



CITY OF COLLEYVILLE SIGN BOARD OF APPEALS AGENDA

100 Main Street, Colleyville, Texas, 76034
City Council Chambers - Third Floor

TUESDAY, JANUARY 14, 2025 - 7:00 PM

1. ELECTION OF OFFICERS

1a Election of Chair and Vice-Chair Zoning Board of Adjustment and Sign Board of Appeals

2. APPROVAL OF MINUTES

2a December 12, 2023 Sign Board of Appeals Meeting

3. PUBLIC HEARING AGENDA ITEMS

3a Consideration of a variance to minimum setback from front and side property lines for a permanent freestanding monument sign on Lot 3A, Block 3, Village Park Addition Colleyville, located at 4913 Colleyville Blvd, SC24-001

4. ADJOURNMENT

I hereby certify this agenda was posted on City Hall bulletin boards *Friday, January 10, 2025* by 5:00 p.m.

Jacquelyn Reyff
Planning Manager

A quorum of any Colleyville board, commission, or committee may be present 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 MINUTES

100 Main Street, Colleyville, Texas, 76034

TUESDAY, DECEMBER 12, 2023

CALL MEETING TO ORDER CITY COUNCIL CHAMBERS

The City of Colleyville Sign Board of Appeals Meeting was called to order by Chair Kamerman on October 10, 2023, at 7:00 p.m.

Roll Call

Present: Frank Carroll, Dee Kamerman, Rick Ramirez, Richard Vallario, and Mic Deakin

Absent: Eric Holland and Dan Shadle

Staff Present: Jacquelyn Reyff and Kris Potts

Also Present: N/A

1. APPROVAL OF MINUTES

1a Board Member Deakin made a motion to approve the October 10, 2023 minutes. Board Member Kamerman seconded the motion.

The motion was carried by the following vote:

Aye: 5 – Vallario, Kamerman, Carroll, Ramirez, and Deakin

Nay: 0

2. PUBLIC HEARING AGENDA ITEMS

2a Consideration of a Variance to Ordinance O-12-1859 to allow for an internally lit wall sign on Lot 48, Village at Colleyville, located at 16 Village Ln Unit 150, Case SC23-004

Jacquelyn Reyff presented the case and briefed the Sign Board on the regulations prohibiting the backlit signage in the village.

The applicant Michael Thompson presented his case speaking of examples around the surrounding area of signage that is currently backlit. Regarding the cohesive and uniform look of the area the illuminated sign would fit in with what is currently in place.

The Sign Board asked general questions regarding if the sign will be individual letters and if the sign will be visible from Colleyville Blvd.

The public hearing was opened at 7:11 p.m.

With no one else wishing to speak, the public hearing was closed at 7:11 p.m.

Board Member Deakin made a motion to approve case SC23-004. Board Member Kamerman seconded the motion.

The motion was carried by the following vote:

Aye: 5 – Vallario, Kamerman, Carroll, Ramirez, and Deakin

Nay: 0

3. ADJOURNMENT

The meeting adjourned at 7:12 p.m.

The minutes were written and prepared by:

Kris Potts

Kristopher Potts
Planner

The meeting minutes were approved on January 13, 2025 by a vote of __.



CITY OF COLLEYVILLE SIGN BOARD OF APPEALS BRIEFING

Agenda Number 3a

Agenda Date 1/14/2025

Number -

Type Public Hearing Agenda Items

Department Community Development

Title

Consideration of a variance to minimum setback from front and side property lines for a permanent freestanding monument sign on Lot 3A, Block 3, Village Park Addition Colleyville, located at 4913 Colleyville Blvd, SC24-001

Explanation

Caliber Sign Company, the applicant, has submitted a request for a variance to the front and side setbacks for a freestanding sign to be located at 4913 Colleyville Boulevard for 'Red Barn Bar-B-Que'.

Existing Conditions/Background: The subject property, 4913 Colleyville Boulevard, has CC-1 Village Retail zoning and is located on the northeast side of the intersection of Colleyville Boulevard and Glade Road. The subject property is developed with a commercial business, Red Barn Bar-B-Que, and a commercial cell tower.

Surrounding Development: The property to the east is zoned CC-1 Village Retail and is developed with a commercial office building. The property to the north is zoned PUD-C Planned Unit Development – Commercial and is developed with a drive-through business, HTeaO. The property to the south is zoned CC-2 Shopping Center and is developed with an auto maintenance shop, Brakes Plus. The property to the west is Colleyville Boulevard.

Requested Variance: The applicant is requesting a variance to the front and side setbacks for a freestanding monument sign.

Ordinance – Section 7.150, Permanent Freestanding Signs – Sign Classification and Regulations of the Land Development Code establishes regulations for general business signs:

"d. 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 subject property is requesting to have a variance to the required front and side setback for a freestanding monument sign. The sign location proposed places it on the side property line, rather than the required 30 feet. The sign location does not meet the required front setback of 8 feet. Due to the widening of Colleyville Boulevard, this business has minimal land available to place a monument sign. The proposed sign design is compliant with the regulations of the code. As it is shown, the sign is placed in a drainage and utility easement.

Plat Status: The property is currently platted as Lot 3A, Block 3, Village Park Addition.

DRC Review: The Development Review Committee (DRC) reviewed the request at their December 23, 2024 meeting and offered the following comments:

1. Please provide a site plan with the property easements identified. The monument sign looks to be located in a drainage and utility easement based on a plat for this property. Monument sign construction is generally not allowed in the easement.

Drainage: NA

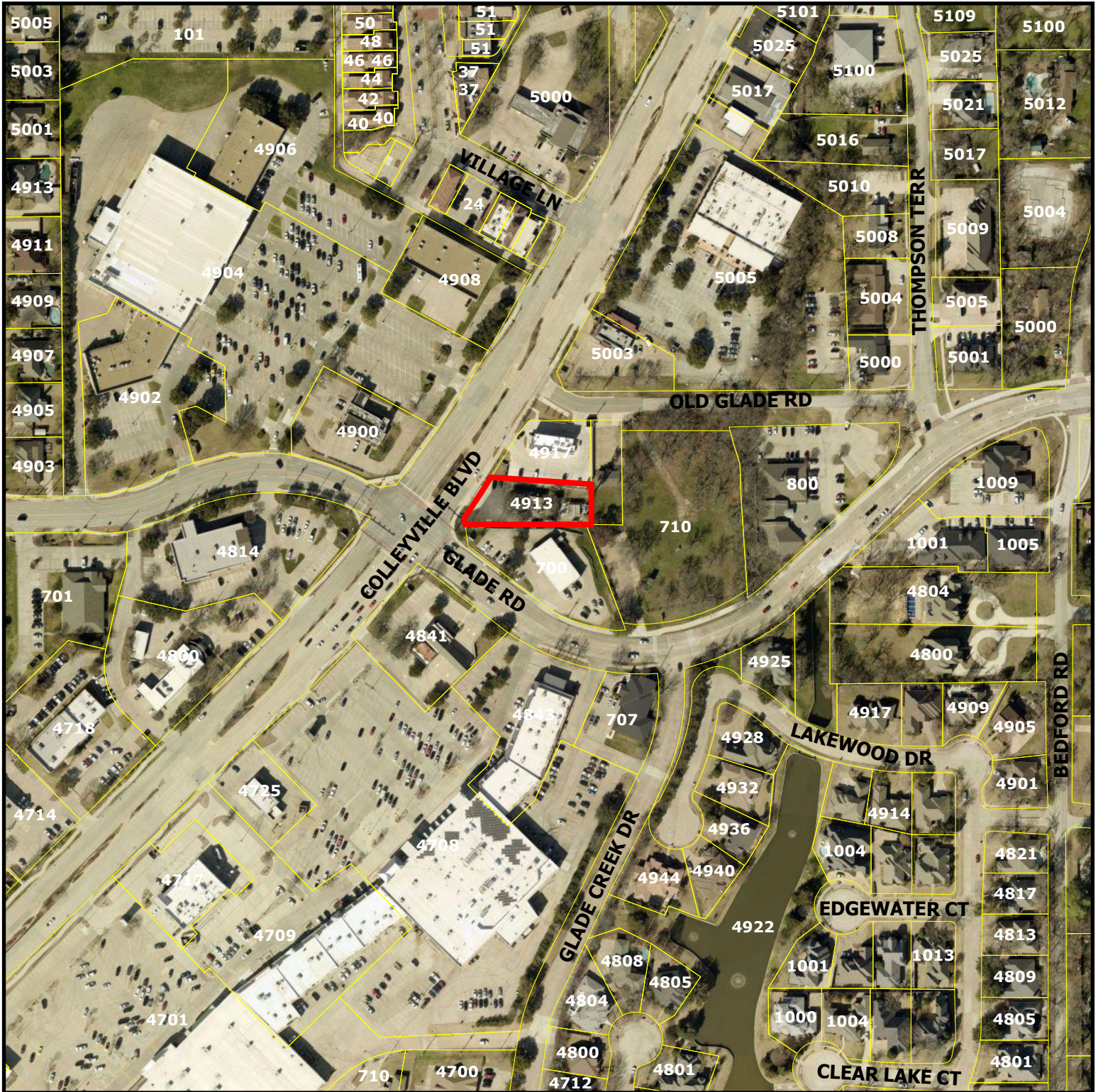
Public Notification: Staff mailed notices to all property owners within 500 feet as well as any Homeowners Associations within 1,000 feet of the subject property regarding this request. Grapevine-Colleyville ISD, where the subject property is located, was notified per State law. Notice was published in the *Fort Worth Star-Telegram* as required by State law and the Land Development Code.

Staff Recommendation: Staff recommends approval due to available area for placement of the sign.

Attachments

1. Aerial Map
2. Zoning Map
3. Future Land Use Map
4. Site Plan and Sign Plan
5. Notification Map
6. Notification Letter
7. Notification List

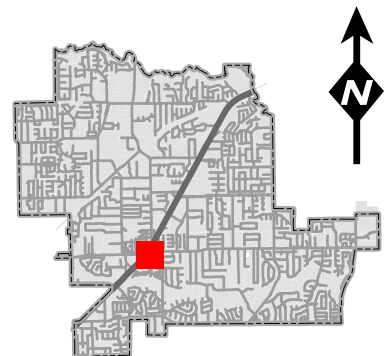
Aerial Map



SC24-001

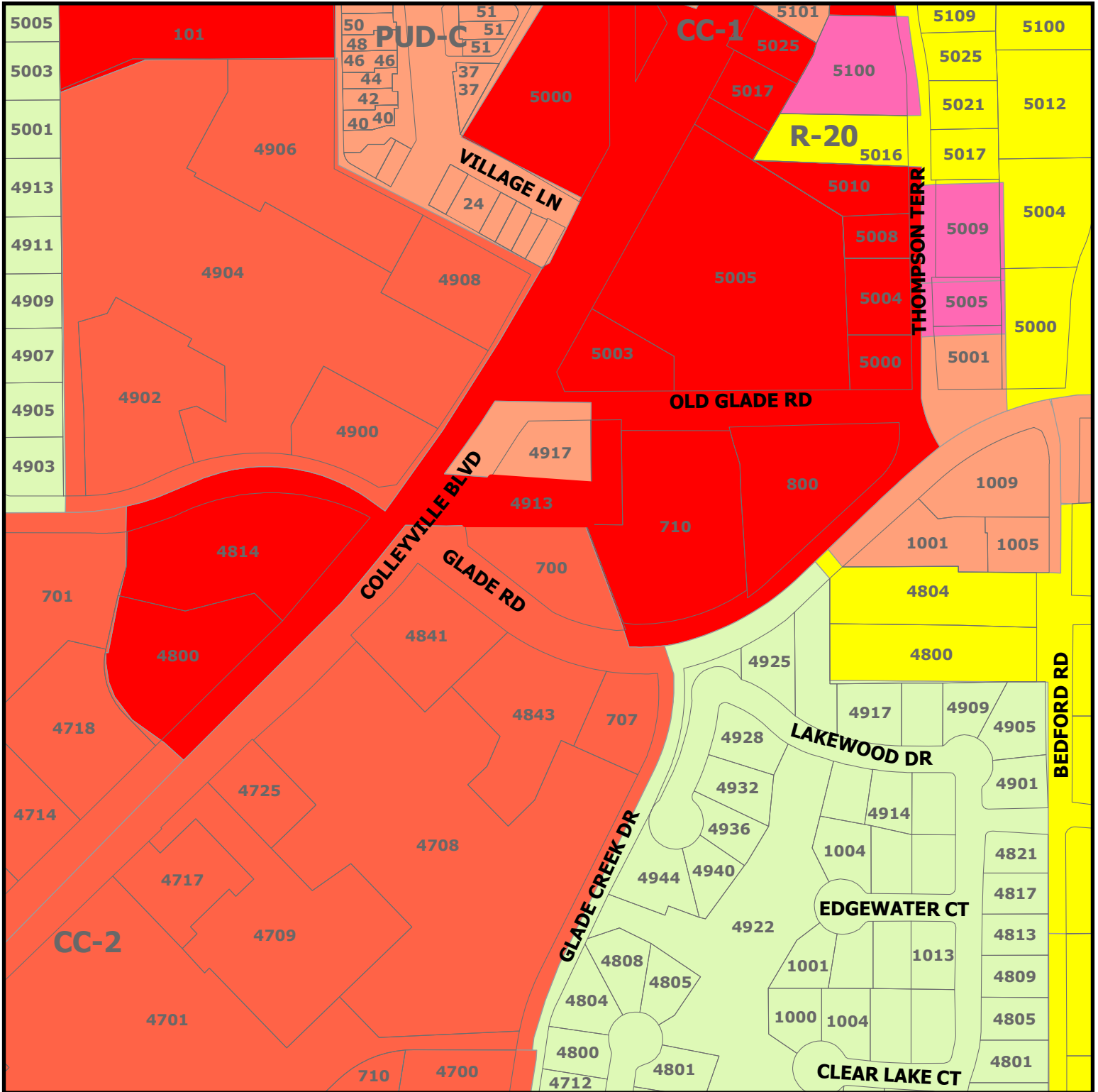
4913 Colleyville Blvd

 Subject Property



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.

Zoning Map



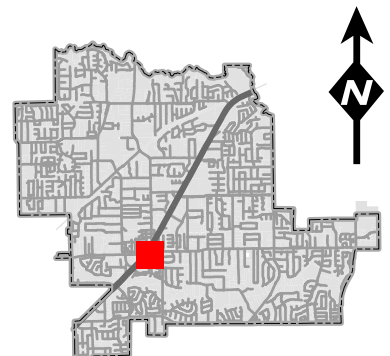
SC24-001

4913 Colleyville Blvd

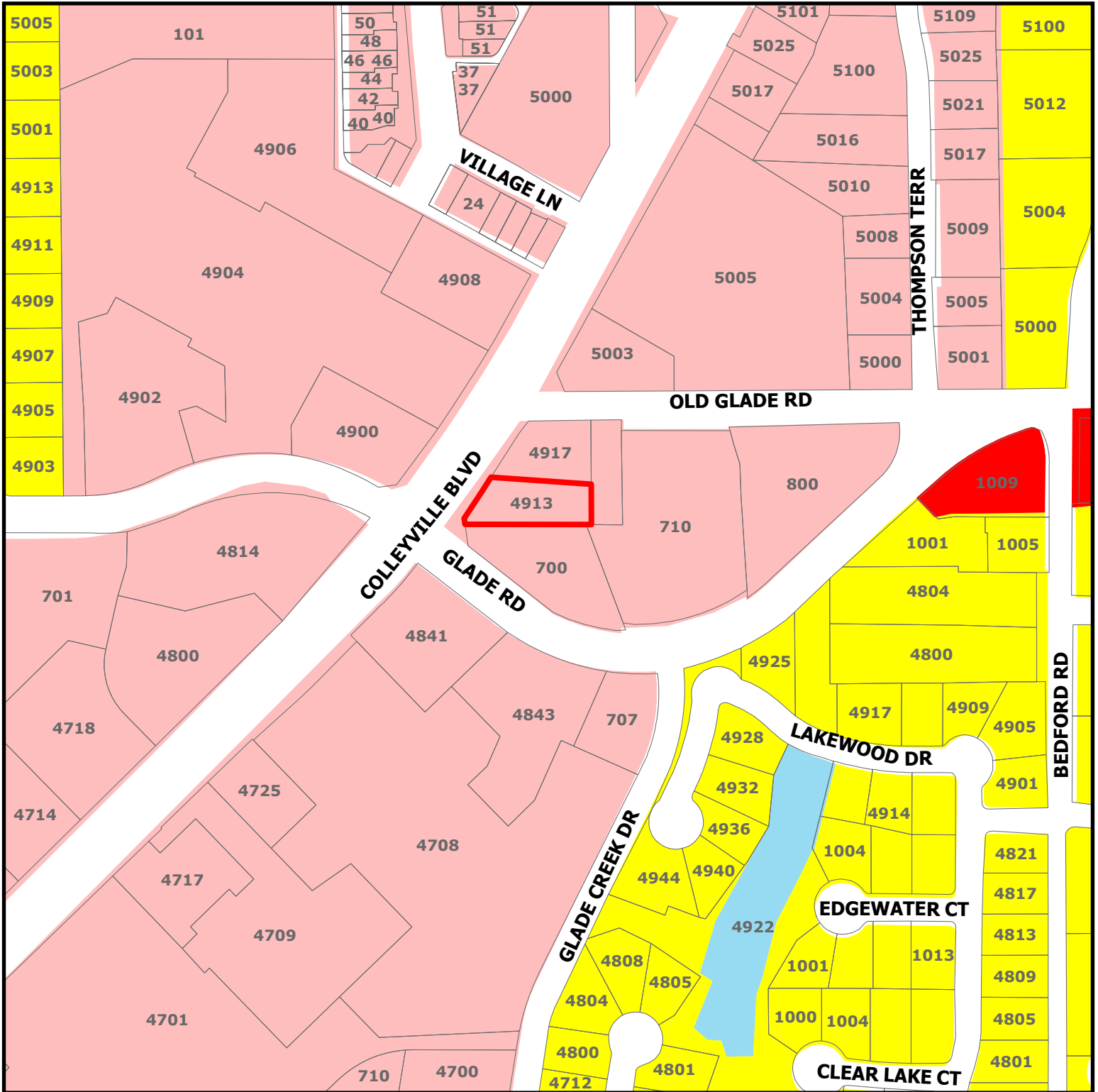


DISCLAIMER:
 This map and information contained in it were developed exclusively for use by the City of Colleyville. Any use or reliance on this map by anyone else is at that party's risk and without liability to the City of Colleyville, its officials or employees for any discrepancies, errors, or variances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

 Subject Property



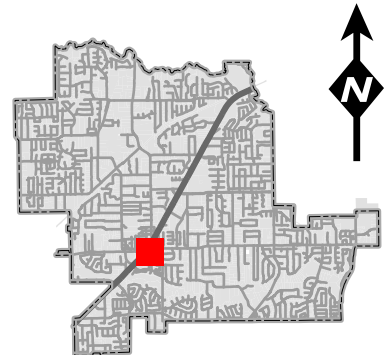
Future Land Use Map



SC24-001

4913 Colleyville Blvd

- Residential
- Commercial
- Colleyville Blvd Corridor
- Water Body
- Subject Property



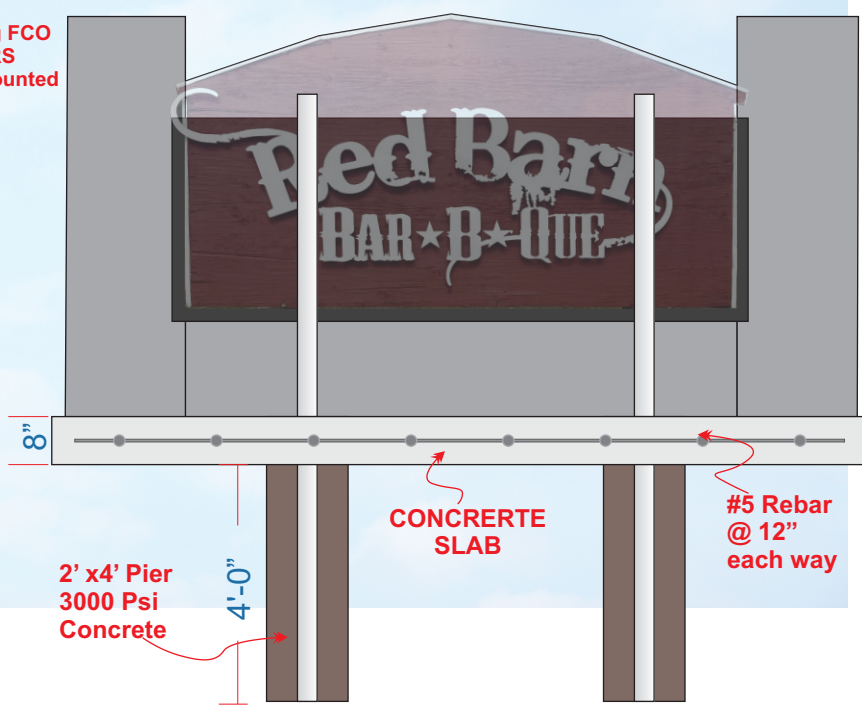
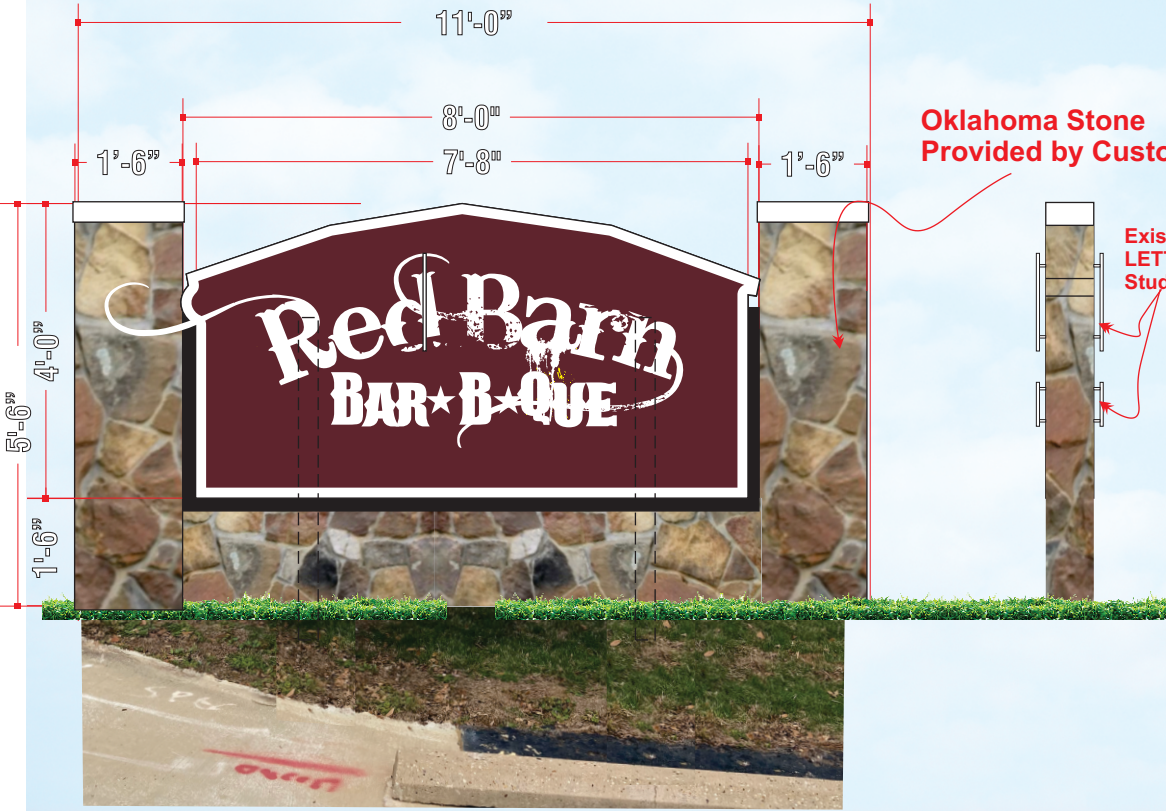
DISCLAIMER:
 This map and information contained in it were developed exclusively for use by the City of Colleyville. Any use or reliance on this map by anyone else is at that party's risk and without liability to the City of Colleyville, its officials or employees for any discrepancies, errors, or variances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

CONCEPT DRAWING NOT FOR PRODUCTION

**SCOPE OF WORK:
FABRICATE & INSTALL (1) ONE NEW MONUMENT
SIGN WITH BARN SHAPE NON LIT CABINET &
MASONRY AROUND, USE EXISTING FCO LETTERS**

- PLEASE CHECK THE FOLLOWING:**
- * SPELLING
 - * CONTENT
 - * MEASUREMENTS
 - * COLORS
 - * PLACEMENT

NON-LIT MONUMENT SIGN W/CABINET SIGN	
PRIMED & WELDED STEEL FRAME	GREY
.050 ALUMINUM SKIN/RETAINERS	WHITE
.090 ALUMINUM FACES	RED
OKLAHOMA STONE (by Customer)	OKLAHOMA
USE EXISTING FCO LETTERS W/ STUDS	WHITE



MONUMENT SIGN ELEVATION -

ONE (1) SET - D/F

**CITY AND LANDLORD APPROVAL
REQUIRED BEFORE PRODUCTION**

SCALE 3/8" = 1'



430 MID CITIES BLVD. HURST, TX 76054
817-576-4435 www.elitesignsoftexas.com

LANDLORD APPROVAL

THE UNDERSIGNED CONSENTS TO THE INSTALLATIONS AND MAINTENANCE OF THIS SIGN ON MY PROPERTY IN ACCORDANCE WITH THE AGREEMENT BETWEEN ELITE SIGNS. AND MY TENANT(S) AND ANY EXTENSION, RENEWALS, OR MODIFICATIONS THEREOF.

X _____
(Property Owner/Authorized Agent Signature) Date

CLIENT APPROVAL

THIS DRAWING IS THE PROPERTY OF ELITE SIGNS AND ALL RIGHTS TO ITS USE FOR REPRODUCTION ARE RESERVED BY ELITE SIGNS.

X _____
(Client Signature) Date

GENERAL DISCLAIMER: ALL SIGNS TO BE MANUFACTURED AND INSTALLED IN ACCORDANCE WITH LOCAL AND STATE REGULATIONS. THIS DRAWING IS THE PROPERTY OF ELITE SIGNS. IT SHALL NOT BE PRODUCED, COPIED OR DISTRIBUTED WITHOUT AUTHORIZATION OF ELITE SIGNS.

RENDERING APPROVAL: PLEASE CAREFULLY REVIEW ALL DRAWINGS AND MATERIAL SPECIFICATIONS. COLOR SAMPLES CAN BE PROVIDED UPON REQUEST. ALL PDF FILES ARE APPROXIMATE REPRESENTATIONS.

PLEASE READ CAREFULLY BEFORE FINAL APPROVAL: REVIEW ALL LINES AND CHECK FOR ALL ERRORS. PLEASE REVIEW ALL SPELLING, MATERIAL AND COLOR SPECIFICATIONS, AND INSTALLATION NOTES. CHANGES AFTER APPROVAL AND THE START OF MANUFACTURING MAY INCUR ADDITIONAL CHARGES. BY SIGNING THIS DRAWING YOU ARE ACKNOWLEDGING THAT YOU HAVE READ AND FULLY REVIEWED ALL DRAWINGS, PROPOSALS, AND ELITE SIGNS TERMS AND CONDITIONS.

CLIENT: Red Barn MON

Date 3/14/24

ADDRESS: Colleyville, TX

Rev 1: 03/19/24
Rev 2: 03/26/24
Rev 4: 11/07/24
Rev 5: 12/04/24

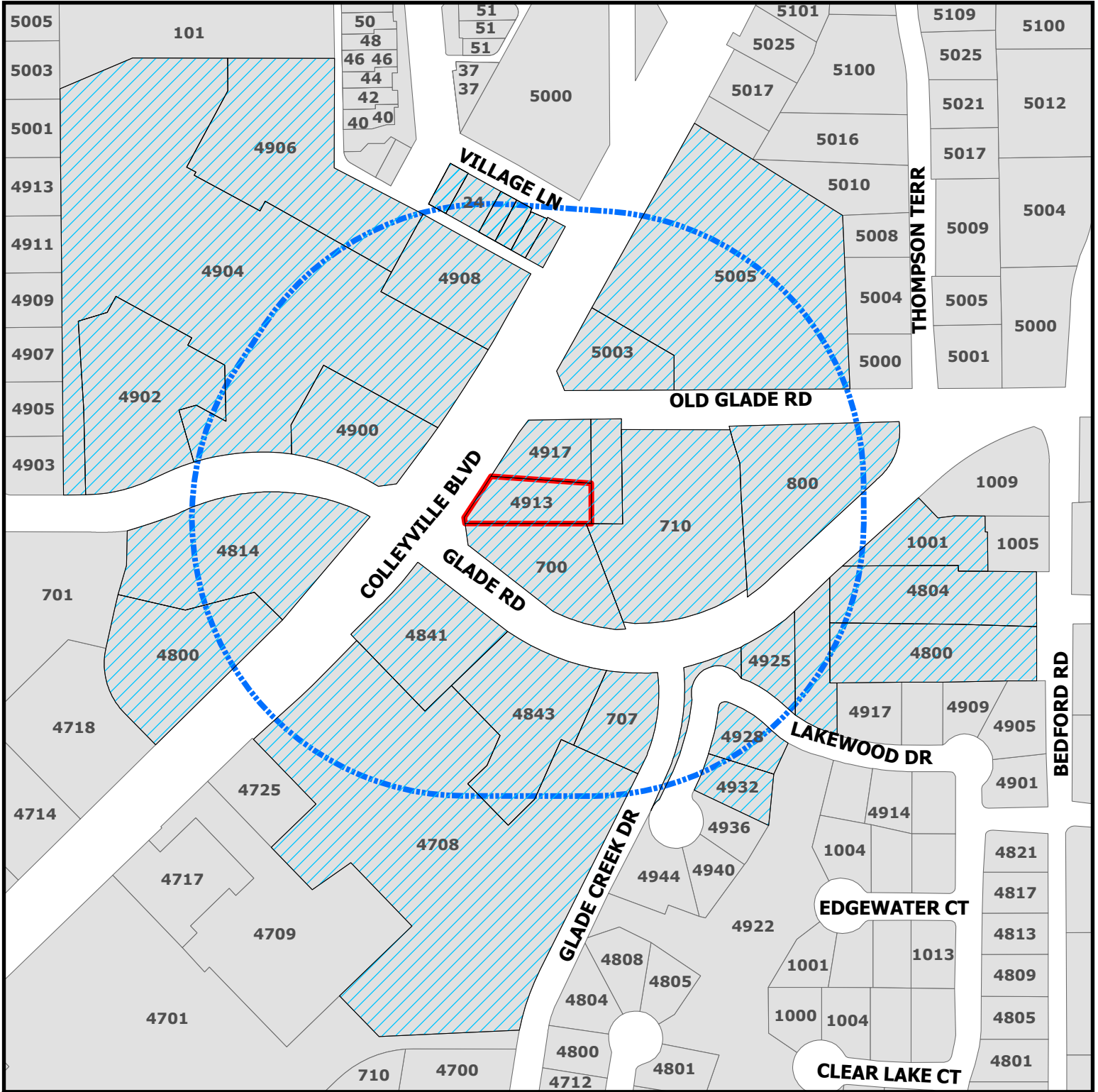
ARTIST: hgr
SALESMAN: TIM

EMAIL: kasey@elitesignsoftexas.com

P1

Electrical Notes
Please review electrical notes on drawings for installation. Do not install until after:
1. Primary electrical of 120V.
2. Jobs installed within 6 feet of sign.
Otherwise, customer is responsible for the power connection to the sign.

Notification Map






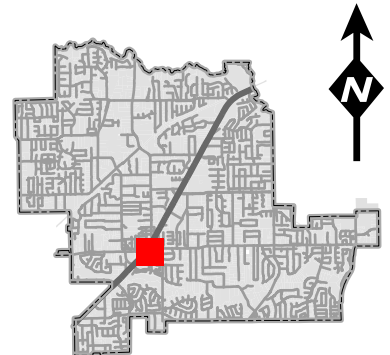
SC24-001

4913 Colleyville Blvd



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.

-  Parcels to be notified
-  Buffer
-  Subject Property





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 14, 2025 at 7:00 p.m.
3rd floor of City Hall, 100 Main Street, Colleyville, Texas**

Request: Consideration of a variance to minimum setback from front and side property lines for a permanent freestanding monument sign on Lot 3A, Block 3, Village Park Addition Colleyville, being located at 4913 Colleyville Blvd, SC24-001. The request is to allow for a monument sign to be placed on the property line, rather than the required 30 feet side setback.

Zoning Case: SC24-001

Applicant: Michael Jenkins

Owner: Don Noblit

Location: 4913 Colleyville Boulevard

Property Description: Lot 3A, Block 3, Village Park Addition Colleyville

Present Zoning: CC-2 Shopping Center

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 tax roll and all homeowners associations within 1000 feet. Action by the Sign Board of Appeals serves as a final action on the request. The City Council cannot review or overturn decisions of the Board. The decisions of the Board can only be appealed to District Court.

All interested persons are encouraged to attend the public hearing and express their opinions on the zoning change 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 or email below:

**Community Development Department
City of Colleyville
100 Main Street
Colleyville, TX 76034
Citizenletters@colleyville.com**

Owner_Name	Situs_Addr
PROPER TEA HOLDINGS LLC	4917 COLLEYVILLE BLVD
WORTHINGTON NATIONAL BANK	4814 COLLEYVILLE BLVD
R&L CAPITAL PROPERTIES LLC	4800 COLLEYVILLE BLVD
WAL-MART REAL ESTATE BUS TRUST	4904 COLLEYVILLE BLVD
COLLEYVILLE PLAZA LP	4908 COLLEYVILLE BLVD
HOA - LAKEWOOD ESTATES	4935 LAKEWOOD DR
HOA - LAKEWOOD ESTATES	4921 LAKEWOOD DR
BONEY, TRAVIS	4925 LAKEWOOD DR
BOWDEN, WILLIAM	4928 LAKEWOOD DR
POSLICK FAMILY TRUST	4932 LAKEWOOD DR
COCANOUGH ASSET NO 3 LTD	5005 COLLEYVILLE BLVD
Y2KITCHEN PROPERTIES LLC	5003 COLLEYVILLE BLVD
SEHAT, MAJID	4800 BEDFORD RD
ESCOBAR, ROSA	4804 BEDFORD RD
HEA21 LLC	28 VILLAGE LN
SC 16 VILLAGE LANE INVESTMENT LLC	16 VILLAGE LN
COLLEYVILLE, CITY OF	24 VILLAGE LN
VILLAGE OWNERS ASSOCIATION INC	12 VILLAGE LN
RAMART DEVELOPMENTS LLC	1001 GLADE RD
BANK OZK	4841 COLLEYVILLE BLVD
HERITAGE PERSONAL TRAINING INC	707 GLADE RD
RVF REALTY TRUST LLC	700 GLADE RD
NOBEL SOURCE COMPANY LLC	800 GLADE RD
NOBLIT, DON	4913 COLLEYVILLE BLVD
KRG COLLEYVILLE LLC	4843 GLADE CREEK DR
THOMPSON, NELDA E	905 OLD GLADE RD
LAKWOOD ESTATES	COURTESY NOTICE
GRAPEVINE COLLEYVILLE ISD	STATE REQUIRED