



Agenda
Crowley Zoning Board of Adjustment
December 1, 2025
Regular Session - 7:00 PM

Crowley City Hall
201 E. Main Street
Crowley TX 76036

Citizens may address the Zoning Board of Adjustment by filling out a blue "Citizen Participation" card to discuss any issue that is on the Agenda. Please turn in cards to the board secretary. Speakers are limited to three minutes (if using a translator, the time limit will be doubled).

Regular Session - December 1, 2025 - 7:00 PM

I. Call to Order and Roll Call

II. Welcome Visitors

III. Action Items

- A. Discuss and consider approving the minutes from the regular meeting held on May 5, 2025
- B. Select a chair for the Zoning Board of Adjustment for the July 2025 - July 2026 term
- C. Select a vice-chair for the Zoning Board of Adjustment for the July 2025 - July 2026 term

IV. Public Comment

If you wish to make a public comment or discuss subjects not listed on the Agenda, please fill out a (yellow) Visitor's Participation card and submit to the board secretary. There will be no formal actions taken on subjects presented during public comments. Please NOTE the Planning & Zoning Commission may NOT address or converse with you regarding a NON-AGENDA ITEM. The public comment period will only allow members of the public to present ideas and information to the Planning & Zoning Commission and staff.

V. Adjournment

I, the undersigned authority, do hereby certify that this agenda of the Crowley Zoning Board of Adjustment meeting to be held on December 1, 2025 at 7:00 PM is a true and correct copy posted on Friday, _____, at _____ AM/PM to the city website and at Crowley City Hall, in a place convenient and readily accessible to the public at all times.

Rachel Roberts, Planning & Development Director

The Crowley City Hall is wheelchair accessible, and accessible parking spaces are available. Requests for accommodation must be made 48 hours prior to this meeting. Please contact the City Secretary's Office at 817-297-2201 ext. 4000 for more information.



City of Crowley, Texas
Zoning Board of Adjustment Agenda Report

Presenter: Rachel Roberts	Meeting Date: December 1, 2025
Department: Community Development	Agenda Item: III.A.
Subject: Discuss and consider approving the minutes from the regular meeting held on May 5, 2025	

Background:

The minutes from the May 5 meeting are attached for your review and consideration.

Recommendation:

Staff recommend approval.

Financial Information:

Attachments:

1. 2025_05_05_ZBOA_minutes



**Minutes
Crowley Zoning Board of Adjustment
May 5, 2025
Regular Session - 7:00 PM**

**Crowley City Hall
201 E. Main Street
Crowley TX 76036**

Regular Session - May 5, 2025 - 7:00 PM

I. Call to Order and Roll Call

Chair Alford called the meeting to order at 7:00 PM.

Staff member Rachel Roberts called roll. A quorum was present.

Board Members Present:	Mike Winterbank (Place 1) Darlene Hornback, Vice-Chair (Place 2) Lezo Foley (Place 3) Rene Alford, Chair (Place 5)
Board Members Absent:	None
Staff Members Present:	Rachel Roberts, Planning & Development Director
City Council members present:	Jesse Johnson

II. Welcome Visitors

Chair Alford welcomed visitors.

III. Action Items

A. Discuss and consider approving the minutes from the regular meeting held on November 4, 2024.

Vice-Chair Darlene Hornback made a motion to approve the minutes from the November 4, 2024 meeting. The motion was seconded by board member Lezo Foley and passed unanimously.

B. Hold a public hearing, discuss, and consider approval of a request by Braum's. Inc for a variance from city code Sec. 106.47(C) for the General Commercial district stating that no more than 60% of parking shall be placed between the building and the primary street. The variance is requested for property located at 1180 E Main St in the John Steele Survey, Abstract 1381, TAD tract number 2A04 Crowley, Tarrant County. CASE # ZBOA-2025- 001

Staff member Rachel Roberts showed a map of the property and described the location and shape, saying the property had frontage on three sides and was an unusual property with a "pacman" shape. She showed the proposed site plan and said that if the board grants the variance, the board is not adopting the site plan; the site plan is included to show what the applicant is proposing.

Vice-Chair Hornback asked if the applicant would not have enough parking if the variance was not granted. Ms. Roberts noted that the layout will have to change because a drive-through has to have a bypass lane, which isn't included on the site plan, but what is restricting

them is that the drive-through also needs to be put to the side or rear of the building. She also mentioned that the property was the current shape when the applicant bought it. She said the applicant had originally proposed a site plan with the drive-through on the Main St side, and staff told them they couldn't put the drive-through on that side. The applicant then moved the drive-through to the back, but that pushed their parking forward. She added that the applicant has a preference not to put the parking behind the drive-through so that customers have to cross the drive-through to get to the building. Ms. Roberts said the staff perspective is that there is a special condition specific to the property itself, and the hardship is not self-created. She said they are exceeding the 60% parking limitation by only 9%. She said staff did not consider the variance to be contrary to the public interest. She said she saw three other properties in the same zoning district that have frontage on three sides, and all of them are either a standard rectangle shape or have acreage to move things around. She said staff considered this to be a unique situation. She said the staff recommendation is to approve.

Board member Mike Winterbank asked if part of the property was in Fort Worth. Ms. Roberts pointed out a driveway on the map and said the driveway and a small sliver are in Fort Worth, and the rest is in Crowley.

Mr. Foley asked if there is a building size they have to meet, indicating if they could have a smaller building, they might be able to meet the criteria for the drive-through. Ms. Roberts said she wasn't sure what Braum's looks at on their side in determining how to meet the criteria, and unfortunately a representative wasn't at the meeting to answer that question. She said she knows they looked at at least one other site plan option.

Mr. Winterbank, noting that his question wasn't related to this case, asked if the city looked at the location in terms of number of accidents there. Ms. Roberts said yes, the applicant had originally proposed adding a drive way on the Main St side, and city staff had said they could not have a drive way there because they wouldn't be able to get people safely in and out.

Vice-Chair Hornback made a motion to approve Case 2025-001 granting a variance to Braum's. Mr. Winterbank seconded the motion, and the motion passed unanimously.

IV. Adjournment

There being no other business before the board, the meeting adjourned at 7:12 PM.

Rene Alford, Chair

Date

ATTEST:

Rachel Roberts, Board Secretary/
Planning and Development Director

Date



City of Crowley, Texas
Zoning Board of Adjustment Agenda Report

Presenter: Rachel Roberts	Meeting Date: December 1, 2025
Department: Community Development	Agenda Item: III.B.
Subject: Select a chair for the Zoning Board of Adjustment for the July 2025 - July 2026 term	

Background:

Each year, the Board elects a chair and vice-chair for the next year. Under this action item, the Board will elect the board chair.

Recommendation:

Financial Information:

Attachments:

None



City of Crowley, Texas
Zoning Board of Adjustment Agenda Report

Presenter: Rachel Roberts	Meeting Date: December 1, 2025
Department: Community Development	Agenda Item: III.C.
Subject: Select a vice-chair for the Zoning Board of Adjustment for the July 2025 - July 2026 term	

Background:

Each year, the Board elects a chair and vice-chair for the next year. Under this action item, the Board will elect a vice-chair.

Recommendation:

Financial Information:

Attachments:

None