



TOWN OF TROPHY CLUB ZONING BOARD OF ADJUSTMENT

MEETING AGENDA

July 16, 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 tdixon@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 Approval

2. **CASE ZBA-26-002 (6 Riviera Ct.)**

Conduct a public hearing and consider a request by homeowner Brad Blankenship for a variance to Section 14.02.154 (R-10 Single-Family District) of the Town of Trophy Club Zoning Ordinance, to allow an approximate five-foot (5') encroachment beyond the required front building setback line for a residential addition located at 6 Riviera Ct., Trophy Club, Denton County, Texas 76262. (Matt Cox, Director of Community Development)

- i. Conduct Public Hearing
- ii. Consider Approval

3. **Case ZBA-26-003 (1103 Sunset Drive)**

Conduct a public hearing and consider a request by homeowner Bill Jarboe 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 beyond the required side yard build line for the residence located at 1103 Sunset Drive, Trophy Club, Denton County, Texas 76262. (Matt Cox, Director of Community Development)

- i. Conduct Public Hearing
- ii. Consider Recommendation

- 4. 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: July 7, 2026, at 1:00 P.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.

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: July 16, 2026

FROM: Matt Cox, Director of Community Development

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

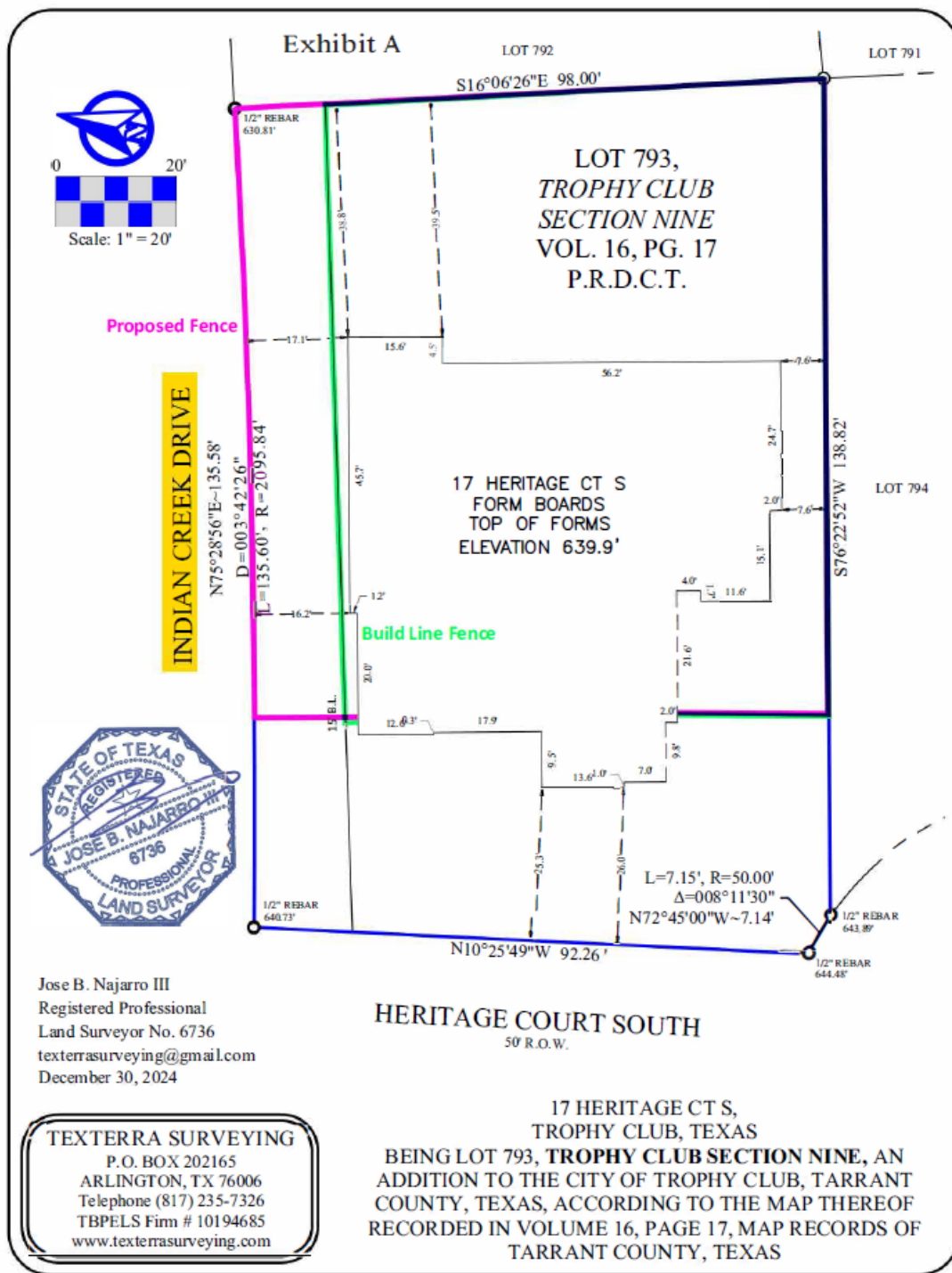
Conduct a public hearing and consider action regarding a request by homeowner Sasan Hemati for a Special Exception to Section 14.02.351 (Fencing, Retaining Walls, and Screening) of the Town's Zoning Ordinance, to allow construction of a fence along the north side of the residence located at 17 Heritage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

- i. Conduct Public Hearing
- ii. Consider Approval

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.



The applicant has indicated that similar conditions exist within the neighborhood where fences have been installed to accommodate lot-specific constraints. Additionally, the request is not the result of actions taken by the homeowner but rather due to inherent property conditions, including lot configuration and drainage requirements. The existing fence alignment and placement conditions along the property were established prior to construction of the

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.

BOARD REVIEW/CITIZEN FEEDBACK: 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 within the notice area. One email outside the notice area was received in opposition.

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.

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

LEGAL REVIEW: N/A

ATTACHMENTS:

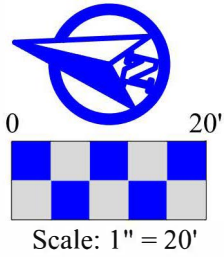
1. 17 Heritage Ct. S - Exhibit A
2. 17 Heritage Ct. S - Map
3. 17 Heritage Ct. S - Fence Application
4. 17 Heritage Ct. S - Notice to Residents and map

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



Proposed Fence

INDIAN CREEK DRIVE



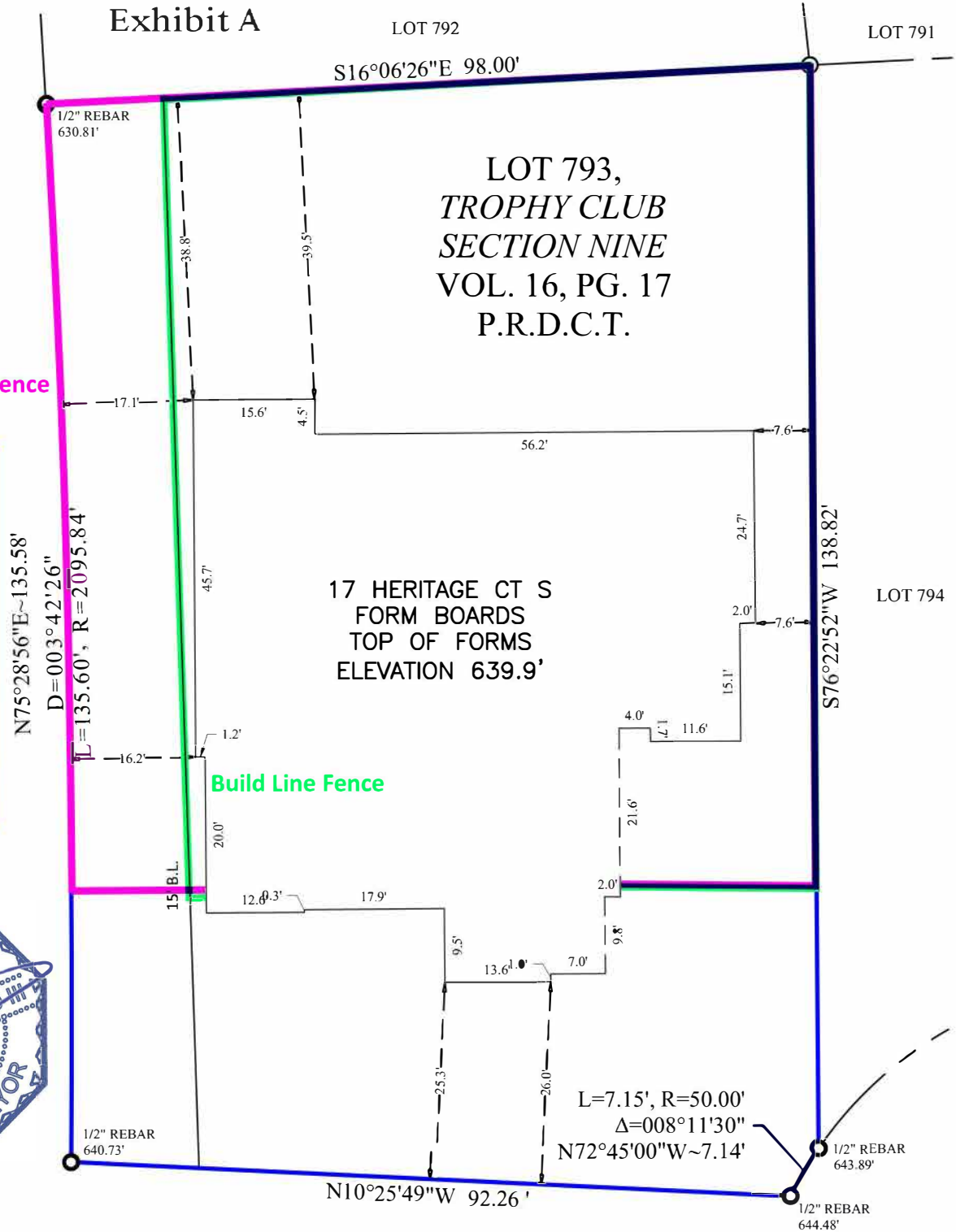
Jose B. Najarro III
Registered Professional
Land Surveyor No. 6736
texterrasurveying@gmail.com
December 30, 2024

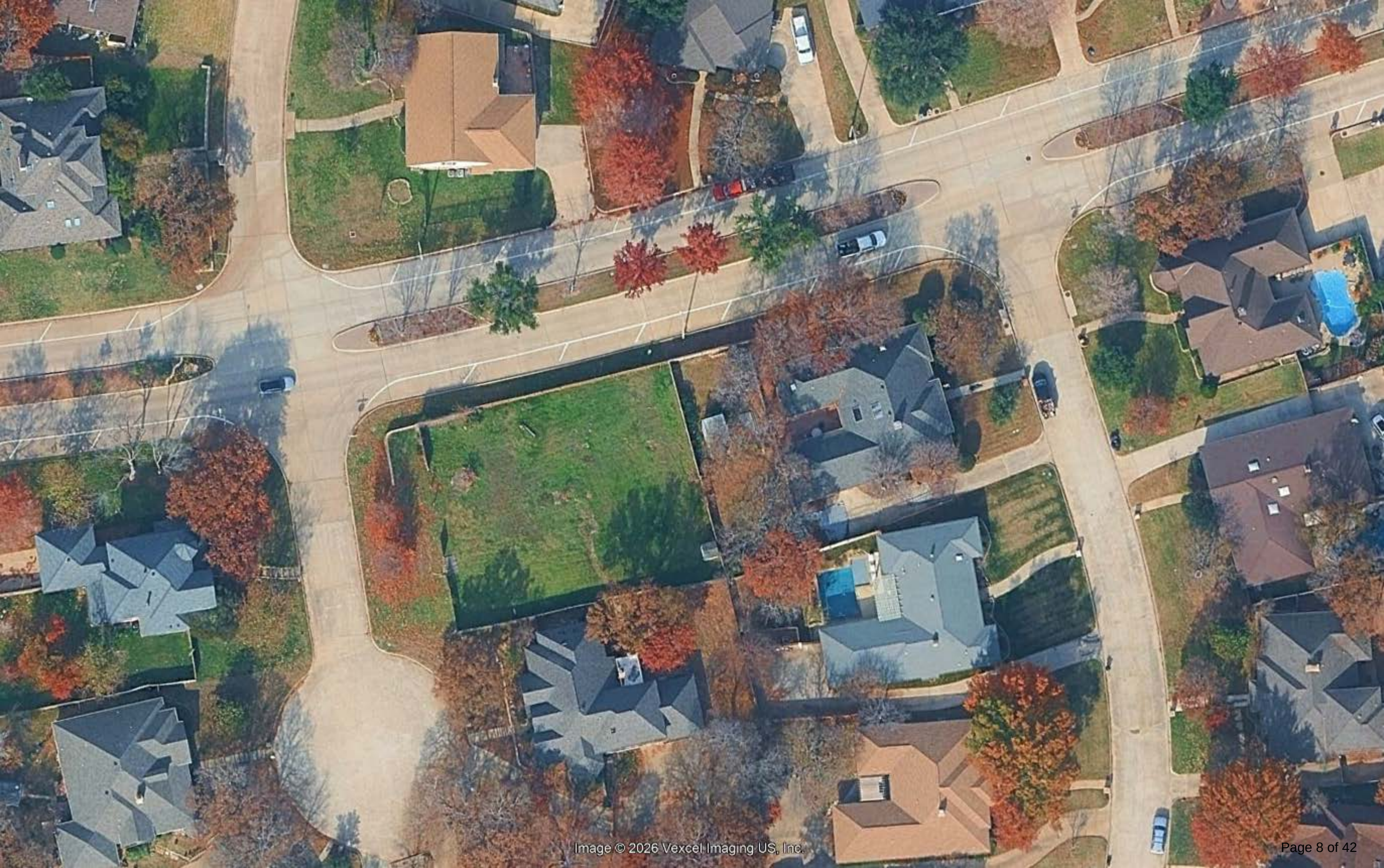
TEXTERRA SURVEYING
P.O. BOX 202165
ARLINGTON, TX 76006
Telephone (817) 235-7326
TBPELS Firm # 10194685
www.texterrasurveying.com

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





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.).



1 Trophy Wood Drive, Trophy Club, TX 76262 | 682.237.2900 | info@trophyclub.org | trophyclub.org

July 2, 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 76262.

A Public Hearing will be held at a meeting of the Zoning Board of Adjustment on **Thursday, July 16, 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,

A handwritten signature in blue ink, appearing to read 'Matt Cox', is written over a light blue horizontal line.

Matt Cox
Director of Community Development





ZONING BOARD OF ADJUSTMENT COMMUNICATION

MEETING DATE: July 16, 2026

FROM: Matt Cox, Director of Community Development

AGENDA ITEM: **CASE ZBA-26-002 (6 Riviera Ct.)**

Conduct a public hearing and consider a request by homeowner Brad Blankenship for a variance to Section 14.02.154 (R-10 Single-Family District) of the Town of Trophy Club Zoning Ordinance, to allow an approximate five-foot (5') encroachment beyond the required front building setback line for a residential addition located at 6 Riviera Ct., Trophy Club, Denton County, Texas 76262. (Matt Cox, Director of Community Development)

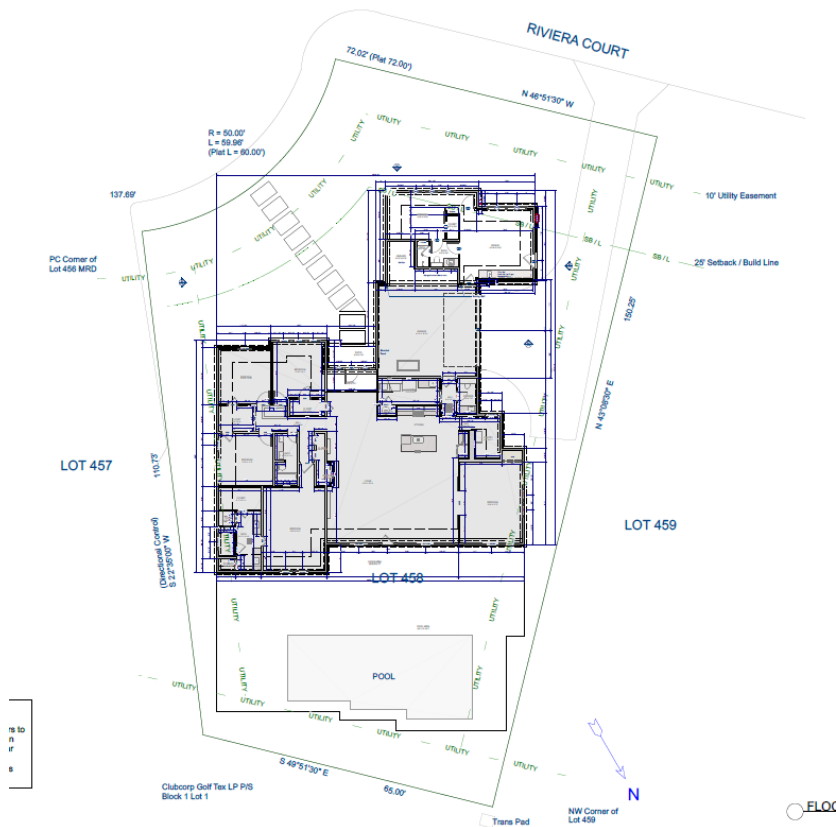
- i. Conduct Public Hearing
- ii. Consider Approval

BACKGROUND/SUMMARY:

The property owner, Brad Blankenship, has submitted a request for a variance to Section 14.02.154 (R-10 Single-Family District) of the Town of Trophy Club Zoning Ordinance, to allow an approximate five-foot (5') encroachment beyond the required front building setback line for a residential addition at 6 Riviera Ct., Trophy Club, Texas 76262. The property is zoned R-10 Single-Family Residential and is legally described as Trophy Club #7, Lot 458.

Section 14.02.154 (R-10 Single-Family District) of the Town of Trophy Club Zoning Ordinance establishes the development standards and area regulations applicable to properties zoned R-10 Single-Family Residential. The ordinance requires a minimum front yard setback depth of twenty-five (25) feet and establishes minimum residential floor area requirements based on lot type and structure configuration. Residences located on golf course lots, all other lots, and corner lots are generally required to contain a minimum of 2,250 square feet. One-story residences located on non-golf course lots are required to contain a minimum of 2,000 square feet. The ordinance further provides that residences containing more than one story must include a minimum first-floor area of 1,800 square feet, including garage area.

According to the submitted application materials, the proposed addition would extend approximately five feet beyond the existing build line in order to accommodate additional living space for a mother-in-law suite, including a bedroom, full bathroom, and a small sitting/TV area.



The submitted site plan and architectural plans indicate the addition is proposed along the front portion of the residence facing Riviera Court. The applicant states the additional square footage is necessary to allow the interior layout to function appropriately and that multiple design configurations were explored prior to submitting the request.



The proposed project includes approximately 584 square feet of additional conditioned living area, 88 square feet of additional garage area, and 53 square feet of covered patio area, for a total addition of approximately 725 square feet. The existing residence currently contains

approximately 2,609 square feet under the roof, with the proposed improvements increasing the total under-roof area to approximately 3,334 square feet. The plans also identify portions of the addition extending approximately five feet beyond the existing build line.



The applicant further notes that neighboring homes within the area have similar setback relationships to the street and that the proposed addition would remain farther from the curb than certain nearby residences.

BOARD REVIEW/CITIZEN FEEDBACK: 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 matters 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.

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

LEGAL REVIEW: N/A

ATTACHMENTS:

1. 6 Riviera Ct - ZBA Variance Application
2. 6 Riviera Ct - Plans
3. 6 Riviera Ct - 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 Brad Blankenship for a variance to allow an approximate five-foot (5') encroachment beyond the required front building setback line for a

residential addition located at 6 Riviera Ct., Trophy Club, Denton County, Texas 76262.

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

Zoning Board of Adjustment (ZBA) Request Type—Check the appropriate box below

- ☒ Variance to Zoning Requirement ☐ Fence Special Exception ☐ Administrative Appeal
☐ Building Board of Appeals / Building and Standards Commission Appeal ☐ Other Appeal

DETAILS OF REQUEST (See Page Two for additional required information)

Description of Request: 5 feet over build line to allow for needed space of addition

Property Address: 6 Riviera Ct Current Zoning: R-10

Legal Description: _____ Trophy Club #7 ; Lot 458

APPLICANT / OWNER INFORMATION

Applicant

Name: Brad Blankenship

Address: 6 Riviera Ct

State/ZIP: Trophy Club TX 76262

Phone: [REDACTED]

Email: [REDACTED]

Signature: _____

Owner (If Different)

Name: _____

Address: _____

State/ZIP: _____

Phone: _____

Email: _____

Signature: _____

NOTE: The property owner must sign the application or submit a notarized letter of authorization.

APPLICATION REQUIREMENTS

- All required information, plans and signatures, including the second page of this application shall be completed prior to application submittal. INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.
- Per the requirements of page two, a detailed description of the request including all relevant project details shall be attached on a separate sheet to this application.
- All required application fees shall be paid upon submittal of this application.
- Other plans and exhibits may be required to be submitted with this application per the requirements of the Town Code of Ordinances. It is recommended that a preliminary conference with a member of Town staff be conducted prior to the submittal of this application.
- Requests before the Board are considered individually based on whether the request constitutes a hardship as described in the Town Code of Ordinances and are subject to denial. Completion of this application shall not imply any guarantee of approval of the request or permission to continue any work related to the request.

STAFF USE ONLY

Date Received: 5-11-26

Received by: Thad

Fee Paid: \$300.00

Payment Type/Check #: CC

Receipt #: _____

Case #: ZBA-26-002 6/11/2026
ZBA-000271-2026

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:

Per my construction plans, we are asking to go approximately 5 feet over build line for needed space for monther in law suite. This extra five feet is critical to allowing for a bedroom, full bath, and small TV room

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

Yes. In fact, my neighbors home at 4 Riviera Ct. sits approximately 15 feet from the curb whereas my addition would be 35 feet from the curb - almost double. And we believe this addition will improve our home and the street aethetic and drive up appeal as a whole.

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

Im not sure I understand the question but we have a very large yard and other neighbors are much closer to the street than my home by a significant margin.

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

No as it would be very limiting to try and squeeze a bed full bath and tv room. And our designer has tried multiple iterations and the five plus feet is critical to this working properly. I really appreciate your consideration and cooperation in this matter. We have invested significant money and resources to get to this point.

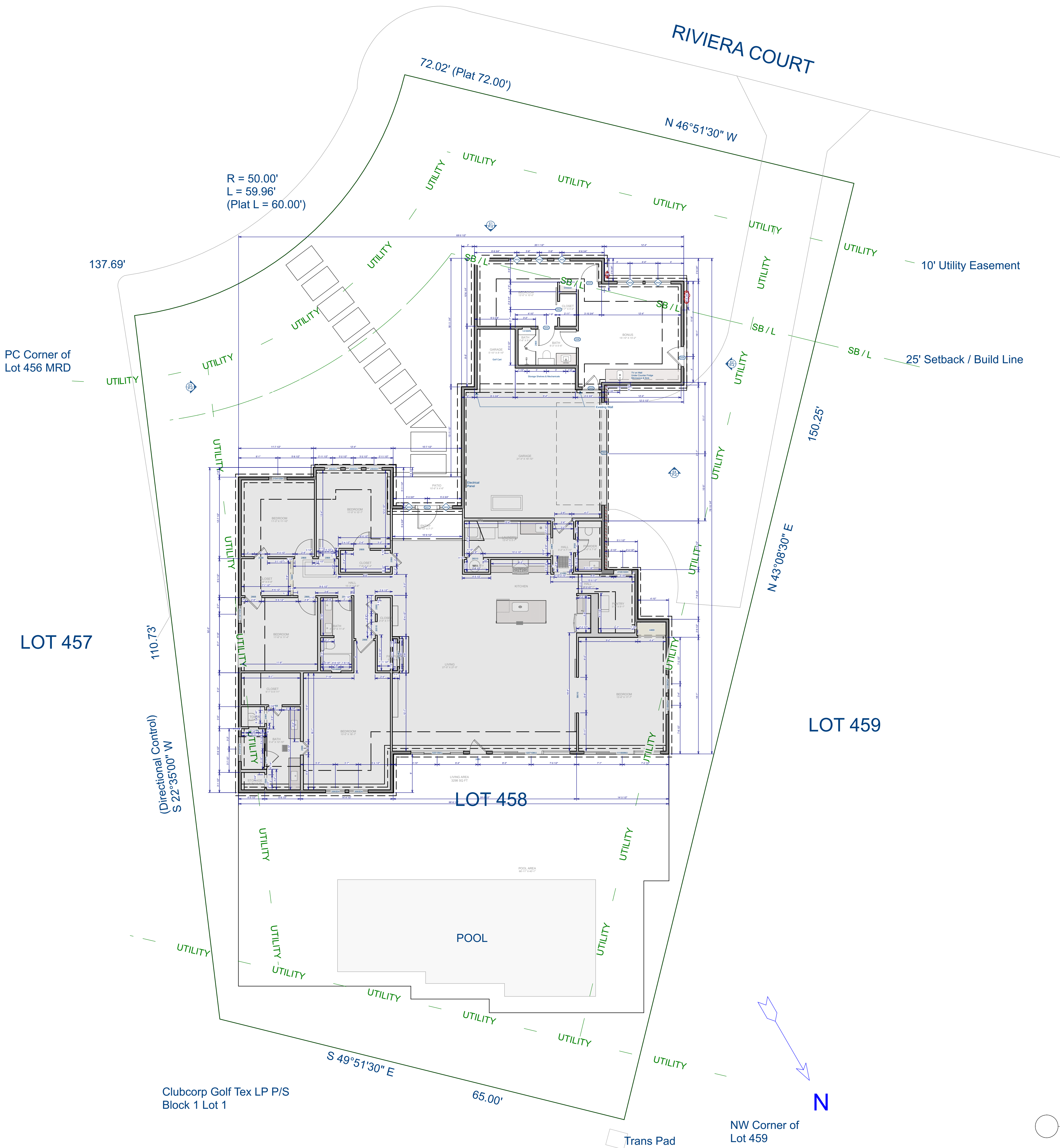
ATTACH A DETAILED DIAGRAM OF THE SITE, TO SCALE, AND ANY OTHER DRAWINGS OR INFORMATION NECESSARY TO HELP EXPLAIN THE CASE TO THE BOARD. SHOW ON THE DIAGRAM ALL EASEMENTS, BUILDING LINES, EN-CROACHMENTS AND THE VARIANCE, SPECIAL EXCEPTION OR APPEAL REQUESTED. THE SPECIFIC REQUEST SHOULD BE QUANTIFIED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

GENERAL SITE NOTES

1. Landscaping and irrigation contractors to provide sleeves as required for irrigation

2. Slope all grades toward from and rear property lines, away from structures

3. Field verify location of existing utilities and transformers on property



FLOOR PLAN VIEW SHELL
1/8 IN = 1 FT

REVISION TABLE			
NUMBER	DATE	REVISOR	DESCRIPTION
1	3/18/2026	CMM	PLAN SUBMISSION
2	4/30/2026	CMM	FINAL REVISIONS

Brad & Allison Blankenship
6 Riviera Court
Trophy Club, TX 76262

Plot Plan

DRAWINGS PROVIDED BY:
Blue Azalea Design
Keller & Graford TX
info@blueazaleadesign.com

DATE:

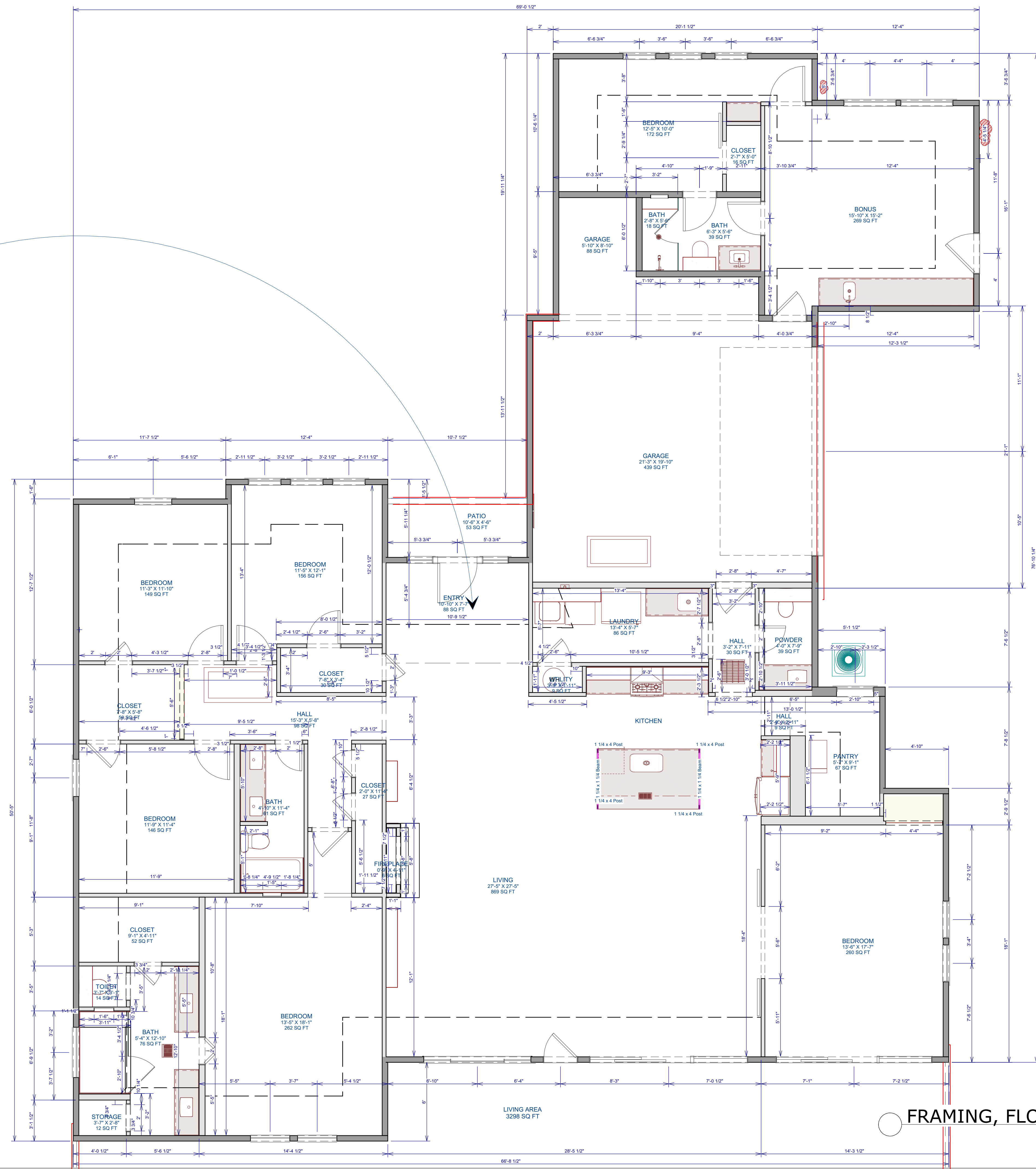
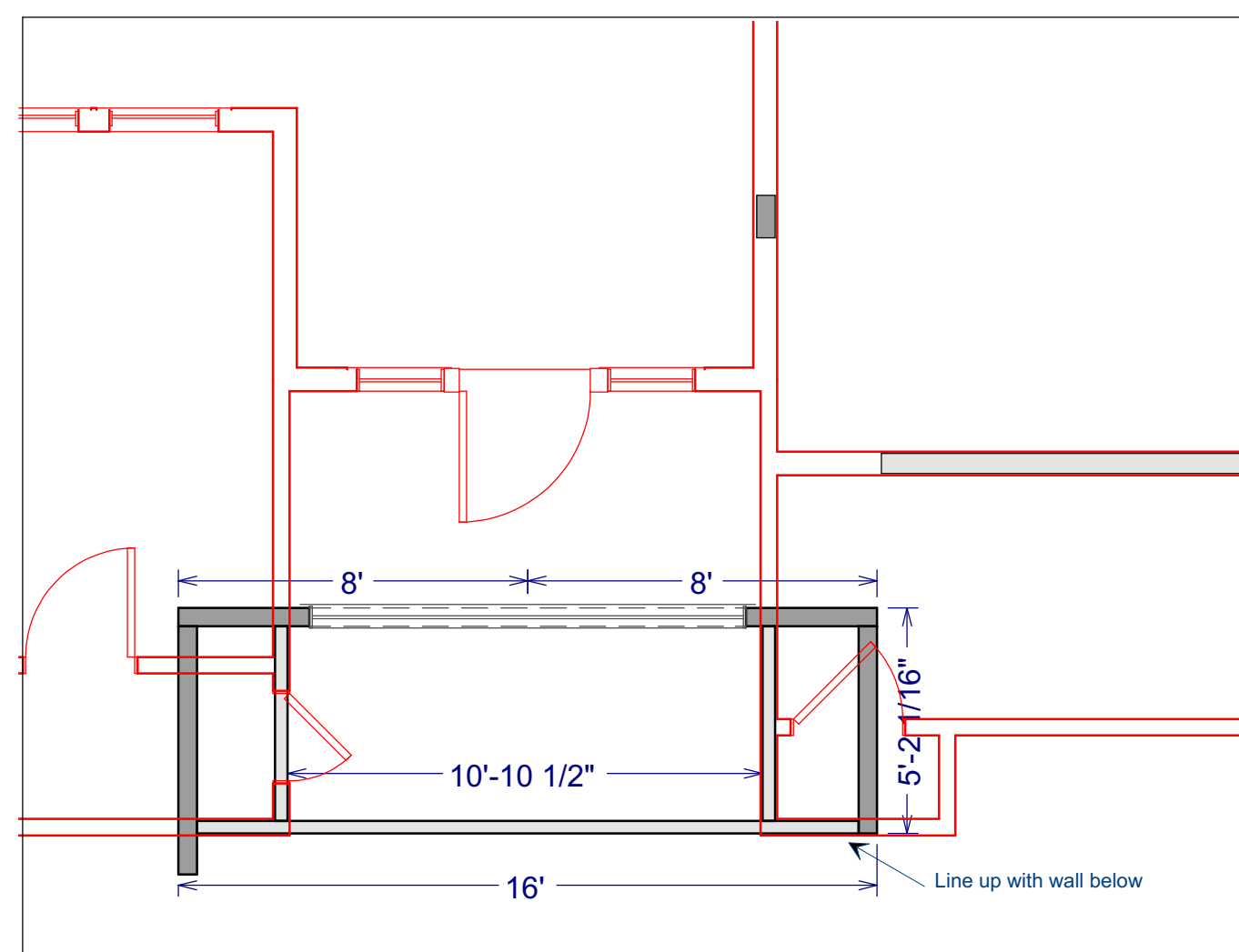
4/30/2026

SCALE:

SHEET:

P-2

Floor plan of a 1000 sq. ft. house. The layout includes a Living Room (15'-0" x 12'-0") with a fireplace, a Dining Room (13'-0" x 10'-0") with a bay window, a Kitchen (10'-0" x 10'-0") with a breakfast bar, a Bedroom (12'-0" x 12'-0"), a Bathroom (5'-0" x 7'-0"), a Closet (7'-0" x 5'-0"), and a Garage (21'-0" x 10'-10"). The plan also shows a patio (10'-0" x 4'-0"), a porch (10'-0" x 7'-0"), and a front porch (10'-0" x 10'-0"). Dimensions are provided for all rooms and overall exterior measurements. The plan is oriented with the front porch at the top.



FRAMING, FLOOR PLAN VIEW
1/4 IN = 1 FT

NUMBER	DATE	REVISED BY	DESCRIPTION
1	3/18/2026	CMM	PLAN SUBMISSION
2	4/30/2026	CMM	FINAL REVISIONS

Brad & Allison Blankenship
6 Riviera Court
Trophy Club, TX 76262

DIMENSIONS

Blue Azalea Design
Keller & Graford TX
info@blueazaleadesign.com

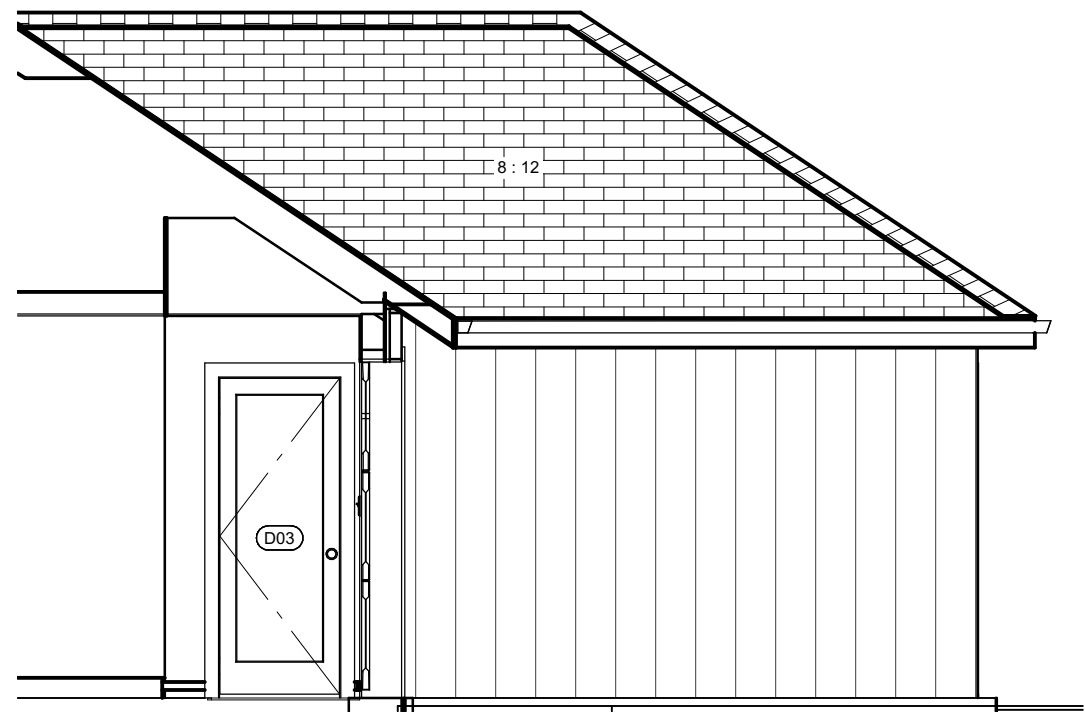
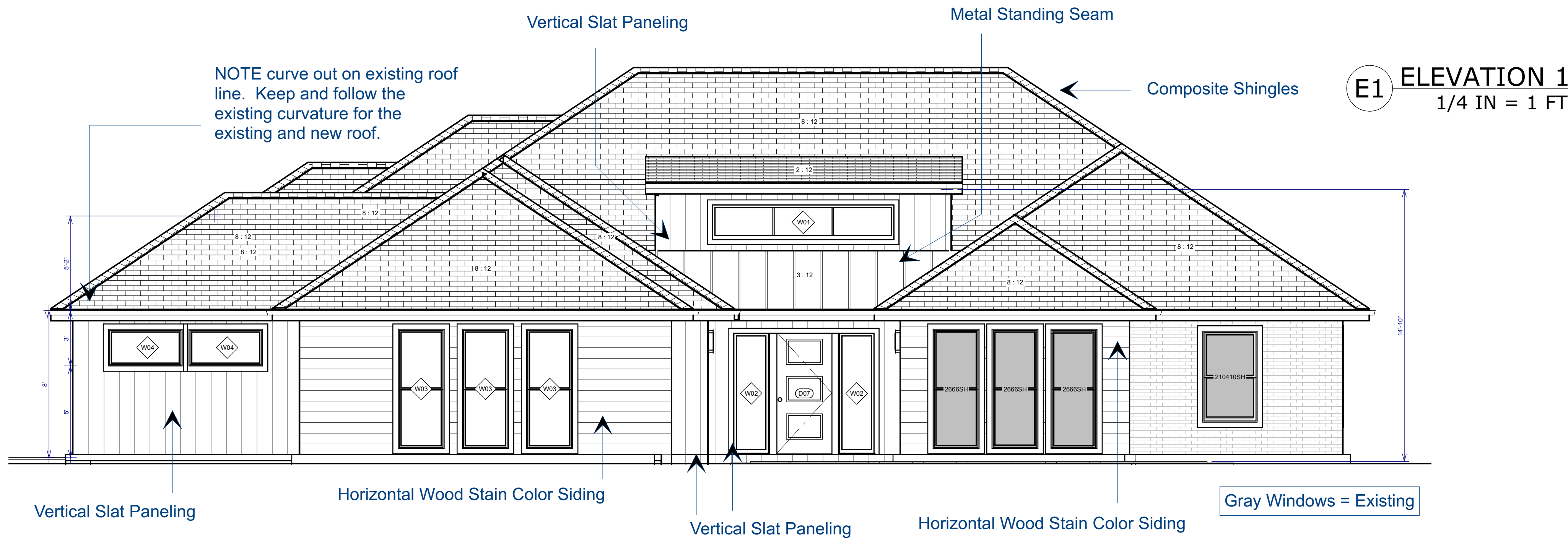
DATE:

3/30/2026

SCALE:

SHEET:

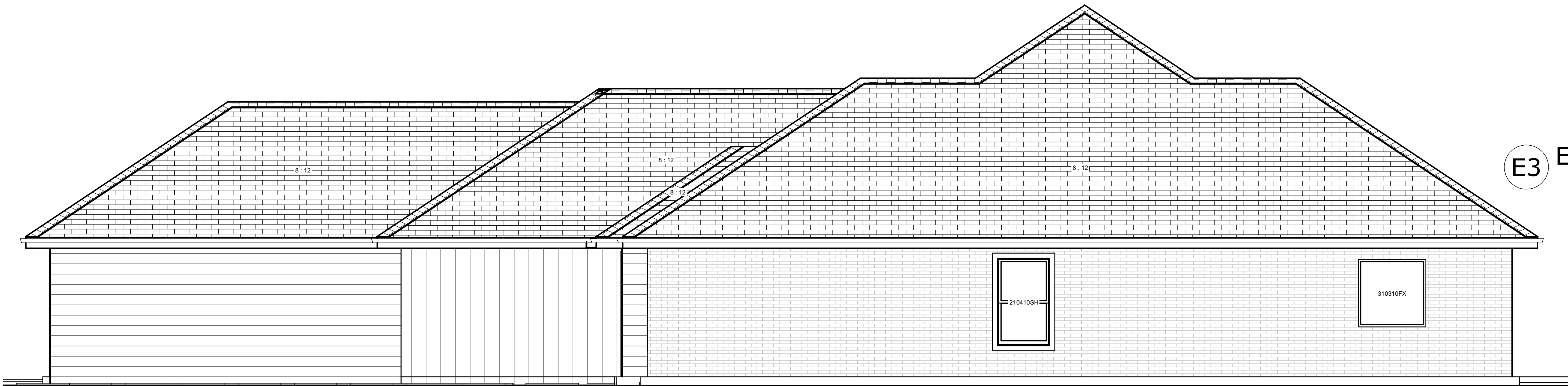
P-3



E4 ELEVATION 4
1/4 IN = 1 FT



E2 ELEVATION 2
1/4 IN = 1 FT



E3 ELEVATION 3
1/4 IN = 1 FT

NUMBER	DATE	REVISION	DESCRIPTION
1	3/18/2026	CMM	PLAN SUBMISSION
2	4/30/2026	CMM	FINAL REVISIONS

Brad & Allison Blankenship
6 Rivera Court
Trophy Club, TX 76262

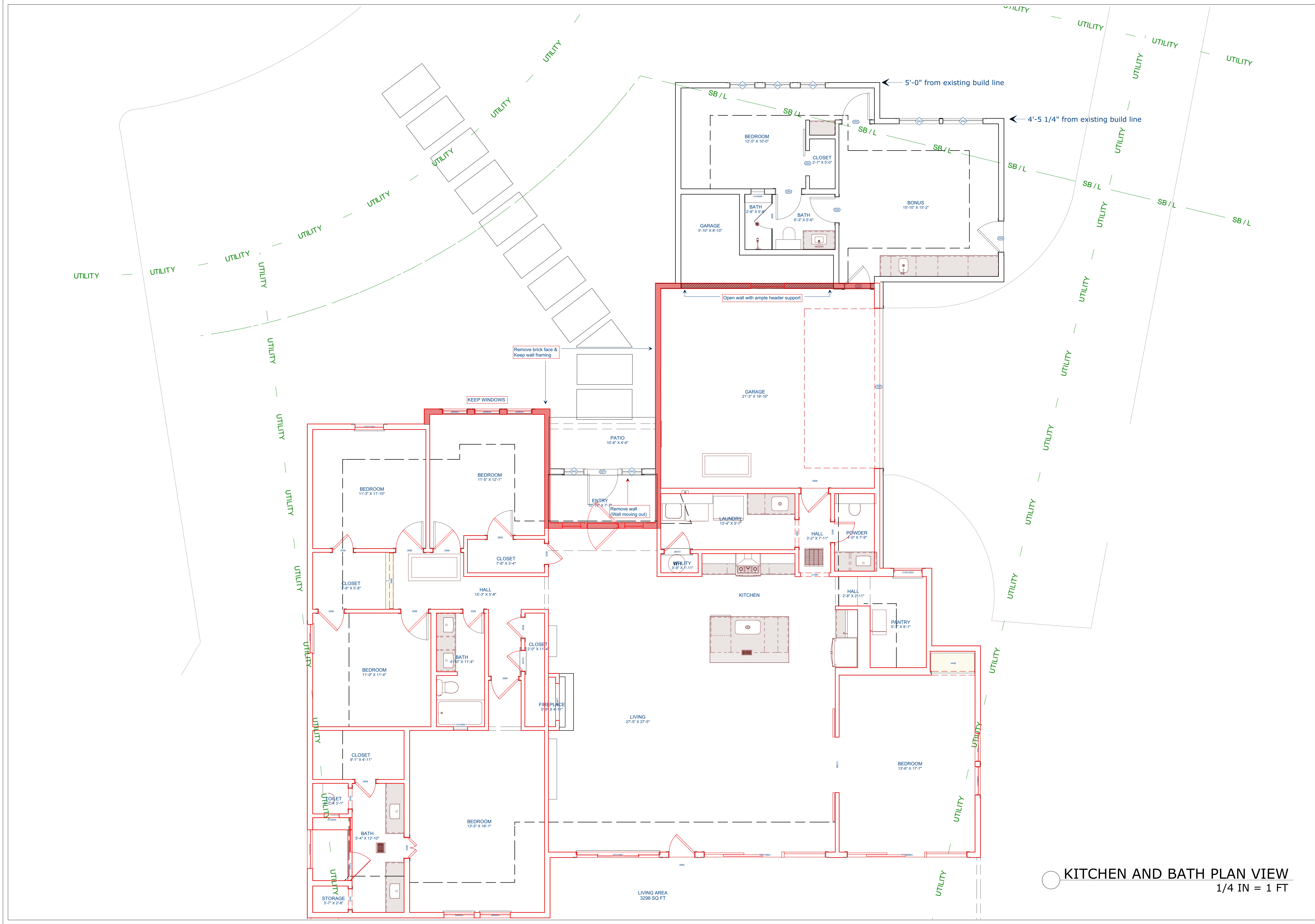
Exterior Elevations

DRAWINGS PROVIDED BY:
Blue Azalea Design
Keller & Graford TX
info@blueazaleadesign.com

DATE:
4/30/2026

SCALE:

SHEET:
P-4



KITCHEN AND BATH PLAN VIEW
1/4 IN = 1 FT

REVISION TABLE			
NUMBER	DATE	REVISOR	DESCRIPTION
1	3/18/2026	CMM	PLAN SUBMISSION
2	4/30/2026	CMM	FINAL REVISIONS

Brad & Allison Blankenship
6 Riviera Court
Trophy Club, TX 76262

Demo Notes

DRAWINGS PROVIDED BY:
Blue Azalea Design
Keller & Graford TX
info@blueazaleadesign.com

DATE:

4/30/2026

SCALE:

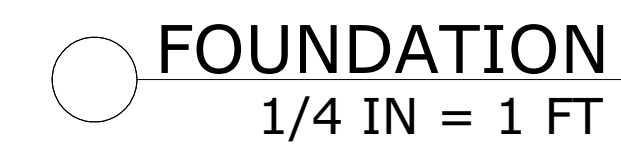
SHEET:

P-5

- All plumbing walls to be 2x6 construction
- All foundation dimensions are to the outside of the stud
- Follow all codes, guidelines and refer to structural engineer for specifics and clarifications regarding foundation
- Please refer to structural diagrams on following page

1. Requirement of sand fill
2. Requirement of vapor retarder
3. Requirement of proper fill material and compaction of all trenches in foundation
4. Consider where concentrated load points will support at those locations
5. Adjust any footings at zero lines not to encroach on adjacent lots
6. Note requirements for termite treatment
7. Builder should be knowledgeable about existing natural soils, information from developer or perform test to determine soil information prior to construction on lot

Confirm brick ledge dimensions with builder before pouring foundation.



REVISION TABLE			
NUMBER	DATE	REVISED BY	DESCRIPTION
1	3/19/2026	CMM	PLAN SUBMISSION
2	4/30/2026	CMM	FINAL REVISIONS

Brad & Allison Blankenship
6 Riviera Court
Trophy Club, TX 76262

Foundation Notes

DRAWINGS PROVIDED BY:
Blue Azalea Design
Keller & Graford TX
info@blueazaleadesign.com

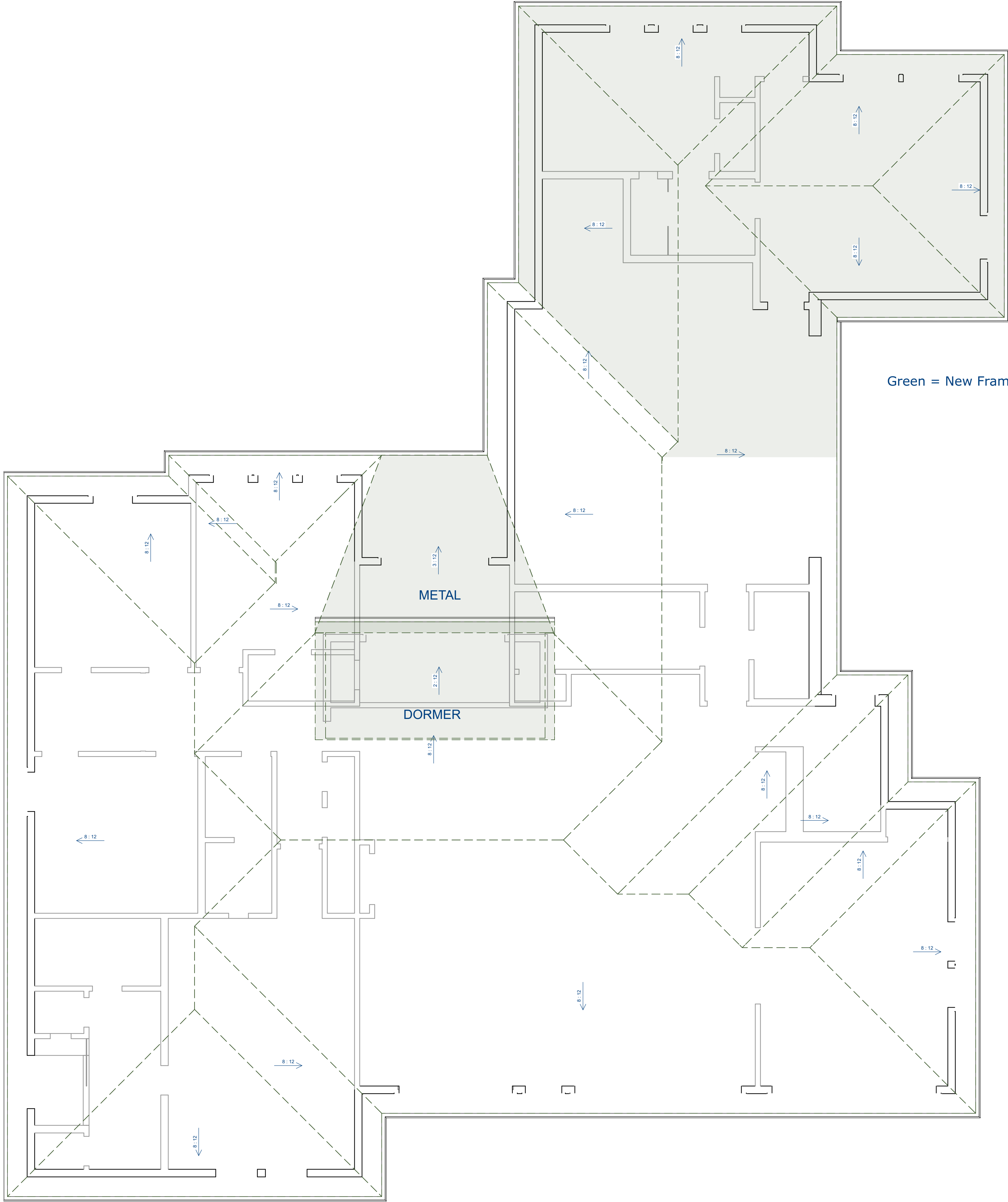
DATE:

4/30/2026

SCALE:

SHEET:

P-6



Green = New Framed Roof

ROOF PLAN VIEW
1/4 IN = 1 FT

REVISION TABLE			
NUMBER	DATE	REVISED BY	DESCRIPTION
1	3/18/2026	GMM	PLAN SUBMISSION
2	4/30/2026	GMM	FINAL REVISIONS

Brad & Allison Blankenship
6 Riviera Court
Trophy Club, TX 76262

Roof

DRAWINGS PROVIDED BY:
Blue Azalea Design
Keller & Graford TX
info@blueazaleadesign.com

DATE:

4/30/2026

SCALE:

SHEET:

P-7



ELECTRICAL - DATA - AUDIO LEGEND	
SYMBOL	DESCRIPTION
	Ceiling Fan
	Ventilation Fans: Ceiling Mounted, Wall Mounted
	Ceiling Mounted Light Fixtures: Surface/Pendant, Recessed, Heat Lamp, Low Voltage
	Wall Mounted Light Fixtures: Flush Mounted, Wall Sconce
	Chandelier Light Fixture
	Fluorescent Light Fixture
	240V Receptacle
	110V Receptacles: Duplex, Weather Proof, GFCI
	Switches: Single Pole, Weather Proof, 3-Way, 4-Way
	Switches: Dimmer, Timer
	Audio Video: Control Panel, Switch
	Speakers: Ceiling Mounted, Wall Mounted
	Wall Jacks: CAT5, CAT5 + TV, TV/Cable
	Telephone Jack
	Intercom
	Thermostat
	Door Chime, Door Bell Button
	Smoke Detectors: Ceiling Mounted, Wall Mounted
	Electrical Breaker Panel

 ELECTRICAL PLAN VIEW
1/4 IN = 1 FT

REVISION TABLE			
NUMBER	DATE	REVISED BY	DESCRIPTION
1	3/18/2026	CMM	PLAN SUBMISSION
2	4/30/2026	CMM	FINAL REVISIONS

Brad & Allison Blankenship
6 Riviera Court
Trophy Club, TX 76262

Electrical

DRAWINGS PROVIDED BY:
Blue Azalea Design
Keller & Graford TX
info@blueazaleadesign.com

DATE:
4/30/2026

SCALE:

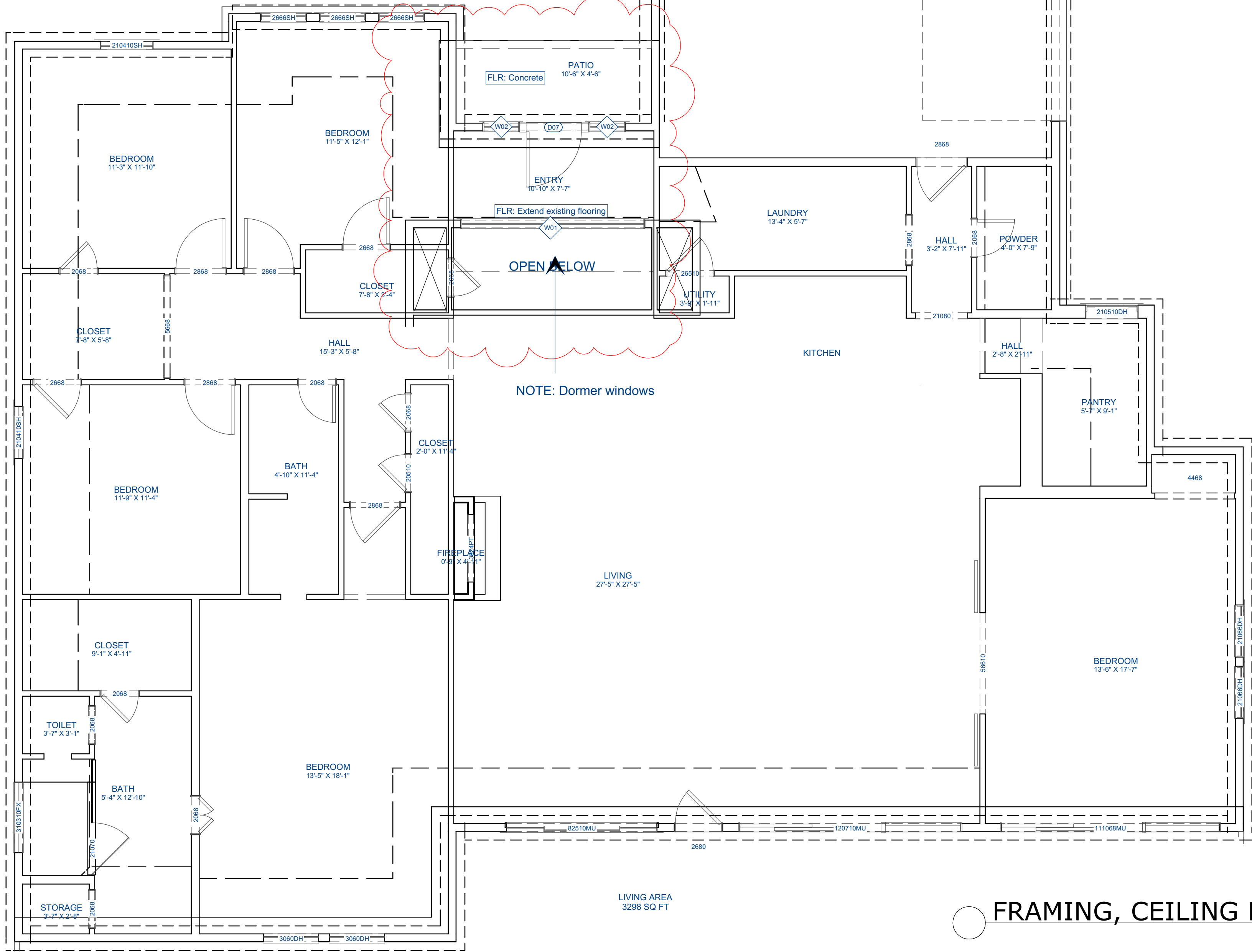
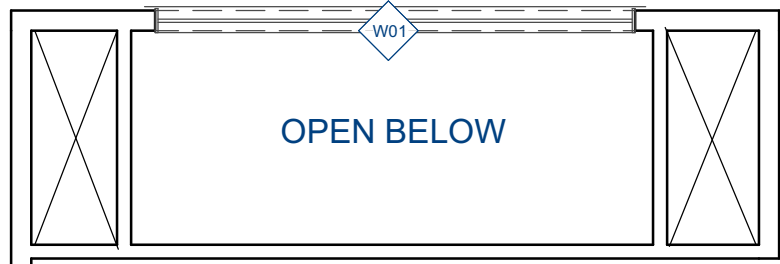
SHEET:

P-8

WINDOW SCHEDULE					
ROOM NAME	NUMBER	QTY	FLOOR	SIZE	DESCRIPTION
DORMER	W01	1	2	10020FX	FIXED GLASS
ENTRY/PATIO	W02	2	1	2068FX	FIXED GLASS
BEDROOM	W03	3	1	2666SH	SINGLE HUNG
BONUS	W04	2	1	4020FX	FIXED GLASS

DOOR SCHEDULE					
ROOM NAME	NUMBER	QTY	FLOOR	SIZE	DESCRIPTION
GARAGE	D01	1	1	151070	GARAGE-GARAGE DOOR CHD05
BEDROOM/CLOSET	D02	1	1	2668 L	BARN-PANEL
GARAGE/BONUS	D03	1	1	2668 L EX	EXT. HINGED-PANEL
BATH/BEDROOM	D04	1	1	2668 R IN	HINGED-PANEL
BEDROOM/BONUS	D05	1	1	2868 R IN	HINGED-PANEL
BONUS	D06	1	1	3068 L EX	EXT. HINGED-GLASS PANEL
ENTRY/PATIO	D07	1	1	3068 R EX	EXT. HINGED-ARI S2RS 6'8"
BATH/BONUS	D08	1	1	2668 R IN	HINGED-PANEL

Confirm all selections, dimensions, code requirements on site before ordering



FRAMING, CEILING PLAN VIEW
1/4 IN = 1 FT

REVISION TABLE			
NUMBER	DATE	REVISION BY	DESCRIPTION
1	3/18/2026	CMM	PLAN SUBMISSION
2	4/30/2026	CMM	FINAL REVISIONS

Brad & Allison Blankenship
6 Riviera Court
Trophy Club, TX 76262

Windows, Doors, Flooring &
Ceiling Notes

DRAWINGS PROVIDED BY:
Blue Azalea Design
Keller & Graford TX
info@blueazaleadesign.com

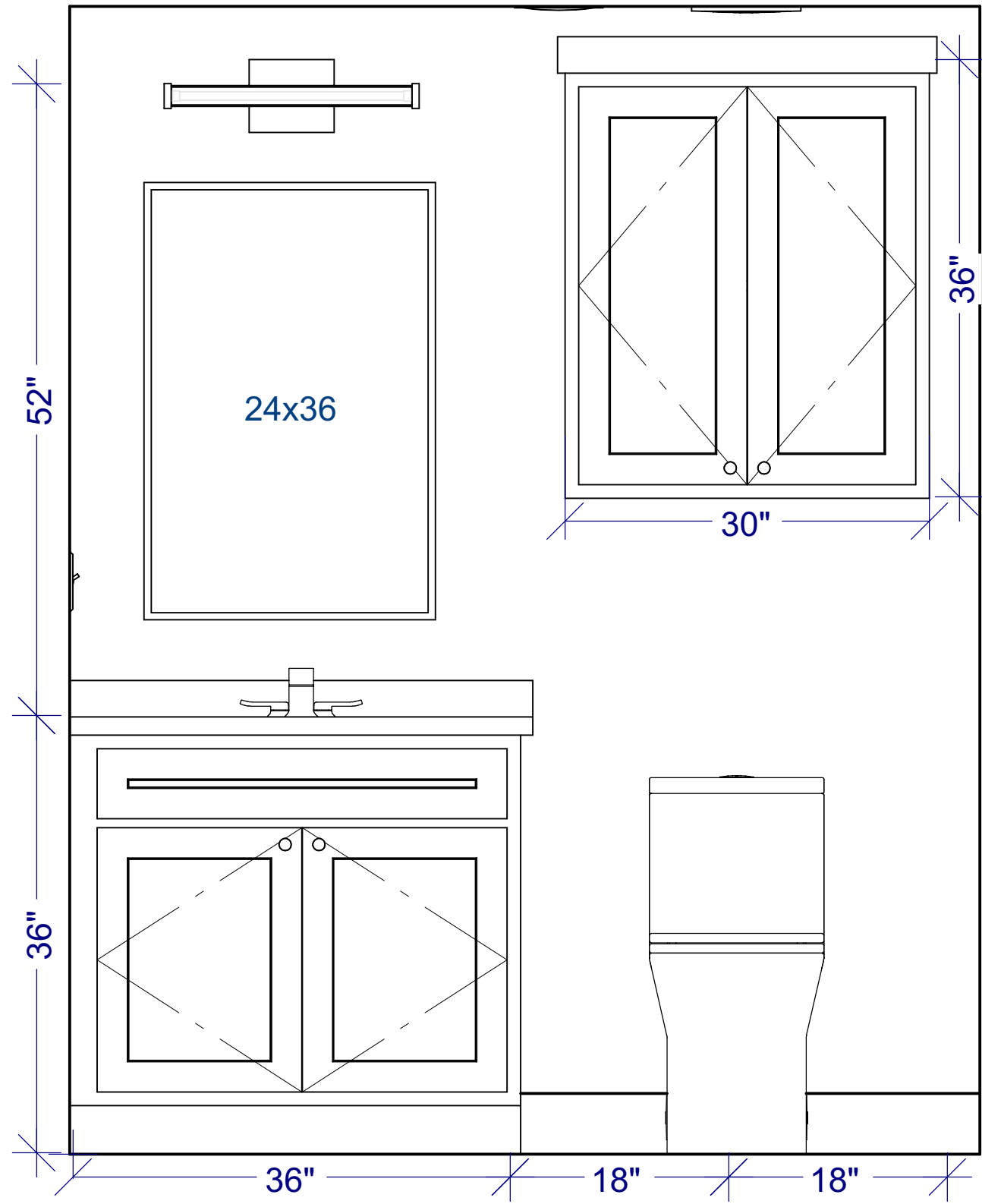
DATE:

4/30/2026

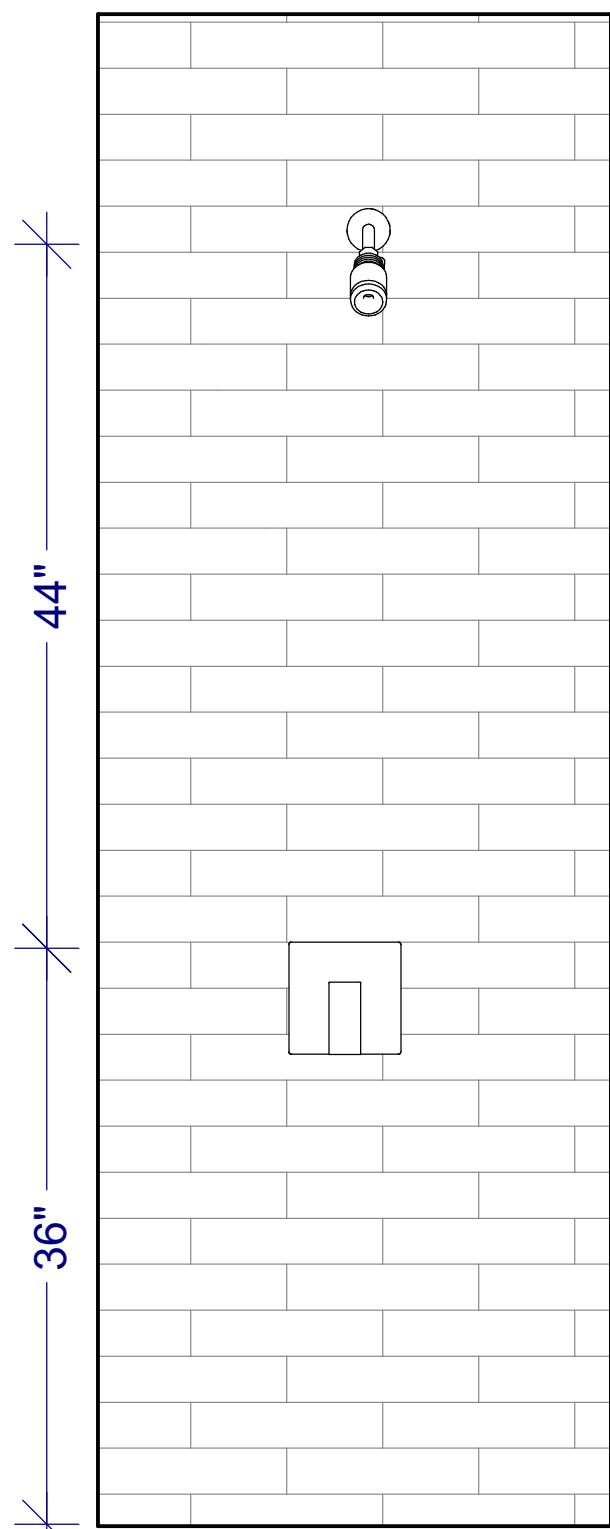
SCALE:

SHEET:

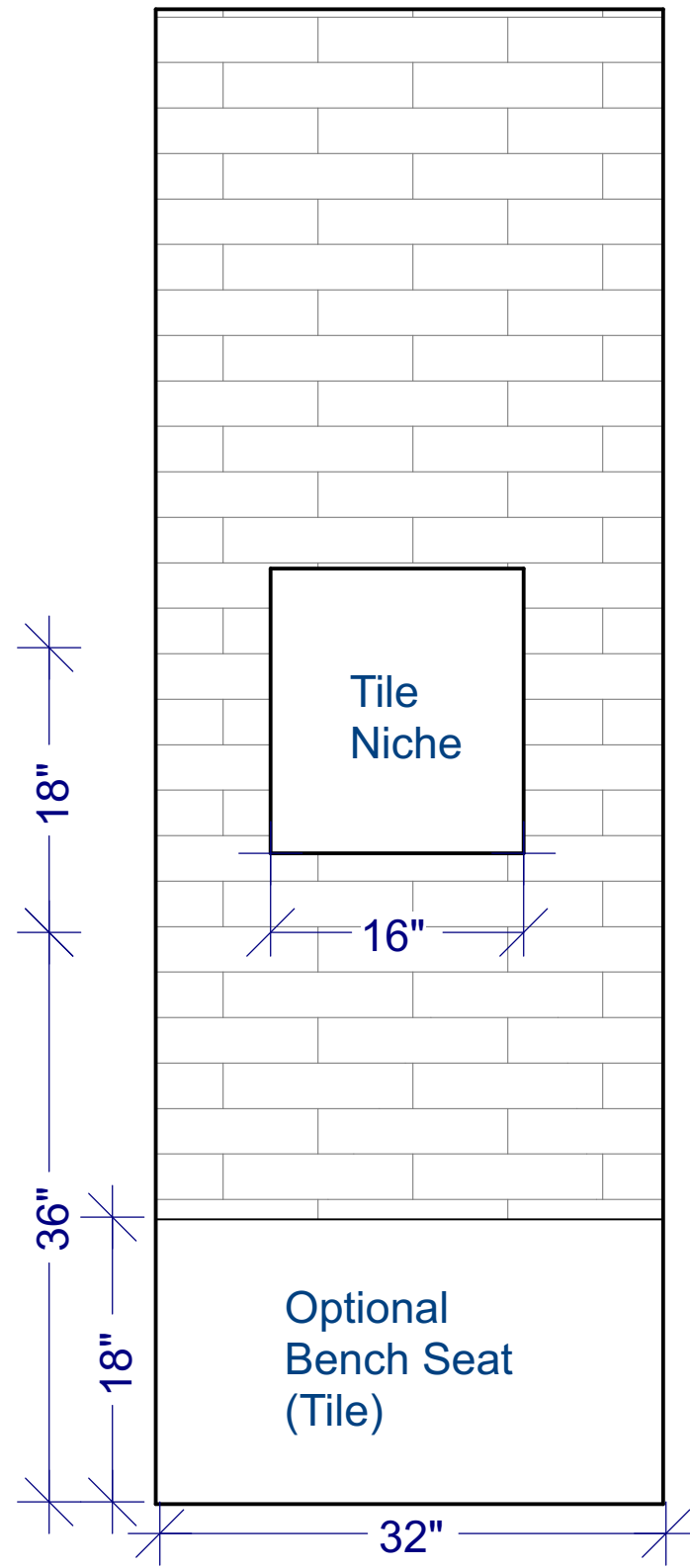
P-9



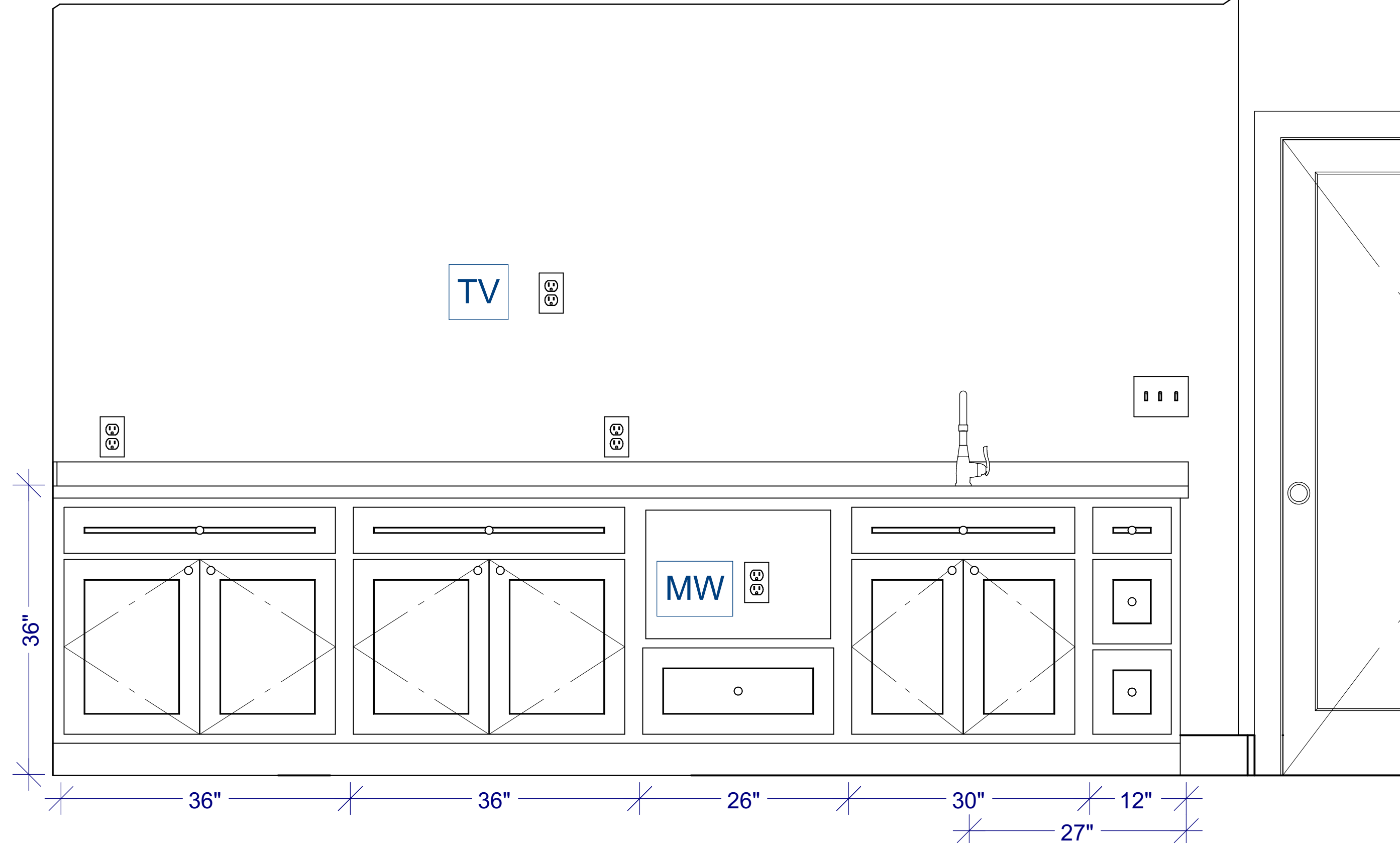
E5 ELEVATION 5
1 IN = 1 FT



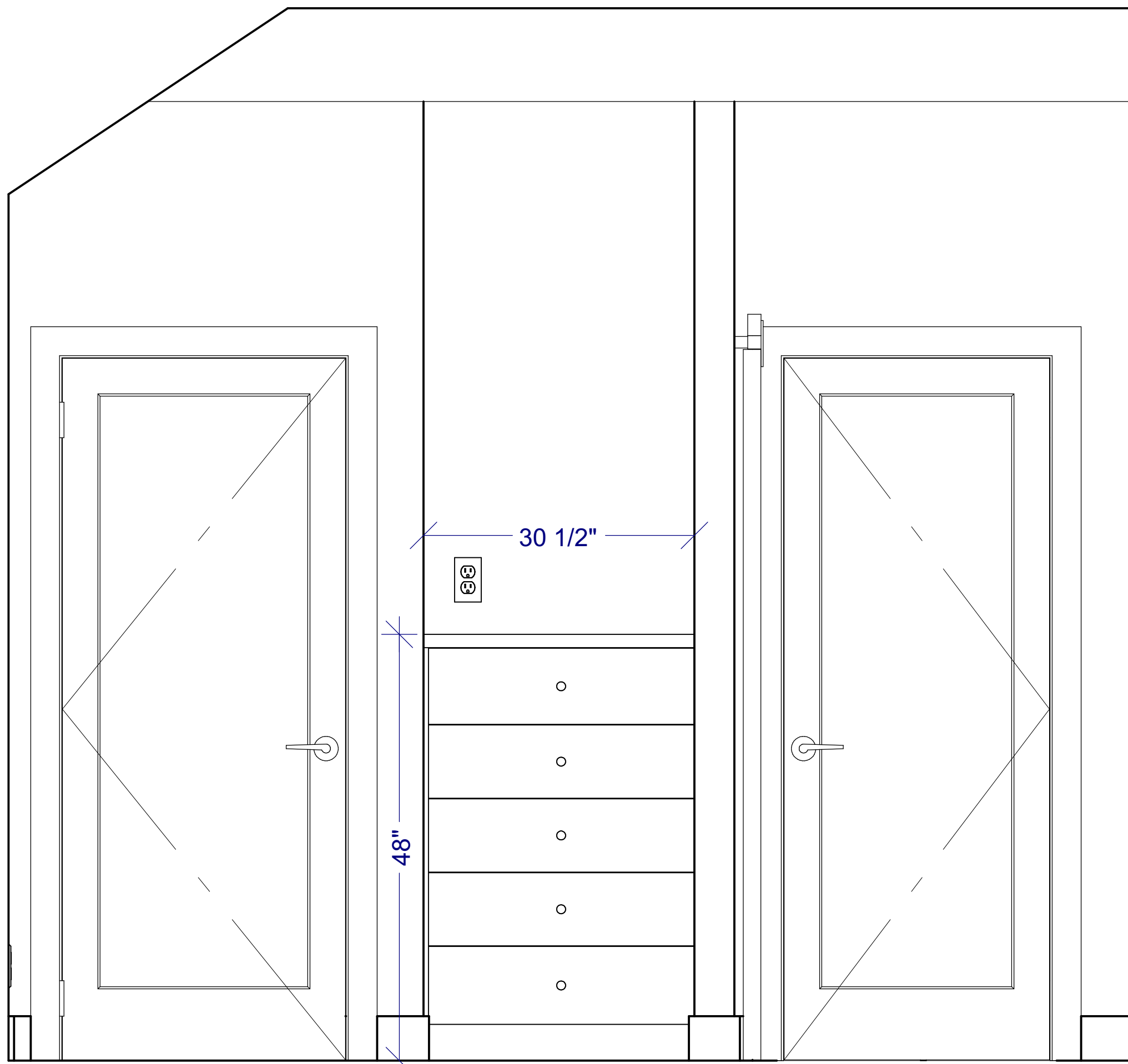
E6 ELEVATION 6
1 IN = 1 FT



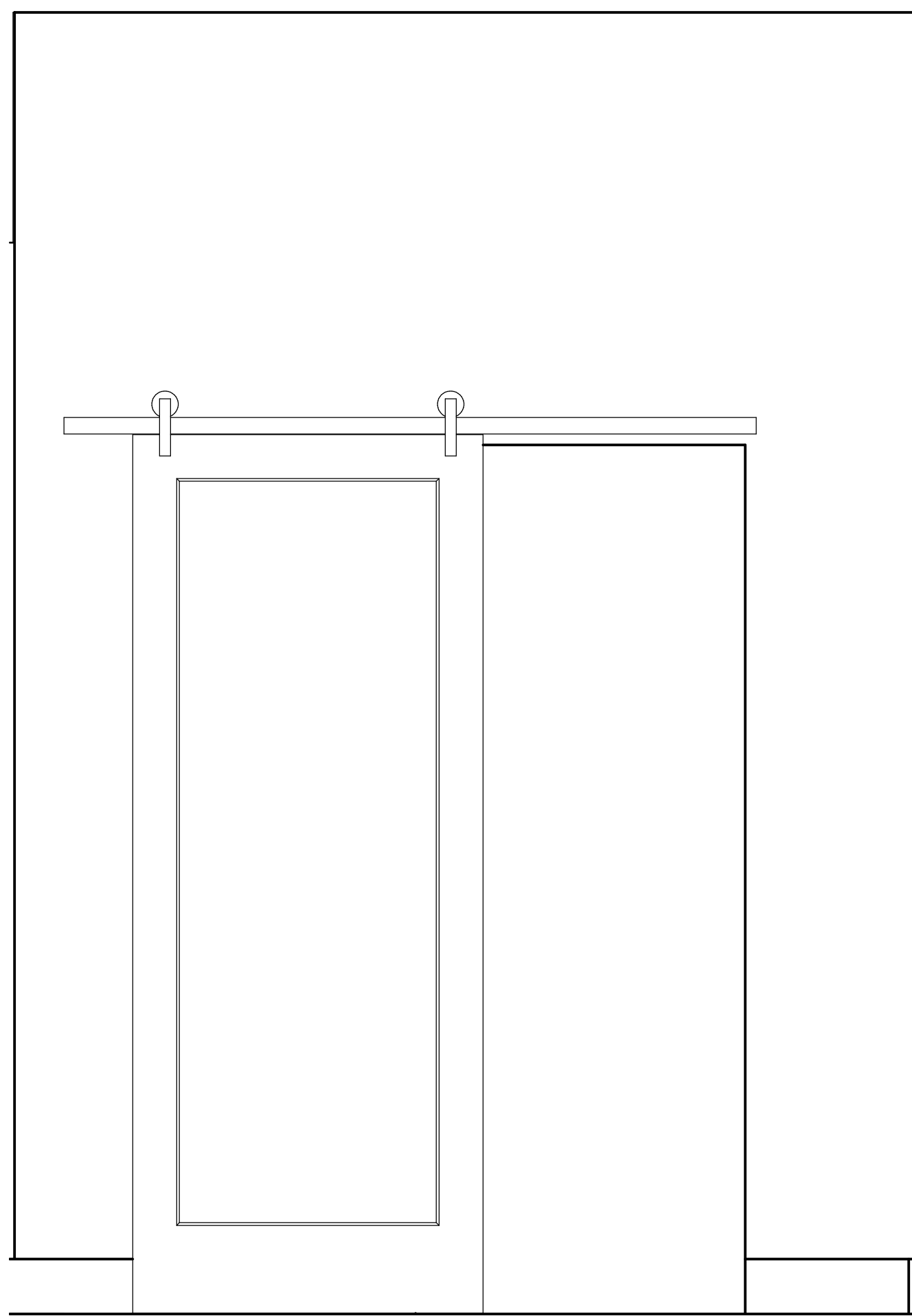
E7 ELEVATION 7
1 IN = 1 FT



E10 ELEVATION 10
1 IN = 1 FT



E8 ELEVATION 8
1 IN = 1 FT



E9 ELEVATION 9
1 IN = 1 FT

Exact dimensions of lighting & cabinetry depend on final selections

REVISION TABLE			
NUMBER	DATE	REVISOR	DESCRIPTION
1	3/18/2026	CMM	PLAN SUBMISSION
2	4/30/2026	CMM	FINAL REVISIONS

Brad & Allison Blankenship
6 Riviera Court
Trophy Club, TX 76262

Interior Elevations

DRAWINGS PROVIDED BY:
Blue Azalea Design
Keller & Graford TX
info@blueazaleadesign.com

DATE:
4/30/2026

SCALE:

SHEET:
P-10



1 Trophy Wood Drive, Trophy Club, TX 76262 | 682.237.2900 | info@trophyclub.org | trophyclub.org

July 2, 2026

Re: Variance Request for Front Yard Setback - 6 Riviera Ct., 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 Brad Blankenship for a variance to Section 14.02.154 (R-10 Single-Family District) of the Town of Trophy Club Zoning Ordinance, to allow an approximate five-foot (5') encroachment beyond the required front building setback line for a residential addition located at 6 Riviera Ct., Trophy Club, Denton County, Texas 76262.

A Public Hearing will be held at a meeting of the Zoning Board of Adjustment on **Thursday, July 16, 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,

A handwritten signature in blue ink that reads 'Matt Cox'.

Matt Cox
Director of Community Development



6 Riviera Ct





ZONING BOARD OF ADJUSTMENT COMMUNICATION

MEETING DATE: July 16, 2026

FROM: Matt Cox, Director of Community Development

AGENDA ITEM: Case ZBA-26-003 (1103 Sunset Drive)

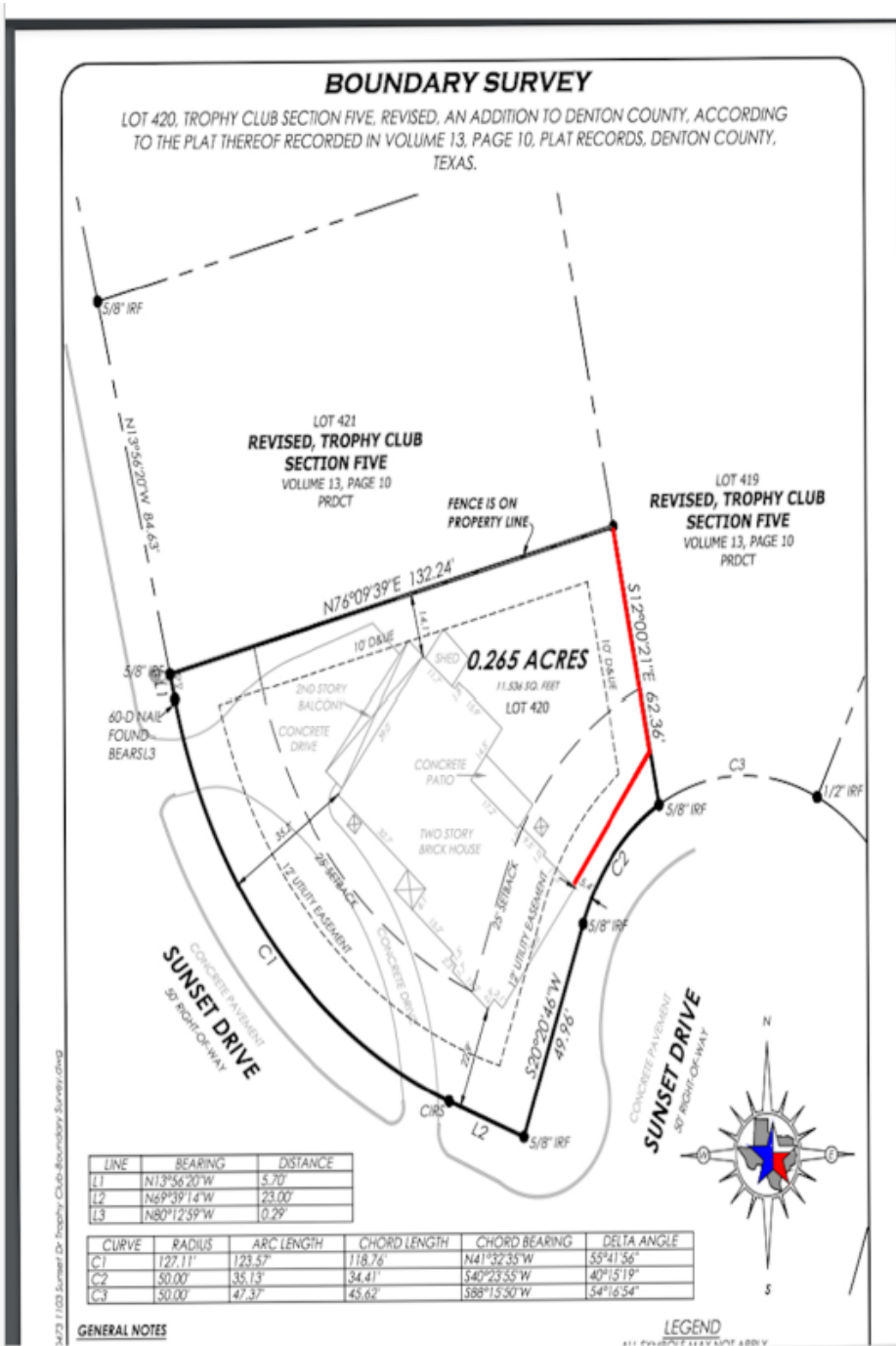
Conduct a public hearing and consider a request by homeowner Bill Jarboe for a Special Exception to Section 14.02.351 (Fencing, Retaining Walls, and Screening) of the Town's Zoning Ordinance to allow construction of a fence beyond the required side yard build line for the residence located at 1103 Sunset Drive, Trophy Club, Denton County, Texas 76262. (Matt Cox, Director of Community Development)

- i. Conduct Public Hearing
- ii. Consider Recommendation

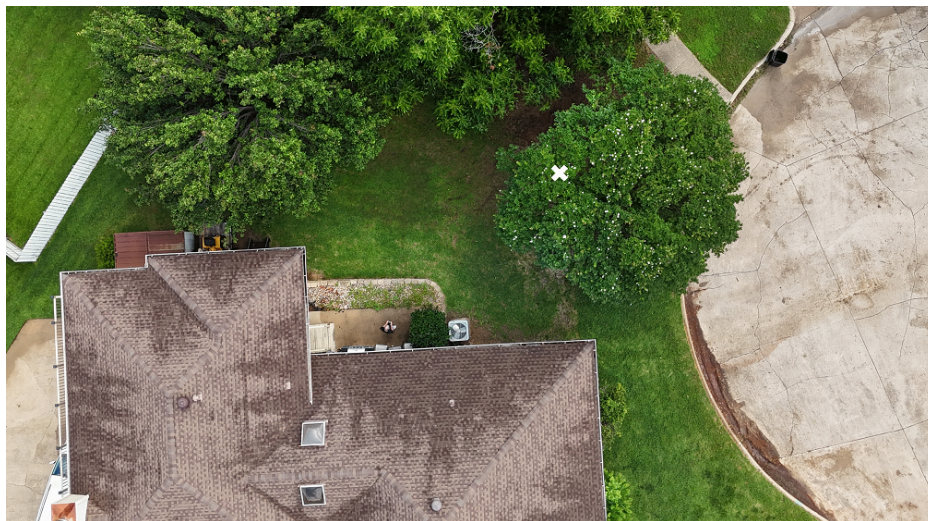
BACKGROUND/SUMMARY: The property owner, Bill Jarboe, has submitted a request for a Special Exception to Section 14.02.351 (Fencing, Retaining Walls, and Screening) of the Town's Zoning Ordinance to allow construction of a fence beyond the required side yard build line for the residence located at 1103 Sunset Drive, 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 subject property is zoned R-11 Single-Family Residential District and is located on an irregularly shaped cul-de-sac lot containing approximately 0.265 acres. Based on the submitted survey, the property contains a 25-foot building setback line and a 12-foot utility easement that affect the placement of improvements on the lot. The residence was constructed under standards applicable at the time of development and is located in a manner that limits the placement of a fence in compliance with current fence location requirements. The applicant is requesting approval to construct the proposed fence beyond the required side yard build line shown on the survey.

As shown on the submitted site plan, the proposed fence will extend from the rear corner of the residence toward the side property line and connect to the existing rear yard fencing. According to the applicant, the proposed fence will align with the rear corner of the residence and remain approximately 15.5 feet to 21 feet from the curb, measured from the grass side of the curb, and will not encroach into the public right-of-way. The applicant further states that the fence will never be closer than approximately 15 feet from the curb.



According to the applicant, the request is necessary due to the unique configuration of the cul-de-sac lot, the location of the residence, the 12-foot utility easement, and the fence/build line shown on the survey, all of which limit the usable rear yard area. The proposed fence is intended to provide a functional backyard area while maintaining adequate separation from the roadway and preserving the character of surrounding properties.



The applicant has indicated that similar fence alignments are common on homes located on cul-de-sac lots throughout the neighborhood. Additionally, the request is not the result of actions taken by the current homeowner but rather due to the original lot design, placement of the residence, existing utility easements, and the irregular shape of the property. The applicant further notes that mature landscaping currently exists within the proposed fence area and that these conditions have existed since the home was originally constructed.

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.

BOARD REVIEW/CITIZEN FEEDBACK: 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.

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

LEGAL REVIEW: N/A

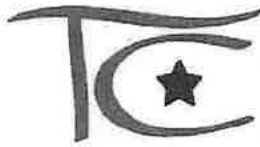
ATTACHMENTS:

1. 1103 Sunset Dr-Fence Special Exception Application
2. 1103 Sunset Dr-Survey
3. 1103 Sunset Dr - Notice to Residents and map

ACTIONS/OPTIONS:

Staff recommends that the Zoning Board of Adjustment conduct the public hearing and move to approve the request made by homeowner Bill Jarboe 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 beyond the required side yard build line for the residence located at 1103 Sunset Drive, Trophy Club, Denton County, Texas, 76262.

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



TOWN OF
TROPHY CLUB
100 Municipal Drive • Trophy Club, Texas 76262

Application to Appear Before the Zoning Board of Adjustment

Page 1 of 2

Zoning Board of Adjustment (ZBA) Request Type—Check the appropriate box below

- ☐ Variance to Zoning Requirement ☒ Fence Special Exception ☐ Administrative Appeal
☐ Building Board of Appeals / Building and Standards Commission Appeal ☐ Other Appeal

DETAILS OF REQUEST (See Page Two for additional required information)

Description of Request: FENCE IN BACKYARD

Property Address: 1103 SUNSET DR. Current Zoning: _____

Legal Description: _____

APPLICANT / OWNER INFORMATION

Applicant

Name: WILLIAM JARBO
Address: 1103 SUNSET DRIVE
State/ZIP: 76262
Phone: [REDACTED]
Email: [REDACTED]
Signature: [Signature]

Owner (If Different)

Name: _____
Address: _____
State/ZIP: _____
Phone: _____
Email: _____
Signature: _____

NOTE: The property owner must sign the application or submit a notarized letter of authorization.

APPLICATION REQUIREMENTS

- All required information, plans and signatures, including the second page of this application shall be completed prior to application submittal. INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.
- Per the requirements of page two, a detailed description of the request including all relevant project details shall be attached on a separate sheet to this application.
- All required application fees shall be paid upon submittal of this application.
- Other plans and exhibits may be required to be submitted with this application per the requirements of the Town Code of Ordinances. It is recommended that a preliminary conference with a member of Town staff be conducted prior to the submittal of this application.
- Requests before the Board are considered individually based on whether the request constitutes a hardship as described in the Town Code of Ordinances and are subject to denial. Completion of this application shall not imply any guarantee of approval of the request or permission to continue any work related to the request.

STAFF USE ONLY

Date Received: 6-5-26
Received by: Tha
Fee Paid: \$200.00
Payment Type/Check #: _____
Receipt #: _____
Case #: ZBA-000274-2026

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:

I AM AT THE TOP OF A CUL-DE-SAC AND
WANT A BACKYARD FENCE ALIGNING WITH
THE BACK CORNER OF THE HOUSE

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

~~EVER~~ YES, THIS IS COMMON ON MOST HOUSES
AT THE TOP OF CUL-DE-SACS

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

~~THE~~ WE HAVE BEEN HERE 29 YEARS AND
THE THICK BUSHES WHERE THE FENCE WILL
BE HAVE NEVER BEEN A PROBLEM

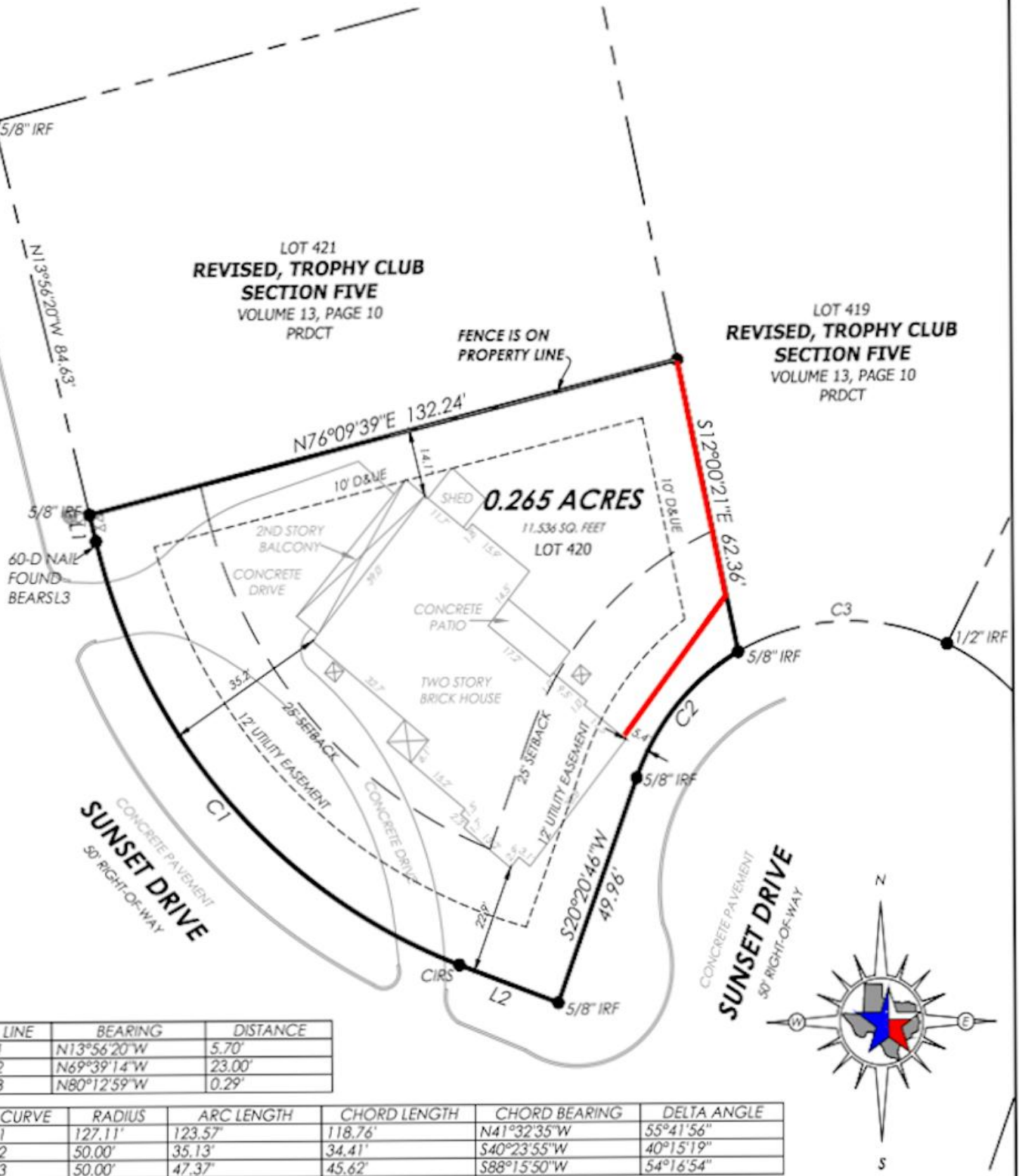
4. Is there any way to do what you want without this request?

NO

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.).

BOUNDARY SURVEY

LOT 420, TROPHY CLUB SECTION FIVE, REVISED, AN ADDITION TO DENTON COUNTY, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 13, PAGE 10, PLAT RECORDS, DENTON COUNTY, TEXAS.



GENERAL NOTES

LEGEND

ALL CURVES ARE TANGENT UNLESS NOTED OTHERWISE



1 Trophy Wood Drive, Trophy Club, TX 76262 | 682.237.2900 | info@trophyclub.org | trophyclub.org

July 2, 2026

Re: Fencing special exception request for 1103 Sunset Drive, 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 Bill Jarboe 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 beyond the required side yard build line for the residence located at 1103 Sunset Drive, Trophy Club, Denton County, Texas 76262.

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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,

A handwritten signature in blue ink, appearing to read 'Matt Cox', is written over a light blue horizontal line.

Matt Cox
Director of Community Development





ZONING BOARD OF ADJUSTMENT COMMUNICATION

MEETING DATE: July 16, 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 Boedeker 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

ADJOURN

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

Stephen Bowman, Chair

Date

Attest:

Jackie Ross, Sr. Administrative Assistant

Date