



AGENDA

CALL TO ORDER

CITIZENS GENERAL DISCUSSION

APPROVAL OF MINUTES

1. Consider Approval of Minutes from May 14, 2026

REGULAR AGENDA

2. **Application No. V 9793**

Applicant Roy Claren and Renee Sliger are requesting a variance from Section 154.21.3.C – Variance for the Construction of a Carport, for property located at 920 Charlotte, Parcel R34585, being BLOCK 2, Lot 6 & 7 (part of Lot 6), of the S7000 WEST OAKS ADDITION to the City of Stephenville, Erath County, Texas.

3. **Public Hearing**
Application No.: V 9793

4. **Application No. V 9793**

Consider approval of a variance from Section 154.21.3.C – Variance for the Construction of a Carport, for property located at 920 Charlotte, Parcel R34585, being BLOCK 2, Lot 6 & 7 (part of Lot 6), of the S7000 WEST OAKS ADDITION to the City of Stephenville, Erath County, Texas.

5. **Application No.: V 9792**

Applicant Rod Williamson is requesting a variance from Section 154.12.56(c) – Variance for the Construction of a Pole Sign to exceed the 35' height limitation by 15', for property located at 703 E South Loop, Parcel R29786, being BLOCK 1B, Lot 75, of the CITY ADDITION to the City of Stephenville, Erath County, Texas.

6. **Public Hearing**
Application No: V 9792

7. **Application No.: V 9792**

Consider approval of a variance from Section 154.12.56(c) – Variance for the Construction of a Pole Sign to exceed the 35' height limitation by 15', for property located at 703 E South Loop, Parcel R29786, being BLOCK 1B, Lot 75, of the CITY ADDITION to the City of Stephenville, Erath County, Texas.

8. **Application No.: V 9825**

Applicant Jason Guthrie is requesting a variance from Section 154.5.6.D – to reduce the rear setback requirement of 25' to 18' for property located at 405 W. Elm, Parcel R31401, being BLOCK 22, LOTS 5 & 6B of the S3500 FREY FIRST ADDITION to the City of Stephenville, Erath County, Texas.

9. **Public Hearing**
Application No.: V 9825

10. **Application No.: V 9825**
Consider approval of a variance from Section 154.5.6.D – to reduce the rear setback requirement of 25' to 18' for property located at 405 W. Elm, Parcel R31401, being BLOCK 22, LOTS 5 & 6B of the S3500 FREY FIRST ADDITION to 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

MAY 14, 2026

CALL TO ORDER

The Board of Adjustment of the City of Stephenville, Texas, convened on Thursday, May 14, 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:

Board of Adjustment Place 1 JJ Conway
Board of Adjustment Place 2 Gabriel Wood
Board of Adjustment Place 4 Moumin Quazi
Board of Adjustment Place 5 Mary Beach-McGuire
Board of Adjustment Alt 1 Walter Latham

Board Members Absent:

Board of Adjustment Place 3 Tina Virgin

Others Attending:

Steve Killen, Director of Development Services
Sarah Lockenour, City Secretary

Board Chair Moumin Quazi called the Board of Adjustment to order at 04:00 PM.

CITIZENS GENERAL DISCUSSION

No one addressed the Board at this time.

APPROVAL OF MINUTES

1. Consider approval of minutes from April 30, 2026

MOTION by JJ Conway, second by Gabriel Wood, to approve the minutes from April 30, 2026, as presented. MOTION CARRIED unanimously with Mary Beach-McGuire abstaining.

REGULAR AGENDA

2. Application No. V 9733

Applicant Taylor Kanute, representing Keewaydin Developments, LLC., is requesting a variance to side setback requirements for property located at 601 Galt Dr., Parcel R78573, being Block B; Lot 26; of the S6215 Tarleton Crossing Addition of the City of Stephenville, Erath County, Texas.

Director of Development Services Steve Killen gave the following report:

Mr. Kanute is requesting the variance as the newly constructed townhome as the southwestern end of the development encroaches the setback at the back corner of the structure (the structure extends beyond the building line by 1.5 feet). The subject property is currently zoned Planned Development. The PD plat confirms the corner setback for this parcel to be 25'.

Applicant Mr. Taylor Kanute addressed the Board regarding the variance.

**3. Public Hearing
Application No.: V9733**

Chairman Quazi entered into a Public Hearing at 4:06 PM.

No one spoke in favor or opposition regarding Application No.: V9733.

Chairman Quazi closed the Public Hearing at 4:06 PM.

4. Application No. V 9733

Consider approval of a variance to side setback requirements for property located at 601 Galt Dr., Parcel R78573, being Block B; Lot 26; of the S6215 Tarleton Crossing Addition to the City of Stephenville, Erath County, Texas.

MOTION by Mary Beach-McGuire to approve Application No. V9733 as presented. MOTION CARRIED unanimously.

5. Application No.: V 9720

Applicant John Herron is requesting a variance from Section 154.21.3.C – Variance for the Construction of a Carport, for property located at 1780 N Graham, Parcel R30493, being Block 146; Lot 52; of the S2600 City Addition of the City of Stephenville, Erath County, Texas.

Director of Development Services Steve Killen gave the following report:

Mr. Herron is requesting a variance for the construction of two carports. The Board, granting the variance as presented, will be allowing a 2' reduction of the 5' setback requirement and authoring two carports (accessory structures) on the property.

Applicant Mr. John Herron addressed the Board regarding the request.

**6. Public Hearing
Applicaton No: V9720**

Chairman Quazi entered into a Public Hearing at 4:11 PM.

No one spoke in favor or opposition regarding Application No.: V9720.

The Board did receive an emailed letter of support from neighbor Wes Bishop.

Chairman Quazi closed the Public Hearing at 4:12 PM.

7. **Application No.: V 9720**

Consider approval of a variance from Section 154.21.3.C – Variance for the Construction of a Carport, for property located at 1780 N Graham, Parcel R30493, being Block 146; Lot 52; of the S2600 City Addition of the City of Stephenville, Erath County, Texas.

MOTION by Mary Beach-McGuire, second by JJ Conway, to approve Application No. V9720 as presented. MOTION CARRIED unanimously.

8. **Application No.: V9736**

Applicants Dustin & Lindsey Hughes are requesting a variance from Section 154.05.1.D(9)(a), maximum accessory buildings coverage, for property located at 2798 Thornhill, Parcel R51838, being Block II; Lots 1D & 1E; of the S7220 Peacock Estates II of the City of Stephenville, Erath County, Texas.

Director of Development Services Steve Killen gave the following report:

Mr. and Mrs. Hughes are purchasing property with an existing building that will be an accessory to their future main dwelling. Because a replat will be required, the newly platted property would be required to comply with current land use regulations, hence the request for the variance to allow the existing building to remain in place, which will exceed the maximum coverage limit.

Applicant Mr. Dustin Hughes addressed the Board regarding the request.

9. **Public Hearing
Application No.: V9736**

Chairman Quazi entered into a Public Hearing at 4:18 PM.

No one spoke in favor or opposition regarding Application No.: V9736.

Chairman Quazi closed the Public Hearing at 4:19 PM.

10. **Application No.: V9736**

Consider approval of a variance from Section 154.05.1.D(9)(a), maximum accessory buildings coverage, for property located at 2798 Thornhill, Parcel R51838, being Block II; Lots 1D & 1E; of the S7220 Peacock Estates II of the City of Stephenville, Erath County, Texas.

MOTION by Mary Beach-McGuire, second by Gabriel Wood, to approve Application No. V9736 as presented. MOTION CARRIED unanimously.

ADJOURN

Board Chair Quazi adjourned the Board of Adjustment at 04:21 PM

Moumin Quazi, Chair

ATTEST:

Sarah Lockenour, City Secretary

Board of Adjustment STAFF REPORT



SUBJECT: Application No.: V 9793

Applicant Roy Claren and Renee Sliger are requesting a variance from Section 154.21.3.C – Variance for the Construction of a Carport, for property located at 920 Charlotte, Parcel R34585, being BLOCK 2, Lot 6 & 7 (part of Lot 6), of the S7000 WEST OAKS ADDITION to the City of Stephenville, Erath County, Texas.

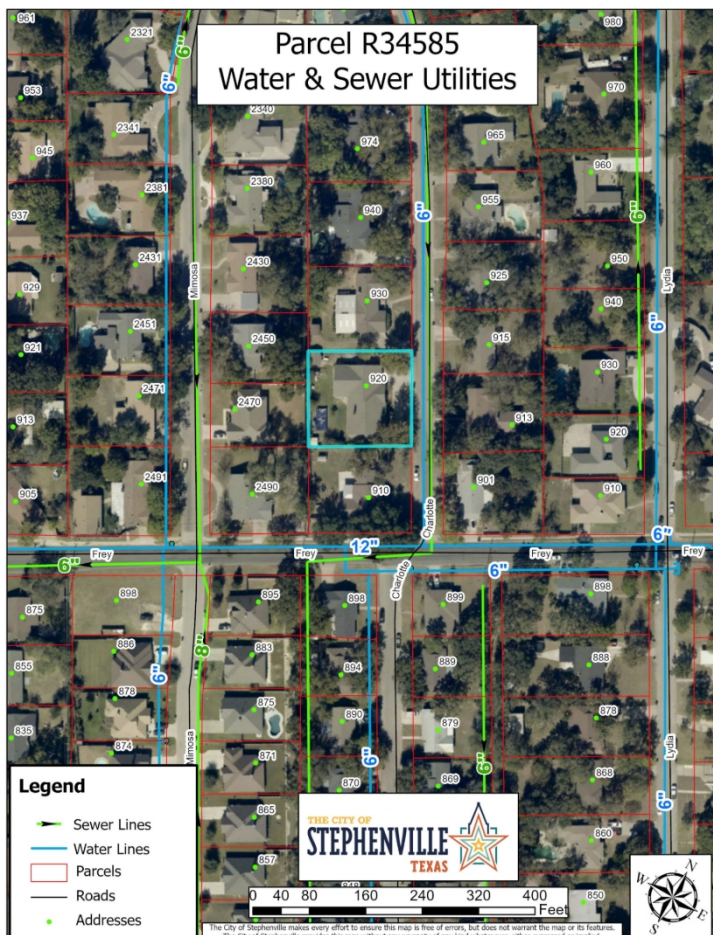
MEETING: Board of Adjustment – June 11, 2026

DEPARTMENT: Development Services

STAFF CONTACT: Steve Killen

BACKGROUND:

Mr. Claren and Ms. Sliger are requesting a variance for the construction of a 14x30 carport on the northwest side of the home. The carport will be constructed with a gutter system to prevent runoff to the adjacent property.





Section 154.21.3.C

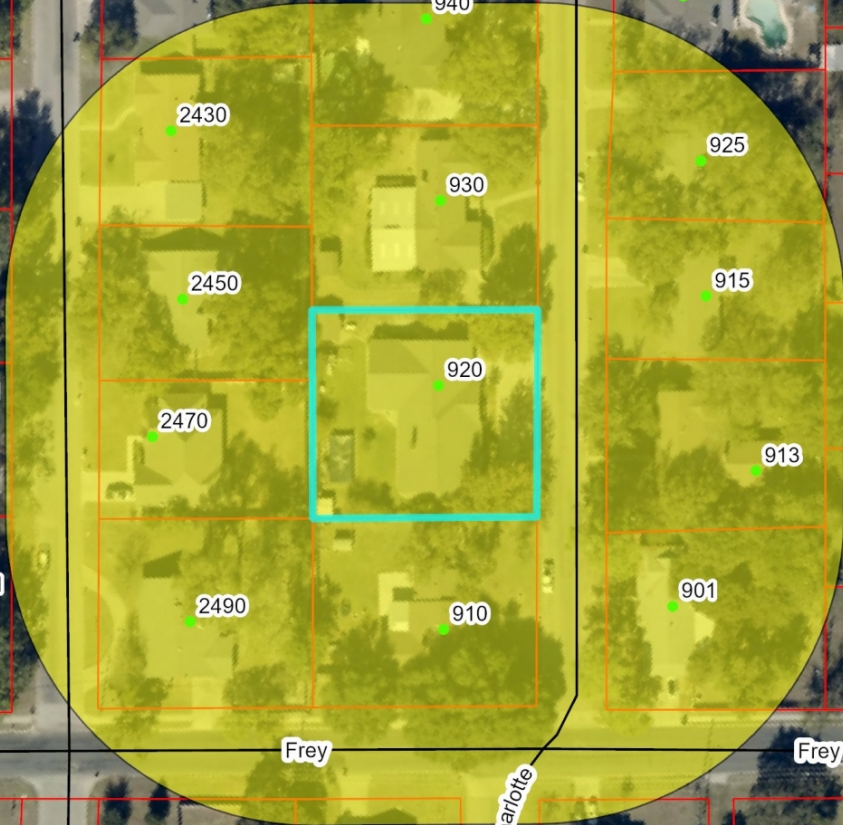
Variance for the Construction of a Carport

- (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:

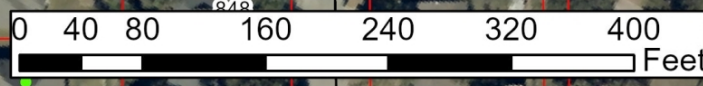
1. Approve the Variance Request
2. Deny the Variance Request

Parcel R34585 200 Ft Buffer



Legend

- Parcels
- Roads
- Addresses
- 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 R34585

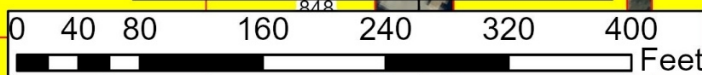
Current Zoning - R1 Single Family



Legend

ZONING

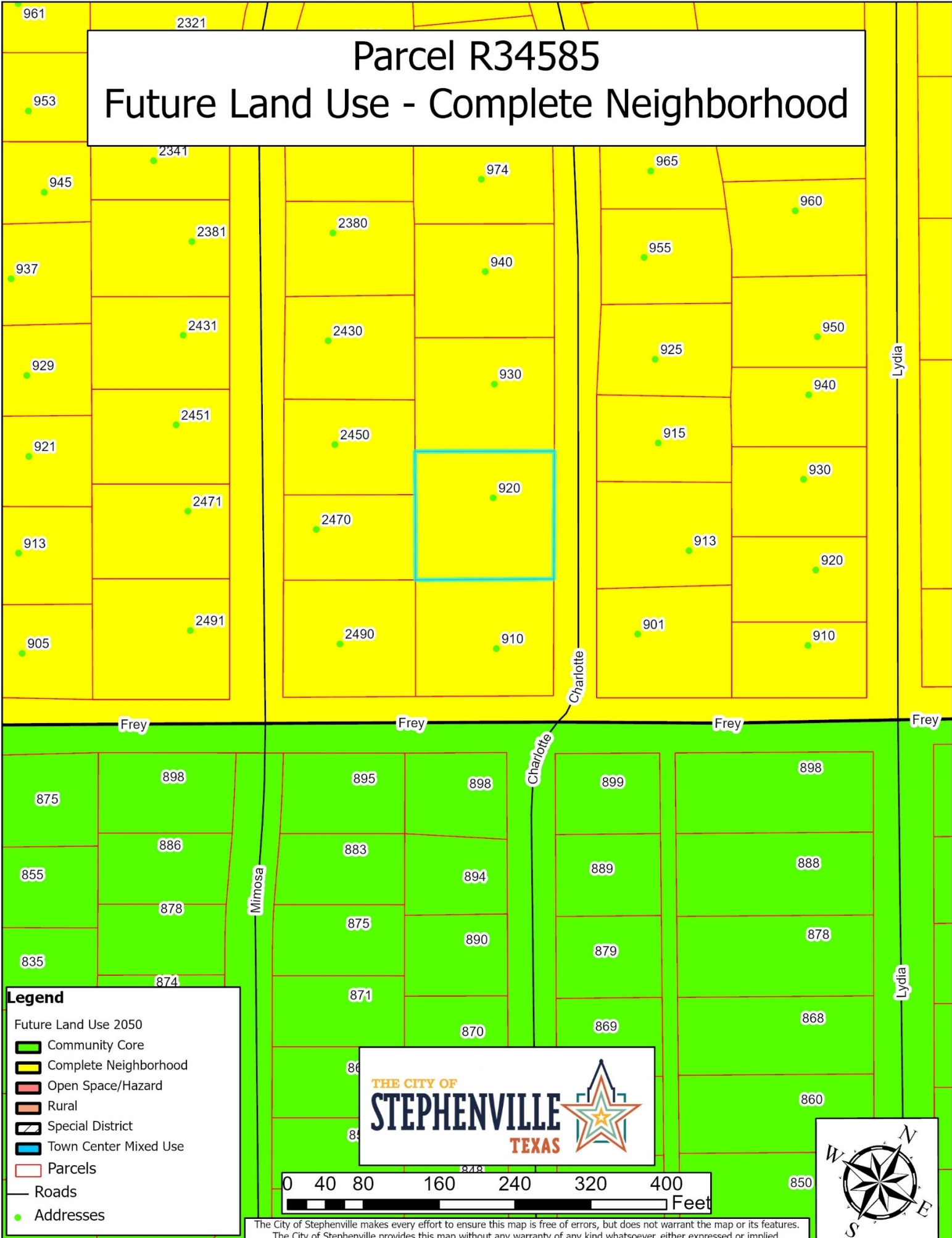
- Agricultural
- B-1 - Neighborhood Business
- B-2 - Retail and Commercial Business
- B-3 - Central Business
- B-4 - Private Club
- CTS - City, Tarleton, School
- DT - Downtown
- IND - Industrial
- PD - Planned Development
- R-1 - Single Family - 7,500
- R-1.5 - Single Family - 6,000
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Parcel R34585

Future Land Use - Complete Neighborhood



Legend

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






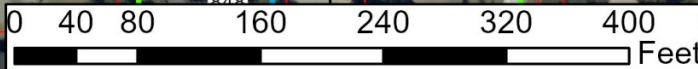
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Parcel R34585 Water & Sewer Utilities



Legend

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

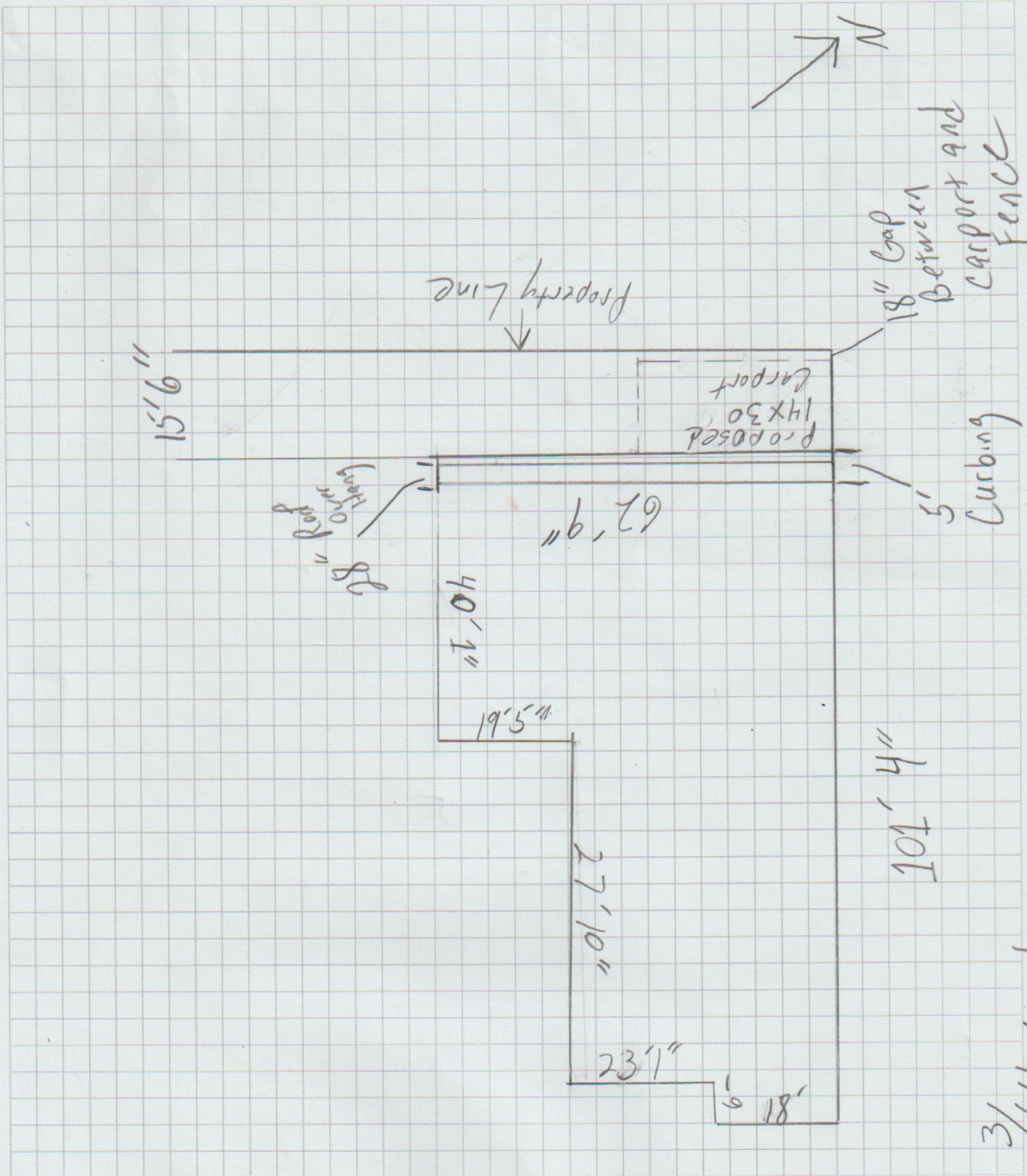


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Parcel R34585

200 ft Buffer Addresses

Parcel ID	Parcel Address	Parcel Owner	Owner Address	City	State	Zip Code
R000034603	2451 MIMOSA	BAGS WALKER, LLC	2451 W MIMOSA LN	STEPHENVILLE	TX	76401
R000034567	930 LYDIA	CANTU STEVE & MARIJANE	930 LYDIA STREET	STEPHENVILLE	TX	76401
R000034584	930 CHARLOTTE	COLLIER BARBARA J	930 CHARLOTTE	STEPHENVILLE	TX	76401
R000034587	2490 MIMOSA	DAHL JEFF & SHELLY	2381 MIMOSA	STEPHENVILLE	TX	76401
R000034569	910 LYDIA	DIAZ MONICA	910 N LYDIA ST	STEPHENVILLE	TX	76401
R000034605	2491 MIMOSA	FINNEY JIMMY KEITH & KAREN DENISE FINNEY	2491 MIMOSA	STEPHENVILLE	TX	76401
R000034574	955 CHARLOTTE	GIDDINGS JON CLARK	200 RIVER NORTH BLVD	STEPHENVILLE	TX	76401
R000034604	2471 MIMOSA	HALL FALLON P & JOHN W HALL	2471 W MIMOSA	STEPHENVILLE	TX	76401
R000034588	2470 MIMOSA	HARRISON MICHAEL DOUGLAS & RUTH ESTHER HARRISON	2470 W MIMOSA LN	STEPHENVILLE	TX	76401
R000034590	2430 MIMOSA	JONES LLOYD E SR & BARBARA A (LIFE ESTATE)	2430 W MIMOSA LN	STEPHENVILLE	TX	76401
R000034583	940 CHARLOTTE	JONES THOMAS L & DONITA	940 CHARLOTTE	STEPHENVILLE	TX	76401-0000
R000034568	920 LYDIA	KRANTZ MYRLE HELEN	920 N LYDIA	STEPHENVILLE	TX	76401
R000034591	2380 MIMOSA	LLOYD ROBERT & SALLY	2380 W MIMOSA LANE	STEPHENVILLE	TX	76401
R000034589	2450 MIMOSA	MCNERNEY SHANE & HALEY NICOLE MCNERNEY	2450 W MIMOSA	STEPHENVILLE	TX	76401
R000034586	910 CHARLOTTE	MEZA OMAR JORGE & CAROLINA	910 CHARLOTTE	STEPHENVILLE	TX	76401-2004
R000034566	940 LYDIA	NEWMAN PEGGY ANN ALBRECHT (TOD)	925 CHARLOTTE	STEPHENVILLE	TX	76401
R000034575	925 CHARLOTTE	NEWMAN PEGGY ANN ALBRECHT (TOD)	925 CHARLOTTE	STEPHENVILLE	TX	76401
R000032011	898 CHARLOTTE	PAGE NICHOLAS & MARISAH JOHNSON	898 N CHARLOTTE	STEPHENVILLE	TX	76401
R000034576	915 CHARLOTTE	SALLY C PRINGLE FAMILY TRUST	915 CHARLOTTE	STEPHENVILLE	TX	76401
R000034585	920 CHARLOTTE	SLIGER ROY CLAREN & STACEY RENEE SLIGER	920 N CHARLOTTE	STEPHENVILLE	TX	76401
R000074927	895 MIMOSA CT	STODGHILL ANITA L	895 MIMOSA CT	STEPHENVILLE	TX	76401
R000032000	899 N CHARLOTTE	TEXAS MIDNIGHT RIDERS, LLC	4209 CR826	ANNA	TX	75409
R000034577	913 CHARLOTTE	WEBB CHRIS TINA	913 CHARLOTTE	STEPHENVILLE	TX	76401
R000034578	901 CHARLOTTE	WOOD GABRIEL THOMAS & JACEY KAY GILL WOOD	901 N CHARLOTTE	STEPHENVILLE	TX	76401



Board of Adjustment STAFF REPORT



SUBJECT: Application No.: V 9792

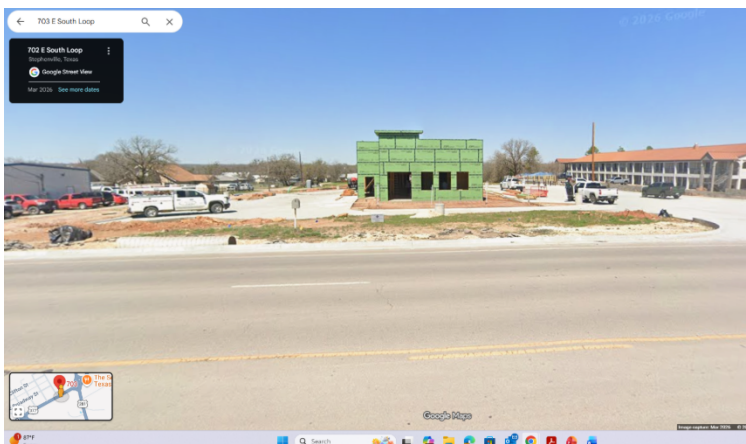
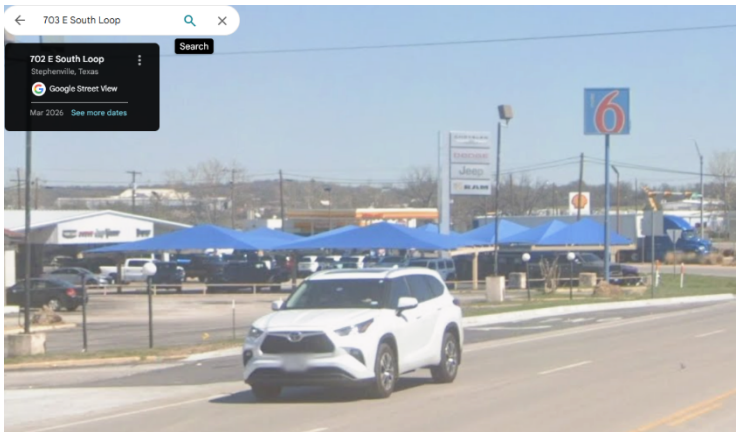
Applicant Rod Williamson is requesting a variance from Section 154.12.56(c) – Variance for the Construction of a Pole Sign to exceed the 35’ height limitation by 15’, for property located at 703 E South Loop, Parcel R29786, being BLOCK 1B, Lot 75, of the CITY ADDITION to the City of Stephenville, Erath County, Texas.

MEETING: Board of Adjustment – June 11, 2026

STAFF CONTACT: Steve Killen

BACKGROUND:

The requested variance is for the new Dairy Queen that is currently under construction. Sign placement will be as shown in the attached documentation provided by the applicant. Adjacent properties with similar signs are not known to have variances to increase height.



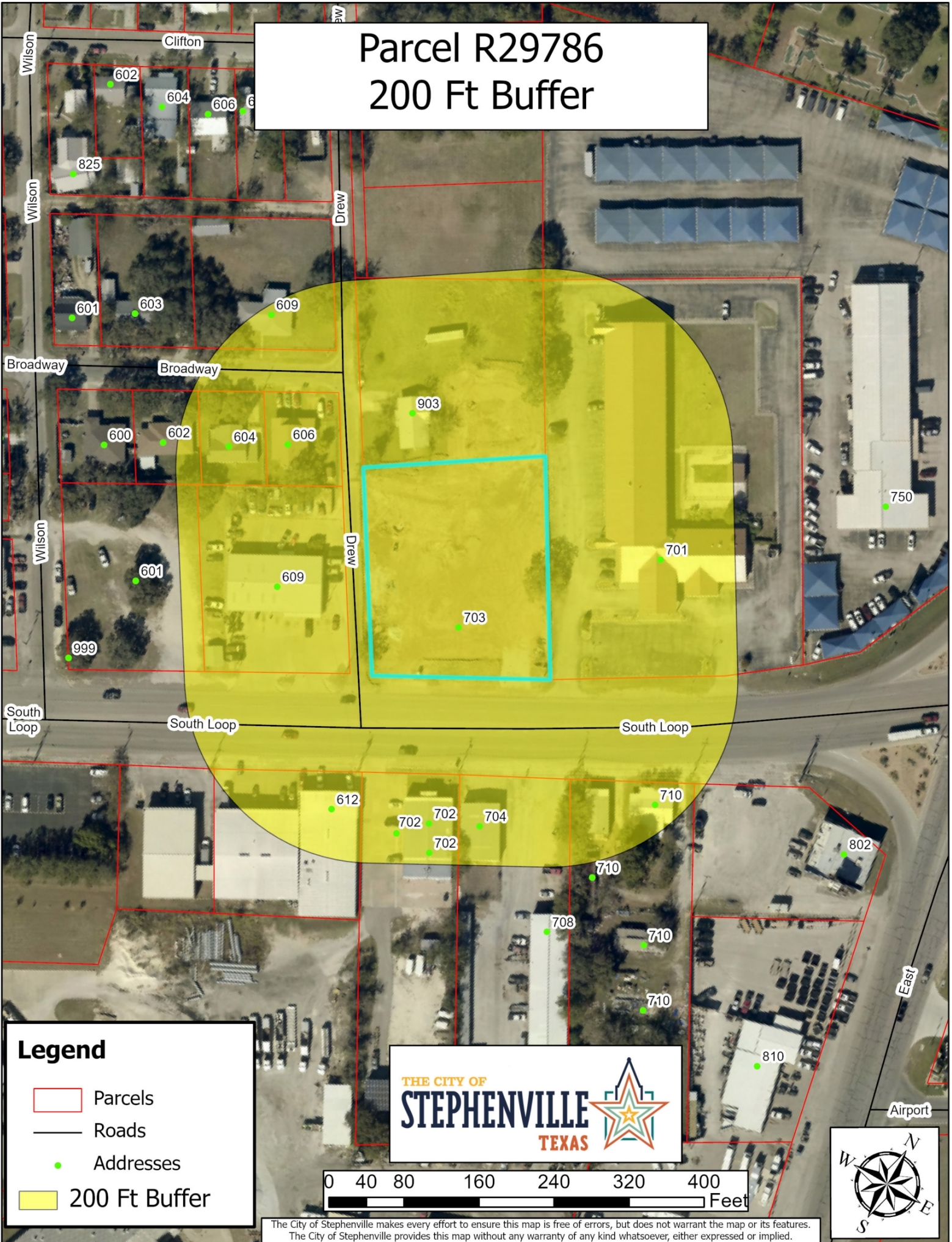
12-56 Pole sign.

- (a) *Location.*
 - (1) Signs must be premises signs.
 - (2) Signs shall not be allowed in residentially zoned districts.
 - (3) Signs shall maintain a 100-foot separation from an adjacent pole sign on each premises and minimum of 50 feet on adjacent premises on the same side of the street.
- (b) *Area.*
 - (1) Maximum 150 square feet.
- (c) *Height.*
 - (1) Maximum 35
 - (2) Signs must maintain an eight-foot clearance from ground to sign.
- (d) *Number of signs.* One per premises.

ALTERNATIVES:

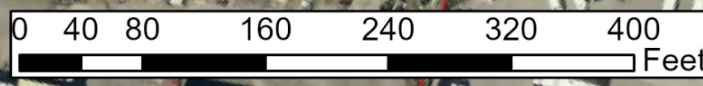
- 1. Approve the Variance Request
- 2. Deny the Variance Request

Parcel R29786 200 Ft Buffer



Legend

- Parcels
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Parcel R29786

Current Zoning - B2 Retail & Commercial



Legend

ZONING

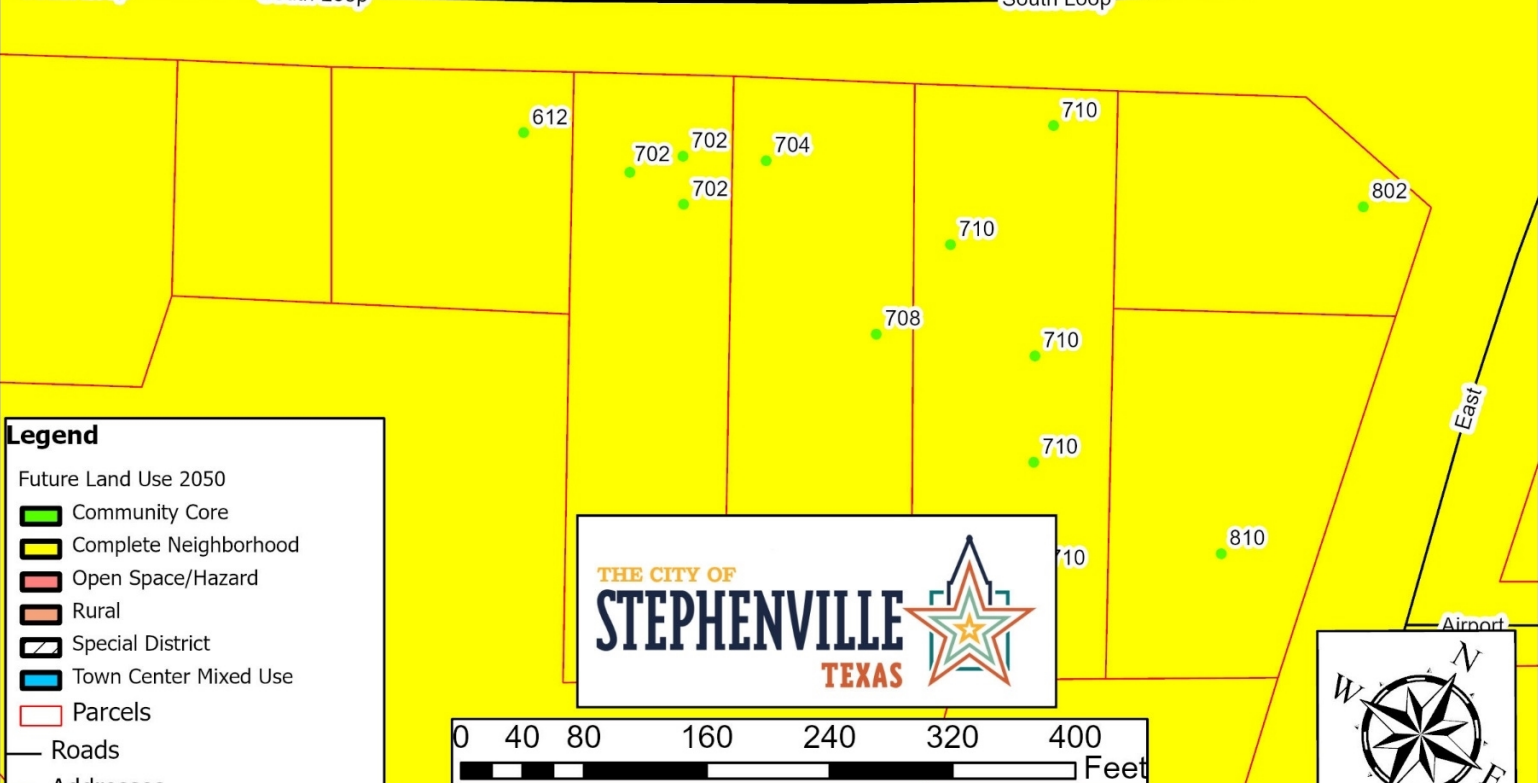
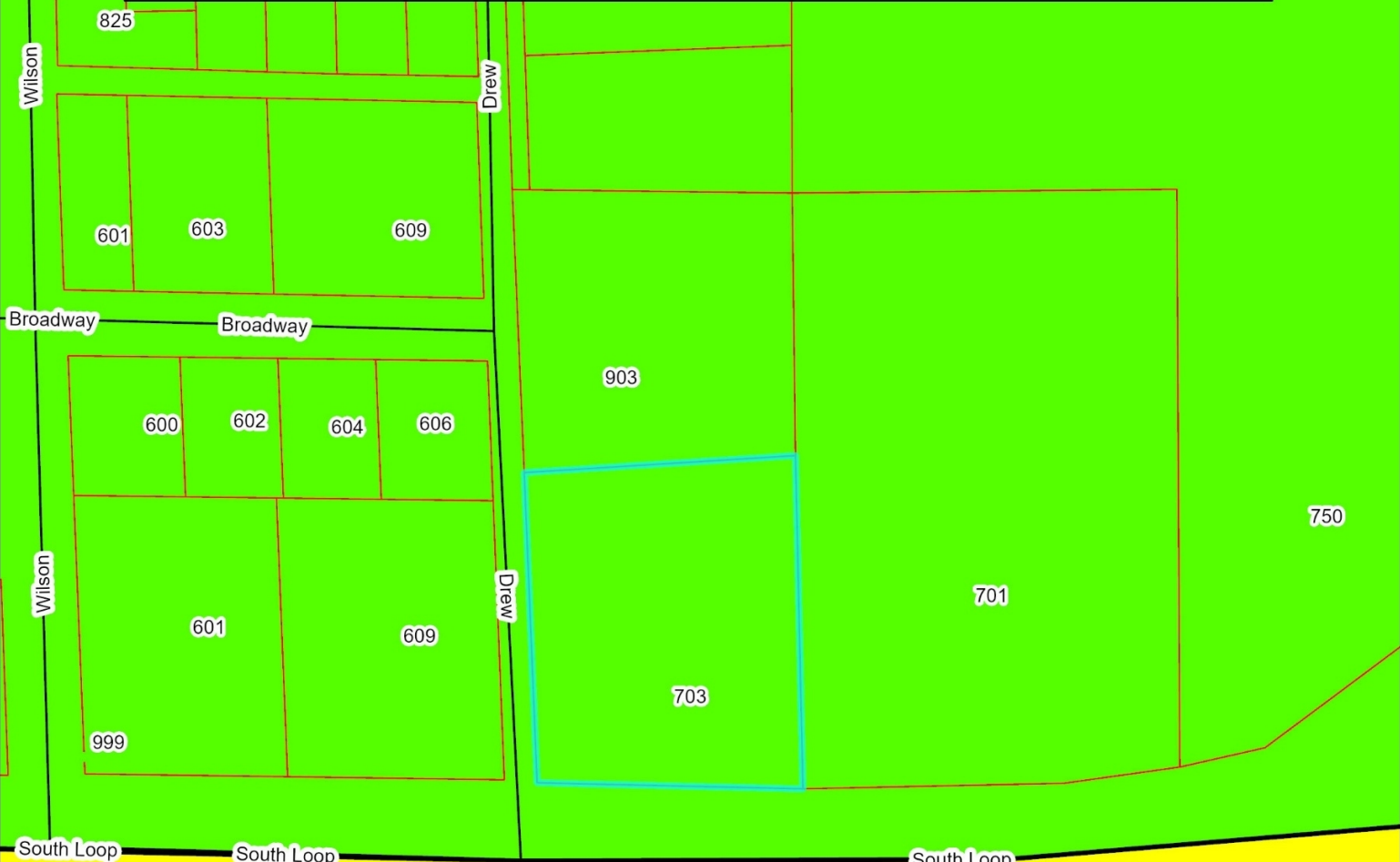
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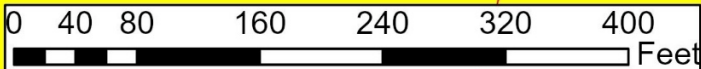
Parcel R29786

Future Land Use - Community Core



Legend

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






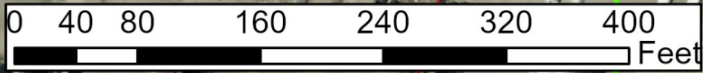
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Parcel R29786 Water & Sewer Utilities



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Parcel R29786

200 ft Buffer Addresses

Parcel ID	Parcel Address	Parcel Owner	Owner Address	City	State	Zip Code
R000029797	750 EAST ROAD	2012 GBAT BMI PROPERTIES, LLC	128 GREENBRIAR	STEPHENVILLE	TX	76401
R000075804	601 E SOUTH LOOP	ANTHONY CARY & CATHY ANTHONY AND	2301 S IKE	MONAHANS	TX	79756
R000030424	710 E SOUTH LOOP	CASTILLO CONRADO M	710 E SOUTH LOOP	STEPHENVILLE	TX	76401
R000061536	802 EAST ROAD	CASTILLO CONRADO M & MARIA	802 EAST RD	STEPHENVILLE	TX	76401-5408
R000064280	609 E SOUTH LOOP	CHAVARRIA JAIME A & IGNACIA L	6075 CR392	STEPHENVILLE	TX	76401
R000030422	702 E SOUTH LOOP	COLLIER HUGHBERT & GAIL	PO BOX 1137	STEPHENVILLE	TX	76401
R000078511	0 S DREW	ERATH COUNTY HABITAT FOR HUMANITY	PO BOX 505	STEPHENVILLE	TX	76401
R000030423	704 E SOUTH LOOP	GOOD2CUTEXTING LLC	PO BOX 2418	STEPHENVILLE	TX	76401
R000065883	602 E BROADWAY	GOVEA CARLOS	1742 CR563	STEPHENVILLE	TX	76401-9347
R000030607	606 E BROADWAY	HERNANDEZ GONIFACIO ARTEAGA & MARIA LUNA RUBIO	115 GRAHAM ST	STEPHENVILLE	TX	76401
R000073699	604 E BROADWAY	HEWETT HOLDINGS, LLC	503 GREENWICH LANE	COPPELL	TX	75019
R000029801	701 E SOUTH LOOP	JAI JALARAM INVESTMENT LLC	701 SOUTH LOOP	STEPHENVILLE	TX	76401
R000030611	609 E BROADWAY	KEALEY JOHN	4780 FM1824	HICO	TX	76457
R000030435	612 E SOUTH LOOP	P & W FURNITURE INC	612 S LOOP	STEPHENVILLE	TX	76401-0000
R000030436	610 E SOUTH LOOP	PRATER CHARLES R & PAULA J	612 E SOUTH LOOP	STEPHENVILLE	TX	76401-9333
R000029785	903 DREW	RICHESON MANAGEMENT CORP	PO BOX 1299	GRAHAM	TX	76450
R000029786	703 E SOUTH LOOP	RICHESON MANAGEMENT CORP	PO BOX 1299	GRAHAM	TX	76450



To whom this may concern,

Allen Industries authorizes agent Thomas A. Rowbotham dba Signs Up in the variance process in this project.

Ray Tart

Senior Install Manager

A handwritten signature in black ink that reads "Ray Tart". The signature is written in a cursive style with a large, prominent "R" and "T".



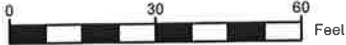
Architectural Signage Division
4100 Sheraton Court, Greensboro, NC 27410
Phone 336-294-4777 888-294-2007 Fax 336-294-4333
www.allenindustries.com
Because Image Is Everything™

SURVEY PLAT

Austin Harris Investments, LLC
 Doc. No. 2018-00757
 R.R.E.C.T. 193.51'

LOT 1 - A

N56°24'50"E



CITY ADDITION
 BLOCK 75
 VOL. 381, PG. 105
 D.R.E.C.T.

LOT 1 - B

CYNTHIA MARIE HAYES
 DOC. NO. 2017-01050
 R.R.E.C.T.
44554 Sq.Ft.
 1.023 Ac

S. DREW ST.

224.26'

N31°31'54"W

RR SPIKE
 12.5'

S61°18'37"W

190.18'

Edge of Asphalt

U.S. 377 (S. LOOP)

IRS

240.65'

LOT 7

Concrete Retaining Wall
 Jai Jalaram Investment, LLC
 Doc. No. 2012-03761
 R.R.E.C.T.

S30°42'53"E

PP

P.O.B.
 3/8" IRF

LEGEND:

- FH.....Fire Hydrant
- GY.....Guy Wire
- IRF.....Iron Rod Found
- IRS.....5/8" Capped Iron Rod Set Marked
 "NATIVE CO., LLC"
- MB.....Mailbox
- OE.....Overhead Electric
- PP.....Power Pole
- WM.....Water Meter
- D.R.E.C.T.....Deed Records, Erath County, Texas
- R.R.E.C.T.....Real Records, Erath County, Texas

NOTES:

1. Basis of bearing being U.S. State Plane Grid - Texas North Central Zone (4202) NAD83 as established using the AllTerra RTKNet Cooperative Network. Reference frame is NAD83(2011) Epoch 2010.0000. Distances shown are U.S. Survey feet displayed in surface values.
2. According to the scaled location of FEMA Firm Map No. 48143C0430D, effective date November 16, 2011, the subject property lies within Zone X - Areas determined to be outside the 0.2% chance annual flood.
3. This survey was prepared without the benefit of a current commitment for title insurance. Additional easements and/or restrictions may affect the surveyed property.
4. See separate metes and bounds description prepared with this survey.

SURVEYOR'S CERTIFICATION

I, N. Zane Griffin, a Registered Professional Land Surveyor licensed in the State of Texas, do hereby declare that this survey is true and correct and was prepared from an actual survey made under my supervision on the ground.

N. Zane Griffin
 N. Zane Griffin, RPLS No. 6810
 Date: July 15, 2021



P.O. Box 2465 Stephenville, Tx 76401
 zane@nativelandsurveying.com ~ 254-434-6695
 TRPPLS Firm No. 10194572

METES AND BOUNDS DESCRIPTION:

BEING all of a tract of land described in the deed to Cynthia Marie Hayes, as recorded in Document No. 2017-01050, Real Records, Erath County, Texas (RRECT) and intending to be all of Lot 1-B, Block 75, City Addition, an addition to the City of Stephenville, Erath County, Texas, as shown per King's 1956 Map of the City of Stephenville, as recorded in Volume 381, Page 105, Deed Records, Erath County, Texas, and being more particularly described by metes and bounds as follows: (Basis of bearing being U.S. State Plane Grid - Texas North Central Zone (4202) NAD83 as established using the AllTerra RTKNet Cooperative Network. Reference frame is NAD83(2011) Epoch 2010.0000. Distances shown are U.S. Survey feet displayed in surface values).

BEGINNING at a 3/8 inch iron rod found in the north right-of-way line of U.S. Highway 377 (S. Loop) for the southeast corner of said Hayes tract and the southwest corner of a tract of land described in the deed to Jai Jalaram Investment, LLC, as recorded in Doc. No. 2012-03761, RRECT, from which a brass disk in concrete marked Texas Department of Transportation bears North 61°18'37" East, a distance of 51.28 feet;

THENCE South 61°18'37" West, with said right-of-way line, a distance of 190.18 feet to a 5/8 inch capped iron rod set marked "NATIVE CO., LLC" (IRS) at the intersection of the north right-of-way line of U.S. Highway 377 and the east right-of-way line of S. Drew Street, from which a railroad spike found in the centerline of said S. Drew St. bears South 61°18'37" West, a distance of 12.50 feet;

THENCE North 31°31'54" West, with the east right-of-way line of S. Drew St., a distance of 224.26 feet to a damaged 60D nail found and replaced with an IRS for the northwest corner of said Hayes tract and the southwest corner of a tract of land described in the deed to Austin Harris Investments, LLC, as recorded in Document No. 2018-00757, RRECT;

THENCE North 56°24'50" East, with the common line of said Hayes tract and said Austin Harris Investments tract, a distance of 193.51 feet to a laid over 3/8 inch iron rod found replaced with an IRS for the northeast corner of said Hayes tract and being in the west line of the aforementioned Jai Jalaram tract;

THENCE South 30°42'53" East, with the common line of said Hayes tract and said Jai Jalaram tract and along the west side of a concrete retaining wall, a distance of 240.65 feet to the **POINT OF BEGINNING** and containing 44,554 Square Feet or 1.023 Acres of Land.

SURVEYOR'S CERTIFICATION

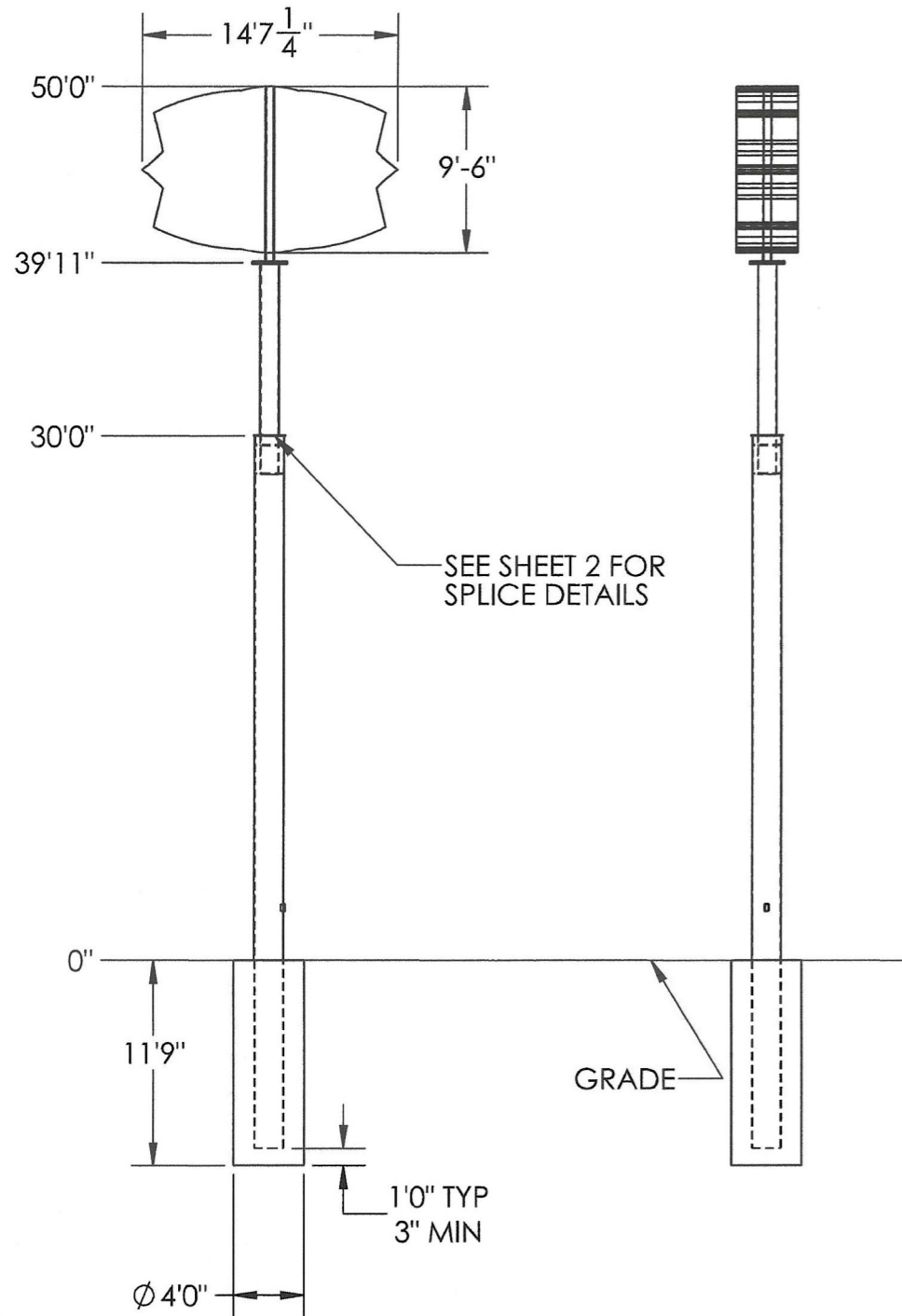
I, N. Zane Griffin, a Registered Professional Land Surveyor licensed in the State of Texas, do hereby declare that this survey is true and correct and was prepared from an actual survey made under my supervision on the ground.


N. Zane Griffin, RPLS No. 6810
Date: July 16, 2021

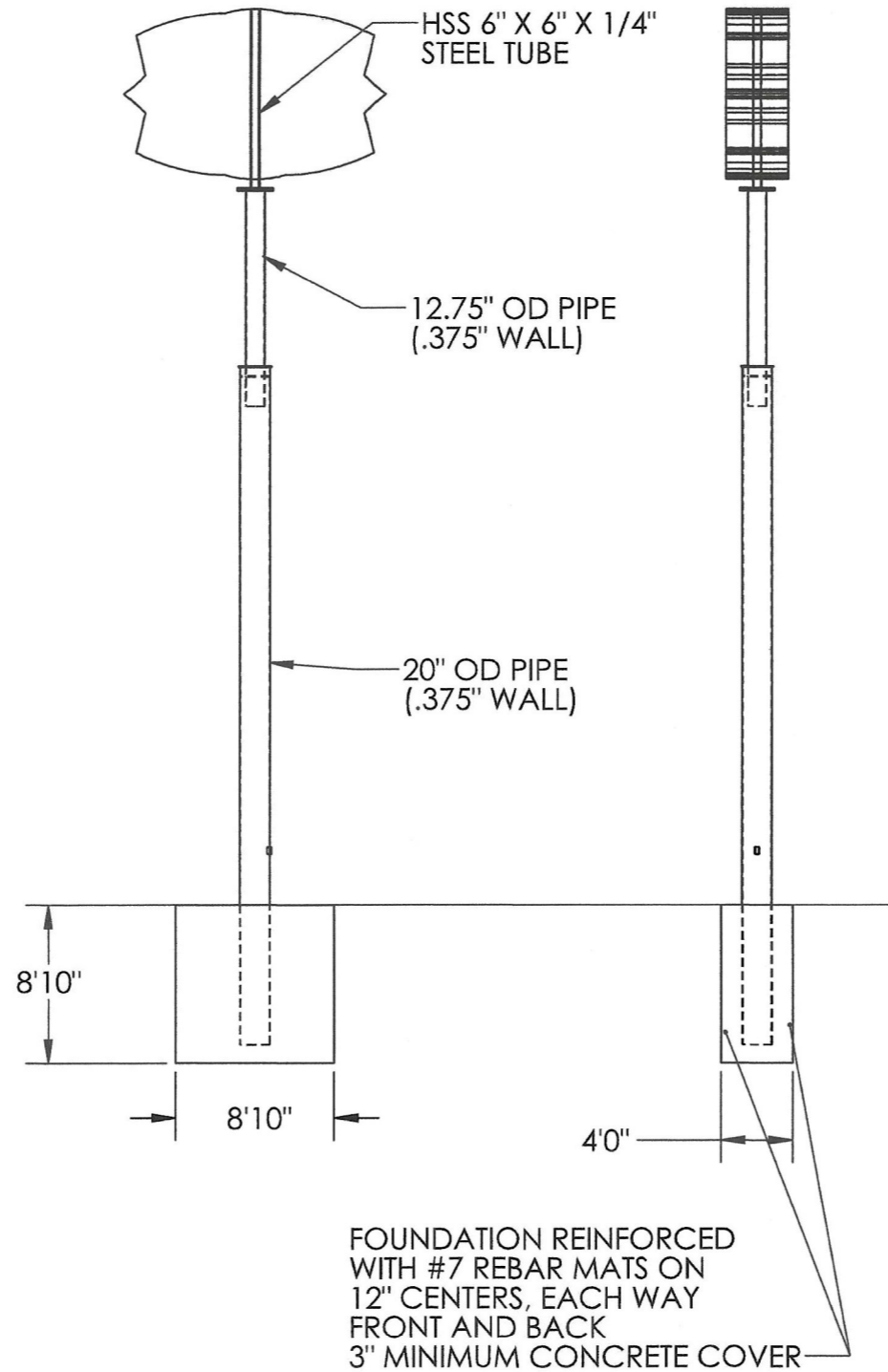


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zane@nativelandsurveying.com ~ 254-434-6695
TBPELS Firm No. 10194572

AUGER OPTION



SLAB OPTION (PIPE AND SIGN SIZES ARE IDENTICAL)



Design Factors:
 110 MPH Wind (ASCE 7-16) Exposure C
 Risk Category II

Design, Fabrication, and Installation to follow these specifications:
 2021 IBC
 ACI 318
 AISC
 AWS
 Any additional local codes or ordinances

Minimum Steel Specs (Unless Noted Otherwise):
 Pipe: ASTM A53 Type E Grade B or ASTM A252 Grade 2 (Fy=35 ksi)
 HSS: ASTM A500 Grade B (Fy=46ksi)
 Anchor Bolts: ASTM F1554 Grade 36
 Match Plate Bolts: ASTM A325
 Angles, Channels, Structural Shapes and Plates: ASTM A36
 Rebar: Grade 60 ASTM A615

Minimum Aluminum Specs (Unless Noted Otherwise):
 Extrusions (Angles, Channels, Tubes): 6061-T6 Alloy
 Sheets (Skins, Folded Shapes): 5052-T32 Alloy

Minimum Foundation Specs (Unless Noted Otherwise):
 Allowable lateral soil bearing pressure assumed at 300 psf/ft of depth
 150 psf/ft doubled per IBC 1806.3.4
 Footing shall bear on firm undisturbed soil and/or engineered earth
 Excavation shall be free of loose soil before pouring concrete
 Concrete: 2500 psi (28 day compressive strength)
 Allow 14 days for concrete to set before installing sign cabinet
 Brace pole while concrete sets

Additional Notes:
 This design is for the specific address only, and is not transferrable
 The contractor (installer) is responsible for the means and methods
 of construction in regards to jobsite safety
 No field heating or bending or cutting of steel shall be allowed
 without the engineer's approval
 Welding electrodes to be E70XX
 Design of details not shown is by others
 All exposed steel shall be painted with an enamel paint or coated
 to inhibit corrosion
 Any discrepancies or deviations during installation or fabrication
 must be addressed and approved by Spies Engineering

PREPARED FOR: ALLEN INDUSTRIES
 PREPARED BY: SPIES ENGINEERING LLC TX FIRM F-27091
 PO BOX 391, WATERTOWN, SD 57201
 605-880-9897 AARON@SPIESENGINEERING.COM

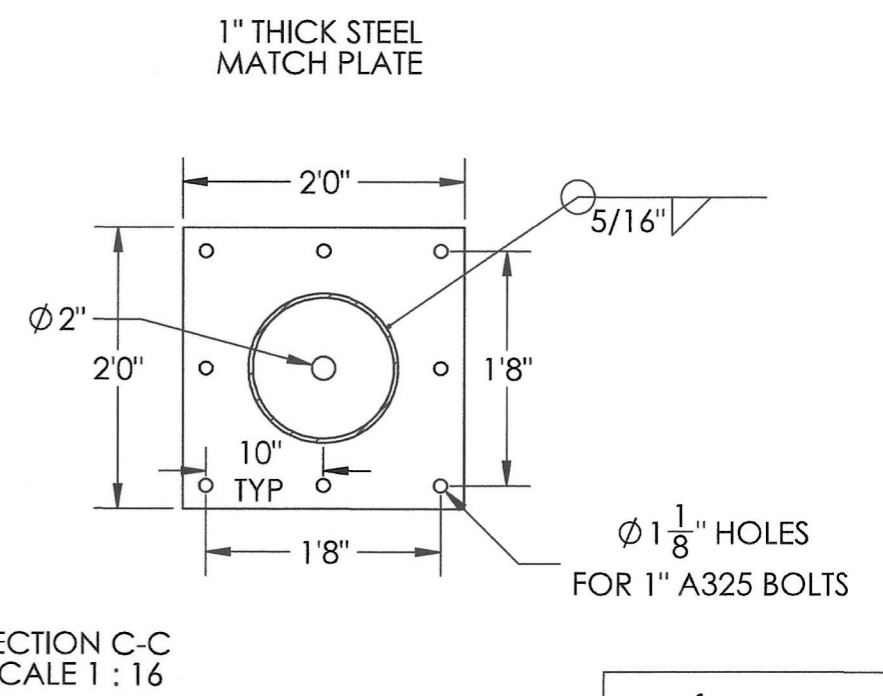
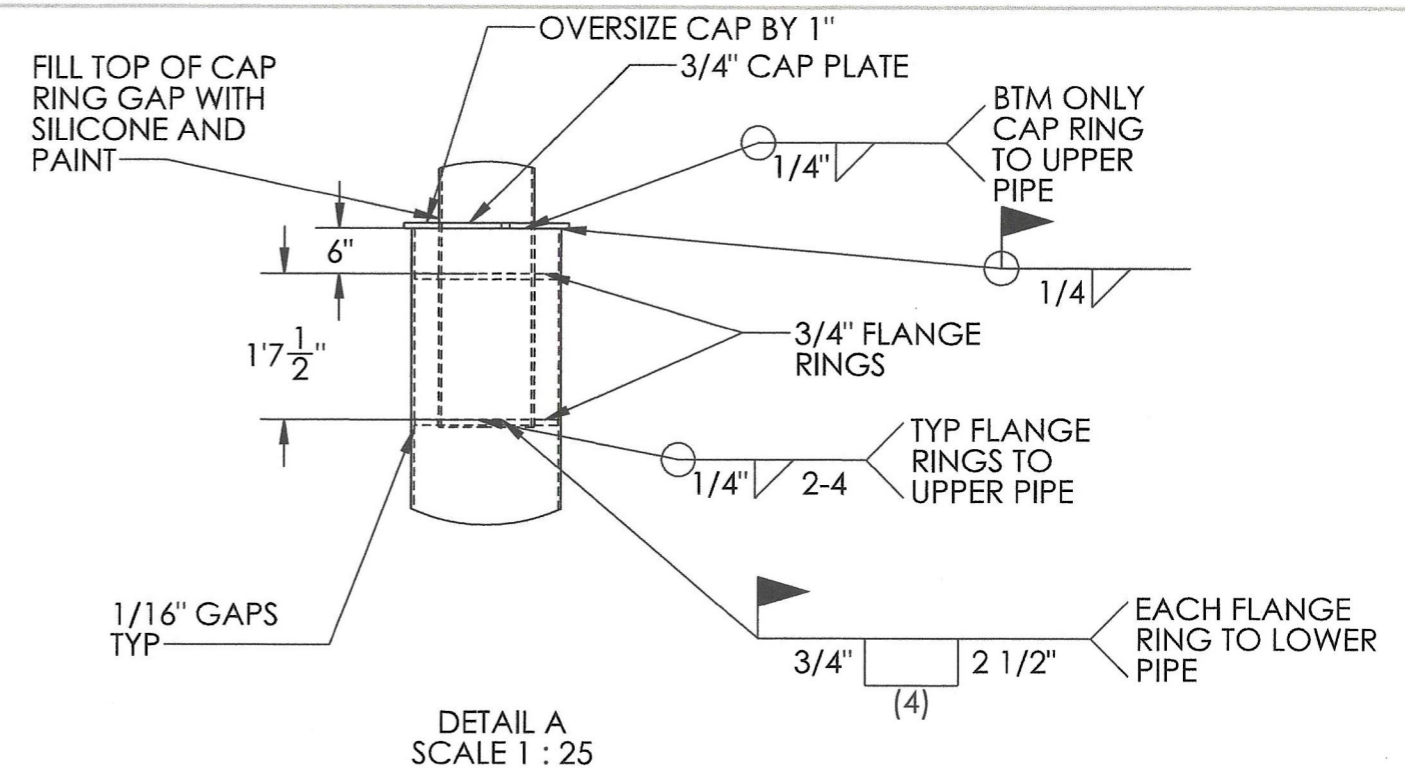
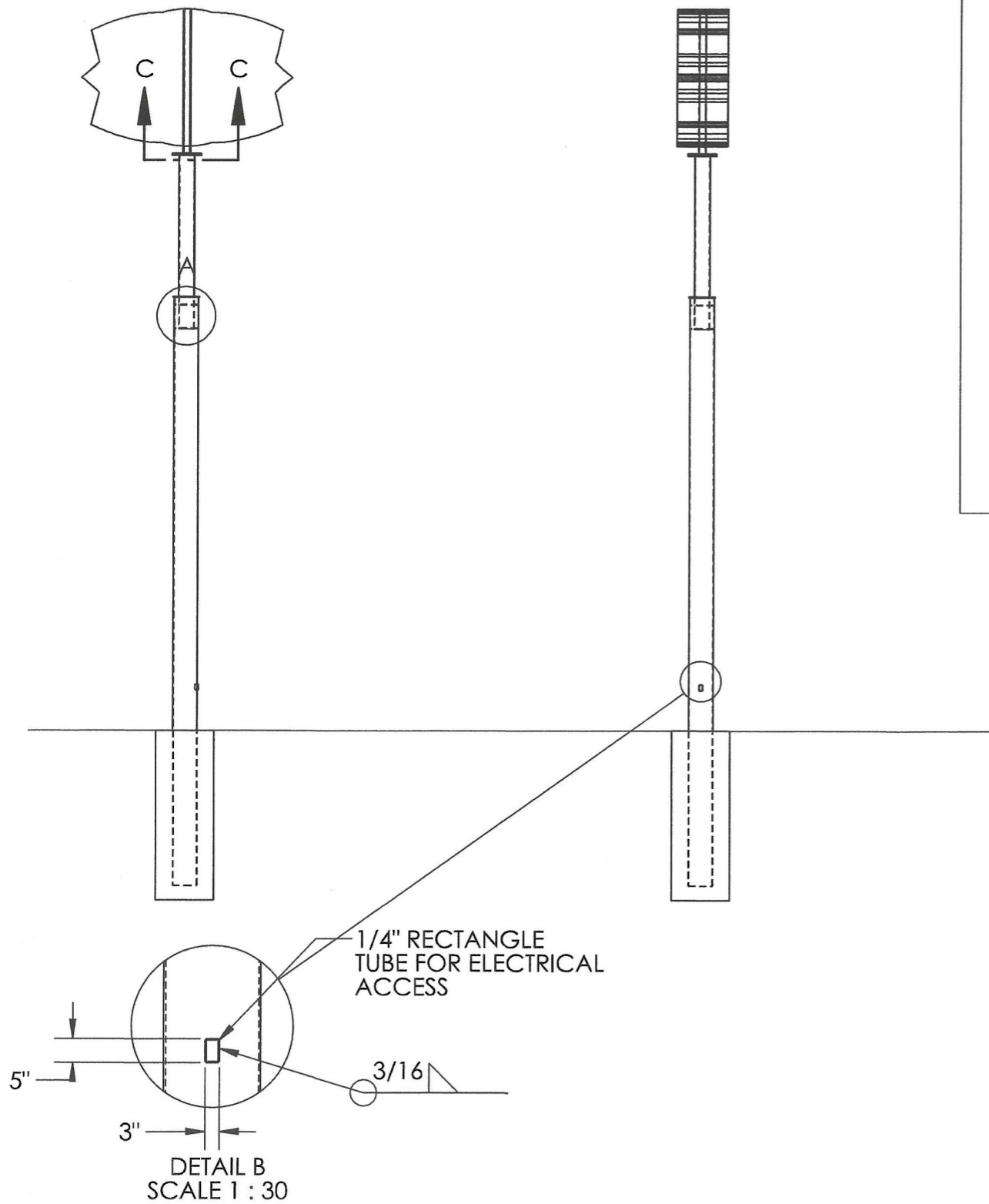
DRAWING NUMBER:
SPIALI26029

SHEET 1 OF 2

SITE ADDRESS:
 Dairy Queen
 703 E South Loop
 Stephenville, TX 76401

REV		DATE
0	CREATION	3/6/26





PREPARED FOR: ALLEN INDUSTRIES
 PREPARED BY: SPIES ENGINEERING LLC TX FIRM F-27091
 PO BOX 391, WATERTOWN, SD 57201
 605-880-9897 AARON@SPIESENGINEERING.COM

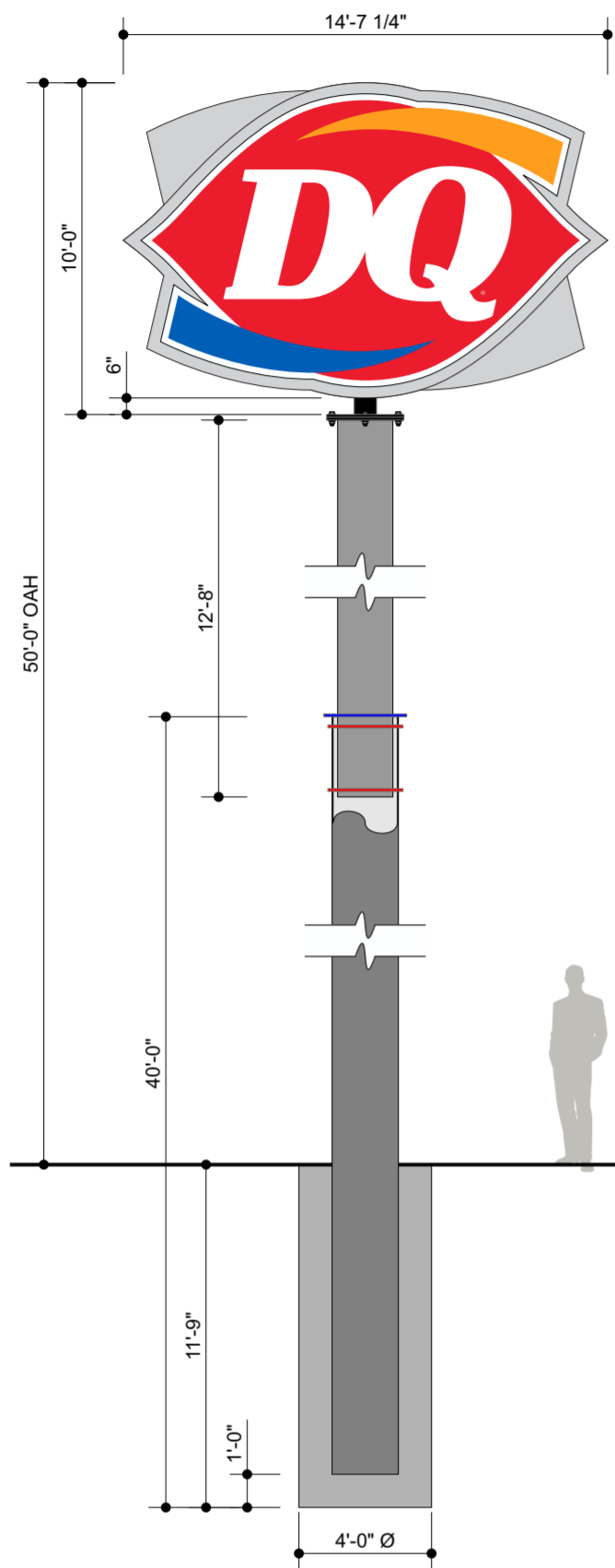
DRAWING NUMBER:
 SPIALI26029
 SHEET 2 OF 2

SITE ADDRESS:
 Dairy Queen
 703 E South Loop
 Stephenville, TX 76401

REV	DATE
0	3/6/26



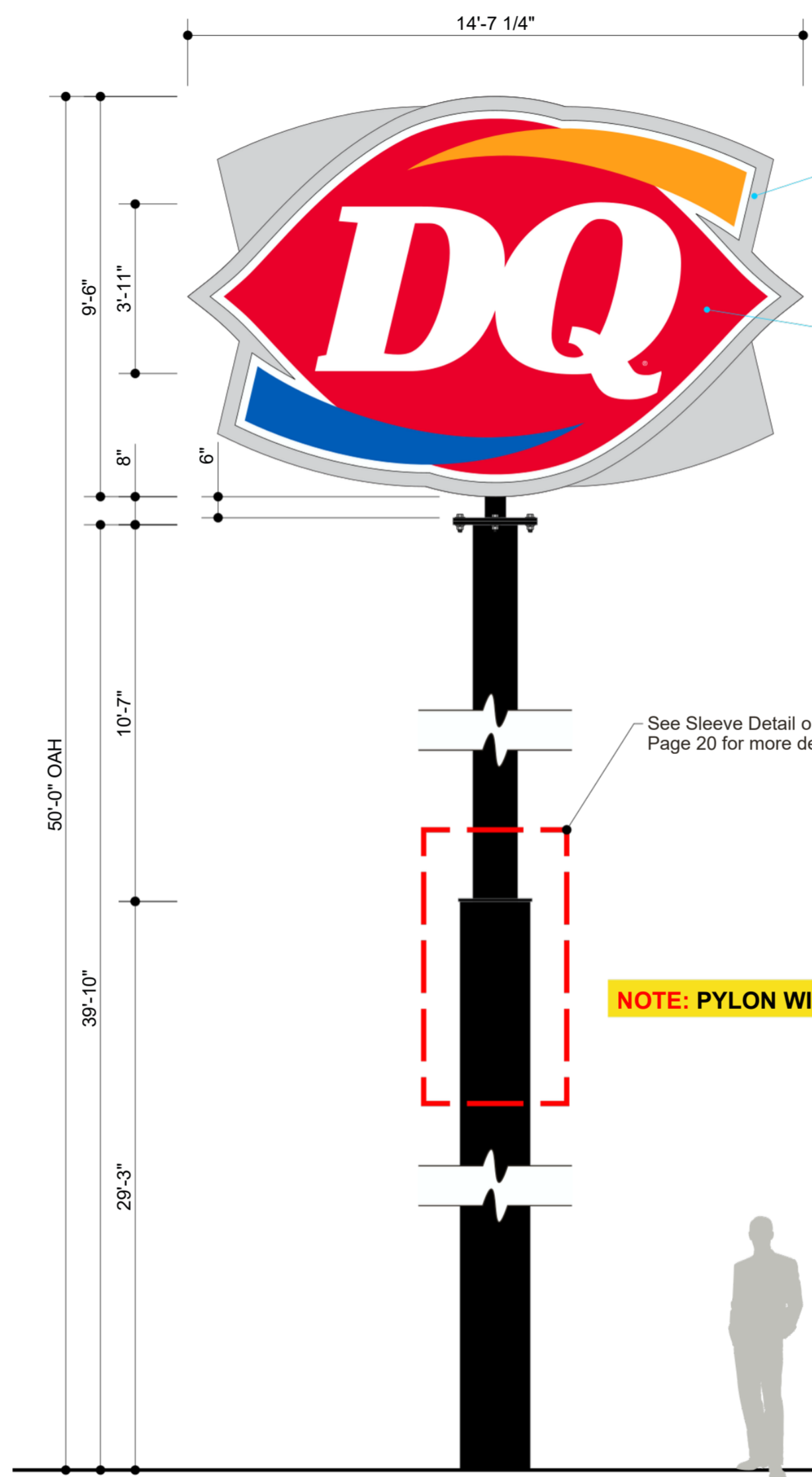
DRAWING



Footing Detail
Scale: 3/16"=1'-0"

General Specifications

- Face:** Panaflex III Faces w/ Digitally Printed Graphics on 1st Surface
- Retainers:** .125" Aluminum Fabricated Retainers
- Cabinet:** 3" x 3" x 1/4" Reverse Angle Aluminum Frame w/ 2" x 2" x 1/4" Aluminum Crossmembers
Steel Inner Support Structure
.080" Aluminum Skin
- Illum:** White LEDs as required by manufacturer
Self-Container Power Supplies
- Support:** Staged Steel Pipe Outside Cabinet
Internal 6" x 6" x 1/4" Steel Tube w/ saddle mounting
- Install:** Install sign into augered footing at sign location
- Quantity:** (1) ONE D/F PYLON REQUIRED FOR EXTERIOR ELEVATION



Front Elevation
Scale: 1/4"=1'-0"

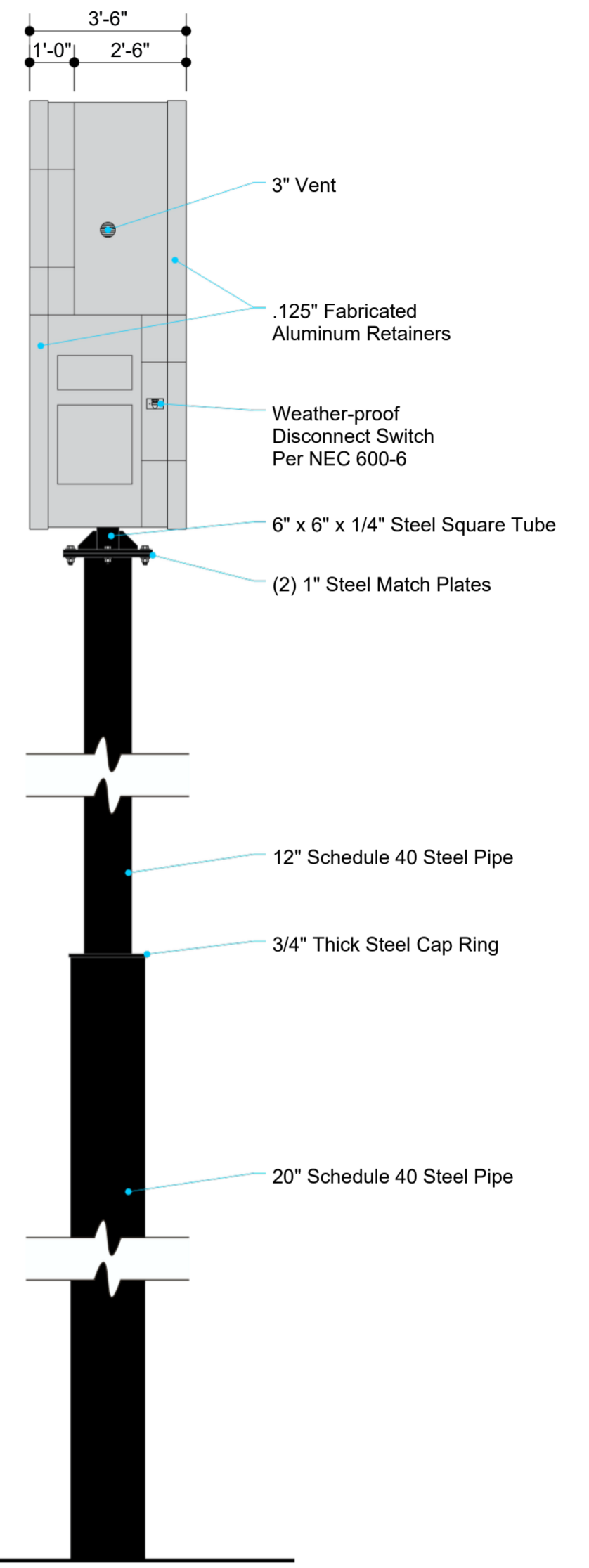
138.74 Sq Ft

- .125" Fabricated Aluminum Retainers
- 3M Panagraphics III Flex Face w/ Digitally Printed Graphics

NOTE:
Flex faces to be
FIELD INSTALLED
in cabinet

NOTE: PYLON WILL REQUIRE A VARIANCE

See Sleeve Detail on
Page 20 for more detail



End Elevation
Scale: 1/4"=1'-0"



DAIRY QUEEN
703 E SOUTH LOOP
STEPHENVILLE, TX 76401

SIGNS UP
MSE 221109 | ESC 18540
3745 RUFÉ SNOW BLVD
NORTH RICHLAND HILLS, TX

DATE: 4-14-26
ELEV: WEST
REP: ANDRE

APPROVED FOR PRODUCTION

Signature

Date

Board of Adjustment STAFF REPORT



SUBJECT: Application No.: V 9825

Applicant Jason Guthrie is requesting a variance from Section 154.5.6.D – to reduce the rear setback requirement of 25’ to 18’ for property located at 405 W. Elm, Parcel R31401, being BLOCK 22, LOTS 5 & 6B of the S3500 FREY FIRST ADDITION to the City of Stephenville, Erath County, Texas.

MEETING: Board of Adjustment – June 11, 2026

STAFF CONTACT: Steve Killen

BACKGROUND:

Mr. Paxton Wooley, representing Mr. Guthrie, is requesting the variance for the construction of residential structures. Current zoning requires 75’x 100’ lot dimensions. The 7’ reduction will result in a lot depth of 93’.



Sec. 154.05.6. Multiple family residential district (R-3).

5.6.A Description. This residential district provides for medium to high-density city neighborhood development. The primary land use allows for single-family dwellings, two-to-four family dwelling units, and multiple family housing buildings and complexes platted as one parcel and sole source management. All R-3 zoning will be appropriate to a city-style neighborhood. Recreational, religious and educational uses are also permitted so as to contribute to the natural elements of a convenient, balanced and attractive neighborhood. Development within this district is intended to be protected from the encroachment of land activities that do not contribute to the esthetic and functional well being of the intended district environment.

5.6.B Permitted Uses.

- (1) Single-family detached dwelling, limited to occupancy by a family having no more than four 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 four unrelated individuals;
- (2) Two-to-four family dwellings, with each family limited as in division (1) above;
- (3) Multiple family dwellings, with each family limited as in division (1) above; Student living complexes will be subject to a variance request for units designed to occupy more than four unrelated students per unit;
- (4) Assisted living center;
- (5) Convalescent, nursing or long term-care facility;
- (6) Retirement housing complex;
- (7) Accessory buildings;
- (8) Churches, temples, mosques and related facilities;
- (9) Community home;
- (10) Park or playground;
- (11) SISD school—public;
- (12) Bed and breakfast/boarding house;
- (13) Group day care home;
- (14) Registered family home;
- (15) Day care center; and
- (16) Fraternity or sorority house.

5.6.C Conditional Uses.

- (1) Home occupation;
- (2) Common facilities as the principal use of one or more platted lots in a subdivision;
- (3) Adult and/or children's day care centers;
- (4) Foster group home; and
- (5) Residence hall.

5.6.D Height, Area, Yard and Lot Coverage Requirements.

- (A) *Single family dwelling.*
 - (1) Minimum lot area: 5,000 ft².
 - (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 coverage as a percentage of lot area: 40%.
 - (b) Single family dwelling: 1,000 ft².
- (8) Accessory buildings:
 - (a) Maximum accessory buildings 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.

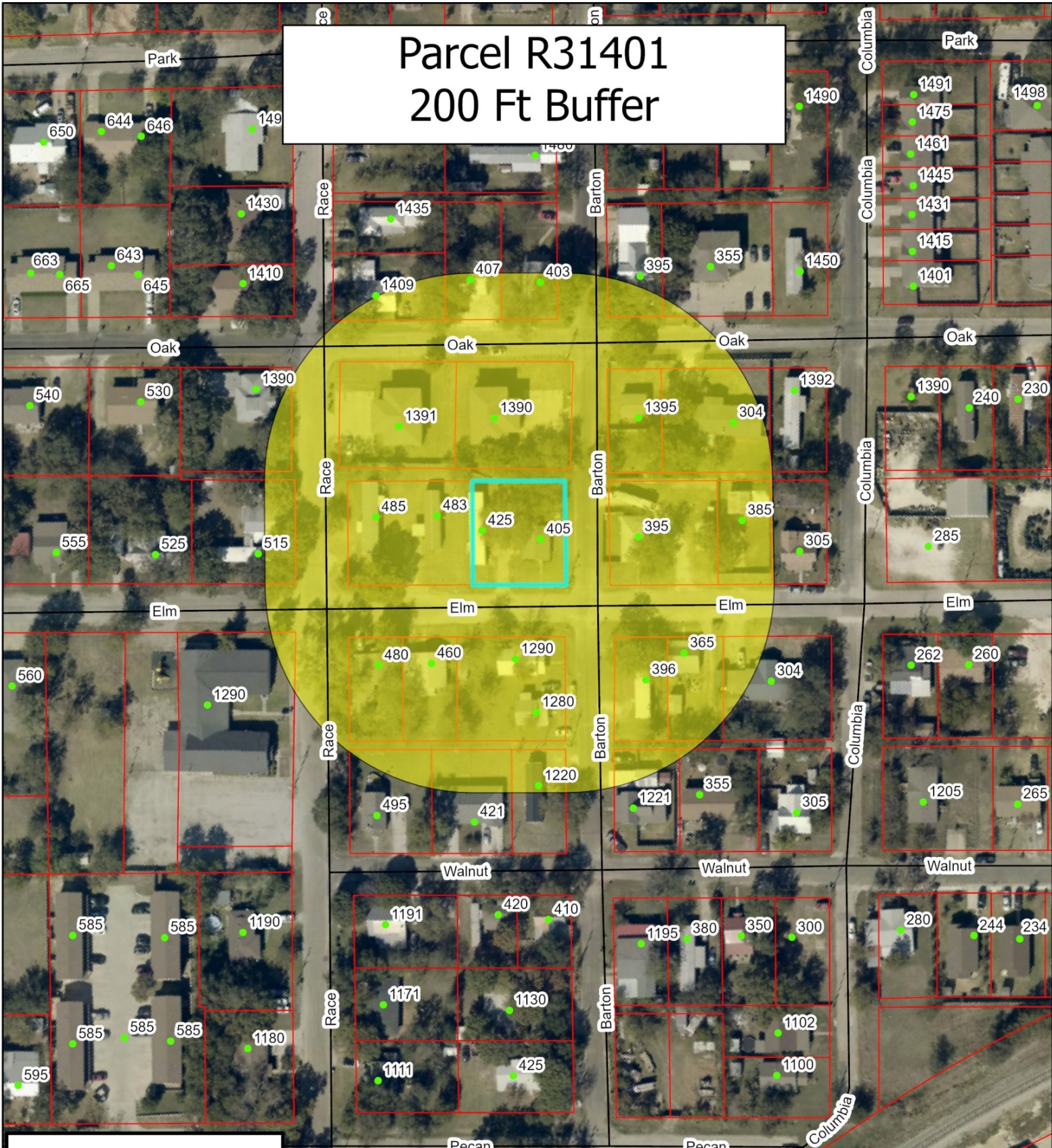
(B) *Two-to-four family.*

- (1) Minimum lot area: 7,500 ft² for two dwelling units, plus 1,000 ft² for each additional dwelling unit.
- (2) Minimum lot width and lot frontage: 75 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: six feet.
 - (b) Corner lot: 25 feet from intersecting side street.
- (7) Building size:
 - (a) Maximum coverage as a percentage of lot area: 40%.
 - (b) Minimum area of each dwelling unit: 800 ft².
- (8) Accessory buildings:
 - (a) Maximum accessory building coverage of rear yard: 20%.
 - (b) Maximum area of each accessory building: 200 ft².
 - (c) Maximum number of accessory buildings: one per unit.
 - (d) Minimum depth of side setback: five feet.
 - (e) Minimum depth of rear setback: five feet.
 - (f) 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.

ALTERNATIVES:

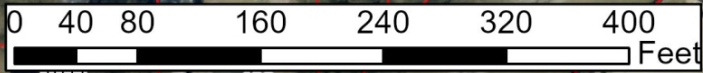
- 1. Approve the Variance Request
- 2. Deny the Variance Request

Parcel R31401 200 Ft Buffer



Legend

- Parcels
- Roads
- Addresses
- 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 R31401

Current Zoning - R3 Multifamily



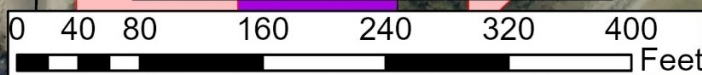
Legend

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



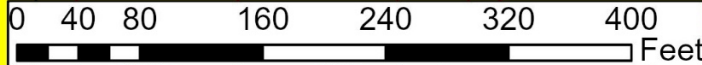
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Parcel R31401 Future Land Use - Complete Neighborhood



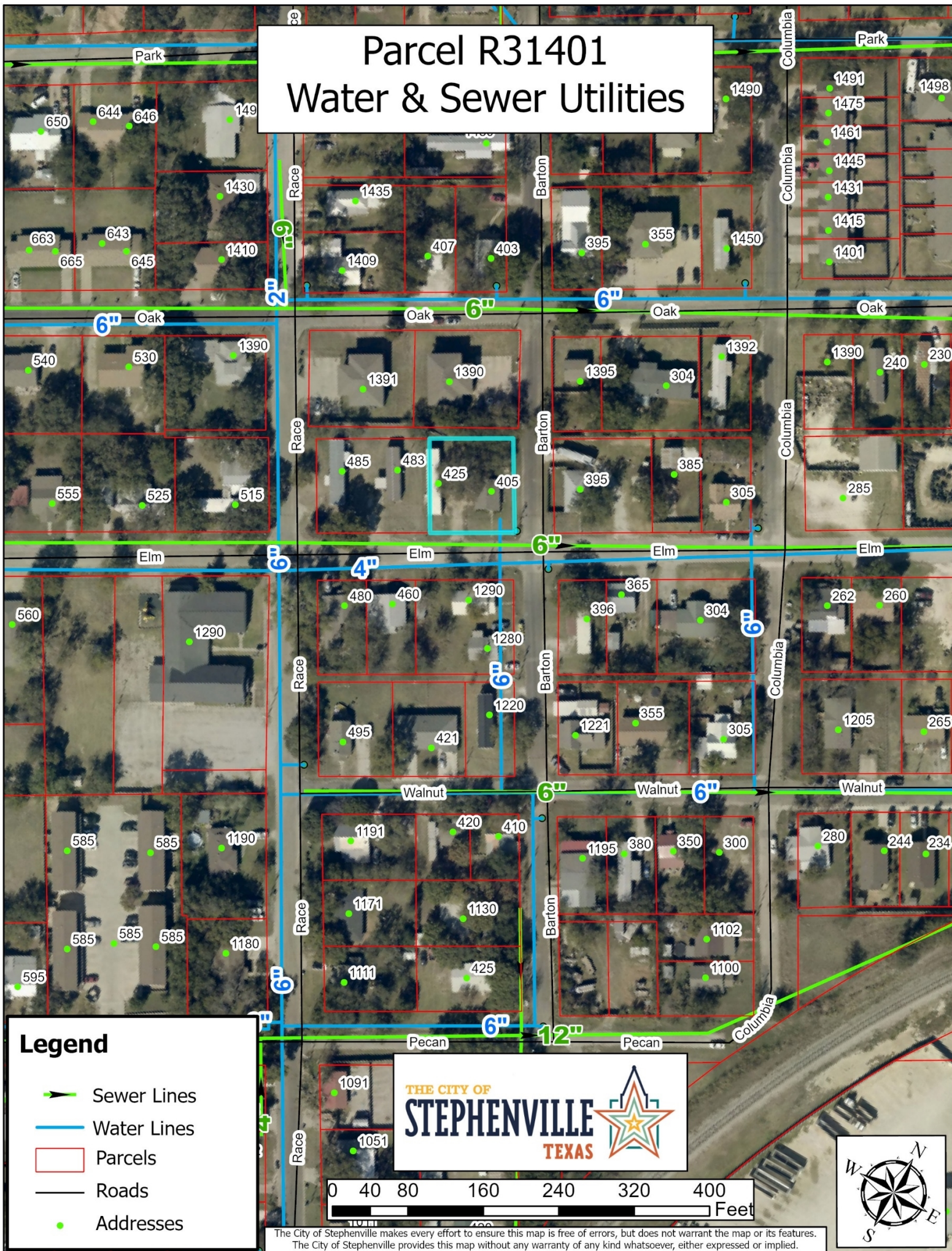
Legend

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








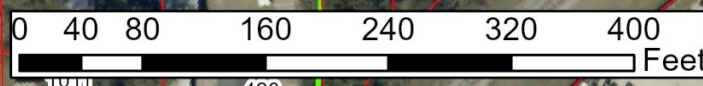
The City of Stephenville makes every effort to ensure this map is free of errors, but does not warrant the map or its features. The City of Stephenville provides this map without any warranty of any kind whatsoever, either expressed or implied.

Parcel R31401 Water & Sewer Utilities



Legend

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



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Parcel R31401

200 ft Buffer Addresses

Parcel ID	Parcel Address	Parcel Owner	Owner Address	City	State	Zip Code
R000031396	1390 RACE	AMAYA ANNA B	1390 N RACE ST	STEPHENVILLE	TX	76401
R000031384	365 ELM	BACCUS JEANINE L	708 RIVERSIDE DR	STEPHENVILLE	TX	76401
R000031392	1220 N BARTON	BALLARD MADOLYN RENEE	1220 N BARTON	STEPHENVILLE	TX	76401-2512
R000031406	1392 COLUMBIA	BARRON VIRGINIA NELL (TOD)	1398 WILDWOOD	STEPHENVILLE	TX	76401
R000031407	305 ELM	BEAVERS RHONDA KAY ET AL	480 CR730	BLUFF DALE	TX	76433
R000031399	1391 RACE	BICKLEY PROPERTIES-TRAVIS, LLC	8413 STILLWOOD LN	AUSTIN	TX	78757
R000031435	407 W OAK	BYRD FAMILY INVESTMENTS LLC	115 BRIDLE PATH DR	STEPHENVILLE	TX	76401
R000031434	403 W OAK	BYRD FAMILY INVESTMENTS LLC	115 BRIDLE PATH DR	STEPHENVILLE	TX	76401
R000031436	1409 RACE	CHAPMAN DESTIN	1409 RACE	STEPHENVILLE	TX	76401
R000031393	421 WALNUT	CLASSIC PROPERTIES LLC	4970 CR423	STEPHENVILLE	TX	76401
R000031409	395 ELM	CUNNINGHAM JUSTIN	395 W ELM	STEPHENVILLE	TX	76401
R000031403	1395 BARTON	DIAZ LANDY FIDEL CHAVEZ	304 OAK	STEPHENVILLE	TX	76401
R000031408	385 W ELM	DIAZ LANDY FIDEL CHAVEZ	304 OAK	STEPHENVILLE	TX	76401
R000031405	304 OAK	DIAZ LANDY FIDEL CHAVEZ	304 OAK	STEPHENVILLE	TX	76401
R000031401	405 ELM	GUTHRIE JASON	18051 US377 #400	CRESSON	TX	76035
R000031387	355 WALNUT	HERNANDEZ GAMALIEL & MARIA GUADALUPE SANCHEZ	355 WALNUT ST	STEPHENVILLE	TX	76401
R000031390	460 W ELM	JOHNSON CRYSTAL DAWN	460 W ELM	STEPHENVILLE	TX	76401-2532
R000031388	1221 BARTON	KAYLOR FAMILY TRUST	465 DAWSON RD	WAXAHACHIE	TX	75167
R000031394	495 WALNUT	MARTINELLI MILES	PO BOX 1728	STEPHENVILLE	TX	76401
R000031391	1290 N BARTON	PEACOCK GABRIEL 2010 SUPPLEMENTAL NEEDS TRUST	236 DAVIS AVE	STEPHENVILLE	TX	76401-1817
R000031385	304 W ELM	PENA JORGE LUIS & GLORIA ELLENA PENA	304 WEST ELM	STEPHENVILLE	TX	76401
R000031395	1290 RACE	PRIMERA IGLESIA BAUTISTA CATEDRAL DE ALABANZA	1290 N RACE	STEPHENVILLE	TX	76401
R000031383	396 ELM	RODRIGUEZ JOSE	821 N LYDIA ST	STEPHENVILLE	TX	76401
R000031402	485 ELM	RUIZ JAVIER & ABELINA	5524 COLORADO BREEZE WAY	NORTH LAS VEGAS	NV	89031
R000031397	515 ELM	SIDON JUAN & IRMA	515 W ELM	STEPHENVILLE	TX	76401
R000066269	395 W OAK	SYMONS RICHARD A & JANIE SYMONS	395 W OAK	STEPHENVILLE	TX	76401
R000073964	1390 BARTON	TRAFALGAR HOMES OF TEXAS LLC	PO BOX 65	STEPHENVILLE	TX	76401
R000031431	355 W OAK	VENDEL JAMES & KATHLEEN	355 WEST OAK STREET	STEPHENVILLE	TX	76401
R000031389	480 ELM	WALTON DOUG & MARY WALTON (TOD)	12692 FRY RD NE	AURORA	OR	97002

May 19, 2026

City of Stephenville

Planning and Zoning Department / Board of Adjustment
298 W. Washington St.
Stephenville, TX 76401

RE: Letter of Authorization and Consent for Variance Request – 405 W. Elm Street

To the Planning and Zoning Department,

I, Jason Guthrie, am the current Owner of Record for the property located at 405 W. Elm Street, Stephenville, TX 76401 (legally described R000031401 Lots 5 & 6B block 22 S3500 Frey First Addition).

Please accept this letter as my formal authorization and consent for the buyer, **JPW Consulting Company**, to act on my behalf in requesting a building setback variance or special exception pertaining to the aforementioned property.

JPW Consulting Company is hereby authorized to submit applications, attend public hearings, and represent the interests of the property regarding these specific zoning requests during their purchase period.

If you require any further verification or information, please feel free to contact me directly.

Sincerely,



Jason Guthrie
Owner of Record