



CITY OF GRAPEVINE, TEXAS
BOARD OF ZONING ADJUSTMENT MEETING MINUTES
MONDAY, MAY 5, 2025

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

5:45 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, May 5, 2025, at 5:45 P.M. in the Planning and Zoning Conference Room, 2nd Floor, 200 South Main Street, Grapevine, Texas for a Briefing Session with the following members present to wit:

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

With Jonathan Gaspard absent, constituting a quorum. Also present was City Council Representative Sharron Rogers and the following City Staff:

Matthew Boyle	City Attorney
Erica Marohnic	Director
Albert Triplett	Planner II
Lindsay Flores	Planner I

CALL TO ORDER: 5:45 P.M. – Planning and Zoning Conference Room

Chairman Sheppard called the Briefing Session of the Board of Zoning Adjustment to order at approximately 5:45 P.M.

BRIEFING SESSION

1. Roll Call
2. Board of Zoning Adjustment to conduct a briefing session to discuss items scheduled to be heard at the May 5, 2025 public hearing.

Albert Triplett 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 **6:03 P.M.**

Public Hearing

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

CITIZEN COMMENTS

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

OLD BUSINESS

6. None

NEW BUSINESS

7. Board of Zoning Adjustment to conduct a public hearing relative to Board of Zoning Adjustment case BZA25-01 submitted by Robert and Kelly Freedman for property located at 839 East Worth Street and consideration of the same.

Albert Triplett presented the proposed plan and answered questions from the Board.

BZA25-01 owner, Robert Freedman, presented and answered questions from the Board.

Chairman Sheppard closed the public hearing.

Motion was made to **approve** BZA application **BZA25-01, a special exception for the following:**

Grapevine Comprehensive Zoning Ordinance 82-73: **Subsection 14.G.3, *Width of side yard on each*** of Section 14, "R-7.5", *Single-Family District* requires that each lot have a side yard setback of 8 feet. The existing residential structure is approximately 4-feet from the west property line and encroaches approximately 4-feet into the required side yard setback as shown on the plot plan.

Motion: Muras
Second: Townsend
Ayes: Borley, Sheppard, Anderson
Nays: None
Approved: 5 – 0

8. Board of Zoning Adjustment to conduct a public hearing relative to Board of Zoning Adjustment case BZA25-02 submitted by Rita Johnson for property located at 2918 Cardinal Drive and consideration of the same.

Albert Triplett presented the proposed plan and answered questions from the Board.

BZA25-02 owner, Rita Johnson, and applicant representative, David Johnson, presented and answered questions from the Board.

Chairman Sheppard closed the public hearing.

Motion was made to **approve** BZA application **BZA25-02, a special exception for the following:**

the Grapevine Comprehensive Zoning Ordinance 82-73: Subsection 43.E.3, Nonconforming Uses and Structures, which allows the Board of Zoning Adjustment to approve the remodeling and/or enlargement of a nonconforming use. The applicant is requesting a special exception to allow the existing secondary structure to remain as developed with a 2-foot encroachment into the required side yard setback adjacent to south property line as shown on the plot plan.

Motion: Muras
Second: Borley
Ayes: Sheppard, Anderson, Townsend
Nays: None
Approved: 5 – 0

Motion was made to **approve** the November 11, 2024 minutes briefing session and public hearing:

Motion: Muras
Second: Borley
Ayes: Sheppard, Townsend
Nays: None
Approved: 4 – 0 – 1
Abstained: Anderson

Adjournment

Motion was made to adjourn the meeting at **6:47 P.M.**

Motion: Anderson
Second: Townsend
Ayes: Muras, Borley, Sheppard
Nays: None
Approved: 5 - 0

PASSED AND APPROVED BY THE BOARD OF ZONING ADJUSTMENT OF THE CITY OF GRAPEVINE, TEXAS, ON THE 7th DAY OF JULY 2025.

APPROVED:

A handwritten signature in cursive script, appearing to read "John D. Slyss", written over a horizontal line.

CHAIRMAN

A handwritten signature in cursive script, appearing to read "Ashlee Mosley", written over a horizontal line.

ASHLEE MOSLEY
PLANNING TECHNICIAN