



City of Abilene Board of Adjustment Agenda

Notice is hereby given of a meeting of the City of Abilene Board of Adjustment to be held on Tuesday, December 9, 2025 at 8:30 a.m. at City Hall, 555 Walnut Street, Council Chambers, Abilene, Texas, for the purpose of considering the following agenda items.

CALL TO ORDER

MINUTES

1. **Minutes:** Receive a Report, Hold a Discussion and Public Hearing, and Take Action on Approving the Minutes from the Regular Meeting Held on October 14, 2025

AGENDA ITEMS

EXECUTIVE SESSION

The Board of Adjustment of the City of Abilene reserves the right to adjourn into executive session regarding any item listed on the agenda, at any time during the course of this meeting to discuss any of the matters listed below, as authorized by the noted Texas Government Code Sections:

- 551.071 Consultation with Attorney
2. Legal Issues and Standards for the Board of Adjustment

ADJOURNMENT

Notice

In compliance with the Americans with Disabilities Act, the City of Abilene will provide for reasonable accommodations for persons attending meetings. To better serve you, requests should be received forty-eight (48) hours prior to scheduled meetings. Please contact the City Secretary's Office at 325-676-6208. Telecommunication device for the deaf is 325-676-6360.

CERTIFICATION

I hereby certify the above meeting notice was posted on the bulletin board at the City Hall of the City of Abilene, Texas, on the 2nd day of December, 2025, at 12:50 p.m.

Kaitlin Richardson, Deputy City
Secretary, TRMC



BOARD OF ADJUSTMENT REGULAR MEETING MINUTES

October 14, 2025

8:30 a.m.

**BOARD OF ADJUSTMENT OF THE CITY OF ABILENE, TEXAS
CITY HALL COUNCIL CHAMBERS, 555 WALNUT STREET, ABILENE**

Members Present: Ms. Shawnda Rixey, Vice Chair
Ms. Melissa Sparks
Mr. Louis Zientek, Secretary
Mr. John Havard

Staff Present: Mr. Michael Rice, Assistant City Manager
Mr. Tim Littlejohn, Director
Ms. Kelley Messer, First Assistant City Attorney
Ms. Mason Teegardin, Planning Division Manager
Mr. Adam Holland, Planner III
Ms. Clarissa Ivey, Planner II
Ms. Melissa Farr, Executive Assistant

CALL TO ORDER

The meeting was called to order at 8:34 a.m. and Ms. Melissa Farr recorded the minutes. A quorum was present, and the meeting proceeded.

MINUTES

The public hearing was opened. Seeing no one present and desiring to be heard, the public hearing was closed. Mr. Zientek made the motion to approve the minutes of the regular meeting held on August 12, 2025. Mr. Havard seconded the motion. The motion to **approve** the minutes prevailed by the following vote:

AYES: Zientek, Havard, Sparks, Rixey

NAYS: None

AGENDA ITEMS

BA-2025-07: Receive a Report, Hold a Discussion and Public Hearing, and Take Action on a Request for Special Exception To Resume The Residential Use That Was Previously Abandoned, As Well As To Allow The Reconstruction Of Said Building To The Extent Of More Than Fifty Percent (50%) Of Its Replacement Cost. Located at 302 Willow Street.

Ms. Clarissa Ivey presented this request. A residence built in 1947 exists on the property. According to the water department, service has been off since January 23, 2010. The home was sold to Mr. Ford earlier this year, who set out immediately to do repairs to the home. Unfortunately, he was not aware that building permits were required and received a stop-work order. At this time, Mr. Ford was made aware that the property was zoned Light Industrial, and he was not to resume residential uses without approval from the Board of Adjustments.

The subject property is zoned Light Industrial (LI), which does not allow residential uses. The applicant intends to rehabilitate a condemned residence for use as a dwelling.

Vice-Chair Rixey opened the public hearing. Mr. Cecil Fain stepped forward. Seeing no one else present and desiring to be heard, the public hearing was closed.

Property owners within a 200-foot radius of the property address were notified. One (1) response was received in favor with four (4) in opposition.

Mr. Zientek moved to **approve** this request based upon the staff findings for special exceptions for nonconformities. Ms. Sparks seconded the motion. The motion to approve prevailed by the following vote:

AYES: Zientek, Havard, Sparks, Rixey

NAYS: None

BA-2025-08: Receive a Report, Hold a Discussion and Public Hearing, and Take Action on a Request for Variance Request To Allow A 27' Long Carport With A Minimum Setback Of 1' (5' Setback Required With A Maximum Of 22' In Length With Architectural Compatibility) The Request Is Also To Permit A Carport 13' From The Edge Of Pavement (A Minimum Of 15' Is Ordinarily Required). Located at 1242 Chariot Circle.

Mr. Adam Holland presented this request. The subject property is currently zoned Residential Single-Family (RS-6). The owner of the property would like to build a carport to store a vehicle under. Previously, the pad under the proposed carport was paved with concrete. The owner would like to build the carport over the existing pad.

Vice-Chair Rixey opened the public hearing. Mr. Dakota Brewster stepped forward to represent the construction company. Seeing no one else present and desiring to be heard, the public hearing was closed.

Property owners within a 200-foot radius of the property address were notified. Three (3) responses were received in favor with none (0) in opposition.

Vice-Chair Rixey moved to **deny** this request based upon staff findings stating there is no undue hardship and the request is not consistent with the Land Development Code. Ms. Sparks seconded the motion. The motion prevailed by the following vote:

AYES: Zientek, Havard, Sparks, Rixey

NAYS: None

BA-2025-09: Receive a Report, Hold a Discussion and Public Hearing, and Take Action on a Request for Variance to Allow a 20-foot Side Setback, Where 25 Feet Minimum is Required. Located at 3451 Silver Oak Subdivision.

Ms. Clarissa Ivey presented this request. The subject property is currently zoned Agricultural Open (AO). A site plan was approved in May of 2022 requiring the minimum setback of 25 feet from the side property line. During the final inspection, staff discovered that the building encroaches approximately 5 feet into the required setback. The site plan was approved with the building being the minimum of 25 feet from the property line.

Vice-Chair Rixey opened the public hearing. Mr. Jonathan Neely stepped forward. Seeing no one else present and desiring to be heard, the public hearing was closed.

Property owners within a 200-foot radius of the property address were notified. One (1) response was received in favor with two (2) in opposition.

Ms. Sparks moved to **approve** this request based upon the boundary line and slope of the land creates a hardship. Additionally, the hardship is not caused by the petitioner as he did not set the buildings. Vice-Chair Rixey seconded the motion. The motion prevailed by the following vote:

AYES: Zientek, Havard, Sparks, Rixey

NAYS: None

ADJOURNMENT

There being no further business, the meeting was adjourned at 9:46 a.m.

Approved: _____, Vice-Chair
Shawnda Rixey