



Helen Ward, Commissioner  
Larry Granados, Commissioner

Lewis Rice, Chairman

Abigail Mayer, Commissioner  
Lauren Turner, Vice Chairman

**ROANOKE ZONING BOARD OF  
ADJUSTMENT REGULAR MEETING  
MINUTES  
JUNE 15, 2023  
7:00 P.M.**

**ROANOKE CITY HALL  
500 S. OAK STREET  
ROANOKE, TEXAS 76262**

**Present:** Chairman Lewis Rice; Vice Chairman Lauren Turner; Commissioners: Helen Ward, and Abigail Mayer; Interim City Manager Cody Petree; City Planner Kelly Carlson and Secretary Sherry Gragg.

**Absent:** Commissioner Larry Granados.

**A. CALL TO ORDER**

Meeting called to order at 7:01 p.m.

**B. PUBLIC INPUT**

No one wished to speak.

**C. APPROVAL OF THE MINUTES**

1. Motion made by Helen Ward second by Abigail Mayer to approve the minutes from the Zoning Board of Adjustment meeting held on January 19, 2023.  
Motion carried unanimously.

**C. NEW BUSINESS**

1. Motion made by Helen Ward second by Lauren Turner to nominate and elect Abigail Mayer as Chairman.  
Motion carried unanimously.
2. Motion made by Helen Ward second by Lewis Rice to nominate and elect Lauren Turner as Vice Chairman.  
Motion carried unanimously.



MINUTES FOR THE ZONING BOARD OF  
ADJUSTMENT MEETING

June 15, 2023  
Page 2 of 3

3. Public hearing to consider a Variance Request (V-2023-01) from Willow Creek Signs seeking relief from the City's Code of Ordinances regarding roof signs, Section 12.862.(3) Prohibited Signs, for a property located at 400 N Hwy 377, O T Roanoke Lots 33, 38, and 39, 8.900 Acres.

**Public hearing started at 7:05 p.m.**

David Flory, Willow Creek Signs, representing the applicant, stated there was already a sign on the roof of their building. The existing sign was damaged and the applicant is asking to replace the sign.

Mark Evans, stated a street level sign is not visible due to the multiple trains/tracks located in front of the property.

**Public hearing ended at 7:08 p.m.**

4. Motion made by Helen Ward second by Lauren Turner to approve a variance request (V 2023-01) from Willow Creek Signs seeking relief from the city's code of ordinances regarding roof signs, Section 12.862.(3) Prohibited Signs for a property located at 400 N Hwy 377, O T Roanoke lots 33, 38 & 39, 8.900 acres . Motion carried unanimously.

5. Public hearing to consider a Variance Request (V-2023-02) from Gary Panno seeking relief from the City's Code of Ordinances regarding side yard setbacks, Section 12.601.(D).(2).A-Table 1, for property located at 307 Travis Street, OT Roanoke, Block 23, Lot 2. (It was confirmed the Fire Marshall reassigned the address on this block. The new address for this property is 317)

**Public hearing started at 7:14 p.m.**

Gary Panno, owner of the property, explained the need for his request, due to the small size of the lot.

Kerry Warden, Roanoke resident asked when the lot was originally platted.

City Planner Kelly Carlson stated there are no plans available on Denton County Central Appraisal District, but believes they were platted prior to the adoption of the Overlay District.

Ms. Warden stated the Overlay District was created in June 2016. Ms. Warden further stated that the owners knew the size of the lot when they purchased it, and feels that the Overlay was created to maintain a certain standard in Old Town Roanoke, and the owner knew this when he purchased the property.

**Public hearing ended at 7:22 p.m.**



MINUTES FOR THE ZONING BOARD OF  
ADJUSTMENT MEETING

June 15, 2023  
Page 3 of 3

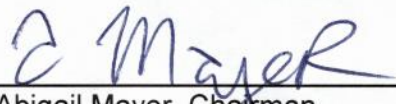
6. Motion made by Lewis Rice second by Lauren Turner to approve a variance request (V 2023-02) from Gary Panno seeking relief from the city's code of ordinances regarding side yard setbacks, Section 12.601.(d).(2).a.-Table 1 for a property located at 317 Travis Street (previously 307 Travis St.), O T Roanoke Block 23 Lot 2.

Motion failed 2-2-0. Chairman Abigail Mayer and Commissioner Helen Ward were opposed.

D. **ADJOURNMENT**

Motion made by Lauren Turner second by Helen Ward to adjourn the meeting at 7:33 p.m.

Motion carried unanimously.

  
\_\_\_\_\_  
Abigail Mayer, Chairman

  
\_\_\_\_\_  
Sherry Gragg, City Secretary