



CITY OF GRAPEVINE, TEXAS  
BOARD OF ZONING ADJUSTMENT MEETING MINUTES  
MONDAY, AUGUST 12, 2024

GRAPEVINE CITY HALL, COUNCIL CHAMBERS  
200 SOUTH MAIN STREET  
GRAPEVINE, TEXAS

---

5:30 p.m. Briefing Session – Planning and Zoning Conference Room  
6:15 p.m. Public Hearing – City Council Chambers

---

The Board of Zoning Adjustment for the City of Grapevine, Texas, met on Monday evening, August 12, 2024, at 5:30 P.M. in the Planning and Zoning Conference Room, 2<sup>nd</sup> Floor, 200 South Main Street, Grapevine, Texas for a Briefing Session with the following members present to wit:

John Sheppard	Chairman
Andrew Muras	Member
Doug Anderson	Member
Jack Townsend	Alternate

With John Borley and Jonathan Gaspard absent, constituting a quorum. Also present was City Council Representative Darlene Freed and the following City Staff:

Matthew Boyle	City Attorney
Erica Marohnic	Director
Albert Triplett	Planner II
Natasha Gale	Planner I
Lindsay Carey	Planning Technician
David Klempin	Historic Preservation Officer

**CALL TO ORDER: 5:30 P.M.** – Planning and Zoning Conference Room

Chairman Sheppard called the Briefing Session of the Board of Zoning Adjustment to order at approximately 5:36 P.M.

**BRIEFING SESSION**

1. Roll Call
2. Board of Zoning Adjustment to consider rescheduling the November Board of Zoning Adjustment Meeting from November 4, 2024, to November 11, 2024.

Motion was made to approve rescheduling the November 4, 2024 meeting to November 11, 2024:

Motion: Townsend  
Second: Anderson  
Ayes: Sheppard, Muras  
Nays: None  
Approved: 4-0

3. Board of Zoning Adjustment to conduct a briefing session to discuss items scheduled to be heard at the August 12, 2024 public hearing.

Natasha Gale briefed the Board on the case listed on their regular meeting agenda and took questions.

### ADJOURNMENT OF BRIEFING SESSION

With no further discussion, Sheppard made a motion to adjourn the Briefing Session.

The Briefing Session was adjourned at approximately **5:56 P.M.**

### Public Hearing

4. Call to Order – Sheppard called meeting to order at **6:15 P.M.**
5. Pledge of Allegiance

### CITIZEN COMMENTS

6. There was no one wishing to speak during citizen comments.

### OLD BUSINESS

7. None

### NEW BUSINESS

8. Board of Zoning Adjustment to conduct a public hearing relative to Board of Zoning Adjustment case BZA24-08 submitted by Arturo Gutierrez for property located at 202 East Northwest Highway and consideration of the same.

Natasha Gale presented the proposed plan and answered questions from the Board.

*BZA24-08 applicant, Arturo Gutierrez, presented and answered questions from the Board.*

Chairman Sheppard closed the public hearing.

Motion was made to **approve** BZA application **BZA24-08, a special exception for the following:**

Grapevine Comprehensive Zoning Ordinance 82-73: **Subsection 26.G.6, *Distance Between Buildings*** of Section 26 “HC”, Highway Commercial District, requires a minimum distance between detached principal or secondary buildings on the same lot to be no less than ten (10) feet.

Motion: Muras  
Second: Townsend  
Ayes: Sheppard, Anderson  
Nays: None  
Approved: 4-0

9. Board of Zoning Adjustment to conduct a public hearing relative to Board of Zoning Adjustment case BZA24-09 submitted by Fabien Goury for property located at 326 East Texas Street and consideration of the same.

Erica Marohnic presented the proposed plan and answered questions from the Board.

*BZA24-09 applicant, Fabien Goury, presented and answered questions from the Board.*

Chairman Sheppard closed the public hearing.

Motion was made to **approve** BZA application **BZA24-09 for the following:**

Grapevine Comprehensive Zoning Ordinance 82-73: **Section 43.E.3, Nonconforming Uses and Structures allows the Board of Zoning Adjustment to approve the remodeling and/or enlargement of a nonconforming use.** *The Board of Adjustment may approve the remodeling or enlargement of a nonconforming use when such an enlargement would not tend to prolong the life of the nonconforming use. Upon review of the facts, the Board of Adjustment may establish a specific period of time for the return of the occupancy to a conforming use.*

Motion: Anderson  
Second: Muras  
Ayes: Sheppard, Townsend  
Nays: None  
Approved: 4-0

10. Board of Zoning Adjustment to conduct a public hearing relative to Board of Zoning Adjustment case BZA24-10 submitted by David Hill and Jill Bass for property located at 507 Lucas Drive and consideration of the same.

Natasha Gale presented the proposed plan and answered questions from the Board.

*BZA24-10 applicant, David Hill, presented and answered questions from the Board.*

Chairman Sheppard closed the public hearing.

Motion was made to **approve** BZA application **BZA24-10A**, a variance for the following:

Grapevine Comprehensive Zoning Ordinance 82-73: **Subsection 15.G.4., *Minimum Lot Width of Section 15 “R-7.5”, Single Family District***, which requires a minimum lot width of 95 feet for reverse frontage lots. The applicant is requesting a variance to allow a minimum lot width of 80 feet. The existing plat from 1951 that was approved prior to the city’s first zoning ordinance in 1955 features an 80-foot lot width.

Motion: Muras  
Second: Townsend  
Ayes: Sheppard, Anderson  
Nays: None  
Approved: 4-0

Motion was made to **deny** BZA application **BZA24-10B**, a variance for the following:

Grapevine Comprehensive Zoning Ordinance 82-73: **Subsection 15.G.1, *Depth of Front Yard of Section 15 “R-7.5”, Single Family District***, which requires a front yard depth of 30 feet. The applicant is requesting a variance to reduce both front yard setbacks along Hilltop Drive and Lucas Drive to 20 feet.

Motion: Muras  
Second: Townsend  
Ayes: Anderson, Sheppard  
Nays: None  
Approved: 4-0

Motion was made to **approve** the June 3, 2024 minutes briefing session and public hearing:

Motion: Townsend  
Second: Muras  
Ayes: Sheppard, Anderson  
Nays: None  
Approved: 4-0  
Abstained: None

**Adjournment**

Motion was made to adjourn the meeting at **7:01 P.M.**

Motion: Muras  
Second: Anderson

Ayes: Sheppard, Townsend

Nays: None

Approved: 4-0

PASSED AND APPROVED BY THE BOARD OF ZONING ADJUSTMENT OF THE CITY OF GRAPEVINE, TEXAS, ON THE 12<sup>TH</sup> DAY OF NOVEMBER 2024.

APPROVED:

  
11/11/24  
CHAIRMAN

  
LINDSAY CAREY  
PLANNING TECHNICIAN

