



TOWN OF TROPHY CLUB ZONING BOARD OF ADJUSTMENT

MEETING AGENDA

May 21, 2026

6:00 PM

Council Chambers
1 Trophy Wood Drive
Trophy Club, Texas 76262

CALL TO ORDER AND ANNOUNCE A QUORUM

PUBLIC COMMENT(S)

This is an opportunity for citizens to address the Board/Commission on any matter pursuant to Texas Government Code Sec. 551.007. The Board/Commission is not permitted to discuss or take action on any presentations made concerning matters that are not listed on the agenda. Presentations are limited to matters over which the Board/Commission has authority. Speakers have up to three (3) minutes or the time limit determined by the Presiding Officer. Each speaker must have submitted their request to speak by completing the Speaker's Form or may email jross@trophyclub.org.

REGULAR ITEMS

1. CASE ZBA-26-001 (17 Heritage Ct. South)

Conduct a public hearing and consider action regarding a request by homeowner Sasan Hemati for a special exception to Section 14.02.351 (Fencing, Retaining Walls, and Screening) of the Town's Zoning Ordinance, to allow construction of a fence along the north side of the residence located at 17 Heritage Ct. South, Trophy Club, Tarrant County, Texas 76262. (Matt Cox, Director of Community Development)

- i. Conduct Public Hearing
- ii. Consider Recommendation

2. Consider approval of the November 06, 2025 Zoning Board of Adjustment meeting minutes. (Jackie Ross, Sr. Administrative Assistant)

ADJOURN

The Board/Commission may convene into executive session to discuss posted items as allowed by Texas Government Code Sections 551.071 through 551.076 and Section 551.087.

Notice is hereby given that a quorum of the Town of Trophy Club Town Council may be in attendance at this meeting. The Town Council will not deliberate or take any action.

CERTIFICATION

I do hereby certify that the Notice of Meeting was posted on the official bulletin board at the Town Hall for the Town of Trophy Club, Texas, in a place convenient and readily accessible to the general public at all times on the following date and time: May 12, 2026, at 11:40 a.m., and said Notice of Meeting was also posted concurrently on the Town's website in accordance with Texas Government Code Ch. 551 of the Texas Government Code.

Jacqueline Ross

Jackie Ross, Sr. Administrative Assistant

If you plan to attend this public meeting and have a disability that requires special needs, please contact the Town Secretary's Office at 6822372900, 48 hours in advance, and reasonable accommodations will be made to assist you.



ZONING BOARD OF ADJUSTMENT COMMUNICATION

MEETING DATE: May 21, 2026

FROM: Matt Cox, Director of Community Development

AGENDA ITEM: CASE ZBA-26-001 (17 Heritage Ct. South)

Conduct a public hearing and consider action regarding a request by homeowner Sasan Hemati for a special exception to Section 14.02.351 (Fencing, Retaining Walls, and Screening) of the Town's Zoning Ordinance, to allow construction of a fence along the north side of the residence located at 17 Heritage Ct. South, Trophy Club, Tarrant County, Texas 76262. (Matt Cox, Director of Community Development)

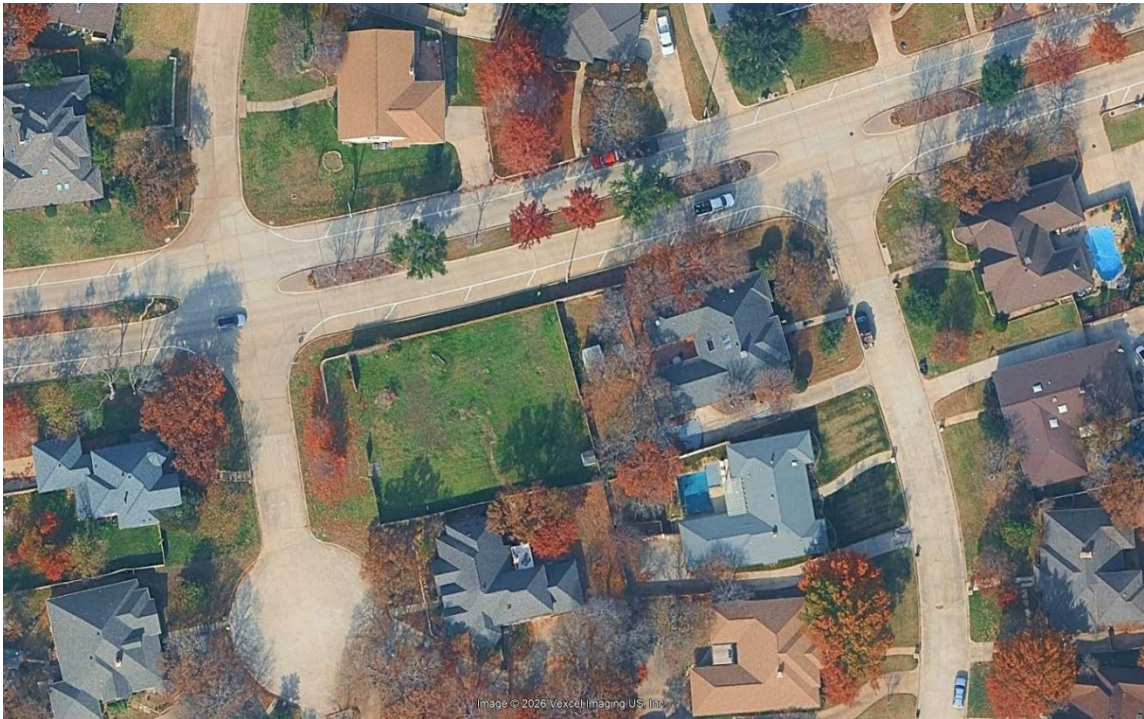
- i. Conduct Public Hearing
- ii. Consider Recommendation

BACKGROUND/SUMMARY: The property owner, Sasan Hemati, has submitted a request for a special exception to Section 14.02.351 (Fencing, Retaining Walls, and Screening) of the Town's Zoning Ordinance to allow construction of a fence along the north side of the residence located at 17 Heritage Ct. South, Trophy Club, Texas 76262.

Section 14.02.351 of the Town's Zoning Ordinance establishes requirements for fence placement and location on residential properties. The R-9 zoning district requires a minimum side yard adjacent to a side street of 15 feet. The applicant is requesting approval to construct the fence along the north property line rather than along the required build line in accordance with Section 14.02.155, R-9 Single-Family District regulations, (Exhibit A). The request represents an approximate 15-foot difference from the required setback, which would otherwise place the fence approximately 2 feet from the home.

As shown in the submitted site plan, the proposed fence will run along the north property line adjacent to Indian Creek Drive and connect to the rear fence. According to the applicant, the requested exception is necessary due to the unique layout of the lot, including driveway design, grading, and drainage considerations. The proposed fence is intended to provide safety, security, and functional use of the property while maintaining consistency with surrounding neighborhood conditions.

residence by the current homeowner.



Zoning Board of Adjustment Authority:

Section 14.02.405(h) of the Trophy Club Code of Ordinances authorizes the Zoning Board of Adjustment to consider and allow waivers to the fence requirements as a Special Exception. The language of the ordinance reads:

The Zoning Board of Adjustment shall have the following powers:

- (1) To hear and decide appeals where it is alleged there is an error in any order, requirement, decision or determination made by an administrative official of the town in the enforcement of this ordinance.
- (2) To hear and decide special exceptions to the terms of this ordinance upon which the board is required to pass under this ordinance, if any.
- (3) To authorize upon appeal in special cases, such variances from the terms of this ordinance as will not be contrary to the public interest, where, owing to special conditions, the literal enforcement of the provision of this ordinance will result in unnecessary hardship, so that the spirit of this ordinance shall be observed and substantial justice done.
- (4) To permit in any district such modification of the requirements of the district regulations as the board may deem necessary to secure an appropriate development of a lot where adjoining such lot on two (2) or more sides there are lots occupied by buildings which do not conform to the regulations of the district.

Public Hearing Notices:

Notice of the public hearing was published in the Commercial Recorder and notices mailed to

property owners within 200 feet of the request. At the time of staff report and agenda packet preparation, no responses in support or opposition had been received.

Section 14.02.405, Zoning Board of Adjustment, subsection (f) Meetings state that all matters before the board of adjustment on matters of appeal, variance, special exception, or other matter as specified by ordinance, shall be held as a public hearing in accordance with the provisions of section 14.02.406, Public Hearings. Contradicting requirements for a public hearing will be processed with the most restrictive regulations.

BOARD REVIEW/CITIZEN FEEDBACK: At the time of staff report and agenda packet preparation, no responses in support or opposition had been received.

FISCAL IMPACT: There is no financial impact associated with this agenda item.

LEGAL REVIEW: N/A

ATTACHMENTS:

- 1. 17 Heritage Ct. S - Exhibit A
- 2. 17 Heritage Ct. S - Map
- 3. 17 Heritage Ct. S - Fence Application
- 4. 200ft Notice to Residents

ACTIONS/OPTIONS:

Staff recommends that the Zoning Board of Adjustment conduct the public hearing and move to approve the request made by homeowner Sasan Hemati for a special exception to Section 14.02.351 (Fencing, Retaining Walls, and Screening) of the Town’s Zoning Ordinance, to allow construction of a fence along the north side of the residence located at 17 Heritage Ct. South, Trophy Club, Tarrant County, Texas.

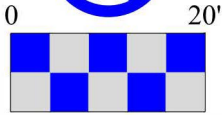
A concurring vote of four (4) members of the Zoning Board of Adjustment is necessary for approval of the variance/special exception request.

Exhibit A

LOT 792

LOT 791

S16°06'26"E 98.00'



Scale: 1" = 20'

LOT 793,
TROPHY CLUB
SECTION NINE
VOL. 16, PG. 17
P.R.D.C.T.

Proposed Fence

INDIAN CREEK DRIVE

N75°28'56"E ~135.58'

D=003°42'26"

L=135.60', R=2095.84'

17 HERITAGE CT S
FORM BOARDS
TOP OF FORMS
ELEVATION 639.9'

Build Line Fence

LOT 794

S76°22'52"W 138.82'



1/2" REBAR
640.73'

N10°25'49"W 92.26'

L=7.15', R=50.00'
Δ=008°11'30"

N72°45'00"W ~7.14'

1/2" REBAR
643.89'

1/2" REBAR
644.48'

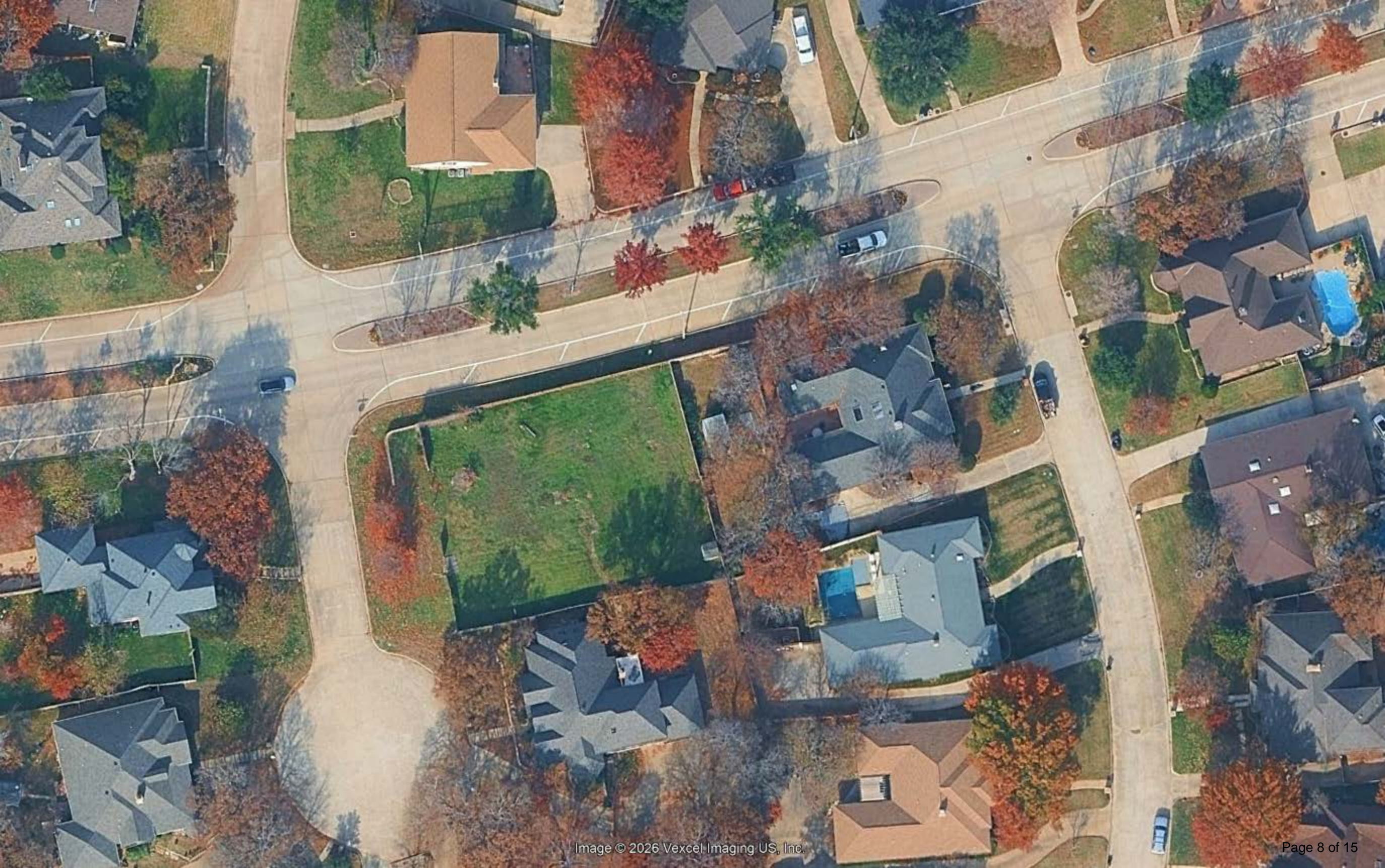
Jose B. Najarro III
Registered Professional
Land Surveyor No. 6736
texterrasurveying@gmail.com
December 30, 2024

HERITAGE COURT SOUTH
50' R.O.W.

17 HERITAGE CT S,
TROPHY CLUB, TEXAS

BEING LOT 793, TROPHY CLUB SECTION NINE, AN
ADDITION TO THE CITY OF TROPHY CLUB, TARRANT
COUNTY, TEXAS, ACCORDING TO THE MAP THEREOF
RECORDED IN VOLUME 16, PAGE 17, MAP RECORDS OF
TARRANT COUNTY, TEXAS

TEXTERRA SURVEYING
P.O. BOX 202165
ARLINGTON, TX 76006
Telephone (817) 235-7326
TBPELS Firm # 10194685
www.texterrasurveying.com



In order to make a finding of hardship and to grant a variance, special exception or appeal, the Zoning Board of Adjustment must determine that all of the following conditions are met. State how your request meets these conditions. Please note that the stated hardship shall not be financial or self-induced. Attach additional sheets if necessary.

1. Completely describe the variance, special exception or appeal you are requesting:

We are requesting a variance to allow the proposed fence configuration that does not fully comply with current zoning setback and/or placement requirements. The requested fence location is necessary due to the specific layout of the lot, driveway design, and drainage considerations. The fence is intended to provide safety, security, and functional use of the property while maintaining a consistent appearance with the surrounding neighborhood.

2. Do similar conditions exist in the area? Explain.

Yes, similar conditions exist within the neighborhood where fences have been installed in configurations that accommodate unique lot layouts, driveway slopes, and property constraints. This suggests that strict application of the ordinance is not always practical given site-specific conditions.

3. Describe how the unique conditions or circumstances do not result from your actions.

The need for this variance is not the result of any action taken by the homeowner. The conditions are inherent to the property, including lot configuration, grading, driveway slope requirements, and drainage considerations required by the Town. These constraints limit the ability to install the fence in full compliance without creating functional or safety concerns.

4. Is there any way to do what you want without this request?

No reasonable alternative exists without creating additional issues. Strict compliance would interfere with proper drainage, driveway usability, and overall functionality of the property, and may introduce potential water intrusion concerns. The requested variance represents the minimum adjustment necessary to allow reasonable use of the property while maintaining safety and neighborhood standards.

ATTACH A DETAILED DIAGRAM OF THE SITE, TO SCALE, AND ANY OTHER DRAWINGS OR INFORMATION NECESSARY TO HELP EXPLAIN THE CASE TO THE BOARD. SHOW ON THE DIAGRAM ALL EASEMENTS, BUILDING LINES, ENCROACHMENTS AND THE VARIANCE, SPECIAL EXCEPTION OR APPEAL REQUESTED. THE SPECIFIC REQUEST SHOULD BE QUANTIFIED BY AN APPROPRIATE MEASUREMENT (DISTANCE, PERCENTAGE, ETC.).

April 30, 2026

Re: Fencing special exception request for 17 Heritage Ct. South, Trophy Club, TX 76262

Dear Property Owner:

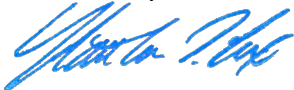
You are receiving this notice because you own property within 200 feet of, or within, the boundaries of the subject property that is affected by the proposed changes, which are described below and shown on a location map on the reverse side.

A request by homeowner Sasan Hemati for a special exception to Section 14.02.351 (Fencing, Retaining Walls, and Screening) of the Town's Zoning Ordinance, to allow construction of a fence along the north side of the residence located at 17 Heritage Ct. South, Trophy Club, Tarrant County, Texas.

A Public Hearing will be held at a meeting of the Zoning Board of Adjustment on **Thursday, May 21, 2026, at 6:00 PM**. The meeting will be held at Town Hall, 1 Trophy Wood Drive in Trophy Club regarding the above request, and action may be taken on the request at the public hearing.

Public Hearings are scheduled for the purpose of receiving public comments. Feel free to contact me at (682) 237-2916 or mcox@trophyclub.org if you need further information.

Sincerely,



Matt Cox
Director of Community Development





ZONING BOARD OF ADJUSTMENT COMMUNICATION

MEETING DATE: May 21, 2026

FROM: Jackie Ross

AGENDA ITEM: Consider approval of the November 06, 2025 Zoning Board of Adjustment meeting minutes. (Jackie Ross, Sr. Administrative Assistant)

BACKGROUND/SUMMARY: The Zoning Board of Adjustment held a regular meeting on November 06, 2025.

BOARD REVIEW/CITIZEN FEEDBACK: N/A

FISCAL IMPACT: N/A

LEGAL REVIEW: N/A

ATTACHMENTS:

1. ZBA Meeting Minutes 11.06.2025

ACTIONS/OPTIONS:

Staff recommends that the Zoning Board of Adjustment move to approve the November 06, 2025 Zoning Board of Adjustment regular meeting minutes.

Town of Trophy Club Zoning Board of Adjustment
Meeting Minutes
November 6, 2025, 6:00 p.m.
1 Trophy Wood Drive, Trophy Club, Texas 76262

CALL TO ORDER

Chairman Bowman called the meeting to order at 6:01 p.m.

BOARD MEMBERS PRESENT

Stephen Bowman, Chair
Steven Boedeker, Place 2
Daniel Parham, Place 5
David Richardson, Alternate 1
Jayde Trabold, Alternate 4

BOARD MEMBERS ABSENT

Bob Stevens, Place 1

STAFF PRESENT

Matt Cox, Director of Community Development
Jackie Ross, Sr. Administrative Assistant

PUBLIC COMMENTS

Mayor Jeannette Tiffany addressed the Board, thanking members for their service and encouraging participation in community surveys.

REGULAR ITEMS

1. Introduction of new members and Board Orientation

Matt Cox, Director of Community Development, presented an overview of the Zoning Board of Adjustment and Building Standards Commission roles, responsibilities, and authority.

New members Daniel Parham, Place 5 (formerly Alternate 4), David Richardson, Alternate 1, and Jayde Trabold, Alternate 4, were sworn in prior to the meeting by Records Coordinator/Assistant Town Secretary, Maggie McCormick-Krukowski.

2. Consider the appointment of the Vice Chair for the Zoning Board of Adjustment.

Board Member Daniel Parham nominated Steven Boedecker for Vice Chair. Board member David Richardson seconded the motion.

Vote on the Motion

AYES: Bowman, Boedecker, Parham, Richardson, Trabold

NAYES: None

VOTE: 5-0

Board Member Steven Boedecker, Place 2, was declared Vice Chair.

3. Case ZBA-25-005 (2721 Trophy Club Drive)

Conduct a public hearing and consider action regarding a request made by homeowner John Schober for a special exception to Section 14.02.351, Fencing, Retaining Walls and Screening of the Town's Zoning Ordinance, to allow a fence to be constructed within four (4) feet of the most front elevation along the eastern side of the home at 2721 Trophy Club Drive, Trophy Club, Denton County, Texas.

Chairman Bowman opened the public hearing at 6:16 p.m.

Staff Presentation:

Matt Cox, Director of Community Development, presented the staff report and recommendation to deny the request. He explained the proposed five-foot wrought iron fence would be located within four feet of the front elevation, where the ordinance requires a minimum of ten feet.

Applicant Presentation:

Mr. John Schober of 2721 Trophy Club Drive addressed the Board regarding the special exception request. He explained that the request was to shift the fence post location to avoid interference with a planned future window installation and to improve the property's layout for a trained security dog.

Public Comment:

A letter was received from neighbor Terry Kesterson of 2723 Trophy Club Drive, in opposition.

Chairman Bowman closed the public hearing at 6:24 p.m.

Board members discussed the request and expressed concern about approving a special exception based on a potential future window installation rather than an existing hardship.

Board Member Boedecker motioned to deny special exception request. Board Member Trabold seconded.

VOTE ON THE MOTION

AYES: Bowman, Boedecker, Trabold

NAYES: Parham, Richardson

VOTE: 3-2

Due to the specific manner in which the motion was stated and voted on, the Board’s final action resulted in a denial of the request. As reflected in the official Order on Case ZBA-25-005, although the vote was 3–2, the required four concurring votes were not met; therefore, the special exception was not approved. Some members expressed uncertainty at the time of voting, but the final outcome is accurately recorded as a denial. The Chairman has signed the ZBA Order, and the signed Order has been included in the official record.

- 4. Consider approval of the September 11, 2025, Zoning Board of Adjustment meeting minutes.

Board Member Richardson moved to approve the minutes from September 11, 2025. Board Member Boedecker seconded the motion.

VOTE ON THE MOTION

AYES: Bowman, Boedecker, Parham, Richardson, Trabold

NAYES: None

VOTE: 5-0

ADOURN

Chairman Bowman adjourned the meeting at 6:53 p.m.

Stephen Bowman, Chair

Date

Attest:

Jackie Ross, Sr. Administrative Assistant

Date