



City of Colleyville Sign Board of Appeals Agenda

City Hall
100 Main Street
Colleyville, Texas 76034
817. 503.1000
www.colleyville.com

Tuesday, January 10, 2023

City Council Chambers

7:00 P.M.
CITY COUNCIL CHAMBERS
THIRD FLOOR

CALL TO ORDER
PLEDGE OF ALLEGIANCE

1. APPROVAL OF MINUTES

1a Sign Board of Appeals Meeting Minutes - December 13, 2022

2. PUBLIC HEARING AGENDA ITEMS

2a Request for a variance to the provisions of Section 7-150 - Permanent Freestanding Signs - Sign Classifications and Regulations of the Land Development Code, specifically for an institutional sign, on Lot 1R, Block 1, Covenant Christian Academy Addition, located at 901 Cheek-Sparger Road, Case SC22-008

3. ADJOURNMENT

I hereby certify this agenda was posted on City Hall bulletin boards January 6, 2023 by 5:00 p.m.

Dakari Hill
Planner

A quorum of the Colleyville City Council may be in attendance at this meeting.

Any matter on this agenda may, at the discretion of the governing body, be opened for public comment and discussion.

If you plan to attend this public meeting and have a disability that requires special accommodations, please advise the City Secretary at least 48 hours in advance at 817.503.1133, and reasonable accommodations will be made to assist you.



City of Colleyville Sign Board of Appeals Agenda Briefing

City Hall
100 Main Street
Colleyville, Texas 76034
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Agenda Number 1a	Agenda Date 1/10/2023	Number
Type Approval of Minutes		
Department Sign Board of Appeals		

Title

Sign Board of Appeals Meeting Minutes - December 13, 2022

Explanation

Approval of minutes from the December 13, 2022 Sign Board of Appeals Meeting.

Recommendation

Approve

Attachments

1. 12.13.2022 - SBA Minutes



City of Colleyville Sign Board of Appeals Minutes

City Hall
100 Main Street
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www.colleyville.com

Tuesday, December 13, 2022

City Council Chambers

Call to Order

The Sign Board of Appeals Meeting of the City of Colleyville was called to order by Chair Carroll on December 13, 2022 at 7:00 p.m.

Roll Call

Present: Dee Kamerman, Dan Shadle, Frank Carroll, Mic Deakin, and Eric Holland

Staff Present: Jacquelyn Reyff and Dakari Hill

Also Present: N/A

1. APPROVAL OF MINUTES

- 1a Board Member Shadle made a motion to approve the November 8, 2022 minutes. Board Member Kamerman seconded the motion.**

The motion was carried by the following vote:

Aye: 5 – Kamerman, Shadle, Carroll, Deakin, and Holland

Nay: 0

2. PUBLIC HEARING AGENDA ITEMS

- 2a** Request for a variance to the provisions of Section 7-215, Prohibited Signs, and Section 7-230, Nonconforming Signs, of the Land Development Code, specifically for a new off-premises sign on Tract 6B2 and 6B4, Abstract 352, Elizabeth Cox Survey, located at 5312 State Highway 121, Case SC22-007

Jacquelyn Reyff presented the case and briefed the Board.

Staff answered questions of the Board regarding ownership of the land and the City's regulations on billboards.

The applicant, Beau Burkett, P.O. Box 163266, Austin, TX, came forward and expressed to the Board that the proposed sign would be

beneficially to the City for the financial incentive, aesthetic improvement, and prime location.

Mr. Burkett answered questions of the Board regarding the potential uses of the sign, landscaping, and the sign's proposed height.

The public hearing was opened at 7:23 p.m.

With no one wishing to speak, the public hearing was closed at 7:23 p.m.

Board Member Shadle made a motion to approve Case SC22-007. Board Member Deakin seconded the motion.

The motion failed by the following vote:

Aye: 3 – Shadle, Carroll, and Deakin

Nay: 2 – Kamerman and Holland

3. ADJOURNMENT

The meeting adjourned at 7:32 p.m.

The minutes were written and prepared by:



Dakari Hill
Planner

The meeting minutes were approved on _____, _____ by a vote of 5-0.



City of Colleyville Sign Board of Appeals Agenda Briefing

City Hall
100 Main Street
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Agenda Number 2a	Agenda Date 1/10/2023	Number
Type Public Hearing Agenda Items		
Department Sign Board of Appeals		

Title

Request for a variance to the provisions of Section 7-150 - Permanent Freestanding Signs - Sign Classifications and Regulations of the Land Development Code, specifically for an institutional sign, on Lot 1R, Block 1, Covenant Christian Academy Addition, located at 901 Cheek-Sparger Road, Case SC22-008

Explanation

Lynn Bural, the applicant, has submitted a request for a variance for a permanent freestanding sign on the property being 15.84 acres and located at 901 Cheek Sparger Road and known as Colleyville Christian Academy.

Existing Conditions/Background: The subject property is generally located on the south side of Cheek Sparger Road west of the intersection with Wayne Drive and Bedford Road. It is zoned PUD-C Planned Unit Development - Commercial district and is platted as Lot 1R, Block 1, Covenant Christian Academy.

Requested Variances: The applicant is requesting a variance for a permanent free standing monument sign to encroach into the required front yard setback.

B. Institutional Signs – These regulations provide for on-premises and off-premises institutional signs to assist the public with the location of these types of uses.

1. On-Premises Institutional Sign: The purpose of an on-premises institutional sign is to identify schools, churches, hospitals or similar public or quasi-public institutions. One on-premises institutional sign per street frontage shall be allowed on the premises where the institution is located . . .

C. Minimum Setback: Eight feet (8') from an abutting street right-of-way and, if applicable, a minimum of twelve feet (12') from the edge of pavement. Thirty feet (30') from any side or rear property line adjacent to another property.

Chapter 1 (General Provisions) of the Land Development Code authorizes the Sign Board of Appeals to grant variances to the requirements of Chapter 7 – Signs given the following considerations:

"...In considering a request for a variance, the Sign Board of Appeals shall consider, among other things, the degree of variance, the reason for the variance requested, the

location of the variance request, the duration of the requested variance, the effect on public safety, the protection of neighborhood property, the degree of hardship or injustice involved, and the effects of the variance on the general plan of regulation of signs within the City.”

Analysis: The applicant desires to have a new freestanding monument sign to encroach into the front yard setback. The campus has a master plan that, as it reaches build-out, prefers the proposed location. The proposed sign location would be located along Cheek Sparger Road and its location encroaches beyond the 8’ required setback and into the right-of-way placing it 15’ away from the street. The proposed sign meets the dimensional requirements for a freestanding sign.

As the proposed placement of the sign would place it in the right-of-way of Cheek Sparger Road, a right-of-way encroachment agreement with the City Council is necessary and is scheduled for consideration on a future agenda (possibly January 17, 2023 or February 7, 2023). Therefore, any approval by the Sign Board of Appeals shall be made contingent on the City Council’s approval of the right-of-way encroachment agreement.

Public Notification: Staff mailed notices to property owners within 500 feet of the subject property regarding this request. Grapevine-Colleyville ISD, where the subject property is located, was notified per State law. Notice was published in the Fort Worth Star-Telegram as required by State law and the Land Development Code.

Staff Recommendation: Based on current regulations, staff does not recommend approval of the requested sign variance.

Recommendation

Denial

Attachments


1. Aerial Map
2. Zoning Map
3. Future Land Use Map
4. Statement of Planning Objectives
5. Sign Exhibit
6. Pictures - Sign Location
7. Notification Map
8. Notification Letter
9. Notification List

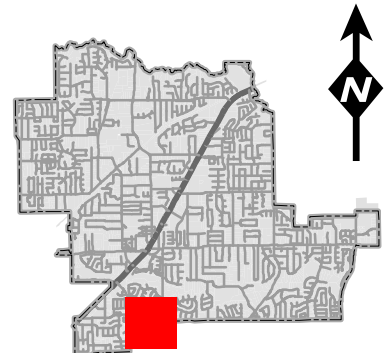
Aerial Map



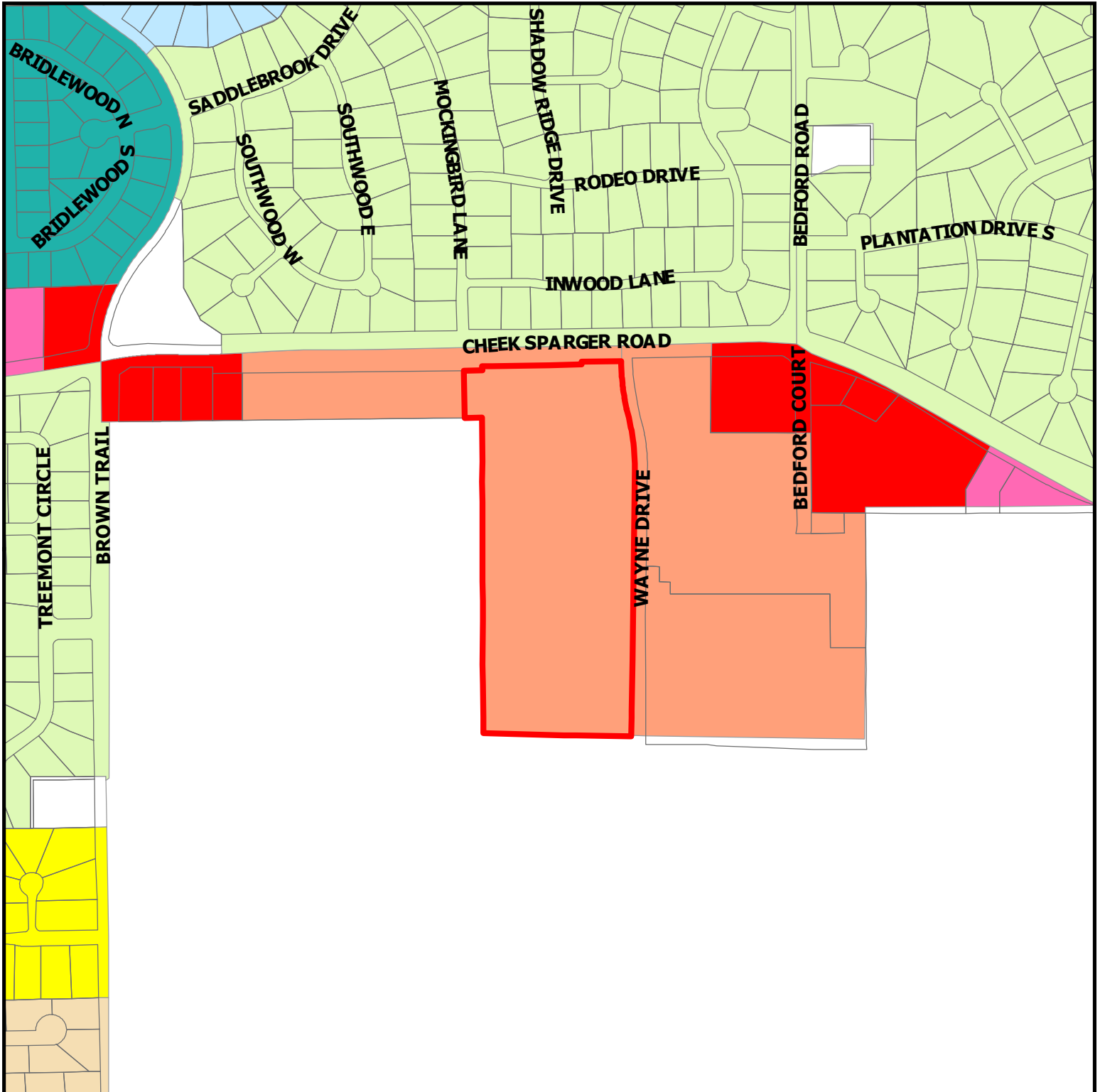
SC22-008
901 Cheek-Sparger Road

DISCLAIMER:
This map and information contained in it were developed exclusively for use by the City of Colleyville. Any use or reliance on this map by anyone else is at that party's risk and without liability to the City of Colleyville, its officials or employees for any discrepancies, errors, or variances which may exist.

 Subject Property




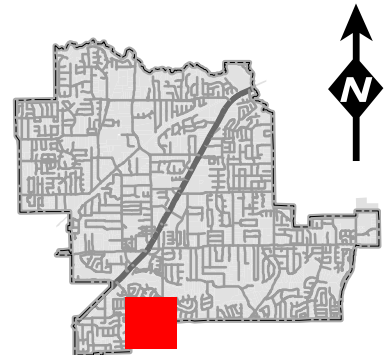
Zoning Map



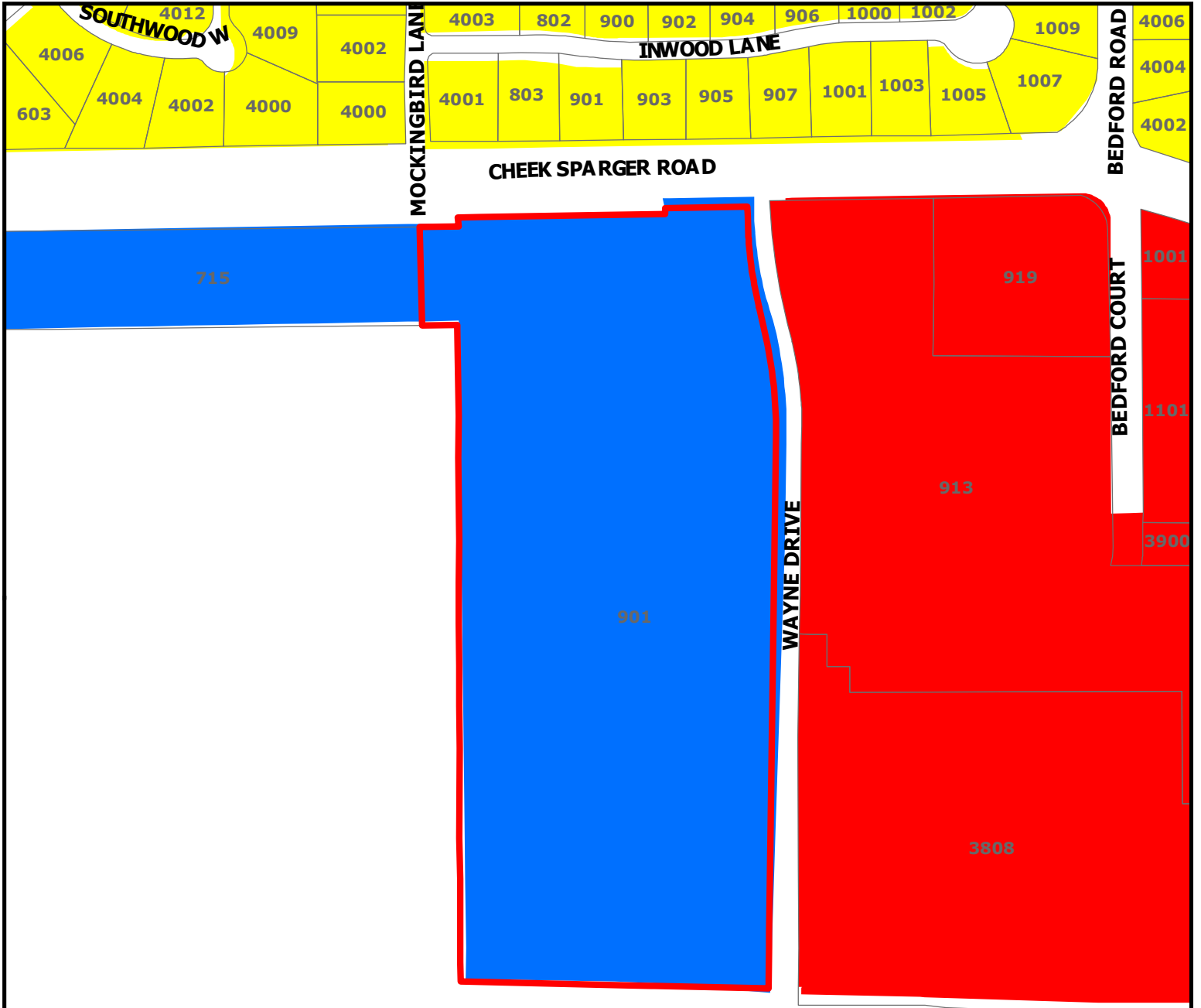
SC22-008
901 Cheek-Sparger Road

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 Subject Property

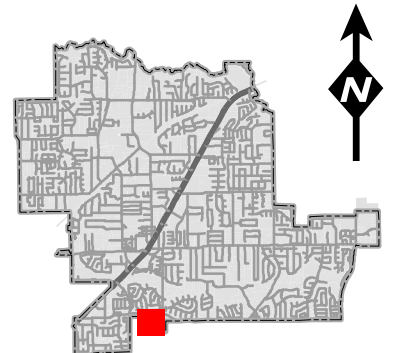


Future Land Use Map



SC22-008 901 Cheek-Sparger Road

- Subject Property
- Residential
- Commercial
- Institutional



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Covenant Christian Academy is respectfully asking for a variance to the sign code for the following reasons:

1. Due to a culvert, sidewalk, and parking spaces in front of one of our buildings, the only place for a sign on our property is in the location requested.
2. In the requested location the property line shifts dramatically to the South away from the road. This would make the sign not visible to traffic that drives down Cheek Sparger.
3. Other businesses to our east and west have signs perpendicular to Cheek Sparger that are much closer to the road (similar to the location requested). Tara Animal Clinic, Heritage Retirement Advisors, Allen Wealth Advisors, and Hartman Family Wellness to our west have signs close to the road. To our east, Setzer Law Firm and Innovation Life Solutions.
4. The location of the sign is also where it will be required as we finish the buildout of our Master Plan.
5. The current sign we have is ineffective as it runs parallel to the road and is not visible.
6. The trees along Cheek Sparger prevent visibility if the sign is located within code.



Sign is 11' wide by 5'6" per Colleyville City sign ordinance



Monument Sign 11' x 5' 6"
 LED Digital Message Board 4' x 8'
 COVENANT CHRISTIAN ACCADEMY letters are
 back lighted

All Star Signs DFW	817-329-1945	Created For	Covenant Christian Accademy Trey Martinez 940-867-9669	Date :	12/06/2022	Drawn by :	DB	Drawing number:	
	5104 Chelsea, Colleyville, TX 76034	Address	901 Cheek Sparger Rd. Colleyville, TX 76034-3864	Revised :		TESC	18798	Salesman :	LB
THIS DESIGN REMAINS OUR EXCLUSIVE PROPERTY and CANNOT BE DUPLICATED WITHOUT WRITTEN CONSENT									



LET'S SPREAD
HOLIDAY CHEER



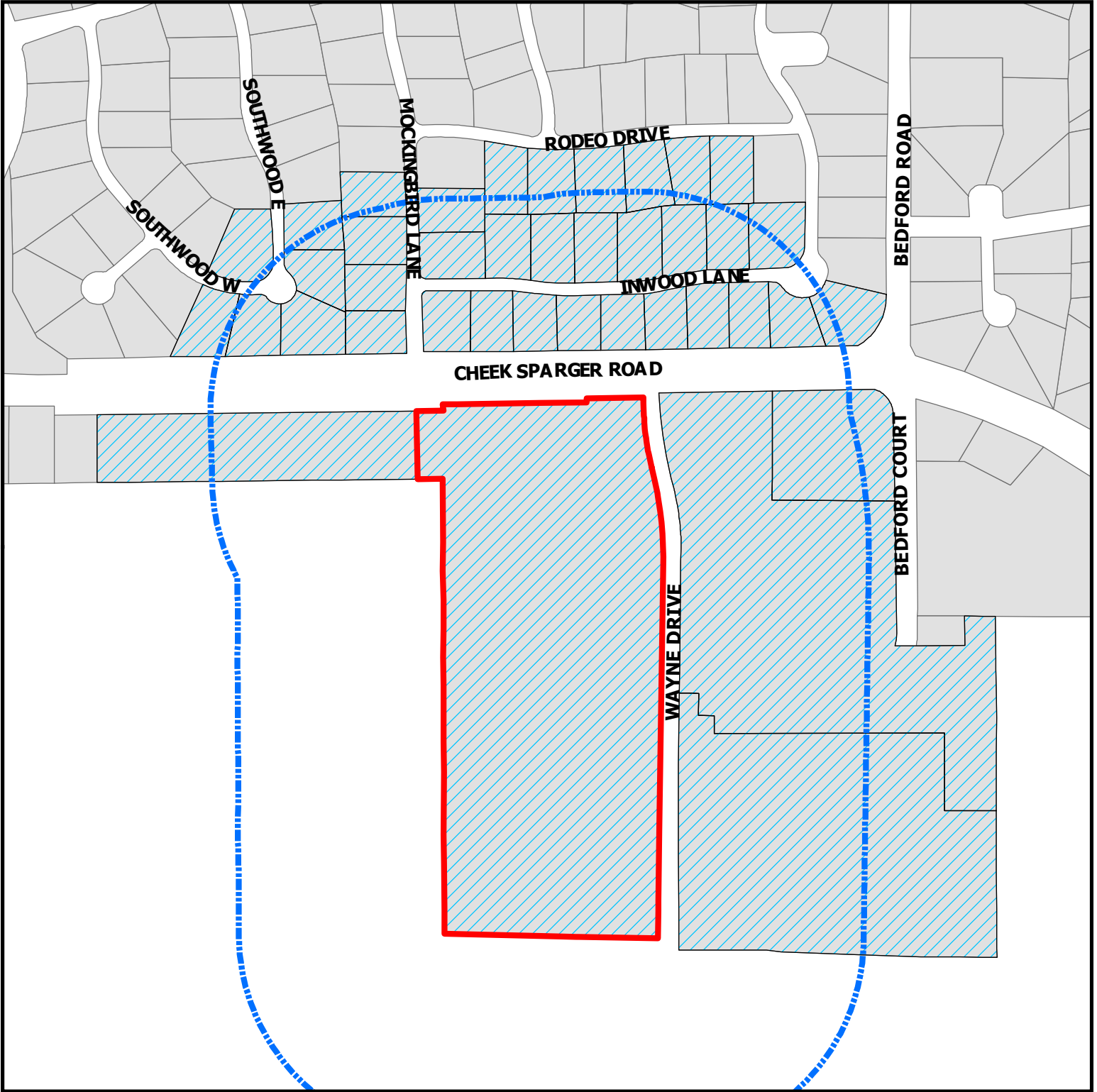


NO LEFT
TURN
MON-FRI
7:30-8:15 am
2:45-4:00 pm

FIRE LANE NO PARKING






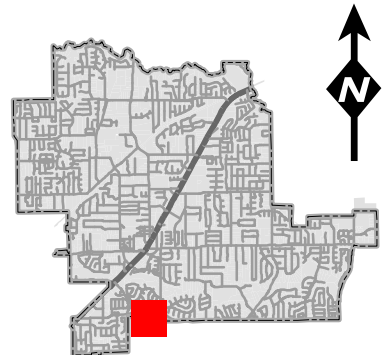
Notification Map



SC22-008
901 Cheek-Sparger Road

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-  Subject Property
-  500ft Buffer
-  Properties within 500ft





NOTICE OF PUBLIC HEARING

«Owner Name»

«Owner Address»

«Owner City» «Owner Zip»

The City of Colleyville has scheduled public hearings concerning the below referenced request on the following dates and location:

**Sign Board of Appeals Meeting: Tuesday, January 10, 2023 at 7:00 p.m.
3rd floor of City Hall, 100 Main Street, Colleyville, Texas**

Request: Request for a variance to the provisions of Section 7-150, Permanent Freestanding Signs – Sign Classifications and Regulations of the Land Development Code, specifically for an institutional sign. The purpose of the request is to allow for a new institutional sign that encroaches into the required front setback for Covenant Christian Academy.

Zoning Case: SC22-008

Applicant: Lynn Bural

Owner: Covenant Christian Academy

Location: 901 Cheek-Sparger Road

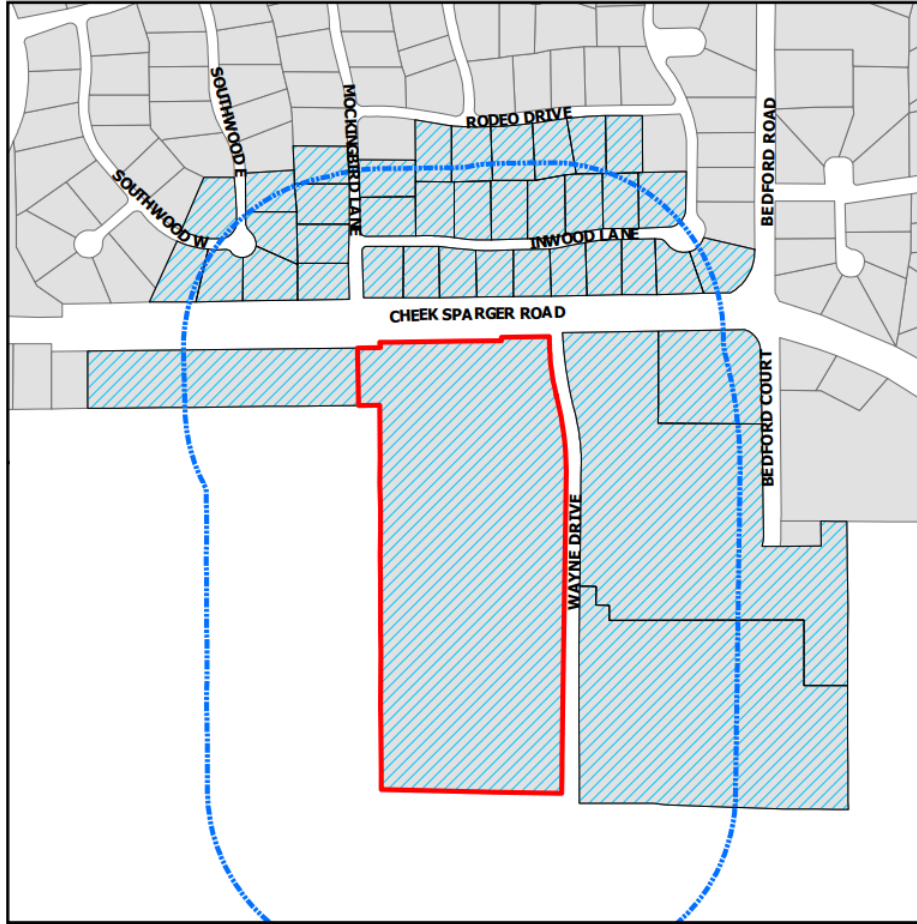
Property Description: Lot 1R, Block 1, Covenant Christian Academy Addition

This notice has been sent to all owners of real property within 500 feet of the request as such ownership appears on the last approved city tax roll. Denial of the proposal by the Sign Board of Appeals is final, unless the applicant submits a written notice of appeal within 10 days from the date of action by the Board. If appealed, the request will be placed on the next available City Council agenda and all property owners within 500 feet will be re-notified of the hearing.

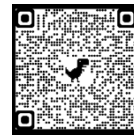
All interested persons are encouraged to attend the public hearing and express their opinions on the variance request. If you are unable to attend, but wish to have your opinions made a part of the public record, please submit written comments prior to the public hearing, to the address below:

**Community Development Department
City of Colleyville
100 Main Street
Colleyville, TX 76034**

NOTICE OF PUBLIC HEARING



The application is on file for public examination in the Community Development Department at 100 Main Street, Colleyville, Texas 76034. A brief project description can be found online on the Agenda Packet and Active Development Case map (please use your phone's camera to scan QR code below):



For additional information, please contact the Community Development Department at 817.503.1056. Please reference the zoning case number when requesting information.

Jacquelyn Reyff

Jacquelyn Reyff
Planning Manager
jreyff@colleyville.com

Owner Name	Owner Address	Owner City
ALLEN, SAM H	901 RODEO DR	COLLEYVILLE, TX
ALLRED, SHANE	1005 INWOOD LN	COLLEYVILLE, TX
BARTON, KYLE	1001 INWOOD LN	COLLEYVILLE, TX
BEALL DENTON PARTNERS LP	5712 COLLEYVILLE BLVD STE 200	COLLEYVILLE, TX
BRIDLEWOOD ESTATES	4110 COACHMAN	COLLEYVILLE, TX
BUHL, MARY	1001 RODEO DR	COLLEYVILLE, TX
BUI, JAMES	4004 MOCKINGBIRD LN	COLLEYVILLE, TX
BURAL, LYNN	5104 CHELSEA DR	COLLEYVILLE, TX
BUTTRY, JIMMY E	4011 SOUTHWOOD E	COLLEYVILLE, TX
CHATELAIN, GARY M	1007 INWOOD LN	COLLEYVILLE, TX
CHERRY, LARRY	903 RODEO DR	COLLEYVILLE, TX
COLON, ROBERT	4004 SOUTHWOOD W	COLLEYVILLE, TX
COPP, MICHAEL K	803 INWOOD LN	COLLEYVILLE, TX
COVENANT CHRISTIAN ACADEMY	901 CHEEK SPARGER RD	COLLEYVILLE, TX
DAY, CHRISTOPHER	802 INWOOD LN	COLLEYVILLE, TX
FALKENSTEIN, LOUANN	1002 INWOOD LN	COLLEYVILLE, TX
FLICK, WILLIAM	900 INWOOD LN	COLLEYVILLE, TX
HARRINGTON, PAUL F	4000 SOUTHWOOD W	COLLEYVILLE, TX
HOWARD, LYNN	4009 SOUTHWOOD E	COLLEYVILLE, TX
HURST EULESS BEDFORD ISD	1849 CENTRAL DR	BEDFORD, TX
JACKSON, WILLIAM D	1003 INWOOD LN	COLLEYVILLE, TX
JONES, GREGORY	903 INWOOD LN	COLLEYVILLE, TX
KELLY, DAVID	905 INWOOD LN	COLLEYVILLE, TX
LAW, STEVEN	4006 MOCKINGBIRD LN	COLLEYVILLE, TX
MCDONALD, RICHARD A	904 INWOOD LN	COLLEYVILLE, TX
MECK, TYLER	4001 MOCKINGBIRD LN	COLLEYVILLE, TX
MICHELSSEN, BRADLEY	4012 SOUTHWOOD E	COLLEYVILLE, TX
NASH, ROBERT G	905 RODEO DR	COLLEYVILLE, TX
PAUL, RALPH	4002 MOCKINGBIRD LN	COLLEYVILLE, TX
PEELER, WILLIAM	4002 SOUTHWOOD W	COLLEYVILLE, TX
PRESBYTERIAN CHURCH AMERICA	715 CHEEK SPARGER RD	COLLEYVILLE, TX
REID, TERRY BRYANT	907 INWOOD LN	COLLEYVILLE, TX
SADDLEBROOK ADDITION	PO BOX 382	COLLEYVILLE, TX
SALEEM, NAZEER A	1000 INWOOD LN	COLLEYVILLE, TX
SANDIFER, COLLIN	906 INWOOD LN	COLLEYVILLE, TX
SCF RC FUNDING IV LLC	902 CARNEGIE CENTER BLVD STE 520	PRINCETON, NJ
SHIPP, SANDRA L	901 INWOOD LN	COLLEYVILLE, TX
SMITH, JASON L	4000 MOCKINGBIRD LN	COLLEYVILLE, TX
STEPHENS, CRAIG C	803 RODEO DR	COLLEYVILLE, TX
STRAUB, ROBERT C	902 INWOOD LN	COLLEYVILLE, TX
SWAN DAVID	4005 MOCKINGBIRD LN	COLLEYVILLE, TX
TARA PLANTATION ADDITION	PO BOX 565	COLLEYVILLE, TX
WHITTED, AUGUSTUS	4003 MOCKINGBIRD LN	COLLEYVILLE, TX
WOLLIN, MARK	907 RODEO DR	COLLEYVILLE, TX