



TOWN OF FAIRVIEW, TEXAS

Agenda

Planning and Zoning Commission Regular Meeting

February 12, 2026

7:00 PM

Town Hall Council Chambers
372 Town Place
Fairview, Texas

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This meeting will be broadcast live. Members of the public who wish to watch this meeting may watch the live broadcast by clicking the link below or scanning the QR Code:

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1. **Call to Order**

2. **Citizen's Comments (for Non-Public Hearing Items)**

At this time, any person may address the Commission regarding an item on this meeting agenda or on matters not on this meeting agenda. Each person will have up to three (3) minutes. The Chair may reduce the speaker time limit uniformly to accommodate the number of speakers or improve meeting efficiency.

Pursuant to Section 551.007 of the Texas Government Code, any person wishing to address the Commission for items listed as Public Hearings will be recognized when the Public Hearing is opened.

No discussion or action may be taken at this meeting on items not listed on this agenda, other than to make statements of specific factual information in response to a citizen's inquiry or to recite existing policy in response to the inquiry.

3. Action/Discussion Items

- a. Consider, discuss, and take any necessary action on the minutes of the December 11, 2025, regular meeting of the Planning and Zoning Commission

4. Public Hearings

- a. Conduct a public hearing, consider and make a recommendation on a request for approval of a revised Conditional Use Permit (CUP) for an accessory structure. The 2.8-acre lot is located at 84 Secretariat Lane and is zoned for the (RE-2) Two-acre Ranch Estate District. Owner/Applicant: Bror Peterson.

5. Adjourn

I, Joshua Stevenson, Town Secretary, hereby certify that this notice was posted in accordance with Texas Government Code, Chapter 551, on or before the 6th day of February 2026 at 6:00 p.m.

Joshua Stevenson, Town Secretary

NOTICE OF ASSISTANCE AT THE PUBLIC MEETINGS:

The Town of Fairview Council Chambers is wheelchair accessible. Access to the building and special parking is available at the primary southwest and northwest entrance into the Town Hall parking lot. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the Town Secretary's office at least 48-hours prior to the meeting. Please e-mail your request to townsecretary@fairviewtexas.org or call at 972-886-4234. BRAILLE IS NOT AVAILABLE.

**FAIRVIEW PLANNING AND ZONING COMMISSION
MEETING MINUTES
DECEMBER 11, 2025**

The Planning and Zoning Commission met on December 11, 2025 at 7:00 PM at 372 Town Place, Fairview, Texas.

Commissioners present: Chair John Adler and Vice Chair Dennis Swingle, and Commissioners Ben Kuehne, Darrell Sims, Clay Medley, Renee Powell, and Willis White.

Staff present: Planning Manager, Israel Roberts; Town Engineer, James Chancellor; and Town Secretary, Joshua Stevenson.

1. Call to Order

The Chair called the meeting to order at 7:00 PM upon determining a quorum was present.

There was one (1) member of the public present when the meeting was called to order.

2. Citizen's Comments (for Non-Public Hearing Items)

Chair Adler called for citizen's comments.

There were none when called for.

Chair Adler closed citizen's comments.

3. Consent Agenda

Chair Adler called for the Consent items separately.

- a. Approve the minutes of the August 14, 2025, regular meeting of the Planning and Zoning Commission

Chair Adler called for this item.

The Commission passed the motion by Commissioner Powell, seconded by Commissioner Sims, to approve the minutes of the August 14, 2025, regular meeting of the Planning and Zoning Commission in a vote of Yes 6, No 0, Abstained 1. Vice Chair Swingle abstained.

- b. Approve the minutes of the November 13, 2025, regular meeting of the Planning and Zoning Commission

Chair Adler called for this item.

The Commission passed the motion by Vice Chair Swingle, seconded by

Commissioner Powell, to approve the minutes of the November 13, 2025, regular meeting of the Planning and Zoning Commission in a vote of Yes 7, No 0, Abstained 0.

4. Action/Discussion Items

- a. Consider, discuss and take action on a request for approval of a replat of Lot 1R-1 of the Ward Addition into two (2) lots. The 2.21-acre site is located at 780 Country Club Road; at the southwest corner of Country Club Road and Stoddard Road and is zoned for the (RE-1) One-acre Ranch Estate District. Applicant: Hayden Moss, Liberty Bankers Life Insurance Company representing the owner BWS Revocable Trust.

Chair Adler called for this item.

Mr. Roberts spoke regarding this item. Staff recommends approval.

The Commission and staff had discussion regarding this item.

The Commission passed the motion by Vice Chair Swingle, seconded by Commissioner Medley, to approve a request for approval of a replat of Lot 1R-1 of the Ward Addition into two (2) lots in a vote of Yes 7, No 0, Abstained 0.

- b. Discuss potential amendments to the Comprehensive Zoning Ordinance regarding the regulation of day care centers.

Chair Adler called for this item.

Mr. Roberts spoke regarding this item.

The Commission and staff had extended discussion regarding this item.

No action was taken regarding this item.

5. Public Hearings

There were no public hearings.

6. Adjourn

Chair Adler adjourned the meeting at 7:38 PM.

These minutes were approved by the Planning and Zoning Commission on February 12, 2026.

APPROVED:

John Adler, Chair

ATTEST:

Joshua Stevenson, Town Secretary

Town of Fairview, Texas



Memorandum

February 12, 2026

TO: Planning and Zoning Commission
Julie Couch, Town Manager

FROM: Israel Roberts, AICP
Planning Manager

SUBJECT: **CONDITIONAL USE PERMIT FOR AN ACCESSORY STRUCTURE
(CASE #CUP2026-01)**

BACKGROUND: This is a request for approval of a revised Conditional Use Permit (CUP) for an accessory structure. The 2.8-acre lot is located at 84 Secretariat Lane and is zoned for the (RE-2) Two-acre Ranch Estate District. Owner/Applicant: Bror Peterson

STATUS OF ISSUE:

In January 2024, the applicant received CUP approval to construct a 3,150 square foot (SF) workshop and RV storage accessory structure at an existing home-site. The proposed structure was 29-feet tall with a metal façade, included 1,800 SF of interior space, a 600 SF carport, and a 750 square foot covered awning. This structure was not constructed.

At this time, the owner/applicant has returned with a different design for the proposed structure. The new structure is a 21-foot tall metal building, including 2,160 SF of interior space, and a 720 SF covered awning/carport. In total, the proposed structure is 2,880 SF under-roof. In direct comparison, the proposed structure is 8-feet shorter, and has 270 square feet less space under-roof, than the previous approval.

Existing on-site is a smaller 180 square feet carport that will be replaced by this proposed structure if approved, and a 660 square feet, detached, 3-car garage. This garage is the main garage for the home, therefore, by ordinance, up to 900 square feet for that main, detached, 3-car garage may be exempted from the accessory structure area allowance for the site. In this case, the entire 660 square feet is excluded.

Site Analysis

- In the (RE-2) Acre Ranch Estate District:
 - Setbacks for accessory structures of this size (over 900 SF) is 40 feet: *The proposed structure meets this requirement.*
 - Maximum number of accessory structures is two (2). *The proposed structure would be the second accessory structure on site.*
 - Maximum square footage for all accessory structures on a lot is 1,800 square feet. *The requested structure exceeds the area allowance by 1,080 square feet. Although this structure exceeds the 1800 SF limitation for an RE-2 zoning, it is 270 SF smaller than the previous approved structure from 2024. As noted, there is an existing 660 square foot, detached, 3-car garage on site, but that garage area is exempted from the accessory structure limitation.*
 - Maximum lot coverage is 25%. *Including the proposed structure and existing elements on-site, the lot coverage is approximately 9%, meeting the lot coverage requirement.*
 - Maximum height of an accessory structure is 30 feet. *The proposed structure is approximately 21 feet to the top of the roofline. The proposed structure is 8 feet shorter than the previously approved structure.*

Public Input

The town has notified 23 adjacent property owners within 500 feet of the subject property. To date, we have not received any correspondence

STAFF RECOMMENDATION: Since the proposed structured is smaller than what was previous approved in 2024, staff recommends **APPROVAL** of the proposed conditional use permit with the following conditions:

1. Use, location and design of the structure shall generally conform with the submitted concept Plans.

BUDGET: N/A

ATTACHMENTS:

- Locator
- Concept Plans



Workshop Description:

The workshop will be situated well behind the main house. The enclosed portion of building will be 36' wide and 60' long. The roof will extend another 20' to create a car-port area. The total concrete pad size will be 2880 sq-ft. 2160 sq-ft enclosed plus the 720 sq-ft carport. The wall height needs to be 15ft to support a 12' x 14' garage door in the rear to allow standard height 5th wheel RV storage. The building will be a Mueller-style steel building with painted 26-gauge roof and sidewalls.

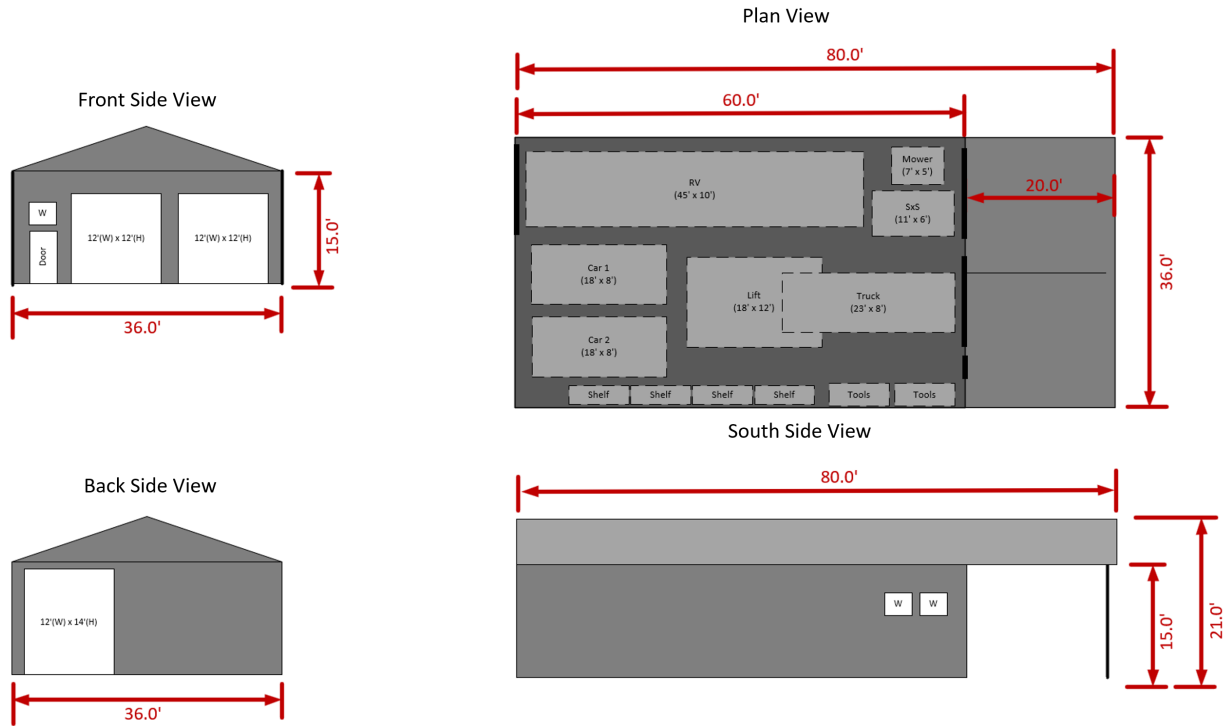


Figure 1: 84 Secretariat Ln. Workshop Dimensions

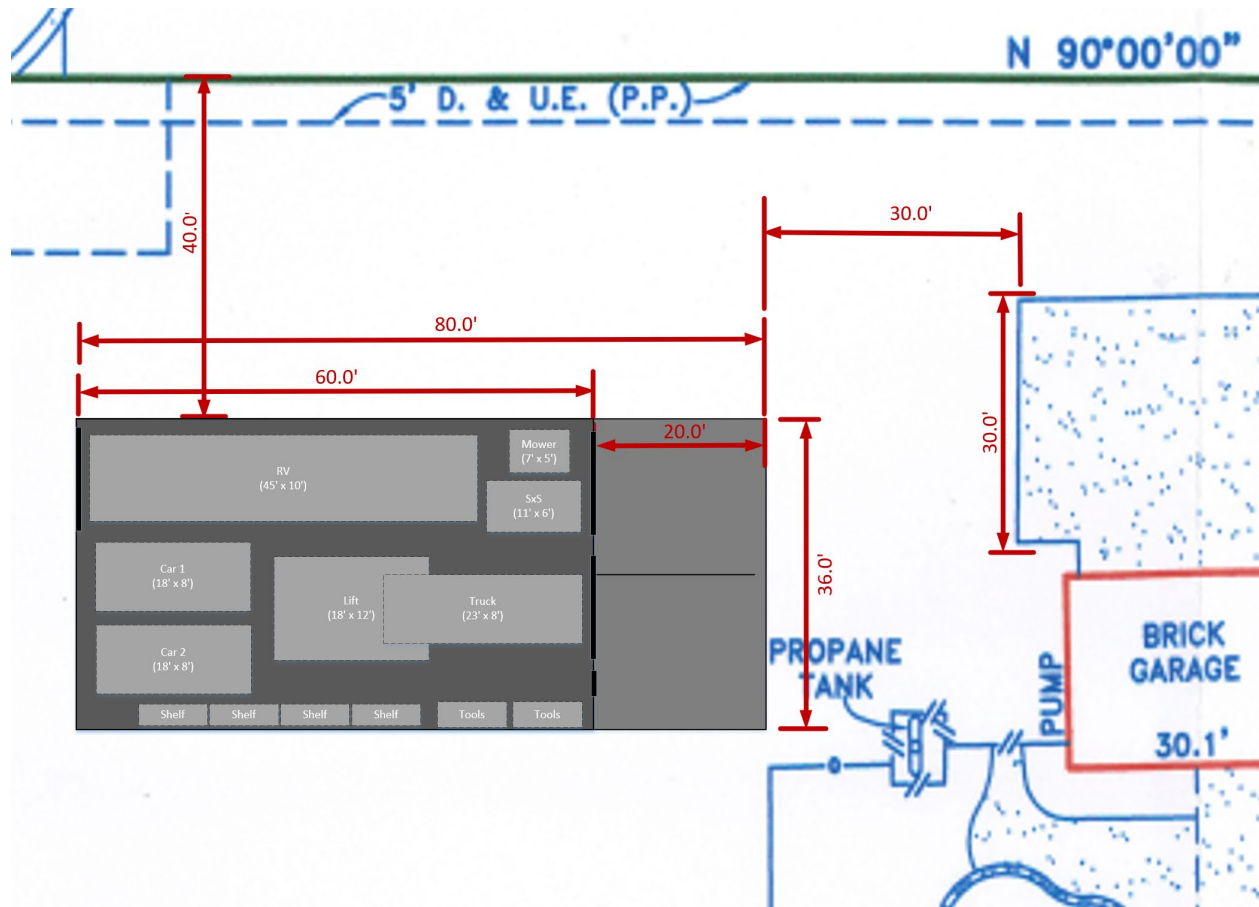


Figure 2b: Zoomed out view of the Workshop location

Greenspace Between Neighbors on North Side:

The red marker in Figure 3 identifies the main house. Further, it shows that the neighboring properties have all built near to Stacy Road and there is ample greenspace between the properties to mitigate wall height concerns. Further, the workshop location will be built to replace an existing non-permanent car-port structure, which is highlighted by the red rectangle.

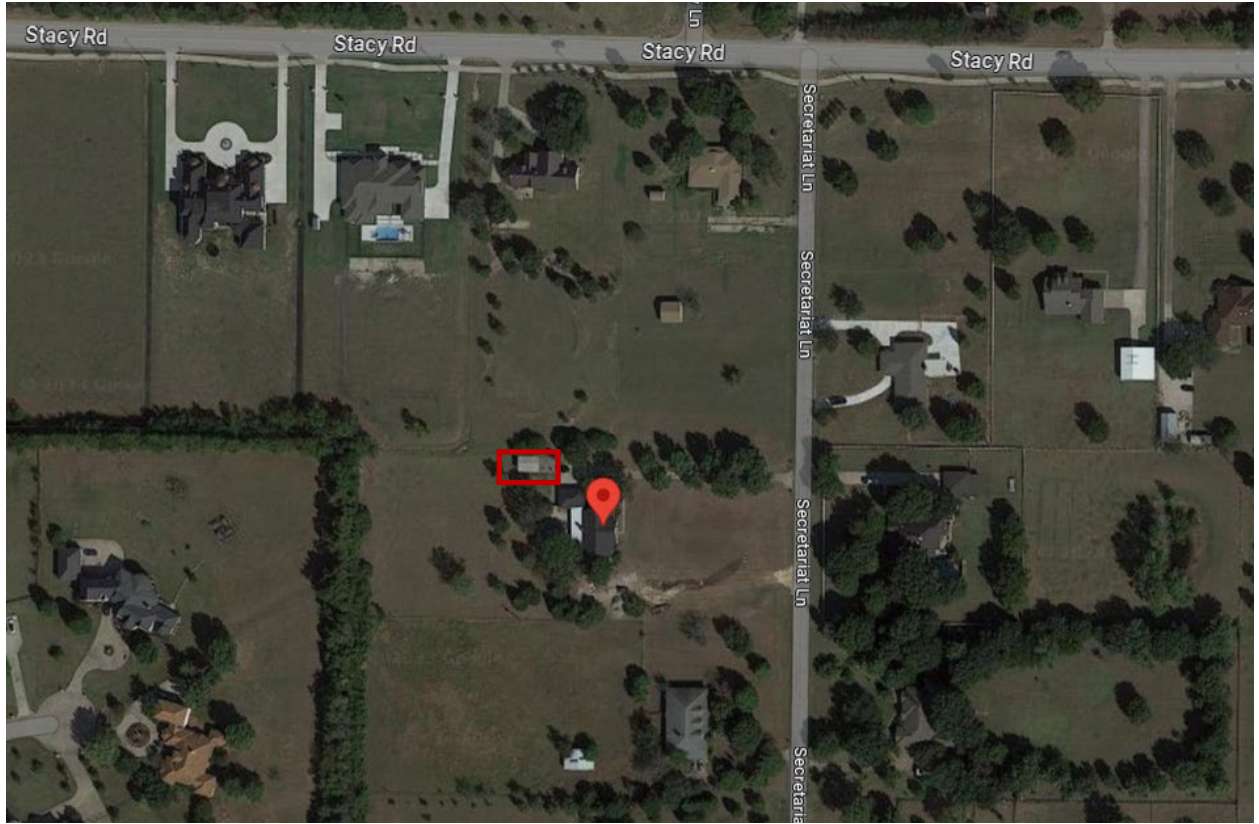


Figure 3: Significant Greenspace Between Neighbors to the North

Front of House:

Figure 4 illustrates the tree lined driveway will block the view of the workshop from Secretariat Ln. The workshop will be behind the house and the main house is setback significantly on the lot.



Figure 4: View of 84 Secretariat Ln. from Secretariat Ln