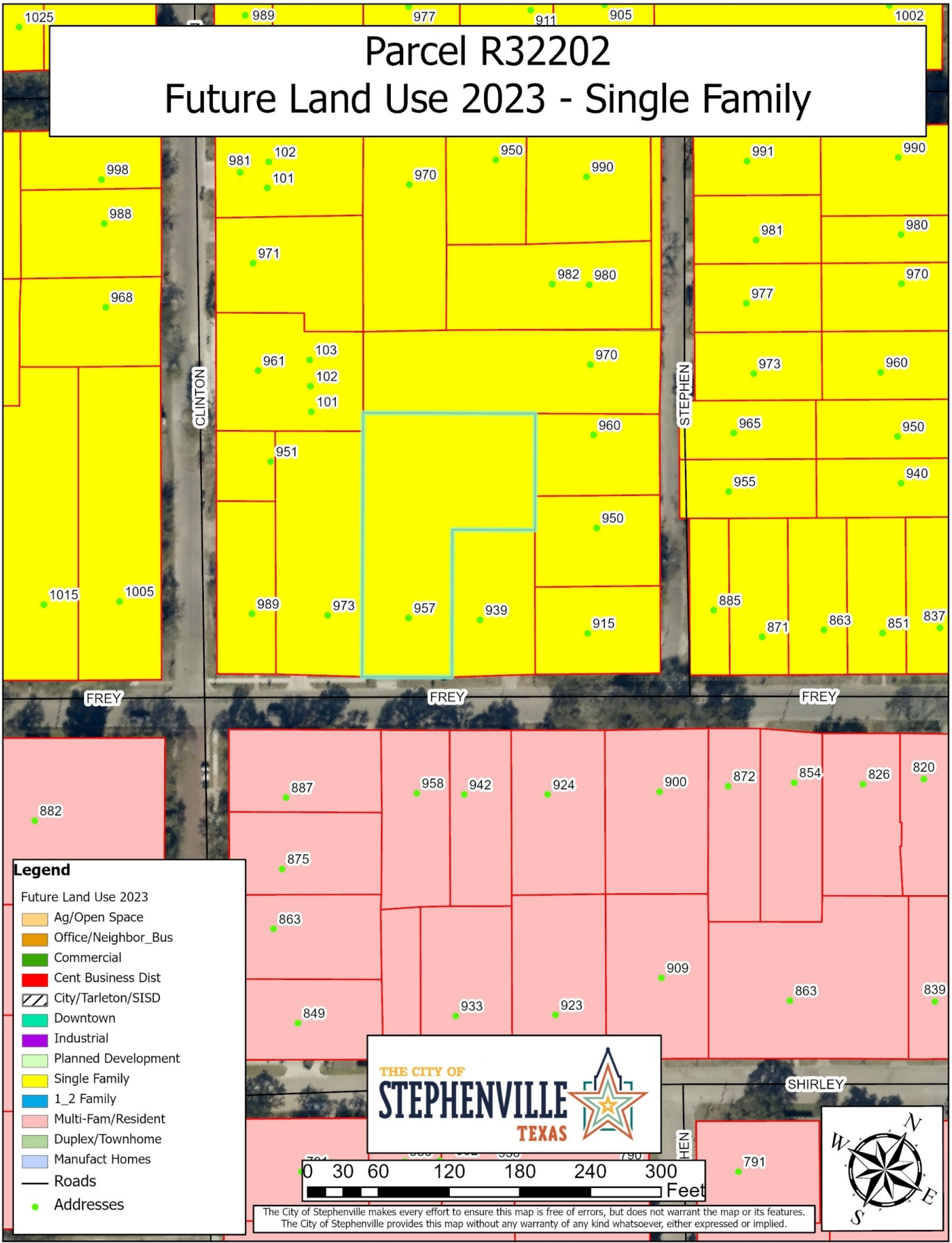
- Agricultural
- B-1 - Neighborhood Business
- B-2 - Retail and Commercial Business
- B-3 - Central Business
- B-4 - Private Club
- CTS - City, Tarleton, School
- DT - Downtown
- IND - Industrial
- PD - Planned Development
- R-1 - Single Family - 7,500
- R-1.5 - Single Family - 6,000
- R-2 - One and Two Family
- R-2.5 - Integrated Housing
- R-3 - Multiple Family
- RE - Single Family - 1 Acre
- Roads
- Addresses
- Parcels



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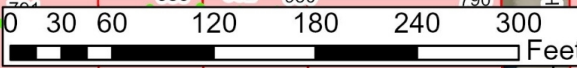
# Parcel R32202

## Future Land Use 2023 - Single Family



**Legend**

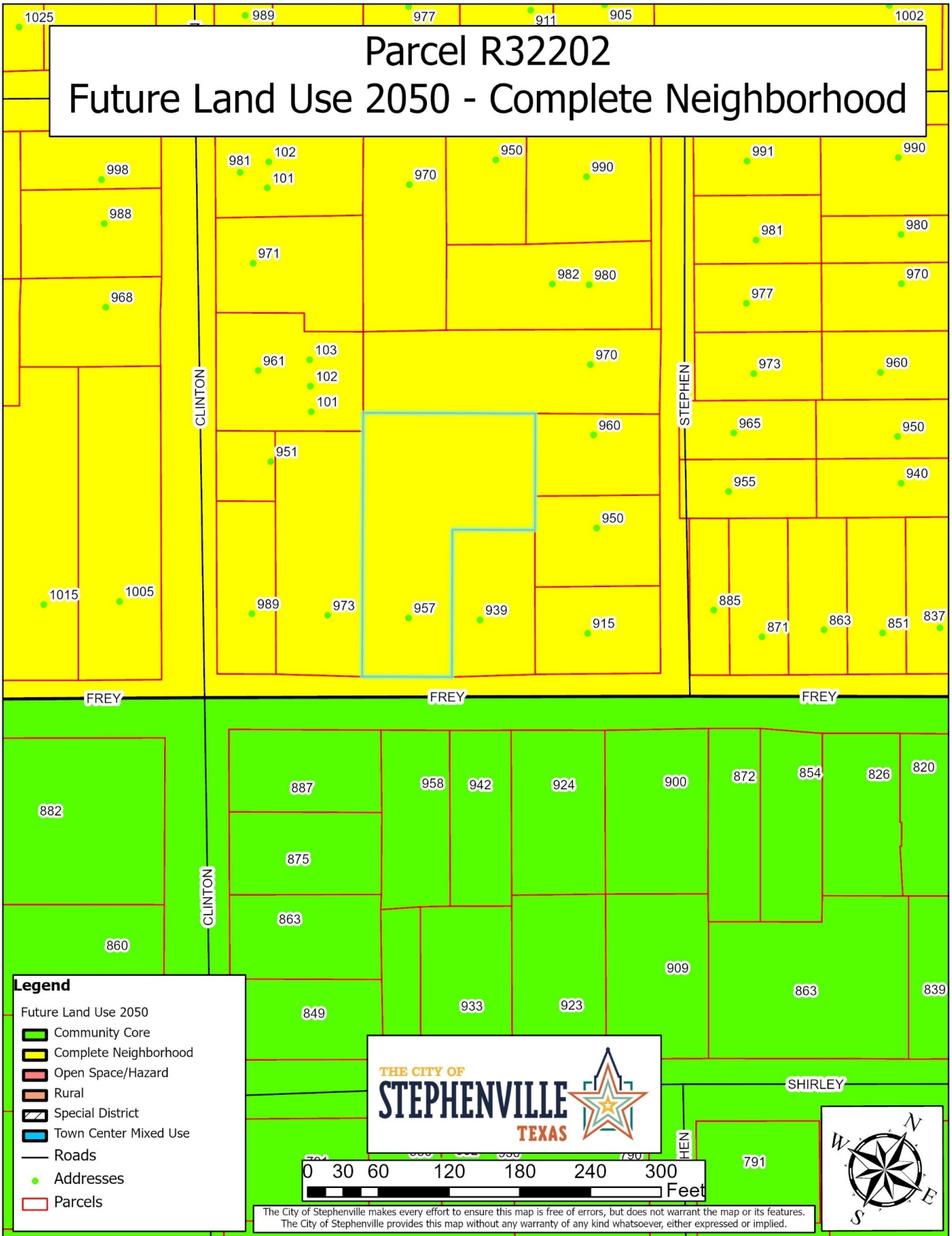
- Future Land Use 2023
- Ag/Open Space
- Office/Neighbor\_Bus
- Commercial
- Cent Business Dist
- City/Tarleton/SISD
- Downtown
- Industrial
- Planned Development
- Single Family
- 1\_2 Family
- Multi-Fam/Resident
- Duplex/Townhome
- Manufact Homes
- Roads
- Addresses



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# Parcel R32202

## Future Land Use 2050 - Complete Neighborhood



**Legend**

- Future Land Use 2050
  - Community Core
  - Complete Neighborhood
  - Open Space/Hazard
  - Rural
  - Special District
  - Town Center Mixed Use
- Roads
- Addresses
- Parcels



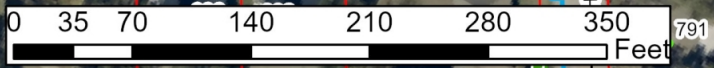
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# Parcel R32202 Water & Sewer Utilities



## Legend

- Sewer Lines
- Water Lines
- Roads
- Addresses
- Parcels



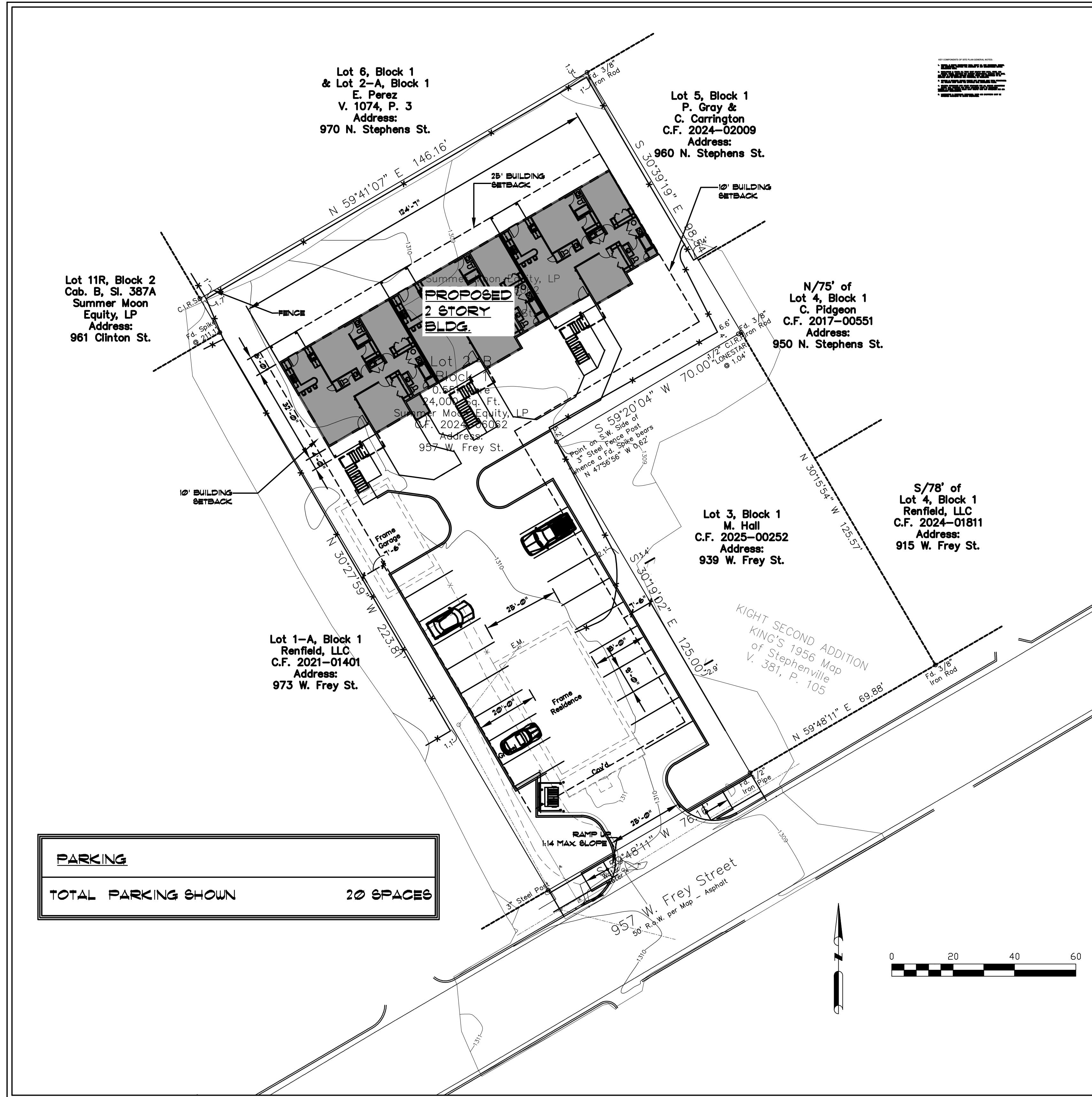
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# Parcel ID R32202

## 200 Ft Buffer Addresses

Parcel ID	Parcel Address	Parcel Owner	Owner Address	City	State	Zip Code
R000028786	955 STEPHEN	ARTHUR MATTHEW L & CHERANE L ARTHUR	3770 GUENTHER RD	LA GRANGE	TX	78945
R000033311	900 FREY	BAKER J CLAIRE	900 W FREY	STEPHENVILLE	TX	76401
R000033314	958 FREY	BALL OLIVIA & ASHTON BALL	958 W FREY	STEPHENVILLE	TX	76401
R000033313	942 W FREY	BARRERA ROBERTO ARAMBULA	942 W FREY	STEPHENVILLE	TX	76401
R000032223	989 FREY	BOONE SHARON	9603 MUIRFIELD DR	GRANBURY	TX	76049-4478
R000030045	970 W PECAN	BORJON ERICK & CINDY	970 W PECAN ST	STEPHENVILLE	TX	76401
R000077403	0 STEPHEN & PECAN ST	CITY OF STEPHENVILLE	298 W WASHINGTON	STEPHENVILLE	TX	76401-4257
R000033317	935 SHIRLEY	COUNCIL ALTON B & DIANA J	933 SHIRLEY	STEPHENVILLE	TX	76401
R000033315	933 SHIRLEY	COUNCIL ALTON BILLIE & DIANA JOHNST	933 W SHIRLEY	STEPHENVILLE	TX	76401-0000
R000030046	990 STEPHEN	DILLON BRANDY LEIGH & MATTHEW BLAKE DILLON	7743 FM879	PALMER	TX	75152
R000032217	968 N CLINTON	FAIR LONDON AND WILLIAM FAIR	968 N CLINTON	STEPHENVILLE	TX	76401
R000030047	950 W PECAN	FRAGA MARIANA LOZANO	950 W PECAN	STEPHENVILLE	TX	76401
R000032206	960 N STEPHEN	GRAY PATRICIA A & CONNIE ANNETTE CARRINGTON	940 N MCCART	STEPHENVILLE	TX	76401
R000032203	939 FREY	HALL MARY	115 N GRAHAM #202	STEPHENVILLE	TX	76401
R000033323	863 CLINTON	HANGIN G LAND & CATTLE CO LLC	PO BOX 39	DUBLIN	TX	76446
R000028778	977 N STEPHEN	KAYLOR FAMILY TRUST	465 DAWSON RD	WAXAHACHIE	TX	75167
R000033325	923 SHIRLEY	KITCHENS JOEL	923 W SHIRLEY	STEPHENVILLE	TX	76401
R000077402	980 STEPHEN	KOLB JOHN H & JILL ELIZABETH KOLB	237 QUAIL RUN	AZLE	TX	76020
R000028779	973 STEPHEN	LEGACY TRUST	PO BOX 1827	STEPHENVILLE	TX	76401
R000032221	951 CLINTON	MATAI MAURO CONCEICAO	1400 WESTWOOD CT	STEPHENVILLE	TX	76401
R000033322	875 N CLINTON	MCEACHRAN GINA RENEE	875 N CLINTON	STEPHENVILLE	TX	76401
R000032201	970 STEPHEN	PEREZ EMILIO	970 STEPHENS	STEPHENVILLE	TX	76401
R000032205	950 N STEPHEN	PIDGEON CONNIE	450 STONERIDGE TRL	WEATHERFORD	TX	76087-4411
R000033318	887 N CLINTON	PURVIS TARA ASHLEY TOWNS	887 N CLINTON	STEPHENVILLE	TX	76401
R000032200	973 FREY	RENFIELD LLC	115 N GRAHAM, SUITE A	STEPHENVILLE	TX	76401
R000032204	915 FREY	RENFIELD, LLC	115 N GRAHAM, STE 200	STEPHENVILLE	TX	76401
R000033324	924 FREY	RESENDIZ JONATHAN CHAINE & OTONIEL CHAINE	924 W FREY	STEPHENVILLE	TX	76401
R000032220	971 CLINTON	SANCHEZ LEILANI	971 N CLINTON ST	STEPHENVILLE	TX	76401
R000032218	1005 FREY	SCHMID JOHN & VALERIE J SCHMID	1005 W FREY	STEPHENVILLE	TX	76401
R000030048	981 CLINTON	SOLID ACE HOLDINGS, LLC	16134 S US377	DUBLIN	TX	76446
R000030788	882 CLINTON	SULT GREGORY R & KELLY M	882 N CLINTON	STEPHENVILLE	TX	76401-0000
R000032222	961 CLINTON	SUMMER MOON EQUITY, LP	189 RETA	STEPHENVILLE	TX	76401
R000032202	957 FREY	SUMMER MOON EQUITY, LP	189 RETA	STEPHENVILLE	TX	76401
R000028785	965 STEPHEN	TEVIS WYATT DANIEL	965 N STEPHEN	STEPHENVILLE	TX	76401
R000028783	885 FREY	TXW HOLDINGS LLC	PO BOX 386	BUELLTON	CA	93427
R000028782	871 FREY	TXW HOLDINGS LLC	PO BOX 386	BUELLTON	CA	93427
R000028777	981 STEPHEN	YANCEY KENNON DAVIS & VICTORIA ELISABETH YANCEY	981 N STEPHEN AVE	STEPHENVILLE	TX	76401





**PARKING**  
TOTAL PARKING SHOWN 20 SPACES

**SITE PLAN**  
1"=20'-0"

**KEY COMPONENTS OF SITE PLAN GENERAL NOTES:**

1. GENERAL & SCOPE: CONTRACTOR SHALL VERIFY ALL SITE CONDITIONS, SURVEY, AND DIMENSIONS, NOTIFYING THE ARCHITECT OF ANY DISCREPANCIES BEFORE COMMENCING WORK.
2. REGULATIONS & CODES: ALL WORK MUST COMPLY WITH LOCAL, STATE, AND FEDERAL CODES, INCLUDING THE CURRENT INTERNATIONAL BUILDING CODE (IBC). SITE PREP & DEMOLITION: EXISTING UTILITIES, TREES, AND STRUCTURES TO BE REMOVED MUST BE IDENTIFIED AND PROTECTED, AS NECESSARY.
3. GRADING & DRAINAGE: ENSURE PROPER SITE DRAINAGE AWAY FROM STRUCTURES; ALL GRADING MUST MATCH THE APPROVED CIVIL ENGINEERING PLANS.
4. UTILITIES: COORDINATE WITH UTILITY COMPANIES FOR ALL SERVICE CONNECTIONS (WATER, GAS, ELECTRIC) AND VERIFY LOCATIONS PRIOR TO EXCAVATION. PARKING & PAVING: PARKING AREAS MUST COMPLY WITH CITY STANDARDS AND ADA ACCESSIBILITY REQUIREMENTS.
5. LANDSCAPING & SCREENING: MECHANICAL UNITS AND DUMPSTERS MUST BE SCREENED ACCORDING TO ZONING ORDINANCES.

THIS DRAWING REMAINS THE PROPERTY OF THE ARCHITECT AND IS NOT TO BE USED IN ANY WAY WITHOUT HIS PERMISSION

**FRED B. PARKER • ARCHITECT**  
280 N. COLUMBIA  
STEPHENVILLE, TEXAS 76401  
PH. (254)965-5358 FAX. (254)965-5393

**PARKER & ASSOCIATES**  
ARCHITECTS & PLANNERS

**ARCHITECTURAL SITE PLAN**  
**WHITE BUFFALO APARTMENTS**  
WEST FREY STREET, STEPHENVILLE, TEXAS

DATE OF REVISIONS:  
REV 06/04/2026

JOB NO. 25R1JH1  
DRAWN BY: DJ

SHEET NO. A-0