



CITY OF GRAPEVINE, TEXAS
BOARD OF ZONING ADJUSTMENT MEETING MINUTES
MONDAY, OCTOBER 6, 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, October 6, 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
John Borley	Member
Doug Anderson	Member
Jonathan Gaspard	Member

With Jack Townsend and Andrew Muras absent, constituting a quorum. Also present were City Council Liaison Sharron Rogers, and the following City Staff:

Matthew Butler	Assistant City Attorney
Erica Marohnic	Director
Albert Triplett	Planner II
Lindsay Flores	Planner I
Ashlee Mosley	Planning Technician

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 October 6, 2025, public hearing.

Albert Triplett briefed the Board on the cases listed on their regular meeting agenda and took questions.

3. Planning Services Director to brief the board on the Board of Zoning Adjustment bylaws and rules of procedure regarding rescheduling meetings.

Erica Marohnic briefed the Board regarding the BZA Rules of Procedure. According to these rules, meetings can only be rescheduled if they coincide with a city holiday. Furthermore, the Board is not permitted to reschedule a meeting to accommodate their unrelated volunteer commitments of one or more members.

ADJOURNMENT OF BRIEFING SESSION

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

The Briefing Session was adjourned at approximately **6:09 P.M.**

Public Hearing

4. Call to Order – Sheppard called the 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 BZA25-08 submitted by Stephen Moody for property located at 304 North Dove Road and consideration of the same

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

BZA25-08 applicant, Stephen Moody, presented and answered questions from the Board.

Chairman Sheppard closed the public hearing.

Doug Anderson moved to **approve** BZA application **BZA25-08A** with the condition that an amended plat is filed with Tarrant County. John Borley seconded the motion, which prevailed by the following vote:

Ayes: Sheppard, Borley, Anderson, Gaspard

Nays: None

Approved: 4-0

John Borley made a motion to **approve** BZA application **BZA25-08B** with the condition that an amended plat is filed with Tarrant County. Jonathan Gaspard seconded the motion, which prevailed with the following vote:

Ayes: Sheppard, Borley, Anderson, Gaspard

Nays: None

Approved: 4-0

9. Board of Zoning Adjustment to conduct a public hearing relative to Board of Zoning Adjustment case BZA25-09 submitted by Richard Cyr for property located at 3451 Red Bird Lane and consideration of the same

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

BZA25-09 applicants, Richard Cyr and Kathryn Cyr, presented and answered questions from the Board. Also present to speak in favor of BZA25-09 were Kelly Cyr and Victoria Butler.

Chairman Sheppard closed the public hearing.

Jonathan Gaspard made a motion to **approve** BZA application **BZA25-09A**. John Borley seconded the motion, which prevailed by the following vote:

Ayes: Sheppard, Borley, Anderson, Gaspard

Nays: None

Approved: 4-0

Doug Anderson made a motion to **approve** BZA application **BZA25-09B**. Jonathan Gaspard seconded the motion, which prevailed by the following vote:

Ayes: Sheppard, Borley, Anderson, Gaspard

Nays: None

Approved: 4-0

10. Consider the minutes of the September 8, 2025, Board of Zoning Adjustment meeting.

Jonathan Gaspard moved to **approve** the September 8, 2025, minutes for the briefing session and public hearing. Doug Anderson seconded the motion, which prevailed by the following vote:

Ayes: Sheppard, Borley, Anderson, Gaspard

Nays: None

Abstained: None

Approved: 4-0

Adjournment

With no further business to discuss, John Borley moved to adjourn the meeting at **6:40 P.M.** Doug Anderson seconded the motion, which prevailed by the following vote:

Ayes: Sheppard, Borley, Anderson, Gaspard

Nays: None

Approved: 4-0

PASSED AND APPROVED BY THE BOARD OF ZONING ADJUSTMENT OF THE CITY OF GRAPEVINE, TEXAS, ON THE 3RD DAY OF NOVEMBER 2025.

APPROVED:

A handwritten signature in black ink, appearing to read "John Borley", written over a horizontal line.

CHAIRMAN

A handwritten signature in black ink, appearing to read "Erica Marohnic", written over a horizontal line.

Erica Marohnic, ACIP
Director, Planning Services