



**Board of Adjustment**  
Regular Meeting

Thursday, April 30, 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 April 9, 2026

**REGULAR AGENDA**

2. **Application No.: V 9657**

Applicant Elizabeth Johnson is requesting a variance from Section 154.21.3.C – Variance for the Construction of a Carport, for property located at 1210 N Ollie Ave., Parcel R33425, being BLOCK 2; LOT 9 of the S6000 SLOAN FIRST of the City of Stephenville, Erath County, Texas.

3. **Public Hearing**  
**Application No.: V 9657**

4. **Application No.: V 9657**

Consider approval of a variance from Section 154.21.3.C – Variance for the Construction of a Carport, for property located at 1210 N Ollie Ave., Parcel R33425, being BLOCK 2; LOT 9 of the S6000 SLOAN FIRST 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

APRIL 9, 2026

### CALL TO ORDER

The Board of Adjustment of the City of Stephenville, Texas, convened on Thursday, April 9, 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  
Mary Beach McGuire  
Gabriel Wood  
Walter Latham

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

Tina Virgin  
JJ Conway

#### **Others Attending:**

Steve Killen, Director of Development Services  
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 March 12, 2026**

MOTION by Mary Beach McGuire, second by Gabriel Wood, to approve the Minutes from March 12, 2026. MOTION CARRIED by unanimous vote.

**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.**

Steve Killen, Director of Development Services, gave the following report: 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.

**3. Public Hearing  
Application No.: V 9665b**

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.

City Manager, Jason King, spoke in favor of the request.

No one came forward to speak against the variance request.

Chairman Quazi closed the public hearing at 4:11pm.

**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.**

MOTION by Gabriel Wood, second by Moumin Quazi to approve Application No.: V 9665b as presented. MOTION FAILED by a vote of 3 to 1.

**ADJOURN**

Chairman Quazi adjourned the Board of Adjustment meeting at 4:21pm.

APPROVED:

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Moumin Quazi, Chair

ATTEST:

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

# Board of Adjustment STAFF REPORT



**SUBJECT:** Application No.: V 9657

**Applicant Elizabeth Johnson is requesting a variance from Section 154.21.3.C – Variance for the Construction of a Carport, for property located at 1210 N. Ollie, Parcel R33425, being BLOCK 2, LOT 9 of the S6000 SLOAN ADDITION of the City of Stephenville, Erath County, Texas.**

**MEETING:** Board of Adjustment – April 30, 2026

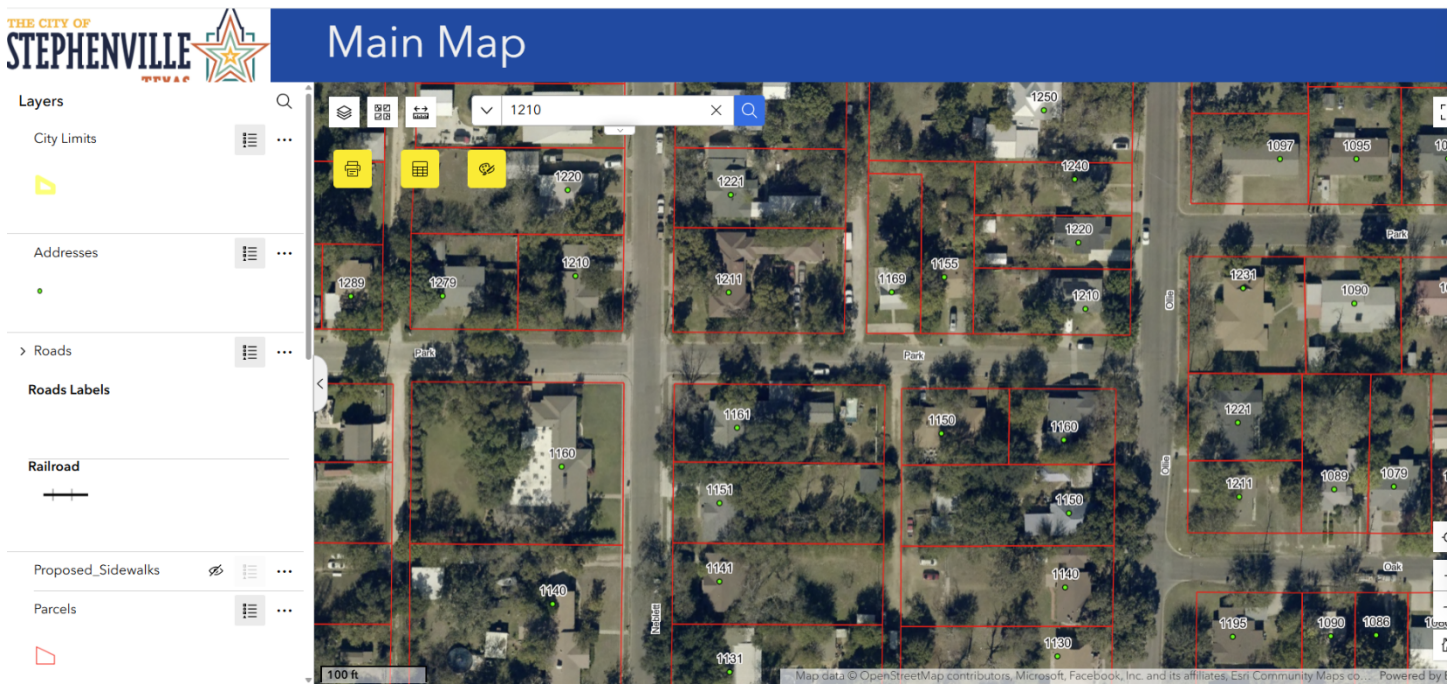
**DEPARTMENT:** Development Services

**STAFF CONTACT:** Steve Killen

## BACKGROUND:

Ms. Johnson is requesting a zero-foot setback to build an 18x20-foot carport on the side of her home adjacent to Park Street.

Based on the City’s Mapping tool, the edge of roof for the existing home is approximately 20’ from the property line. Therefore, the proposed structure would require a variance allowing up to a 0’ setback requirement. It appears that Park St. is a local street requiring a 50 ft. Right-of-Way (ROW), and no additional ROW dedication is required. Based on aerial mapping, other properties in the area do not meet the setback requirement.



The subject property is currently zoned R-3. The following setback regulations apply :

- (A) *Single family dwelling.*
  - (1) Minimum lot area: 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.

**Section 154.21.3.C**

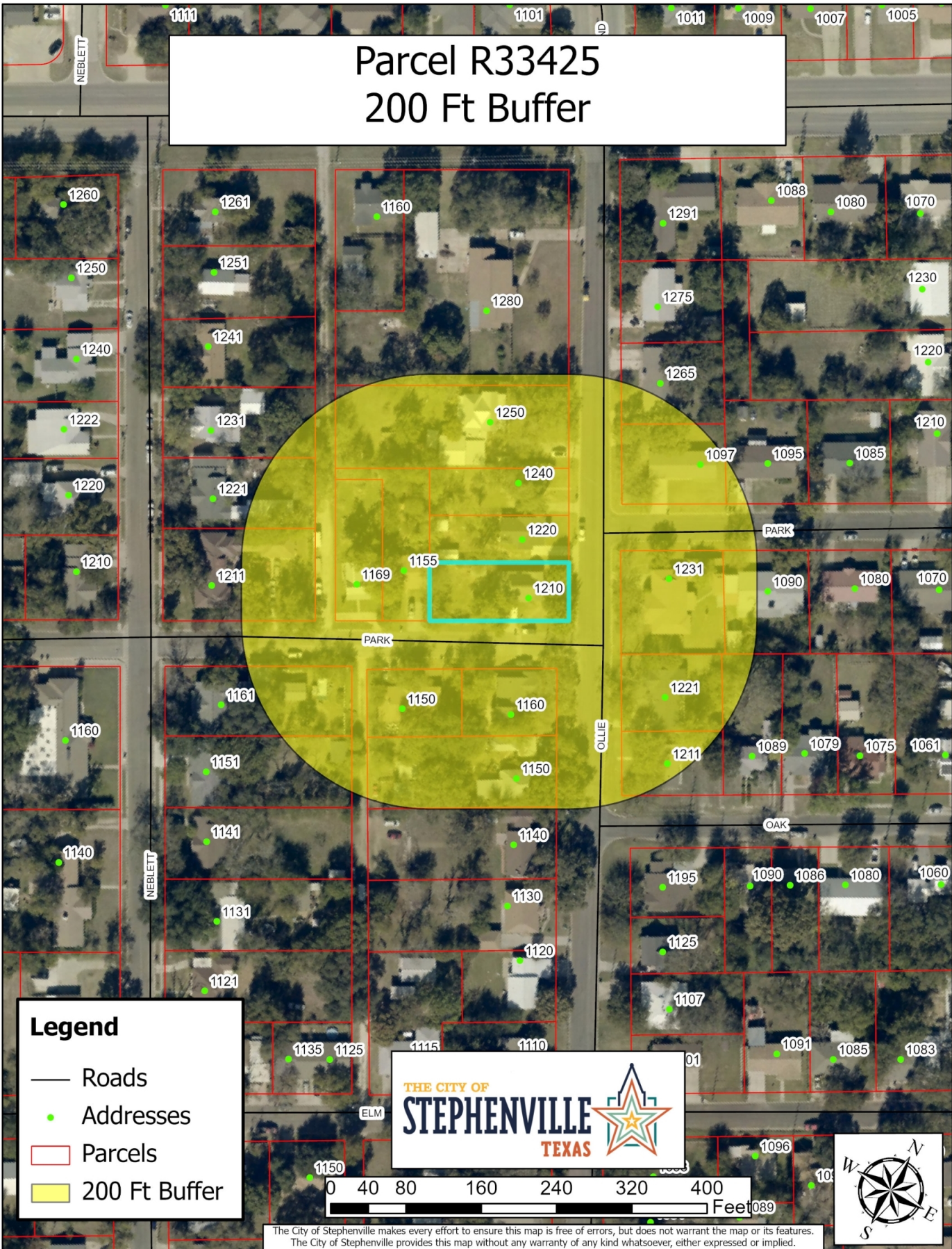
**Variance for the Construction of a Carport**

- (1) Granting a Variance without a Public Hearing:
  - a. Upon receipt of an application to construct a carport, the city manager or his designee shall determine the following:
    - i. The carport is compatible with the existing home and other homes in the neighborhood.
    - ii. The carport is within the minimum setbacks.
    - iii. The carport is no larger than 25 feet in width by 30 feet in length.
  - b. If the above criteria are met, the city manager or his designee will mail notice of the proposed carport to every property owner within 200 feet of the property. The letter must include the procedure and time limits for protest.
  - c. Within 14 days from the date of the notification letter, a petition with signatures from 35% of the property owners within the notification area must be returned to the city manager or his designee or the special exception is considered granted without a hearing before the board of adjustment.
- (2) Granting a Variance with a Public Hearing:
  - a. If the criteria listed above are not met, or if a petition is filed with the city manager or his designee as described above, a public hearing will be scheduled by the board of adjustment to determine if a variance will be granted.
  - b. Notice of a public hearing to allow the construction of a carport shall be mailed to every property owner within 200 feet of the property for which the special exception is requested at least ten days prior to the meeting date.
  - c. Notice of the public hearing shall be published in the newspaper of record at least ten days prior to the meeting date.
  - d. The concurring vote of 75% of the members of the board will be required to grant the special exception.
- (3) The city manager or his designee shall issue to the applicant appropriate documentation showing the grant of the special exception. Such documentation and grant may contain restrictions, use limitations, building requirements, and other matters determined to be appropriate and/or necessary to meet the terms of this section.

**ALTERNATIVES:**

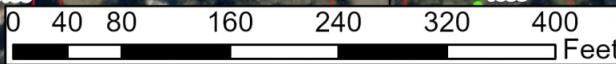
- 1. Approve the Variance Request
- 2. Deny the Variance Request

# Parcel R33425 200 Ft Buffer



**Legend**

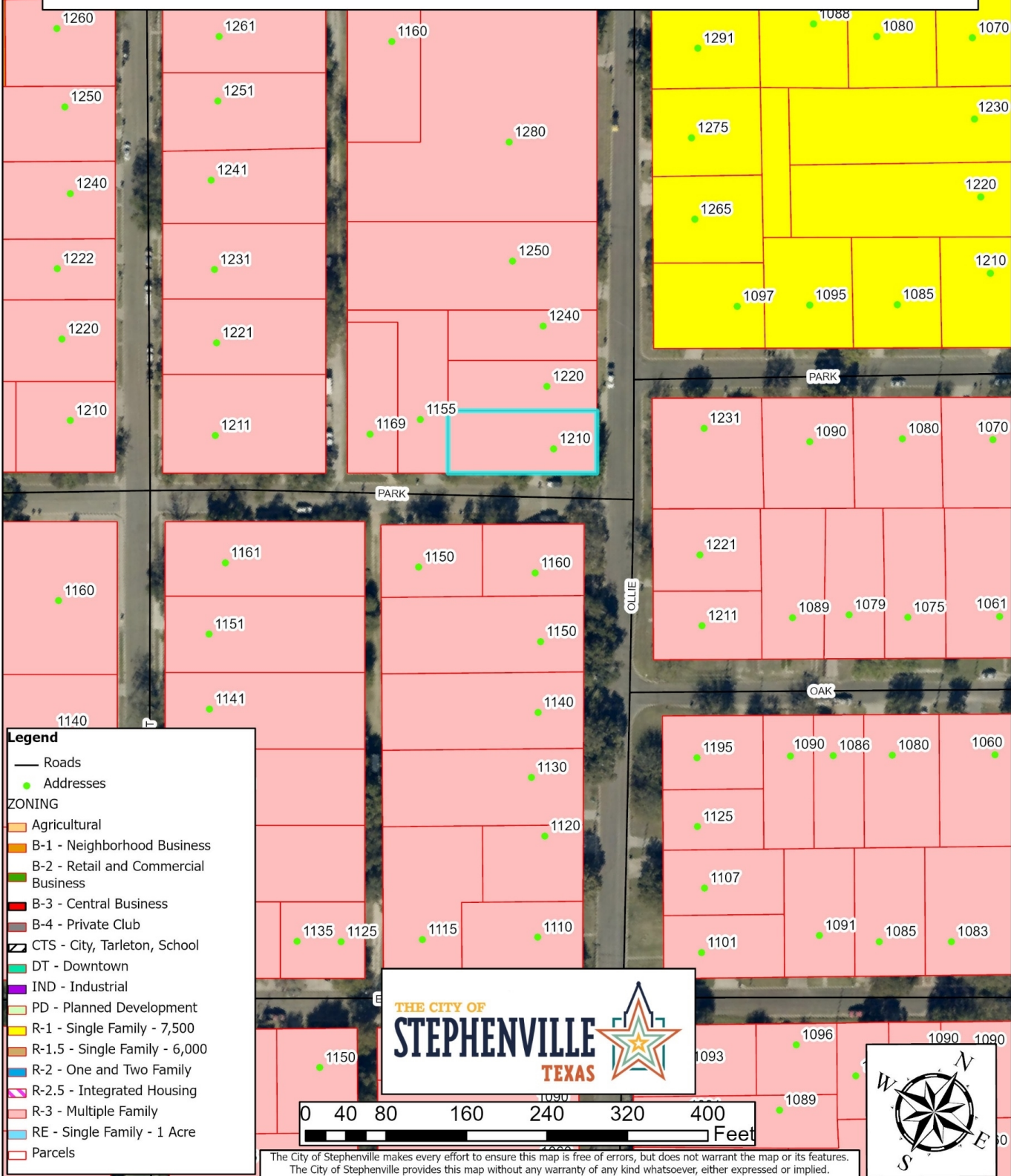
- Roads
- Addresses
- ▭ Parcels
- 200 Ft Buffer



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# Parcel R33425

## Current Zoning - R3 Multifamily

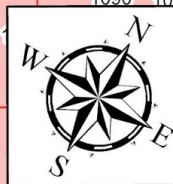
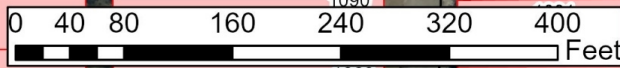


**Legend**

- Roads
- Addresses

**ZONING**

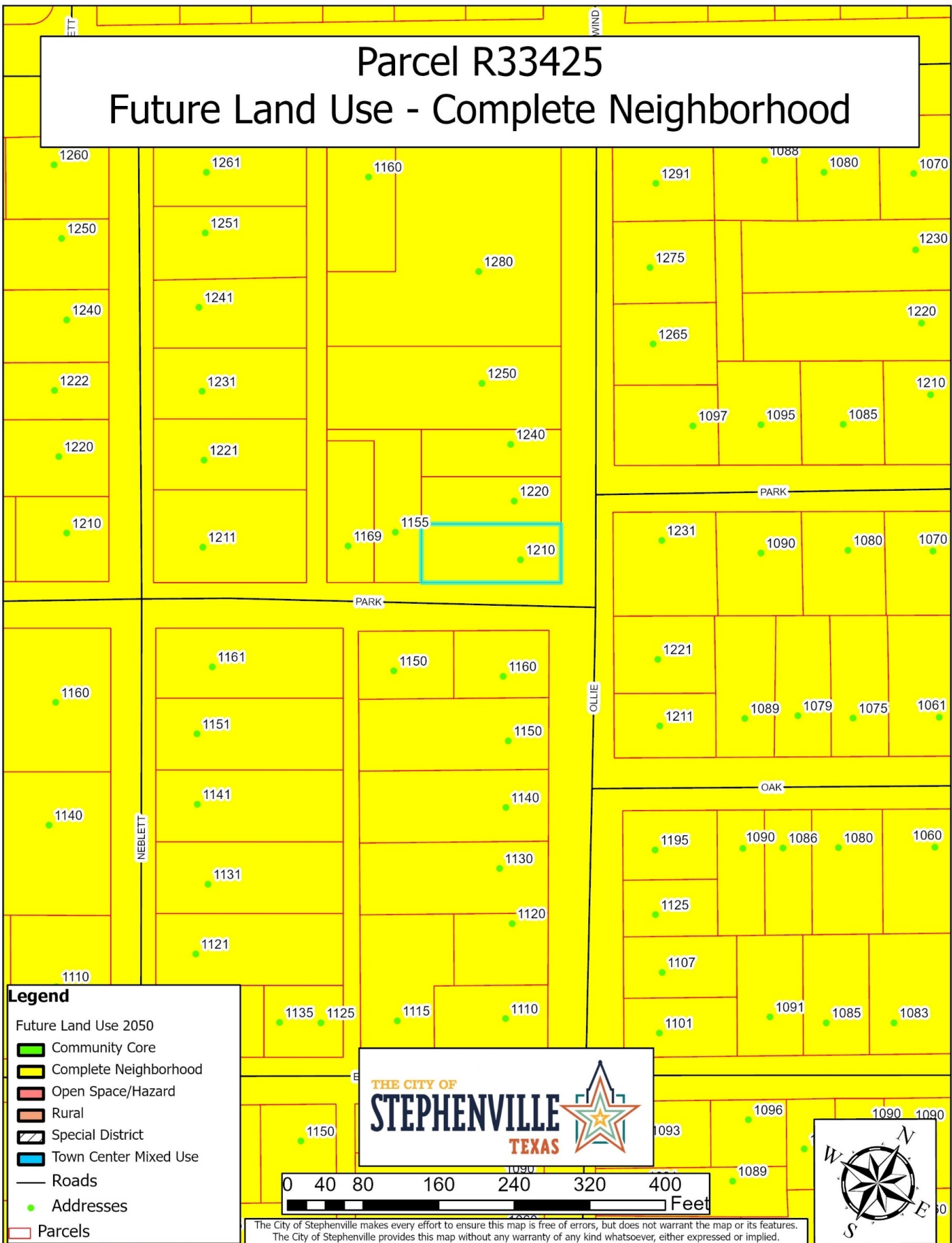
- Agricultural
- B-1 - Neighborhood Business
- B-2 - Retail and Commercial Business
- B-3 - Central Business
- B-4 - Private Club
- CTS - City, Tarleton, School
- DT - Downtown
- IND - Industrial
- PD - Planned Development
- R-1 - Single Family - 7,500
- R-1.5 - Single Family - 6,000
- R-2 - One and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



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# Parcel R33425

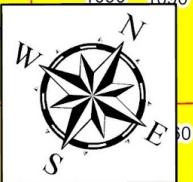
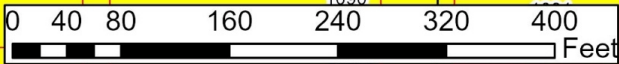
## Future Land Use - Complete Neighborhood



**Legend**

Future Land Use 2050

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



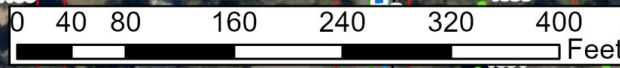
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# Parcel R33425 Water & Sewer Utilities



**Legend**

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



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# Parcel ID R33425

## 200 Ft Buffer Addresses

Parcel ID	Parcel Address	Parcel Owner	Owner Address	City	State	Zip Code
R000033422	1211 NEBLETT	ALLEN CHARLES L (ESTATE) & HAZEL M	1211 N NEBLETT	STEPHENVILLE	TX	76401-2353
R000033420	1231 NEBLETT	BOREN SHERRIANNE	1231 N NEBLETT ST	STEPHENVILLE	TX	76401
R000030018	1265 OLLIE	COATS JIM & PATSY	1187 AZALEA LN	STEPHENVILLE	TX	76401-0000
R000033429	1280 N OLLIE	DEMONTE KORY	1280 N OLLIE	STEPHENVILLE	TX	76401
R000031478	1221 OLLIE	DEWBERRY FAMILY REVOCABLE TRUST	4225 CR 428	STEPHENVILLE	TX	76401
R000033427	1240 N OLLIE	GARCIA GERARDO & MARIA R ORTIZ	1240 N OLLIE	STEPHENVILLE	TX	76401
R000033426	1220 N OLLIE	GOMEZ XAVIER LEE-LONGORIA	1220 N OLLIE	STEPHENVILLE	TX	76401
R000030017	1097 PARK STREET	HAYES BRAD	1150 FM2303	STEPHENVILLE	TX	76401
R000030012	1095 W PARK STREET	HENDERSON GARY L JR	1722 MILLBRAE RD	CLEBURNE	TX	76033
R000031480	1089 W OAK	HUMPHREY MICHAEL A & STACEY A	9312 FM603	CLYDE	TX	79510
R000033425	1210 OLLIE	JOHNSON TERENCE & ELIZABETH A	1210 N OLLIE	STEPHENVILLE	TX	76401
R000033447	1161 NEBLETT	KIM HYOUN CHRISTOPHER & BONNIE	1161 N NEBLETT	STEPHENVILLE	TX	76401
R000033430	1250 OLLIE	KNOLL GEORGE E & CATHERINE	1250 N OLLIE	STEPHENVILLE	TX	76401-0000
R000033421	1221 N NEBLETT	MARTINELLI CHRIS & DEANNE MARTINELLI	5155 RANCHO LALOMA LINDA DR	PASO ROBLES	CA	93446
R000033423	1169 PARK STREET	MARTINELLI CHRIS AND DEANNE MARTINELLI	PO BOX 1256	TEMPLETON	CA	93465
R000033460	1160 OLLIE	MAURITAS II LLC	1604 E 19TH	ROSWELL	NM	88201
R000030016	1231 OLLIE	MOORE YVONNE	1231 N OLLIE	STEPHENVILLE	TX	76401
R000033448	1151 N NEBLETT	NEW CHERYL S	2063 CR1025	LAMPASAS	TX	76550
R000033458	1140 OLLIE	NORMAND JONATHAN M & CARRIE J	170 BRIDLE PATH DR	STEPHENVILLE	TX	76401-7898
R000033459	1150 OLLIE	ROBERTS RONNIE JOE	1150 N OLLIE	STEPHENVILLE	TX	76401-0000
R000033461	1150 PARK STREET	SPOTZ LESLIE C	368 E LONG STREET	STEPHENVILLE	TX	76401
R000030015	1090 PARK STREET	T WINDHAM REAL ESTATE PARTNERSHIP LP	PO BOX 1447	CLYDE	TX	79510
R000033424	1155 PARK STREET	VANWINKLE BLAKE A & NICHOLE L	1155 PARK ST	STEPHENVILLE	TX	76401
R000031479	1211 OLLIE	WATKINS RESOURCES, LLC	10300 E CR105	MIDLAND	TX	79706

15ft to  
Street

fence line

5ft

20ft

18ft

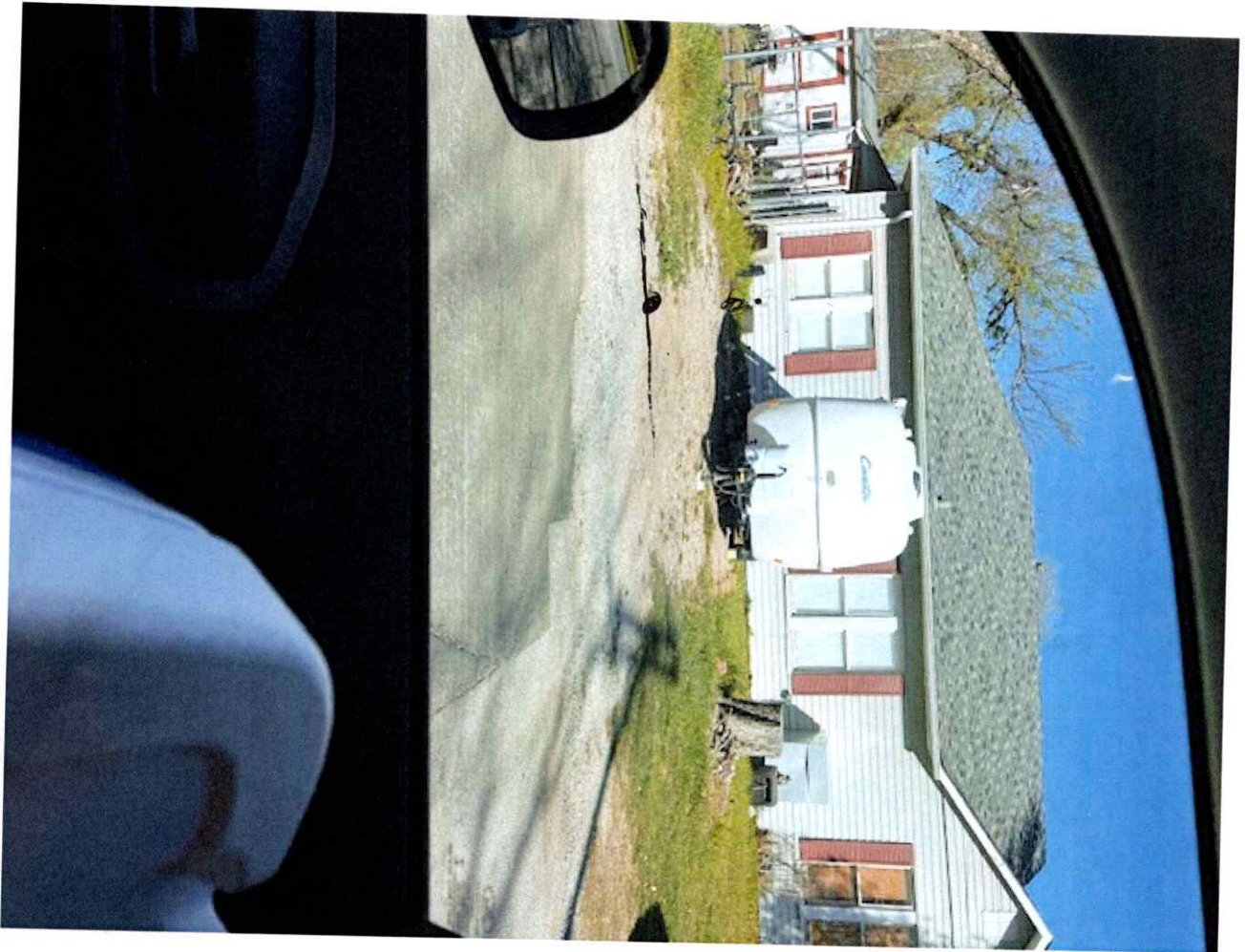
18ft

100sq ft

House

1210 N. Olive

1210 N. Ollie



1210 N. Ollie



