

### 2024 Board of Adjustment Schedule

Application Deadline for All Variances EXCEPT Carport Requests (15 Days Prior to Meeting)	Application Deadline (Carport Variance ONLY)	Newspaper Deadline to Publish Notice for Carport Variance Request ONLY	Notice Published in Newspaper for Carport Variance ONLY	Mail 200' Buffer Letter to Property Owners (11 days prior to Meeting)	Packets to BOA Members (FRIDAY prior to Meeting)	Board of Adjustment Meeting
December 16, 2024	December 23, 2024	December 26, 2024	December 23, 2024	December 27, 2024	January 3, 2025	January 9, 2025
January 20, 2025	January 27, 2025	January 30, 2025	January 27, 2025	January 31, 2025	February 7, 2025	February 13, 2025
February 17, 2025	February 24, 2025	February 27, 2025	February 24, 2025	February 28, 2025	March 7, 2025	March 13, 2025
March 17, 2025	March 24, 2025	March 27, 2025	March 24, 2025	March 28, 2025	April 4, 2025	April 10, 2025
April 17, 2025	April 21, 2025	April 24, 2025	April 22, 2025	April 25, 2025	May 2, 2025	May 8, 2025
May 19, 2025	May 26, 2025	May 29, 2025	May 26, 2025	May 30, 2025	June 6, 2025	June 12, 2025
June 16, 2025	June 23, 2025	June 26, 2025	June 23, 2025	June 27, 2025	July 3, 2025	July 10, 2025
July 21, 2025	July 28, 2025	July 31, 2025	July 28, 2025	July 24, 2025	August 8, 2025	August 14, 2025
August 18, 2025	August 25, 2025	August 28, 2025	August 25, 2025	August 29, 2025	September 5, 2025	September 11, 2025
September 15, 2025	September 22, 2025	September 25, 2025	September 22, 2025	September 26, 2025	October 3, 2025	October 9, 2025
October 20, 2025	October 27, 2025	October 30, 2025	October 27, 2025	October 31, 2025	November 7, 2025	November 13, 2025
November 17, 2025	November 24, 2025	November 27, 2025	November 24, 2025	November 28, 2025	December 5, 2025	December 11, 2025

**PLEASE NOTE: DATES ARE SUBJECT TO CHANGE**

Board of Adjustment meetings are scheduled for 4:00pm on the 2nd Thursday of every month.

\*For Schedule Updates check City of Stephenville webpage at [www.stephenvilletx.gov](http://www.stephenvilletx.gov)

\*Applications may require additional review time depending on the complexity of the request

*In an effort to ensure that the best customer service levels are provided to all of our applicants, incomplete submittals cannot be accepted.*

**Board of Adjustment Sec. 154.21.1.C Notices.**

1. Public notice of any appeal affecting a specific property shall be given as prescribed in the Zoning Ordinance by means of a written notice deposited in the United States Mail, Postage prepaid, not less than **ten (10)** days prior to the date of the hearing. The notice shall identify the applicant, the location of the property in question, the nature of the request and the applicable Zoning Ordinance requirements.
2. Public notice of any appeal seeking an interpretation of Zoning Ordinance regulations which would apply throughout the city, shall be given by means of legal advertisement appearing in the official newspaper of the city not less than **ten (10)** days prior to the date of hearing. Written notice shall also be given to the applicant and his or her agent as provided in division (A) above. The notices shall identify the applicant, the nature of the question involved, and the affected provisions of the Zoning Ordinance.
3. Notice of any appeal seeking a special use or variance affecting a specific property shall be given to all persons within 200 feet of the property in question by means of a written notice deposited in the United States Mail, Postage prepaid, not less than **ten (10)** days prior to the date of the hearing.

For questions or concerns:

Steve Killen, Director of  
Development Services

[skillen@stephenvilletx.gov](mailto:skillen@stephenvilletx.gov)

(254) 918-1222

Revised 10/17/2023 TC

11/15/2024 SK