



CITY OF GRAPEVINE, TEXAS
BUILDING BOARD OF APPEALS MEETING AGENDA
MONDAY, NOVEMBER 10, 2025

GRAPEVINE CITY HALL, SECOND FLOOR
200 SOUTH MAIN STREET
GRAPEVINE, TEXAS 76051

6:00 p.m. Briefing Session – Planning and Zoning Commission Conference Room
6:15 p.m. Public Hearing – City Council Chambers

CALL TO ORDER: 6:00 p.m. – Planning and Zoning Conference Room

1. Roll Call

BRIEFING SESSION

2. Building Board of Appeals to conduct a briefing session to discuss items scheduled to be heard in the November 10, 2025, public hearing.

PUBLIC HEARING: 6:15 p.m. – City Council Chambers

3. Call to Order
4. Roll Call

CITIZEN COMMENTS

5. Any person who is not scheduled on the agenda may address the Commission under Citizen Comments or on any other agenda item by completing a Citizen Appearance Request form with the staff. A member of the public may address the Commission regarding an item on the agenda either before or during the Commission's consideration of the item, upon being recognized by the Chairman or upon the consent of the Commission. In accordance with the Texas Open Meetings Act, the Commission is restricted in discussing or taking action during Citizen Comments.

OLD BUSINESS

6. Building Board of Appeals to conduct a public hearing relative to Case BBA25-03.

NEW BUSINESS

7. Building Board of Appeals to consider the 2026 Meeting Agenda Schedule and take any necessary action.

8. Building Board of Appeals to consider the minutes of the October 11, 2025, meeting and take any necessary action.

ADJOURNMENT

In accordance with the Open Meetings Law, Texas Government Code, Chapter 551, I hereby certify that the above agenda was posted on the official bulletin boards at Grapevine City Hall, 200 South Main Street and on the City's website on November 4, 2025, by 5:00 p.m.


LARRY GRAY
BUILDING OFFICIAL

If you plan to attend this public hearing and you have a disability that requires special arrangements at the meeting, please contact the office of Building Services at (817) 410-3158 at least 24 hours in advance. Reasonable accommodations will be made to assist your needs.

MEMORANDUM

BUILDING SERVICES

MEMO TO: BUILDING BOARD OF APPEALS
FROM: LARRY GRAY, BUILDING OFFICIAL
SUBJECT: BUILDING BOARD OF APPEALS CASE #BBA25-03
JOANNE WASHBURN
428 E WALL STREET
MEETING DATE: NOVEMBER 10, 2025

RECOMMENDATION:

Staff recommends the Building Board of Appeals **Deny** the request to City of Grapevine Code of Ordinances, Chapter 7, Article IV, Fences, Section 7-127 and 7-128 for property addressed as 428 E Wall Street, platted as Lot 6r, G.E. Hurst Subdivision, Grapevine, Texas as follows:

Section 7-127, Fences, Front Yard Requirements, requires fences constructed in a required or established front yard to be 36 inches or less in height, and have at least 50 percent through vision.

Section 7-128. Reverse frontage corner lot requirements. On all reverse frontage corner lots it shall be unlawful to construct a fence within the required side yard area that is adjacent to a front yard area at a distance closer than 15 feet to the side property line or at a height greater than eight feet.

The applicant is requesting to construct a six-foot (6') wrought iron fence along the side property line adjacent to the street with 50% through vision within the established front yard area of a reverse frontage corner lot in R-7.5 zoning district.

SPECIAL CONDITION:

There is no special condition for this request.

BACKGROUND INFORMATION:

This application was submitted by Noah Hill with Jama Custom Outdoor Living on behalf of homeowner, Joanne Washburn.

CITY OF GRAPEVINE BUILDING BOARD OF APPEALS APPLICATION

1. APPLICANT:

NAME: JAMA Custom Outdoor Living - Noah Hill & Jeff Ditta

ADDRESS: Po Box 591

CITY/STATE: Argyle, TX ZIP: 76226

HOME: _____ WORK: 214-603-9414 MOBILE: 972-793-2389

E-MAIL: noah@jamacol.com/jeff@jamacol.com

2. PROPERTY OWNER(S):

NAME: Joanne Washburn

ADDRESS: 428 E. Wall St.

CITY/STATE: Grapevine, TX ZIP: 76051

HOME: _____ WORK: _____ MOBILE: 940-594-1102

E-MAIL: washburnathome@yahoo.com

3. LEGAL DESCRIPTION (SUBJECT PROPERTY):

STREET ADDRESS, LOT, BLOCK AND SUBDIVISION NAME OF THE SUBJECT PROPERTY:
(Please attach Survey of the Subject Property)

ADDRESS: 428 E. Wall St., Grapevine, TX 76051

LOT: 6R BLOCK: _____ SUB-DIVISION: Hurst, GE

4. SPECIFIC NATURE OF APPEAL: [IF NECESSARY, USE A SEPARATE SHEET]

Homeowner and contractor (JAMA) are requesting to
construct a new 6' tall standard wrought iron fence
from house to 1' off property line across backyard to other
side of driveway per plans provided (see attached plans). Also
to include double driveway gate 20' off property line per plan.

5. STATE JUSTIFICATION FOR THE APPEAL AND EXPLAIN HOW A HARDSHIP WOULD BE CREATED IF THE APPEAL IS NOT GRANTED. EXPLAIN HOW YOUR SITUATION IS PECULIAR TO THE CIRCUMSTANCES CONTEMPLATED BY THE ORDINANCE AND ATTACH DRAWINGS NECESSARY TO HELP EXPLAIN THE CASE TO THE BOARD. (YOU DO NOT NEED TO ATTACH THE SAME DRAWINGS AS ATTACHED TO YOUR APPLICATION FOR A BUILDING PERMIT AS THE BUILDING OFFICIAL WILL PROVIDE THE BOARD WITH THOSE RECORDS).

The homeowner would like to extend her fence closer to the property line to create room for a future pool which the resulting fence will need to be pool code height. Current rules state that fence must be only 3' tall if near property line, but due to pool we request that it be 6' to meet code & allow for more privacy.

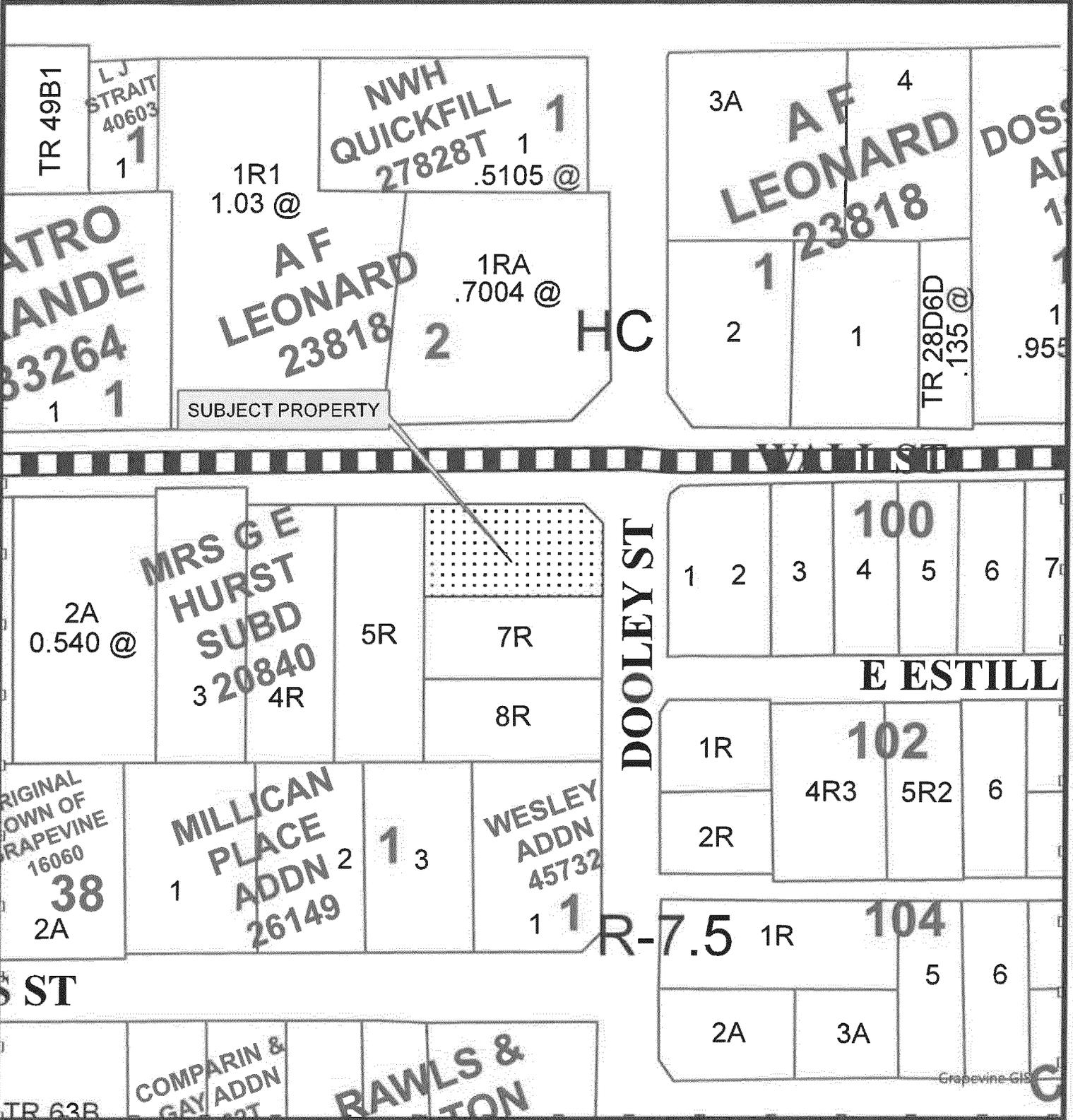
APPLICANTS ARE REQUESTED TO ATTEND MEETING

APPLICANT (PRINT) Noah Hill

APPLICANT SIGNATURE *Noah Hill*

OWNER (PRINT) JOANNE WASHBORN

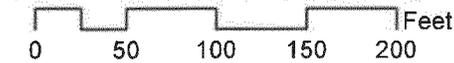
OWNER SIGNATURE *Joanne Washborn*



SUBJECT PROPERTY

DOOLEY ST

E ESTILL



BBA25-03; 428 E Wall Street

Date Prepared: 9/19/2025

This data has been compiled by the City of Grapevine IT/GIS department. Various official and unofficial sources were used to gather this information. Every effort was made to ensure the accuracy of this data, however, no guarantee is given or implied as to the accuracy of said data.

Sec. 7-120. - Definitions.

As used in this article, the following terms shall have the respective meanings ascribed to them:

Lot, corner: A lot situated at the junction of two or more dedicated public streets.

Lot, corner, reverse frontage: A corner lot where the rear lot line is adjacent to a side lot line of an adjoining lot or across an alley from such side line.

Lot, interior: A lot situated in a block with frontage on only one dedicated public street and specifically not a corner lot.

Lot line, interior: The side yard lot line of a corner lot that is adjacent to an interior lot's side yard line.

Yard, front: An open, unoccupied space on a lot facing a street and extending across the front of a lot between the side yard lines.

Yard, rear: A space unoccupied by principal structure extending for the full width of the lot between a principal structure and the rear lot line.

Yard, side: An open unoccupied space on the same lot with the building, situated between the building and the side line of the lot, and extending through from the street or the front line to the rear line of the lot. Any lot line not a rear line or a front line shall be deemed a side line.

(Ord. No. 72-7, § 1, 2-15-72)

Sec. 7-121. - Construction permit—Required.

It shall be unlawful for any person to erect or have erected a fence or any part of a fence of permanent construction in the city without first obtaining a construction permit.

(Ord. No. 72-7, § 2, 2-15-72)

Sec. 7-122. - Same—Application.

Any person making application for a fence construction permit must sign an application for same showing the following information:

- (1) Applicant's name and address, and in addition, if the applicant represents a firm or corporation, the name and address of the supervisor or foreman of said firm or corporation and the name of its president.
- (2) Name of owner of property.
- (3) Local address where fence is proposed to be erected.
- (4) Type of fence construction.

(5) Height of fence.

(6) Plat showing lot on which fence is proposed to be erected, location of adjoining or adjacent lots, and with heavy black lines outline the location of proposed fence.

(7) Approximate evaluation.

(Ord. No. 72-7, § 3, 2-15-72)

Sec. 7-123. - Same—Fee.

The fee for issuance of fence construction permits shall be \$21.00.

(Ord. No. 72-7, § 4, 2-15-72; Ord. No. 81-27, § 1, 4-21-81; Ord. No. 2001-55, § 3, 7-17-01)

Sec. 7-124. - Encroachment on public property.

No fence, guy wires, braces or any post of such fence shall be constructed upon or caused to protrude over property that the city or the general public has dominion and control over, owns, or has an easement over, under, around or through, except upon utility easements which are permitted to be fenced.

(Ord. No. 72-7, § 5, 2-15-72)

Sec. 7-125. - Rear yard requirements.

It shall be unlawful to erect a fence at a height exceeding eight feet in any rear yard or along any rear yard lot line.

(Ord. No. 72-7, § 6, 2-15-72)

Sec. 7-126. - Side yard requirements.

It shall be unlawful to erect a fence at a height exceeding eight feet in any side yard or along any side yard lot line.

(Ord. No. 72-7, § 7, 2-15-72)

Sec. 7-127. - Front yard requirements.

(a) *Corner lots:* It shall be unlawful to erect a fence in the required front yard building setback area or the established front yard area, whichever area is greater in depth, on any corner lot, except along the interior lot line in accordance with subsection (b).

(b) *Interior lots:*

- (1) It shall be unlawful to erect a fence, hedge or vines over 36 inches in height in the required front yard area or the established front yard area, whichever area is greater in depth, on any interior lot. Fences in a required or established front yard on properties zoned R-20 single family district with a lot size in excess of 50,000 square feet may be a maximum of 48 inches in height.
- (2) It shall be unlawful to erect a fence, hedge or vines in the required front yard area or the established front yard area, whichever area is greater in depth, on any interior lot that does not have at least 50 percent through vision.
- (3) It shall be unlawful to maintain a fence, hedge or vines in the required front yard area or an established front yard area, whichever area is greater in depth, of an interior lot in a manner that does not permit at least 50 percent through vision.
- (4) For the purpose of this section, "established front yard area" shall mean an open, unoccupied space on a lot facing a street and extending across the front of a lot between the side yard lines and extending from the abutting street to a principal building or structure. The phrase "required front yard" shall have the meaning ascribed to it in the Grapevine Zoning Ordinance No. 82-73.
- (5) Fences within a required or established front yard area shall not be constructed of "chain-link" material.
- (6) Gates erected across driveways adjacent to streets shall be set back a minimum of 20 feet from the property line adjacent to the street.

(Ord. No. 72-7, § 8, 2-15-72; Ord. No. 88-84, § 1, 12-6-88; Ord. No. 2018-041, § 2, 5-1-18)

Sec. 7-128. - Reverse frontage corner lots requirements.

On all reverse frontage corner lots it shall be unlawful to construct a fence within the required side yard area that is adjacent to a front yard area at a distance closer than 15 feet to the side property line or at a height greater than eight feet.

(Ord. No. 72-7, § 9, 2-15-72)

Sec. 7-129. - Type of construction.

- (a) No fence erected on property within a platted subdivision shall be electrically charged in any manner or form. This exclusion includes but is not limited to fences electrically charged by battery or those tied in with the regular electrical outlet.
- (b) No fence erected on property within a platted subdivision shall be constructed of barbed wire fencing.

- (c) It shall be unlawful to construct a chain link fence in the required front yard area with the barbed wire along the top in an up position.
- (d) In order to allow ingress and egress for fire department personnel and fire department equipment, there shall be at least one gate or opening with a minimum width of three feet in each fence that is adjacent to or running parallel to any public alley, drainage easement or utility easement, except that this provision shall not apply to utility easements that the city has allowed to be completely fenced in.

(Ord. No. 72-7, § 10, 2-15-72; Ord. No. 80-3, § 1, 2-5-80)

Sec. 7-130. - Inspection.

Upon completion of installation, the building official shall be called upon for inspection. A certificate of acceptance will then be issued or a rejection slip indicating the defects in same. All fences constructed under the provisions of this article shall be maintained as to comply with the requirements of this article at all times.

(Ord. No. 72-7, § 11, 2-15-72)

Sec. 7-131. - Conflicts with zoning ordinance.

In all cases of direct conflict between this article and the basic zoning ordinance, this article shall prevail.

(Ord. No. 72-7, § 12, 2-15-72)

**RECOMMENDED MOTION PRACTICE
FOR CITY OF GRAPEVINE
BUILDING BOARD OF APPEALS**

- I. Determine whether a **Special Condition** exists
 - A. The application form asks whether applicant to list the special conditions for each requested appeal. THE BURDEN IS ON THE APPLICANT, NOT THE BUILDING BOARD OF APPEALS, TO PROVE THERE IS A SPECIAL CONDITION.

- II. Make a motion to **Approve** or **Deny**
 - A. If a special condition **does not exist**, the case is to be denied by a motion to deny.
 1. I make a motion that no special condition exists. I move to deny the request.

 - B. If a special condition **does exist**, a motion is in order to consider approving the special condition(s). The motion should list the special conditions that would warrant approving the variance or special exception.
 1. I make a motion that the Board does hereby find that a special condition(s) exists and the special condition(s) is (list).
 - a. Special conditions might include hills, valleys, creeks, power poles, elevation and irregular lot or tract shape.

 - C. If the Board does find that special conditions exist, a motion is in order to consider approving the appeal. The motion should list the specific variance(s) or alternates being approved. The Board **can** reduce the amount of the applicant's variance or special request.
 1. I make a motion that the Board does hereby approve, (partially approve or deny) the appeal to:
 - a. **Always list section and subsection numbers of the code or ordinance and describe the specifics of the variance. The section, and subsection numbers and the amount of variance are always stated in the memo.**

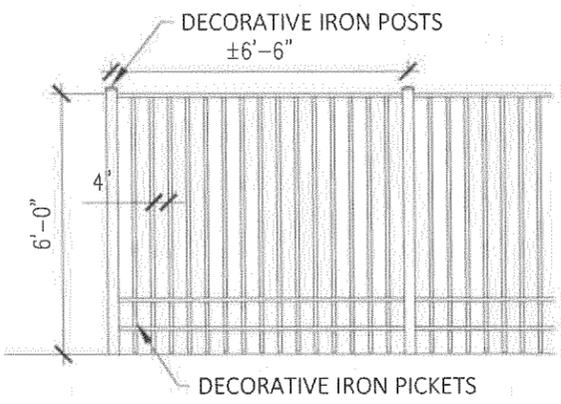
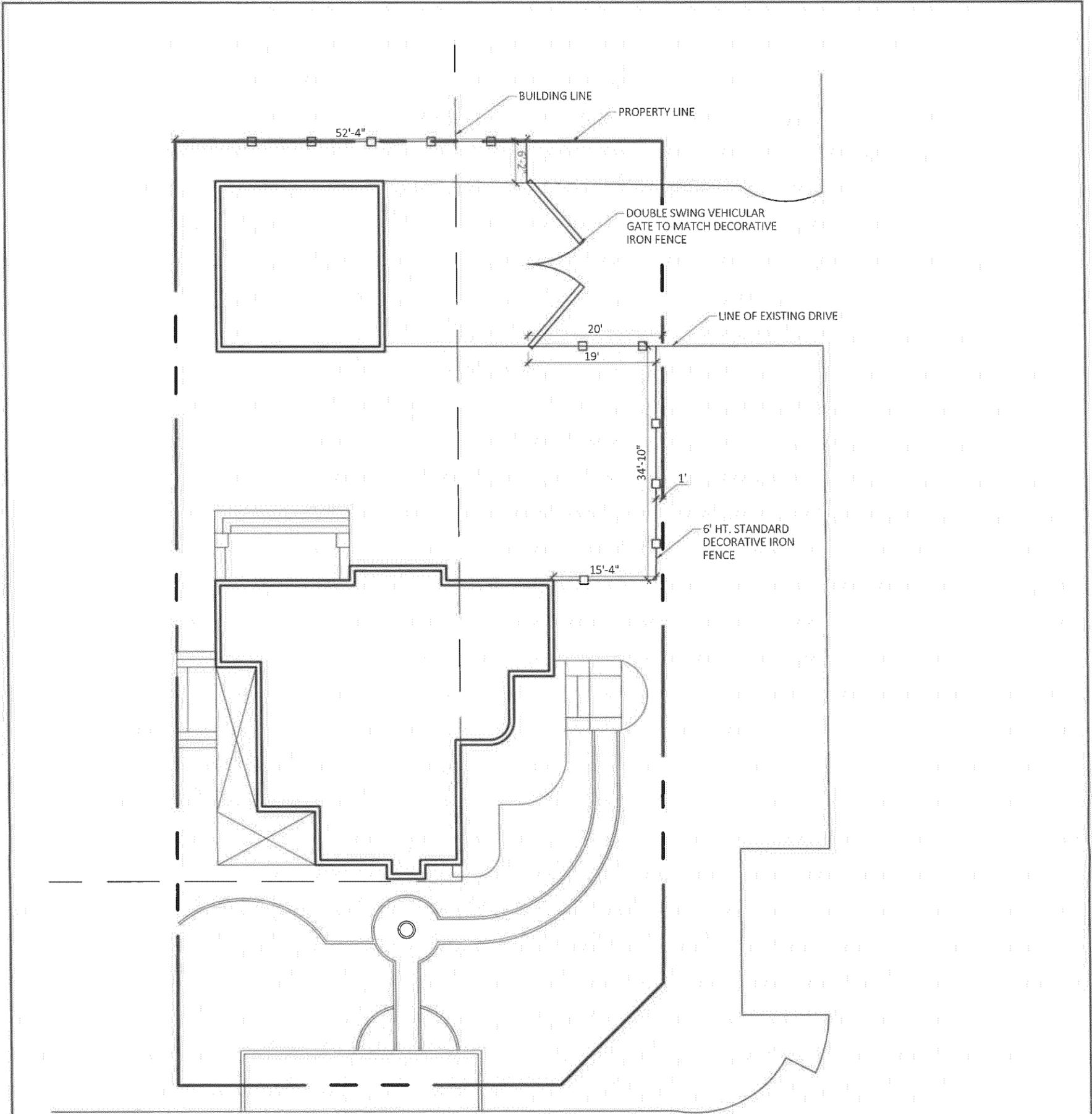
OUTLINE OF BUILDING BOARD OF APPEALS MEETING PROCEDURE

BRIEFING SESSION:

- Public meeting, but **NOT** a Public Hearing; public and applicants may attend but may not participate unless asked a specific question for clarification.
- New business – Building Official will present the case. Board members should use this opportunity to make sure they are clear on the specifics of the case. Asking questions at this point will help to make the public hearing more efficient. Board members should not use this briefing session to deliberate for or against the case.
- Building Official will present miscellaneous reports.

REGULAR MEETING:

- Call to order
- New business
 - Chairman will open Public Hearing.
 - Building Official will present the case. Board members may ask Building Official questions.
 - Applicant will give presentation; Board may ask applicant questions.
 - Any other interested party may speak and be questioned.
 - Chairman closes Public Hearing.
 - Board deliberation
 - Motion to find (or not find) a Special Condition (“I move that in BBA case 25-____, that a Special Condition exists, specifically that _____.”) or (“I move that in BBA case 25-____, no Special Condition exists”). If Staff feels that the case warrants approval, Staff will always list a Special Condition for you to use. However, you are **NOT** obligated to use the Special Condition proposed by Staff.
 - Vote
 - If the Board finds no Special Condition, the case is automatically denied.
 - If the Board finds a Special Condition exists, a motion must then be made to approve the case: (“I move that in BBA case 25-____, the request for _____ be approved”).
 - Vote
 - Consideration of Minutes (vote required for approval).
 - Meeting adjourned



■ FENCE EXHIBIT: 1/4" = 1'-0"



GRAPHIC SCALE: 1/16" = 1'-0"
TO SCALE WHEN PRINTED AT 18" x 24"
DESIGN SUBJECT TO LOCAL CODES

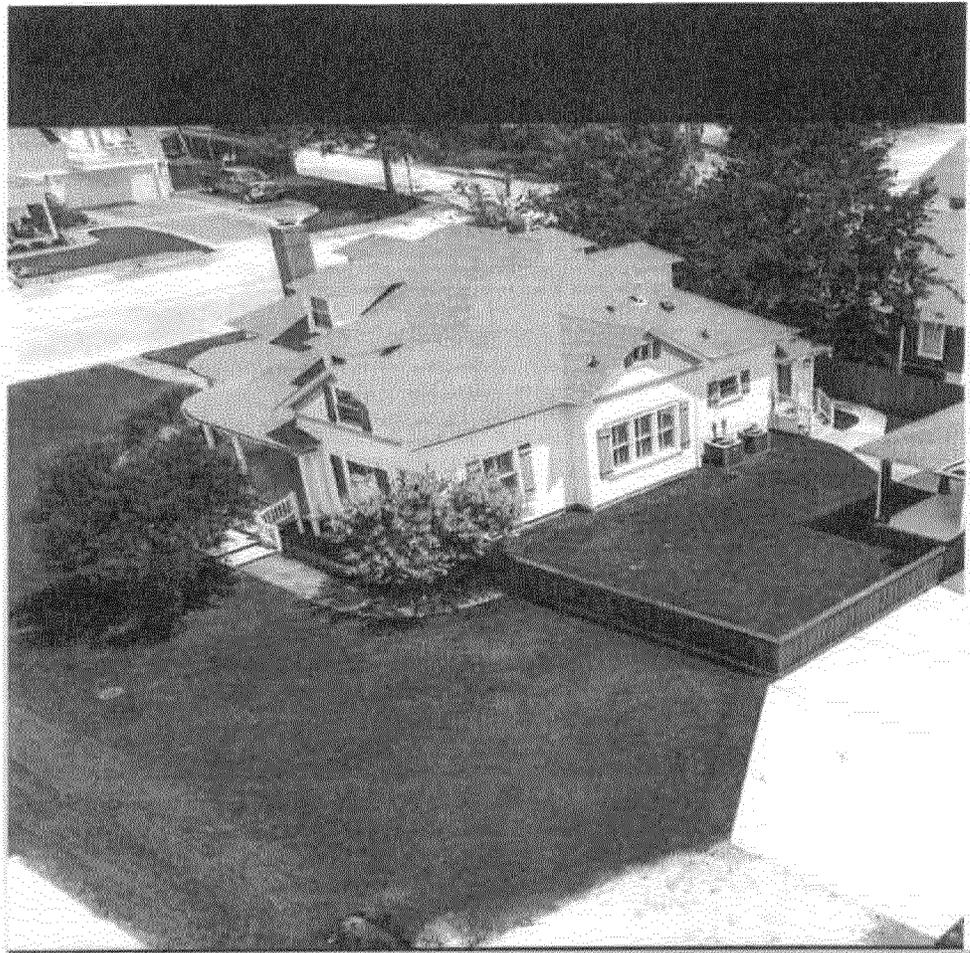
FENCE PERMIT
PLAN

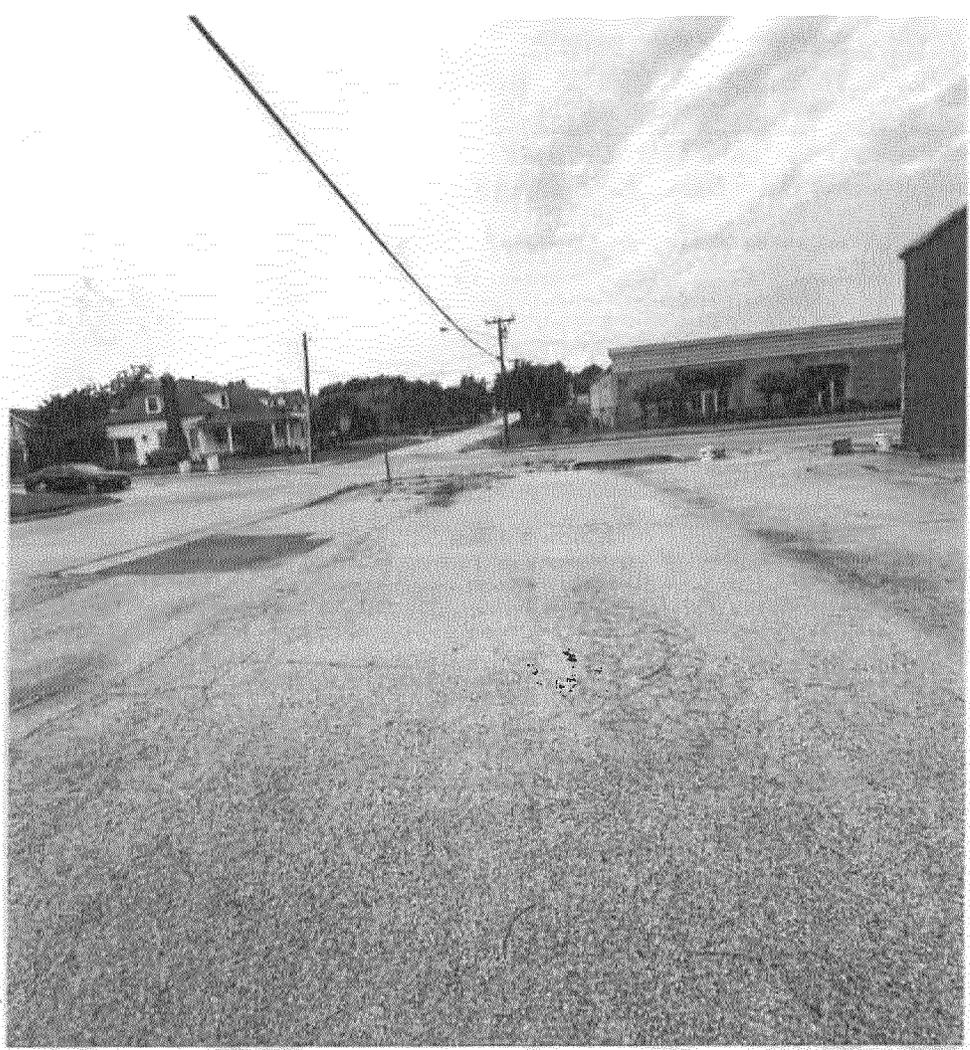
WASHBURN RESIDENCE
428 E. WALL STREET
GRAPEVINE, TEXAS

1. BASE MAP GENERATED FROM SURVEY.
2. VERIFY DIMENSIONS AND ACCEPT CONDITIONS BEFORE PROCEEDING WITH WORK.
3. ALL LANDSCAPE ELEMENTS TO BE LOCATED BY THE CONTRACTOR.
4. PLANS ARE CONCEPTUAL IN NATURE. ONLY WALLS, DRIVES, PAVINGS AND BUILDINGS LOCATIONS TO BE Laid OUT IN THE FIELD BY A LICENSED SURVEYOR.
5. THE CONTRACTOR SHALL VERIFY THE COMPLETION OF ANY CONSTRUCTION ACTIVITIES. THE CONTRACTOR TAKES FULL RESPONSIBILITY FOR VERIFYING UTILITY LOCATIONS AND WILL REPAIR ANY DAMAGE AT THE CONTRACTOR'S OWN EXPENSE.
6. CONTRACTORS ARE TO EXERCISE EXTREME CARE IN CONDUCTING SURVEYING AND FIELD OPERATIONS TO AVOID DAMAGE TO EXISTING UTILITIES AND ADJACENT PROPERTIES.
7. THE CONTRACTOR SHALL OBTAIN ALL PERMITS FOR CONSTRUCTION ACTIVITIES AS REQUIRED BY THE LOCAL JURISDICTION, STATE AND FEDERAL AGENCIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND ASSOCIATED WITH THE PERMIT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REGULATIONS SET FORTH BY THE PERMITS REQUIRED FOR CONSTRUCTION ACTIVITIES.
8. THE CONTRACTOR SHALL AT ALL TIMES KEEP THE CONSTRUCTION SITE IN AN ORDERLY MANNER. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES AND REMOVE ALL DEBRIS AND EXCESS MATERIAL FROM THE SITE.
9. ANY STRUCTURAL WORK, UTILITY WORK, OR OTHER WORK SHALL BE UNDER THE DIRECTION AND AUTHORITY OF THE RESPECTIVE PROFESSIONALS OF THE CONTRACTOR. ANY DAMAGE, DISTURBANCE, OR REPRESENTATION OF THESE ELEMENTS ON THE CONCEPTUAL PLAN AND FIELD OPERATIONS SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.



BBA25-03
428 E WALL STREET





2026
CITY OF GRAPEVINE
BUILDING BOARD OF APPEALS
MEETING AGENDA SCHEDULE

FILING DEADLINE First Monday of the Month	MEETING DATES
December 08, 2025	January 12, 2026
January 12, 2026	February 9, 2026
February 9, 2026	March 9, 2026
March 9, 2026	April 13, 2026
April 13, 2026	May 11, 2026
May 11, 2026	June 8, 2026
June 8, 2026	July 13, 2026
July 13, 2026	August 10, 2026
August 10, 2026	September 21, 2026 <small>3rd Monday, BZA on 14th due to Holiday on 7th</small>
September 14, 2026	October 12, 2026
October 12, 2026	November 9, 2026
November 9, 2026	December 14, 2026
December 14, 2026	January 11, 2027

**THE BUILDING SERVICES STAFF WILL DETERMINE
THE AGENDA FOR EACH OF THE PUBLIC HEARING DATES.
BASED ON THE SIZE OF THE AGENDA, YOUR APPLICATION
MAY BE RESCHEDULED TO A LATER DATE.**



CITY OF GRAPEVINE, TEXAS
BUILDING BOARD OF APPEALS MEETING MINUTES
MONDAY, OCTOBER 13, 2025

GRAPEVINE CITY HALL, COUNCIL CHAMBERS
200 SOUTH MAIN STREET
GRAPEVINE, TEXAS 76051

6:00 p.m. Briefing Session – Planning and Zoning Commission Conference Room
6:15 p.m. Public Hearing – City Council Chambers

The Building Board of Appeals for the City of Grapevine, Texas, met on Monday evening, October 13, 2025, at 6:00 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:

Joe Lipscomb	Chairman
Jerrold Sklar	Vice-Chairman
Shea Kirkman	Member
Becky St. John	Member
Dave Custable	Member
David Hallberg	Member
Sergio Harris	Alternate

Constituting a quorum with Shea Kirkman absent. Also, present was City Council Representative Sean Shope, and the following City Staff:

Larry Gray	Building Official
Arnoldo Ramirez	Assistant Building Official
Alex Crowley	Assistant City Attorney
Connie Cook	Building Services Assistant

CALL TO ORDER:

Chairman Joe Lipscomb called the Briefing Session of the Building Board of Appeals to order at approximately 6:00 P.M.

1. Roll Call

BRIEFING SESSION: – Planning and Zoning Commission Conference Room.

2. Building Board of Appeals to conduct a briefing session to discuss items scheduled to be heard in the October 13, 2025, public hearing.

Building Official, Larry Gray briefed the Building Board of Appeals regarding the item scheduled to be heard in the regular public hearing.

ADJOURNMENT OF BRIEFING SESSION

With no further discussion, the meeting was adjourned at approximately 6:12 P.M.

PUBLIC HEARING: -- City Council Chambers.

Chairman Joe Lipscomb called the Public Hearing of the Building Board of Appeals to order at approximately 6:15 P.M.

3. Roll Call

4. Oath of Office

Connie Cook administered the Oath of Office to re-appointed Members, Jerrold Sklar, Becky St. John, and Sergio Harris.

5. Election of Officers

For office of Chairman, Jerrold Sklar nominated Joe Lipscomb. Becky St. John seconded the motion which prevailed by the following vote:

Ayes: Sklar, St.John, Custable, Harris
Nays: None
Abstain: Lipscomb
Absent: Kirkman

Joe Lipscomb was re-elected as Chairman.

For office of Vice-Chairman, Joe Lipscomb nominated Jerrold Sklar. Becky St. John seconded the motion which prevailed by the following vote:

Ayes: Lipscomb, St.John, Custable, Harris
Nays: None
Abstain: Sklar
Absent: Kirkman

Jerrold Sklar was re-elected as Vice-Chairman.

CITIZEN COMMENTS

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

NEW BUSINESS

7. Building Board of Appeals to conduct a public hearing relative to Case BBA25-03, submitted by property owner Joanne Washburn for property located at 428 E Wall Street legally platted as Lot 6r, G.E. Hurst Subdivision. The request was to Grapevine Code of Ordinances Chapter 7, Article IV Fences.

Section 7-127, Fences, Front Yard Requirements, requires fences constructed in a required or established front yard to be 36 inches or less in height, and have at least 50 percent through vision.

Section 7-128. Reverse frontage corner lot requirements. On all reverse frontage corner lots it shall be unlawful to construct a fence within the required side yard area that is adjacent to a front yard area at a distance closer than 15 feet to the side property line or at a height greater than eight feet.

Building Official, Larry Gray explained that Staff had recommended the Building Board of Appeals deny the applicant's request for approval of a four-foot (4') wood picket fence along the front and side property line adjacent to the street with 50% through vision within the established front yard area of a reverse frontage corner lot in R-7.5 zoning district. He stated that Staff did not determine a special condition existed for this property, as the ordinance could be reasonably complied with.

He explained that the intention for the four-foot (4') fence was to meet the pool barrier requirements set forth in the building code.

Becky St. John asked Larry Gray how far fencing had to be away from the pool or did the design of the pool dictate the terms of distance such as decking. Mr. Gray stated that typically three feet (3') on all areas around the pool deck would be required, or in cases where a raised wall had been constructed, handholds were required with no three-foot (3') climb out area. Ordinance required that swimming pools be set back six feet (6') from a side yard property line.

With no questions for the Building Official, Larry Gray, Joanne Washburn of 428 E Wall Street, Grapevine, Texas, addressed the Board; she stated that there were some misconceptions as to what had been requested. She explained that she had not requested a four-foot (4') fence all the way around her property, she had not requested fencing for the front yard, she was requesting to increase the height of the rear yard fence to a six-foot (6') wood fence and relocate the fence to the side yard property line. She explained her concerns regarding privacy and safety to the Board.

Larry Gray asked Assistant City Attorney Alex Crowley if there was an option to table the case until a corrected site plan could be provided. Mr. Crowley stated that if the information provided in the packet was not correct, then yes, the case would be a continuance of the Public Hearing rather than tabled.

Joe Lipscomb asked Ms. Washburn to clarify exactly how she was modifying her application. She approached the Board and presented the site plan and explained to the Board what she had proposed. Contractor, Noah Hill with Jama Custom Outdoor Living approached the Board to assist in clarification of the applicant's request.

Discussion was held regarding the discrepancies in the request and what was being proposed during the meeting. The Board explained that they could not proceed with the proposed request as presented and suggested the case be continued at the next BBA meeting.

Jerrold Sklar made a recommendation for a continuance of BBA25-03 allowing staff and applicant time to clarify the discrepancies in what had been requested.

With no further questions for Ms. Washburn and no additional speakers, Dave Custable made a motion for a continuance of the Public Hearing to the November 10, 2025, meeting. Sergio Harris seconded the motion which prevailed by the following vote:

Ayes: Lipscomb, Sklar, St.John, Custable, Harris
Nays: None
Abstain: None
Absent: Kirkman

8. Building Board of Appeals to consider the minutes of May 12, 2025, meeting and take any necessary action.

Next the Building Board of Appeals to consider the minutes of the May 12, 2025, meeting.

Dave Custable made a motion to accept the minutes of May 12, 2025, Briefing and Public Hearing. Becky St. John seconded the motion which prevailed by the following vote:

Ayes: Lipscomb, Sklar, St.John, Custable, Harris
Nays: None
Abstain: None
Absent: Kirkman

ADJOURNMENT

With no further discussion, Becky St. John made a motion to adjourn. Sergio Harris seconded the motion, which prevailed by the following vote:

Ayes: Lipscomb, Sklar, St.John, Custable, Harris
Nays: None
Abstain: None
Absent: Kirkman

The meeting was adjourned at approximately 6:36 P.M.

PASSED AND APPROVED BY THE BUILDING BOARD OF APPEALS OF THE CITY OF GRAPEVINE, TEXAS, ON THE 10TH DAY OF NOVEMBER 2025.

APPROVED:

CHAIRMAN

SECRETARY
