



# City of Coppell, Texas

255 E. Parkway Boulevard  
Coppell, Texas  
75019-9478

## Minutes

### Board of Adjustment

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Thursday, April 3, 2025

6:00 PM

255 Parkway Blvd.

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#### Building and Standards Commission

Mark LeGros  
Chair

Michelle Anderson  
Vice Chair

Kyle Rogers

Casey Smith

Greg Vlahos

Shawn Hester  
Alternate

Timothy Thompson  
Alternate

**PRESENT:** Chair, Mark LeGros; Vice Chair, Michelle Anderson; Kyle Rogers, Casey Smith, Greg Vlahos, and Alternate member, Timothy Thompson.

**ABSENT:** Alternate member, Shawn Hester.

Also present were Luay Rahil, Assistant Director of Community Development; Matt Steer, Development Services Administrator; Timothy A. Oates, Assistant Fire Chief/Fire Marshal; Dezirae Veuleman, Senior Code Compliance Officer; Rachel Rosenstern, Code Compliance Officer; Stephen Schubert, Chief Building Official; Robert Hager, City Attorney; Kami McGee, Administrative Services Manager; Vandana Sayegh, Senior Administrative Assistant, and Jacquie Nivens, Board Secretary.

Notice was hereby given that the Building and Standards Commission of the City of Coppell, Texas, met in Regular Called Session at 6p.m. for Work Session, Regular Session followed immediately thereafter, was held at Town Center, 255 Parkway Boulevard, Coppell, Texas.

As authorized by Section 551.127, of the Texas Government Code, one or more appointed board member or employees may attend this meeting remotely using videoconferencing technology.

As authorized by Section 551.071(2) of the Texas Government Code, this meeting may be convened into closed Executive Session for the purpose of seeking confidential legal advice from the City Attorney on any agenda item listed herein.

The purpose of this meeting was to consider the following items:

**1. Call To Order**

Chairman LaGros called the meeting to order at 6:00pm.

**2. Work Session (Open to the Public)**

The Building and Standards Commission was briefed on each posted agenda item and no vote was taken on any item discussed.

Chairman LeGros adjourned Work Session at 6:56 p.m.

**3. Regular Session (Open to the Public)**

Chairman LeGros convened into Regular Session at 7:04 p.m.

**4. Citizens' Appearance**

Chairman LeGros advised that no one signed up to speak at Citizens Appearance.

**5. Consider the approval of the February 6, 2025, Building and Standards Commission meeting minutes.**

**Attachments:** [February 6, 2025, Building and Standards Commission Meeting Minutes.pdf](#)

A motion was made by Commissioner Smith, seconded by Commissioner Vlahos, to approve the minutes of the February 6, 2025, Building and Standards Commission meeting. The motion was approved unanimously, 5-0.

**6. PUBLIC HEARING:**

Show Cause Hearing to determine if the structure located on the property addressed as 407 Greenway Court in the City of Coppell, Dallas County, Texas, complies with the ordered action given by the Building and Standards Commission within the allotted time provided and within the standards outlined in the City of Coppell Ordinance, Article 15-14, adopting the 2015 International Property Maintenance Code and amending portions therein.

**Attachments:** [Memo.pdf](#)  
[Exhibit A - Ordinance section.pdf](#)  
[Exhibit B - Order From December 2024.pdf](#)  
[Exhibit C - Supplemental Order from February 2025.pdf](#)  
[Exhibit D - Permits.pdf](#)  
[Exhibit E - Pest Control Invoice.pdf](#)  
[Exhibit F - Photos of the progress.pdf](#)

Code Compliance Officer, Dezirae Veuleman, presented testimony and evidence with exhibits.

All exhibits were marked and admitted into the record.

All participants wishing to speak were sworn-in to present testimony by Chairman LeGros.

Applicant and homeowner, Keenan McCarty, 407 Greenway Court, presented testimony.

Chairman LeGros opened the Public Hearing and asked for those who signed up to speak.

Patrick Bolton, 403 Greenway Court, provided testimony regarding the case.

Rick Roberts, 411 Greenway Court, provided testimony regarding the case.

Chairman LeGros closed the Public Hearing.

A motion was made by Commissioner Rogers, seconded by Commissioner Smith, to continue with the supplemental order as presented, to complete all repairs on or before July 3, 2025. The motion passed unanimously, 5-0.

7.

PUBLIC HEARING:

Show Cause Hearing to determine whether the fence or accessory structure located on the property addressed as 433 Willow Springs Drive (WILLOWOOD 2 BLK G LT 67) in the City of Coppell, Dallas County, Texas, complies with the ordered action given by the Building and Standards Commission, dated February 6, 2025; signed and filed February 7, 2025.

Attachments: [Memo.pdf](#)

[Exhibit A - Ordinance 2017-1470.pdf](#)

[Exhibit B - Photos of the Violation.pdf](#)

[Exhibit C - Order from February 2025.pdf](#)

Code Compliance Officer, Dezirae Veuleman, presented testimony and evidence with exhibits.

All exhibits were marked and admitted into the record.

All participants wishing to speak were sworn-in to present testimony by Chairman LeGros.

Applicant and homeowner, Ms. Allison, 433 Willow Springs Drive, was not present.

Chairman LeGros opened the Public Hearing and stated that no one signed up to speak. Chairman LeGros closed the Public Hearing.

A motion was made by Commissioner Smith, seconded by Commissioner Anderson, to approve the recommendation by staff to discharge and remove the case from the docket as it complies with the ordered action given by the Building and Standards Commission, dated February 6, 2025. The motion passed unanimously, 5-0.

8. PUBLIC HEARING:  
Consider the adoption of the International Building Code, 2024 Edition and Chapter 15 of the City of Coppell Code of Ordinances.

**Attachments:** [Memo.pdf](#)  
[Ordinances.pdf](#)

Chief Building Official, Stephen Schubert, presented testimony and evidence with exhibits.

All exhibits were marked and admitted into the record.

Chairman LeGros opened the Public Hearing and stated that no one signed up to speak. Chairman LeGros closed the Public Hearing.

A motion was made by Commissioner Rogers, seconded by Commissioner Vlahos, to approve the recommendation of the adoption of the 2024 International Codes and City of Coppell Construction Chapter, as mentioned in Exhibits A through K. The motion passed unanimously, 5-0.

9. **Adjournment**

There being no further business before the Building and Standards Commission, Chairman LeGros, adjourned the meeting at 7:33 p.m

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Mark LeGros, Chair

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Jacque Nivens, Board Secretary