

Pam Fenn, Commissioner
Diana Smith, Commissioner
Donald Glacy, Commissioner



Ernie Adams, Commissioner
Victor Molaschi, Vice Chairman
Mark McCullough, Commissioner

**ROANOKE PLANNING AND ZONING MINUTES
AUGUST 18, 2025**

**7:00 P.M.
ROANOKE CITY HALL
500 S. OAK STREET
ROANOKE, TEXAS 76262**

Present: Chairman Jason Kasal; Vice Chairman Victor Molaschi; Commissioners: Ernie Adams, Pam Fenn, and Diana Smith. Development Services Manager J.R. Hames, City Planner Matthew Ellis, and Executive Assistant Babette Welch.

Absent: Commissioners: Mark McCullough and Donald Glacy.

A. CALL TO ORDER

Meeting called to order at 7:00 p.m.

B. PUBLIC INPUT

No one wished to speak.

C. APPROVAL OF THE MINUTES

1. Motion made by Ernie Adams second by Pam Fenn to approve the minutes from the regular Planning and Zoning Commission meeting held on August 4, 2025. Motion carried unanimously.

D. NEW BUSINESS

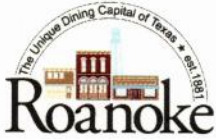
1. Public hearing to consider a rezoning application for Lot 1R, Block 6, O.T. Roanoke Addition, an addition located within the City of Roanoke, Denton County, Texas, by changing the zoning for said property from Oak Street Corridor Zoning District – Neighborhood Transition Zone to Oak Street Corridor Zoning District – Neighborhood Transition Zone - Specific Use Permit (SUP) to allow Finance, Insurance, and Real Estate Establishment Use. (SUP-2025-03)

This item has been withdrawn at applicant's request.

2. Consideration and recommendation on a Specific Use Permit (SUP-2025-03) request from Aaron Minchew, amending the Comprehensive Zoning Ordinance of the City of Roanoke, Texas, for Lot 1R, Block 6 of the O T Roanoke Addition, an addition to the City of Roanoke, Denton County, Texas, by changing the zoning on said tract of land from Oak Street Corridor Zoning District – Neighborhood Transition Zone to Oak Street Corridor Zoning District – Neighborhood Transition Zone - Specific Use Permit (SUP) to allow Finance, Insurance, and Real Estate Establishment Use. The property is generally located at 111 S Pine.

This item has been withdrawn at applicant's request.

3. Public hearing to consider amending the Comprehensive Zoning Ordinance of the City of Roanoke, Texas, for Tract 1, Lot 4R, Block A of the Countryview Business Park Phase II Addition, an addition to the City of Roanoke, Denton County, Texas, and generally located at 125 Country View Drive, Suite 116, by changing the zoning on said tract of land from Retail (R) District To Retail– Specific Use Permit District (R-SUP) to allow an auto upholstery use. (SUP 2025-04 / Ordinance No. 2025-111)



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Public hearing started at 7:02 p.m.

No one wished to speak.

Public hearing ended at 7:02 p.m.

4. Motion made by Victor Molaschi second by Ernie Adams to approve a Specific Use Permit (SUP-2025-04) request from John Lam, amending the Comprehensive Zoning Ordinance of the City of Roanoke, Texas, for Lot 4R, Block A of the Countryview Business Park Phase II Addition, an addition to the City of Roanoke, Denton County, Texas, by changing the zoning on said tract of land from Retail to Retail – Specific Use Permit to allow an auto upholstery use for 125 Country View Drive, Suite 116. The property is generally located along Country View Drive. (Ordinance No. 2025-111)

Motion carried unanimously.

5. Public hearing to consider amending the Comprehensive Zoning Ordinance of the City of Roanoke, Texas, for the Oak Street Corridor Zoning District, by amending Section 12.492 Entitled "Schedule of Uses," by amending the "Educational, Public Administration, Health Care and Other Institutional Uses" to provide for a new use entitled "Learning Pods" as a permitted use within the Oak Street Zone, Highway 377 Zone, and Civic/Mixed Use Zone and not a permitted use within the Neighborhood Transition Zone; and amending Section 12.500 Entitled "Definitions" by adding a definition for "Learning Pods." (Ordinance No. 2025-112)

Public hearing started at 7:09 p.m.

No one wished to speak.

Public hearing ended at 7:09 p.m.

6. Consideration and recommendation on approval of a Zoning Ordinance Amendment request from Tammy Dwight-Ministero, amending the Comprehensive Zoning Ordinance of the City of Roanoke, Texas, by amending Chapter 12, Article III, Division 15, of the Code of Ordinances, of the City of Roanoke, Texas, entitled "Oak Street Corridor Zoning District", by amending Section 12.492 of the Code of Ordinances entitled "Schedule of Uses," by amending the "Educational, Public Administration, Health Care and Other Institutional Uses" to provide for a new use entitled "Learning Pods" that is a permitted use within the Oak Street Zone, Highway 377 Zone, and Civic/Mixed Use Zone and not a permitted use within the Neighborhood Transition Zone; and amending Section 12.500 entitled "Definitions" by adding a definition for "Learning Pods." (Ordinance No. 2025-112)

Motion made by Victor Molaschi second by Ernie Adams to approve Option B (the "Microschool" option) with a recommendation that City Council assist applicant through various grants available to the city.

Motion carried unanimously.

E. ADJOURNMENT

Motion made by Pam Fenn second by Diana Smith to adjourn the meeting at 8:12 p.m.

Motion carried unanimously.



Jason Kasal, Chairman



Babette Welch, Executive Assistant