



MINUTES

Board of Zoning Adjustment Meeting

4:00 PM - Wednesday, February 25, 2026

Board Chambers, 133 Convention Boulevard

Call to Order

Chairman Lemond called the meeting to order at 4:00 p.m.

Roll Call

Roll Call of the Board of Zoning Adjustment Members:

Present: Chair Bill Lemond, Member Rick Ramick, Vice Chair William Harding, and Member Renee Williams

Not Present: Member Bart Stafford

Consider Previous Minutes

Adoption of Minutes

Moved by Rick Ramick, seconded by William Harding, to approve the February 4, 2026 minutes as presented.

Carried by the following votes:

Ayes: Chair Bill Lemond, Member Rick Ramick, Vice Chair William Harding, and Member Renee Williams

Approval of Agenda

Moved by William Harding, seconded by Renee Williams, to approve the meeting's agenda as presented.

Carried by the following votes:

Ayes: Chair Bill Lemond, Member Rick Ramick, Vice Chair William Harding, and Member Renee Williams

New Business

Chairman Lemond asked Planner Dawn Sweet-Dobbs to present the items on New Business

1. ***BZA-26-025 - 1000 Malvern Ave. -Variance request to reduce the required rear yard setback in the C-N (Neighborhood Commercial District) zone from 20' to 18' for the construction of a new commercial building.***

Staff: Dawn Sweet-Dobbs

FINDING:

This variance request application meets the submission requirements of H.S.C. §16-2-14.3 (e). The request for a rear yard setback variance for the proposed 40' x 75' structure, per the requirements of the H.S.C. §16-2-5.3 will not disturb the community or fundamentally alter the character of the neighborhood because there is similar commercial development that appears to be close to the rear property lines.

According to the provided site plan completed by Heritage Engineering dated January 29, 2026, the proposed structure of 40' by 75' (3,000 sq./ft.) is shown approximately 2' within the required setback for the C-N zone on the southern property boundary making the distance from the property line +/- 19' feet at the southern property line. The approval standard being that the shallowness and shape of the property cause a hardship not created by the property owner and that such action will be in keeping with the spirit and intent of the provisions of the code.

RECOMMENDATION:

Approve the variance request to allow for the proposed construction of a 40' x 75' commercial structure 18' from the rear property line as depicted on the provided site plan, per the requirements of the H.S.C. § 16-2-5.3 on the subject property located at approximately 1000 Malvern Avenue because the application demonstrates compliance with the requirements (by exceptional narrowness, shallowness, or shape of a specific piece of property or by reason of exceptional topographic conditions or other extraordinary and exceptional situation or condition of such piece of property, or undue hardships upon the owner to develop their property) and that the request is in keeping with the spirit and intent of the provisions of the Code according to H.S.C. § 16-2-14.3 Variance (e) Approval Standards with the following condition:

1)An approved variance will expire one year from the date of approval, February 25, 2027, unless a building permit is obtained or applied for within such period. The board of zoning adjustment may grant an extension for a period of validity so long as the applicant applies in writing for an extension of time at any time prior to the date of expiration.

Speakers:

Applicant - Michael Boykin -900 Hunter Lee, Bryant

Moved by William Harding, seconded by Rick Ramick, to approve the item with the staff report findings and recommendation.

Carried by the following votes:

Ayes: Chair Bill Lemond, Member Rick Ramick, Vice Chair William Harding, and Member Renee Williams

2. ***BZA-26-030 - 4501 Central Ave. - Variance request from the 40% transparency requirement found in H.S.C. § 16-2-5.4 Commercial District Design Standards for the construction of a large commercial building.***

Staff: Dawn Sweet-Dobbs

FINDING:

This variance request application meets the submission requirements of H.S.C. §16-2-14.3 (e). On a structure of the proposed scale, horizontal glazing within the required zone is limited for constructability reasons, but the design compensates with vertical glazing elements that break up the façade and introduces architectural interest. These enhancements are consistent with the visual character of the Central Avenue corridor and contribute positively to the surrounding community and visitor experience.

This application meets the code requirements for variance consideration by the board of zoning adjustment as that the strict application of this Code would result in peculiar and practical difficulties or undue hardships upon the owner to develop their property and that such action will be in keeping with the spirit and intent of the provisions of the code.

RECOMMENDATION:

Approve the transparency variance request reducing the requirement to 13% between the two and eight feet from grade for the alternative of an approximate 53% transparency over the total façade as demonstrated in the site plan. This meets the requirements of the H.S.C. §16-2-5.4, on the subject property located at approximately 4501 Central Avenue because the application demonstrates compliance with the requirements (by exceptional situation or condition of such piece of property, or undue hardships upon the owner to develop their property) and that the request is in keeping with the spirit and intent of the provisions of the Code according to H.S.C. § 16-2-14.3 Variance (e) Approval Standards with the following condition:

1)An approved variance will expire one year from the date of approval, February 25, 2027, unless a building permit is obtained or applied for within such period. The board of zoning adjustment may grant an extension for a period of validity so long as the applicant applies in writing for an extension of time at any time prior to the date of expiration.

Speakers:

Applicant - Katherine Alford - 2600 N Central Expressway, Richardson TX.

Kim Kuykendall - 270 Lake Hamilton Dr.

Letter from Q Byrum Hurst on Lake Hamilton Dr. -Read by the Chairman

Moved by Rick Ramick, seconded by William Harding, to approve the item with staff report findings and recommendation.

Carried by the following votes:

Ayes: Chair Bill Lemond, Member Rick Ramick, Vice Chair William Harding, and Member Renee Williams

Directors Report

Staff: Dawn Sweet-Dobbs

Nothing to report at this time.

Adjournment

Moved by Rick Ramick, seconded by William Harding, to adjourn the February 25, 2026 Board of Zoning Adjustment meeting.

Carried by the following votes:

Ayes: Chair Bill Lemond, Member Rick Ramick, Vice Chair William Harding, and Member Renee Williams



Attest