



City of Denton

City Hall
215 E. McKinney St.
Denton, Texas 76201
www.cityofdenton.com

Meeting Agenda

Zoning Board of Adjustment

Monday, November 17, 2025

5:30 PM

Development Service Center

REGISTRATION GUIDELINES FOR ADDRESSING THE ZONING BOARD OF ADJUSTMENT

Citizens will also be able to participate in the following way (NOTE: Other than public hearings, citizens are only able to comment one time per agenda item; citizens cannot use both methods to comment on a single agenda item. Public comments are not held for work session reports.):

- eComment – On November 7, 2025, the agenda was posted online at <https://tx-denton.civicplus.com/242/Public-Meetings-Agendas>. Once the agenda is posted, a link to make virtual comments using the eComment module will be made available next to the meeting listing on the Upcoming Events Calendar. Within eComment, citizens may indicate support or opposition and submit a brief comment about a specific agenda item. Comments may be submitted up until the start of the meeting at which time the ability to make an eComment will be closed. Similar to when a citizen submits a white card to indicate their position on an item, the eComments will be sent directly to members of the Zoning Board of Adjustment and recorded by the Secretary.

Members review comments received in advance of the meeting and take that public input into consideration prior to voting on an agenda item. The Chair will announce the number of Comment Cards submitted in support or opposition to an item during the public comment period. Comments will not be read during the meeting. The Secretary will reflect the number of comments submitted in favor/opposition to an item, the registrant's name, address, and (summary of) comments within the Minutes of the Meeting, as applicable.

After determining that a quorum is present, the Zoning Board of Adjustment of the City of Denton, Texas will convene in a Regular Meeting on Monday, November 17, 2025, 2025 at 5:30 p.m. in Training Rooms 3, 4, and 5 at Development Service Center, 401 N. Elm Street, Denton, Texas at which the following items will be considered:

1. PLEDGE OF ALLEGIANCE

- A. U.S. Flag
- B. Texas Flag

“Honor the Texas Flag – I pledge allegiance to thee, Texas, one state under God, one and indivisible.”

2. ITEMS FOR CONSIDERATION

- A. [ZBA25-015](#) Consider the approval of the June 23, 2025 minutes.

Attachments: [June 23, 2025](#)

- B. [ZBA25-011](#) Consider approval of the 2026 Zoning Board of Adjustment meeting calendar.

Attachments: [Exhibit 1 - Agenda Information Sheet](#)
[Exhibit 2 - 2026 Draft ZBA Calendar](#)

3. WORK SESSION

- A. [ZBA25-013](#) Receive a report and hold a discussion regarding the Zoning Board of Adjustment composition, procedures, powers, and duties.

Attachments: [Exhibit 1 - Agenda Information Sheet.pdf](#)

4. CONCLUDING ITEMS

A. Under Section 551.042 of the Texas Open Meetings Act, respond to inquiries from the Zoning Board of Adjustment or the public with specific factual information or recitation of policy, or accept a proposal to place the matter on the agenda for an upcoming meeting AND Under Section 551.0415 of the Texas Open Meetings Act, provide reports about items of community interest regarding which no action will be taken, to include: expressions of thanks, congratulations, or condolence; information regarding holiday schedules; an honorary or salutary recognition of a public official, public employee, or other citizen; a reminder about an upcoming event organized or sponsored by the governing body; information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; or an announcement involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda.

NOTE: The Zoning Board of Adjustment reserves the right to adjourn into a Closed Meeting on any item on its Open Meeting agenda consistent with Chapter 551 of the Texas Government Code, as amended, or as otherwise allowed by law.

CERTIFICATE

I certify that the above notice of meeting was posted on the official website (<https://tx-denton.civicplus.com/242/Public-Meetings-Agendas>) and bulletin board at City Hall, 215 E. McKinney Street, Denton, Texas, on November 7, 2025, in advance of the three (3) business day posting deadline, as applicable, and in accordance with Chapter 551 of the Texas Government Code.

OFFICE OF THE CITY SECRETARY

NOTE: THE CITY OF DENTON'S DESIGNATED PUBLIC MEETING FACILITIES ARE ACCESSIBLE IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT. THE CITY WILL PROVIDE ACCOMMODATION, SUCH AS SIGN LANGUAGE INTERPRETERS FOR THE HEARING IMPAIRED, IF REQUESTED AT LEAST TWO (2) BUSINESS DAYS IN ADVANCE OF THE SCHEDULED MEETING. PLEASE CALL THE CITY SECRETARY'S OFFICE AT 940-349-8309 OR USE TELECOMMUNICATIONS DEVICES FOR THE DEAF (TDD) BY CALLING 1-800-RELAY-TX SO THAT REASONABLE ACCOMMODATION CAN BE ARRANGED.

MINUTES
DEVELOPMENT CODE REVIEW COMMITTEE
June 23, 2025

After determining that a quorum is present, the Development Code Review Committee of the City of Denton, Texas convened in a Regular Called Meeting on Monday, June 23, 2025, at 3:11 p.m. in Training Rooms 3, 4, and 5 at the Development Services Center, 401 N. Elm Street, Denton, Texas, at which the following items were considered:

PRESENT: Chair Brian Beck, and Members: Vicki Byrd, Lisa Dyer, and Eric Pruett

ABSENT: Member: Clay Riggs

REGULAR MEETING

1. ITEMS FOR CONSIDERATION

A. DCRC25-100: Consider approval of minutes for May 12, 2025.

AYES (4): Chair Brian Beck, and Members: Vicki Byrd, Lisa Dyer, and Eric Pruett

NAYS (0): None

ABSENT FOR VOTE (0):

Member Byrd moved to approve the minutes as presented. Motion seconded by Member Pruett. Motion carried.

B. DCRC25-099: Receive a report and hold a discussion regarding current and new public engagement initiatives.

Keisha Cyriaano, Assistant Planning Director, presented the item.

Discussion between the Committee and staff followed focused on all materials, tools, and implementation techniques presented. The Committee discussed Marketing and Communications collaboration to push social media engagement, potential incentives for neighborhoods, and what current residents currently interact best with as opposed to what tools are under-utilized.

C. DCRC25-0095a: Receive a report and hold a discussion regarding tree preservation and Texas Local Government Code 212.905.

Staff presented the item.

Discussion that followed provided clarification on certain specifics of the Texas Local Government Code 212.905.

2. CLOSED MEETING

Development Code Review Committee convened into a Closed Meeting at 4:30 p.m.

- A. DCRC25-102:** Consultation with Attorneys – Under Texas Government Code Section 551.071.

Consult with the City’s attorneys on tree preservation and Texas Local Government Code 212.905 where public discussion of these legal matters would conflict with the duty of the City’s attorneys to the City of Denton under Texas Disciplinary Rule of Professional Conduct of the State Bar of Texas, or would jeopardize the City’s legal position in any administrative or potential litigation.

The closed meeting started at 4:30 p.m. and ended at 5:06 p.m. No votes or actions were taken during the closed meeting.

3. DEVELOPMENT CODE REVIEW COMMITTEE PROJECT MATRIX

- A. DCRC25-103:** Hold a discussion regarding the Development Code Review Committee Project Matrix.

Angie Manglaris, Development Review Manager, presented the item.

The Committee had no further comments.

4. CONCLUDING ITEMS

With no further business, the Regular Meeting was adjourned at 5:08p.m.

X

Brian Beck
Chair

X

Carly Blondin
Administrative Assistant

Minutes approved on: _____



City of Denton

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AGENDA INFORMATION SHEET

DEPARTMENT: Department of Development Services

DCM: Cassey Ogden

DATE: November 17, 2025

SUBJECT

Consider approval of the 2026 Zoning Board of Adjustment meeting calendar.

BACKGROUND

Staff has prepared a proposed 2026 meeting calendar for the Zoning Board of Adjustment to review and approve. The proposed calendar generally places ZBA meetings on the fourth Monday of each month, with exceptions in May, November, and December. These months have been altered to accommodate holidays.

The proposed calendar is provided as Exhibit 2 and reflects ZBA meeting dates in red text and City holidays denoted by a blue "x". If the Board wishes to adjust these proposed meeting dates, the calendar could be approved with modifications.

OPTIONS

1. Approve as submitted.
2. Approve with modifications
3. Deny and request modifications

EXHIBITS

1. Agenda Information Sheet
2. 2026 Draft ZBA Calendar

Respectfully submitted:
Hayley Zagurski, AICP
Planning Director

2026 Calendar

DECEMBER 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
21	22	23	24	25	26	27
28	29	30	31			

JANUARY 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
4	5	6	7	1	2	3
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	ZBA	26	27	28	29	30
						31

FEBRUARY 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	ZBA	23	24	25	26	27
						28

MARCH 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	ZBA	23	24	25	26	27
29	30	31				

APRIL 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	ZBA	27	28	29	30	

MAY 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	ZBA	18	19	20	21	22
24	25	26	27	28	29	30
31						

JUNE 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	ZBA	22	23	24	25	26
28	29	30				

JULY 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	ZBA	27	28	29	30	31

AUGUST 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	ZBA	24	25	26	27	28
30	31					

SEPTEMBER 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
6	7	1	2	3	4	5
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	ZBA	28	29	30		

OCTOBER 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	ZBA	26	27	28	29	30
						31

NOVEMBER 2026

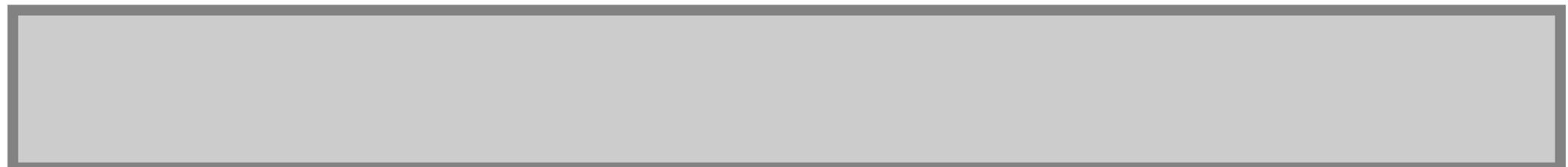
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	ZBA	16	17	18	19	20
22	23	24	25	26	27	28
29	30					

DECEMBER 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
6	7	8	9	10	11	12
13	ZBA	14	15	16	17	18
20	21	22	23	24	25	26
27	28	29	30	31		

JANUARY 2027

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
3	4	5	6	7	1	2
					8	9





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AGENDA INFORMATION SHEET

DEPARTMENT: Department of Development Services

DCM: Cassey Ogden

DATE: November 17, 2025

SUBJECT

Receive a report and hold a discussion regarding the Zoning Board of Adjustment composition, procedures, powers, and duties.

BACKGROUND

Staff will present an overview of the composition and function of the Zoning Board of Adjustment (ZBA). This will include a discussion of the procedures, powers, and duties of the ZBA based on both state statute and the City's regulations. In addition to general rules, this work session will provide an overview of the major application types considered by the Board, including but not limited to zoning variances, sign code variances, and appeals of administrative decisions.

Links to state and local regulations that will be referenced in the presentation are provided below:

- Texas Local Government Code Chapter 211 *Municipal Zoning Authority*: [LOCAL GOVERNMENT CODE CHAPTER 211. MUNICIPAL ZONING AUTHORITY](#)
- Denton Development Code Subchapter 2 *Administration and Procedures*: [Subchapter 2 - Administration and Procedures | Development Code | Denton, TX | Municode Library](#)
- Code of Ordinances Subpart B, Chapter 33 *Signs and Advertising Devices*: [Chapter 33 - SIGNS AND ADVERTISING DEVICES | Code of Ordinances | Denton, TX | Municode Library](#)

EXHIBITS

1. Agenda Information Sheet

Respectfully submitted:
Hayley Zagurski, AICP
Planning Director