



# Weatherford City Council

## AGENDA REPORT

**Meeting Date:** June 24, 2025  
**Item Number:** 2025-317-AR

**Staff Contact:** Chad Marbut, Assistant City Manager  
**Phone:** 817-598-4006

**SUBJECT:** Hold a PUBLIC HEARING to consider adoption of Ordinance O2025-26, concerning a request for a conditional use permit for a New Office Building on an approximate 0.364-acre tract being generally located at 215 E. Church Street, in the City of Weatherford, Parker County, Texas. CUP-25-0007.

**CASE NUMBER** CUP-25-0007

### GENERAL INFORMATION

<b>Applicant:</b>	Charles Carter
<b>Request Action:</b>	Approval of Conditional Use Permit
<b>Project Description:</b>	New Office Building
<b>Site Address/Location:</b>	215 E Church St.
<b>Land Area:</b>	+/- 0.364 Acre
<b>General Plan:</b>	Historic Downtown
<b>Existing Zoning:</b>	CBD - Central Business District
<b>Surrounding Zoning:</b>	
<b>North:</b>	CBD - Central Business District
<b>South:</b>	CBD - Central Business District
<b>East:</b>	CBD - Central Business District
<b>West:</b>	CBD - Central Business District

### BACKGROUND/DISCUSSION

Applicant is requesting a conditional use permit for a New Office Building on an approximate 0.364-acre tract being generally located at 215 E Church Street, in the City of Weatherford, Parker County, Texas. The property is currently zoned "CBD" Central Business District.

A Conditional Use Permit is required for new structures that does not comply with the design requirements and area regulations outlined in Section 12-3-300(D)(2)(B) of the "CBD" zoning district. This section requires that new building facades be aligned with adjacent structures to maintain the rhythm and continuity of the streetscape, except as approved through a Conditional Use Permit. The current proposal does not align the building facade with the

adjacent structure and does not comply with the design guidelines.

Staff supports the proposal because the site is located outside the core downtown square, where preserving a continuous streetscape is more essential. Additionally, the proposed building matches with the existing structure on the lot.

If the conditional use permit is approved, all applicable permits will be submitted and reviewed by staff.

### **ALTERNATIVES**

1. The City Council may approval of the request subject to conditions.
2. The City Council may disapprove of the request.

### **SUGGESTED ACTION/RECOMMENDATION**

Staff recommends approval of the Conditional Use Permit request. At their June 11, 2025, regularly scheduled meeting, the Planning and Zoning Commission voted (7-0) to recommend approval subject to the following 2 conditions:

1. Hours of operation for the business shall be limited to Monday - Sunday, 7:00 a.m. to 8:00 p.m.
2. Temporary signs, banners, and other advertisements shall not be permitted on the property.

### **ATTACHMENTS**

- [Presentation](#)
- [O2025-26](#)