

**MINUTES  
BOARD OF ZONING ADJUSTMENT MEETING  
MAY 27, 2025**

**BOARD MEMBERS PRESENT**

Joel Hood, Chairman  
Craig Adkins  
Marci Thomas  
Micki Wesley  
Alicia Guthrie

**CITY STAFF PRESENT**

Michael R. Smith, City Manager  
Shalyn Burritt, City Secretary  
Johnny Burritt, Code Enforcement Officer/Building  
Inspector  
Leslie Jackson, Human Resources Director

**BOARD MEMBERS ABSENT**

Tonya Smith  
Melanie Belcher

**1. CALL TO ORDER**

A quorum of members was established, and the meeting was called to order by the City Manager at 5:42 p.m.

**2. NEWLY APPOINTED AND REAPPOINTED BOARD MEMBERS SWORN IN.**

**a. Melanie Belcher, Joel Hood and Micki Wesley.**

The City Secretary delivered the Oath of Office to the following newly appointed and reappointed members:  
Joel Hood and Micki Wesley.

**3. BOARD TO NOMINATE AND ELECT CHAIRPERSON.**

Member Adkins nominated, and made a motion to appoint Joel Hood as Chairperson of the Board of Zoning Adjustment.  
Member Wesley seconded the motion.  
Member Hood accepted the nomination, but abstained from voting.  
The Motion carried with remaining members voting "aye".

**4. CONSIDERATION OF APPROVAL OF AUGUST 31, 2023 MEETING MINUTES.**

Member Wesley made a motion to approve the June 29, 2023 minutes as presented.  
Member Thomas seconded the motion.  
The Motion carried with unanimous consent.

**5. PUBLIC HEARING.**

**BOARD TO HEAR ANY PUBLIC COMMENTS REGARDING SPECIAL EXCEPTION REQUEST:**

- a. Case #:** SE-01-2025  
**Applicant/Owner:** Timothy and Christi Fanning  
**Legal:** Parcel #4229: 3.16 Acres, Abstract 505 T Rives Wolfe Survey, City of Jacksboro, Jack County, Texas.  
**Location:** 615 Depot Street, Jacksboro, TX  
**Zoning:** Thoroughfare Commercial/Light Manufacturing Industrial  
**Request for:** Requested 115 feet of 8 foot fencing and 20 feet of 2 foot fencing. Current ordinance states no fencing constructed to a height of over 6 feet.

Chairman Hood opened the Public Hearing at 5:46 p.m.

Chairman Hood welcomed any comments that the Fannings would like to make or any members of the public. Mr. Timothy Fanning spoke regarding his request for a 8 foot fence. He described the unique slope of his property, and that building a 6 foot fence would not offer the adequate privacy for both his home and his neighbors. He is requesting the ability to erect an 8 foot fence on the North side of his property. He stated that he had spoken with his neighbors, and there were no objections to the 8 foot fence. Chairman Hood inquired if the 8 foot fence would be only on the North side of the property, and Mr. Fanning replied that it would be. City Manager Michael Smith stated that City Staff had no objection to the request for the taller fence, but had no authority to approve the fence, and it was the BZA's decision. Member Adkins asked Mr. Fanning if the 8 foot fence would stretch all of the way to the street, and he and the Code Enforcement officer, Johnny Burritt, replied it would not. The fence in the front would be two feet high, which was an approved height. Chairman Hood inquired if there were any easements to consider, and Mr. Burritt replied that there were not.

Chairman Hood closed the Public Hearing at 5:52 p.m.

**6. BOARD TO CONSIDER AND/OR TAKE ACTION REGARDING SPECIAL EXCEPTION REQUEST:**

- a. **Case #:** SE-01-2025  
**Applicant/Owner:** Timothy and Christi Fanning  
**Legal:** Parcel #4229: 3.16 Acres, Abstract 505 T Rives Wolfe Survey, City of Jacksboro, Jack County, Texas.  
**Location:** 615 Depot Street, Jacksboro, TX  
**Zoning:** Thoroughfare Commercial/Light Manufacturing Industrial  
**Request for:** Requested 115 feet of 8 foot fencing and 20 feet of 2 foot fencing. Current ordinance states no fencing constructed to a height of over 6 feet.

Member Adkins made a motion to approve the 8 foot fence project in favor of Mr. Fanning's request.

Member Guthrie seconded the motion.

Motion carried with unanimous consent.

**7. ADJOURNMENT.**


Member Thomas moved to adjourn.

Member Wesley seconded the motion.

Motion carried with unanimous consent.

**APPROVED BY THE BOARD OF ZONING ADJUSTMENTS OF THE CITY OF JACKSBORO, TEXAS ON THE 24TH DAY OF JUNE , 2025.**

APPROVED



Joel Hood  
Chairman of the BZA

ATTEST:



Shalyn Burritt  
City Secretary