



CITY OF COLLEYVILLE
SIGN BOARD OF APPEALS
AGENDA

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

WEDNESDAY, MAY 14, 2025 - 7:00 PM

1. CALL TO ORDER

2. APPROVAL OF MINUTES

April 8, 2025 Sign Board of Appeals Minutes

3. PUBLIC HEARING AGENDA ITEMS

- 3a** Consideration of a variance to the regulations of Chapter 7 of the Land Development Code, Section 7-125.D., Wall Sign Regulations, on Lot 2R1, Block 2, Towne Square Addition, located at 5708 Colleyville Boulevard, Suite A, Case SC25-002

4. ADJOURNMENT

I hereby certify this agenda was posted on City Hall bulletin boards *Friday, May 9, 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, APRIL 8, 2025

CALL MEETING TO ORDER CITY COUNCIL CHAMBERS

The City of Colleyville Sign Board of Appeals Meeting was called to order by Chair Carroll on April 8, 2025, at 7:00 p.m.

Roll Call

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

Absent: Rick Ramirez, Eric Holland, and Dan Shadle

Staff Present: Jacquelyn Reyff and Kris Potts

1. APPROVAL OF MINUTES

1a Board Member Deakin made a motion to approve the January 14, 2025 minutes. Board Member Vallario seconded the motion.

The motion was carried by the following vote:

Aye: 4 – Vallario, Kamerman, Carroll, and Deakin

Nay: 0

2. PUBLIC HEARING AGENDA ITEMS

2a Consideration of a variance to the regulations of Chapter 7 of the Land Development Code, to include sign area, sign height, sign design, and for off-premises placement, being Tract 1A01, Abstract 275, Thomas J. Christian Survey, located at 4602 Colleyville Boulevard, Case SC25-001

Jacquelyn Reyff presented the case and briefed the Sign Board on the regulations and why the variance is necessary to allow a sign at the proposed location.

With no applicant present the board did not call anyone up to speak, a public hearing was not opened as there was no one in attendance. Chair Carroll requested staff reach out to the applicant again and ask them to attend the May 14th meeting.

There was general discussion between the board regarding the proposed variance, with no one present to answer their questions the board ended discussion and requested a motion to table the case.

Board Member Deakin made a motion to table case SC25-001 to the May 14th Sign Board of Appeals meeting. Board member Vallario seconded the motion.

The motion was carried by the following vote:

Aye: 4 – Vallario, Kamerman, Carroll, 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 XX, 2025 by a vote of __.



CITY OF COLLEYVILLE SIGN BOARD OF APPEALS BRIEFING

Agenda Number 3a

Agenda Date 5/14/2025

Number -

Type Presentation and Discussion

Department Community Development

Title

Consideration of a variance to the regulations of Chapter 7 of the Land Development Code, Section 7-125.D., Wall Sign Regulations, on Lot 2R1, Block 2, Towne Square Addition, located at 5708 Colleyville Boulevard, Suite A, Case SC25-002

Explanation

Alonso Perez, the applicant, has submitted a request for a variance to the regulations of Chapter 7 of the Land Development Code, specifically to the maximum letter/logo height regulations for wall signs. The sign letter height is 27" and the logo height is 4.75'. The maximum letter and logo height is 24" when the building to which the sign is attached is located within 50' of the property line.

Existing Conditions/Background: The subject property, 5708 Colleyville Boulevard, Suite A, has CN Neighborhood Commercial zoning and is located on the southwest side of the intersection of Colleyville Boulevard and Hall Johnson Road. The subject property is developed with a medical office building that will be utilized as an orthodontics office.

Surrounding Development: The property to the west is zoned PUD-C Planned Unit Development – Commercial and is developed with an office building. The property to the south is zoned CN Neighborhood Commercial and developed with a medical office building. The property to the north is zoned CC-1 Village Retail and improved with a commercial retail and office building. Colleyville Boulevard is to the east of the property.

Requested Variance: The applicant is requesting a variance to the wall sign maximum letter/logo height regulations of the Land Development Code.

Ordinance – Section 7.175.D. Wall Signs:

"3. *Maximum Letter/Logo Height:* Ratio of letter height based on sign area and/or distance to front property line:

<50 sf or <50 ft from front property line = 24" max. letter/logo height

50 sf to 100 sf or 50 ft to 100 ft from front property line = 48" max

>100 sf or >100 ft from front property line = 72" max"

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 sign variances requested are to allow for a sign that does not conform to the design criteria outlined for permanent wall signage. Two wall sign permits were erroneously approved that allowed for permanent wall signage taller than the allowable maximum height of the code. For buildings within 50 feet to the property line, the maximum letter and logo height is 24". The sign permits were issued with letters that are 27" in height and with a logo height of 4.75'.

Staff discussed with the applicant options for bringing the signs into compliance on several occasions including the possibility of a BEST grant to assist in the cost of a new wall sign. The applicant declined this option.

Plat Status: The property is currently platted as Lot 2R1, Block 2, Towne Square Addition.

DRC Review: The Development Review Committee (DRC) reviewed the request at their April 21, 2025, meeting and determined the request was able to be scheduled for the next available Sign Board of Appeals meeting.

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 denial due to technical non-compliance or approval of the variance if the height of the logo is reduced to meet to requirement of the code, being no larger than 24" maximum.

Recommendation

Denial

Attachments

1. Aerial Map
2. Zoning Map
3. Future Land Use Map
4. Engineering Plans - East Elevation

5. Engineering Plans - North Elevation
6. Peikar Signs
7. Notification Letter
8. Notification List
9. Notification Map

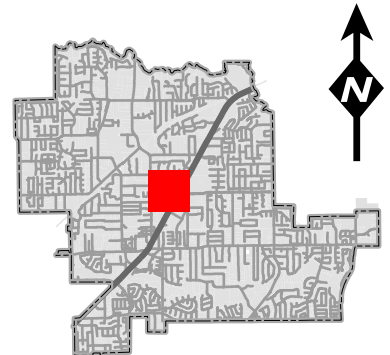
Aerial Map



SC25-002

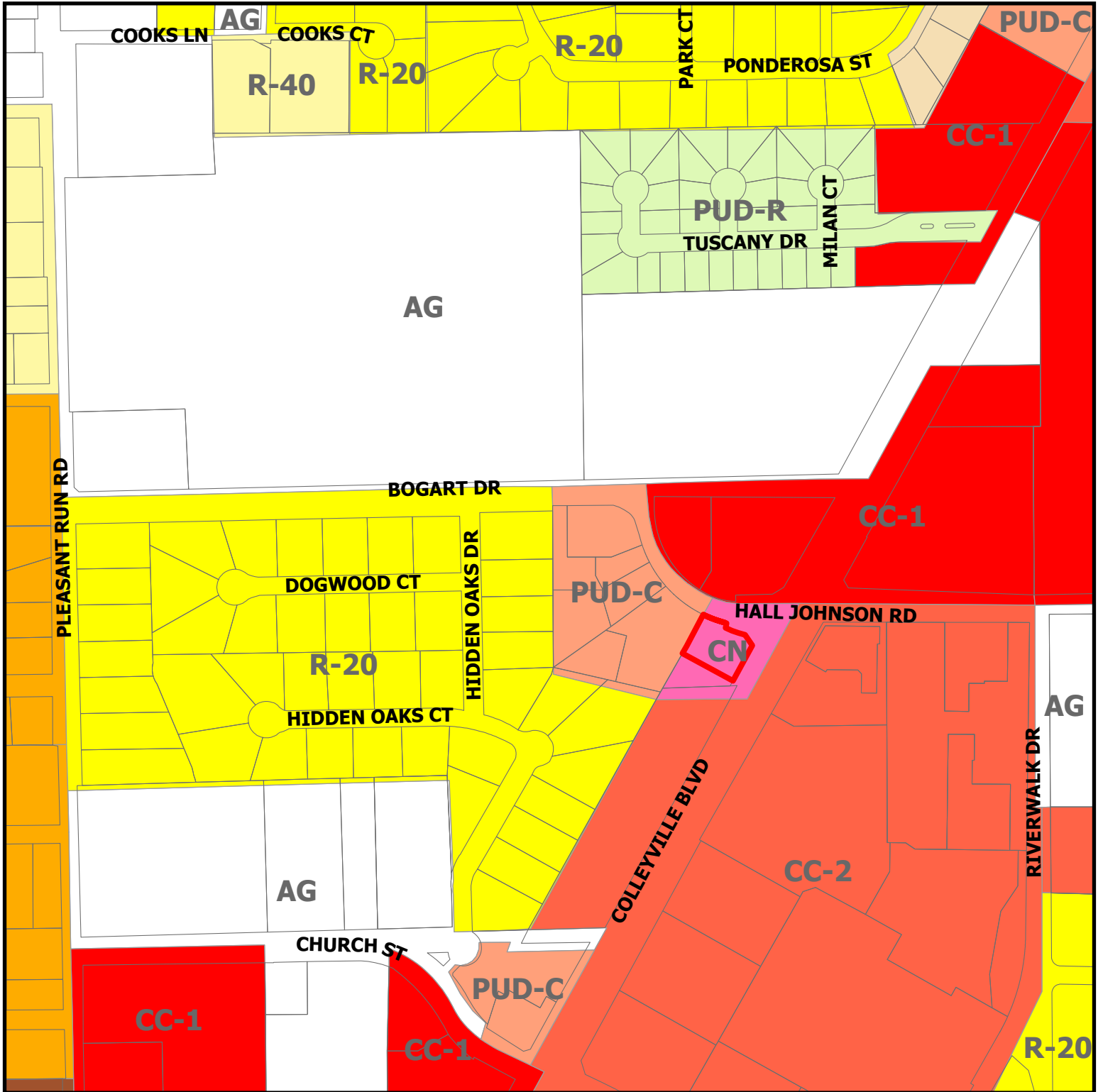
5708 Colleyville Blvd Suite

 Subject Property



DISCLAIMER:
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Zoning Map



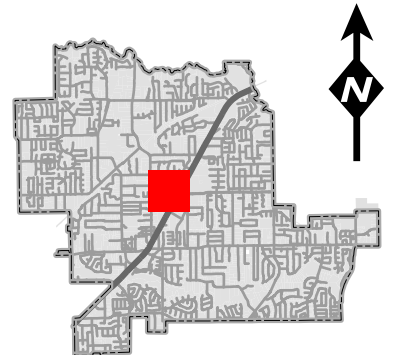
SC25-002

5708 Colleyville Blvd Suite

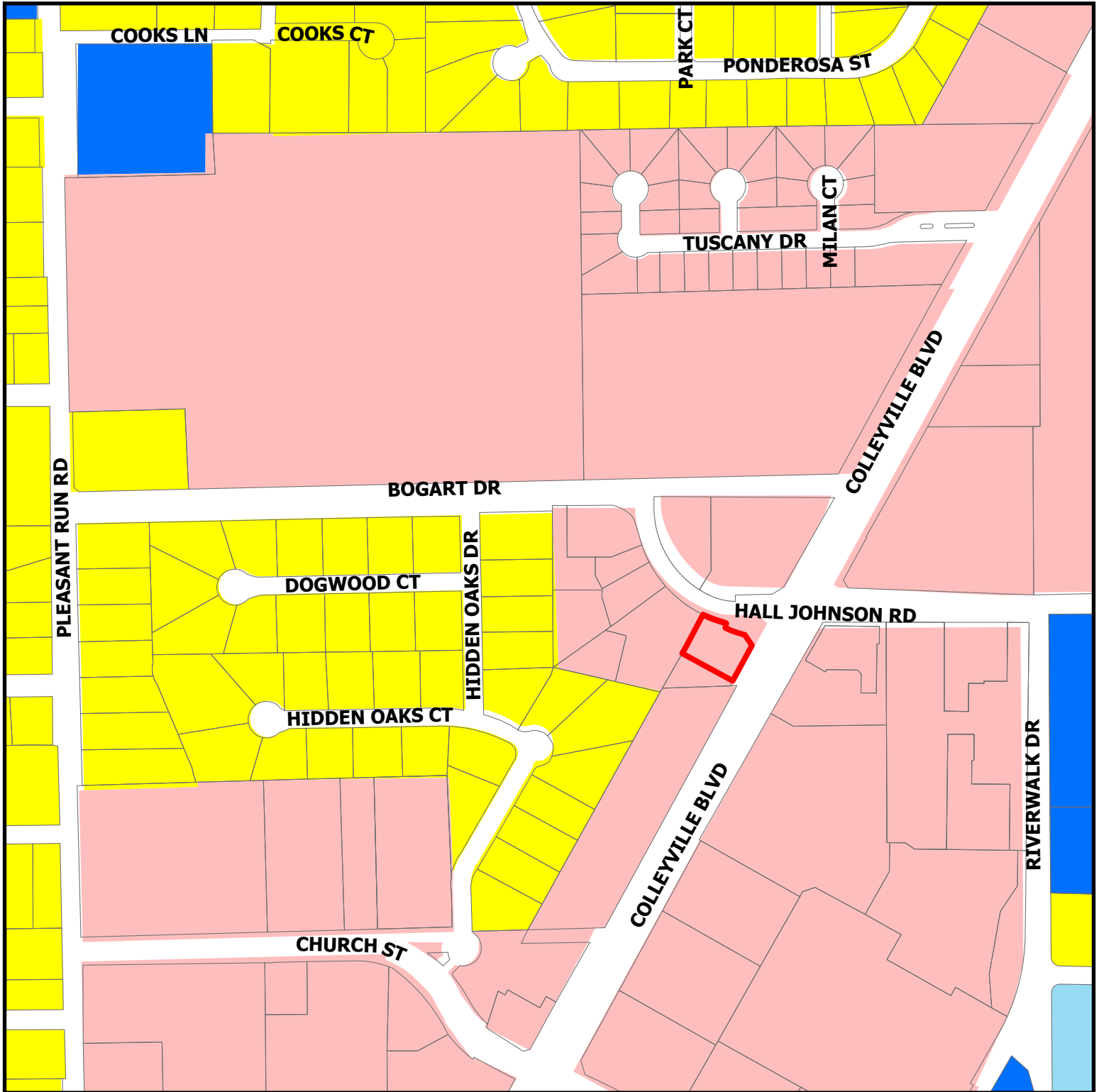


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 Subject Property



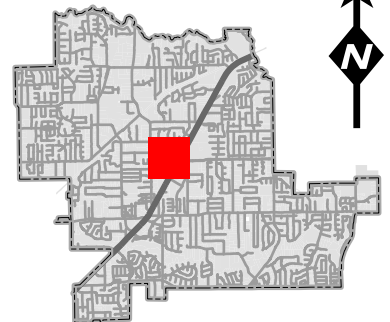
Future Land Use Map



SC25-002

5708 Colleyville Blvd Suite

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



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65'

EAST ELEVATION

21'



21'

8'

10.5' elevation

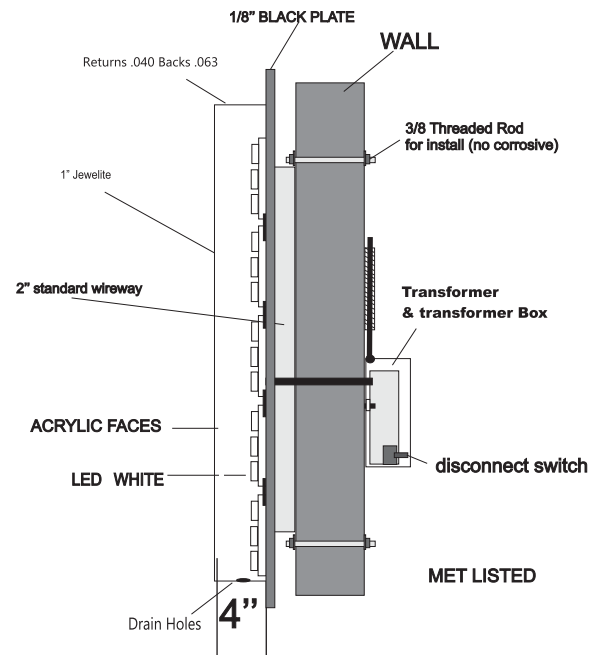
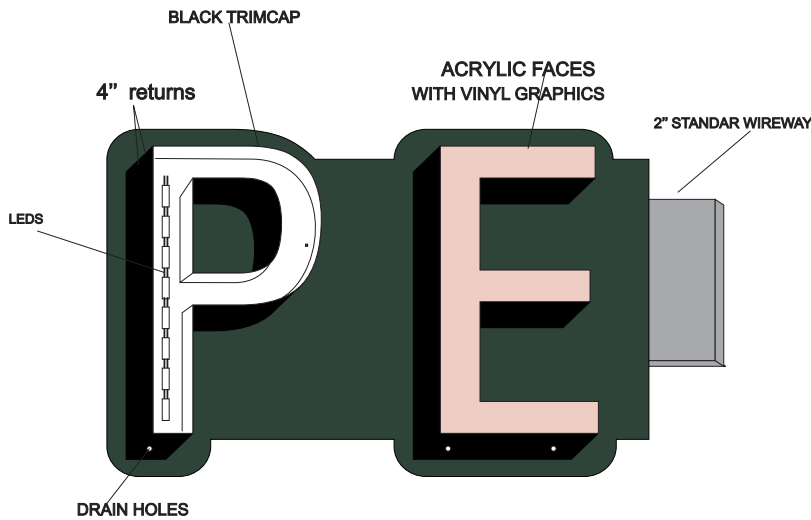
CHANNEL LETTERS WITH BACKPLATE
OVER WIREWAY LED INTERNAL ILLUMINATED

15.75'

4.75'



side view
and detail install



75 sq feet

5708 Colleyville Blvd,
Colleyville, TX 76034

PRIMARY POWER LINE NEED BE PROVIDE FOR
CUSTOMER BY G.C. ELECTRICIAN 120V-20 AMP CIRCUIT
AND ACCES BEHIND THE WALL TO CONNECT
(EXISTING)

65'

NORTH ELEVATION

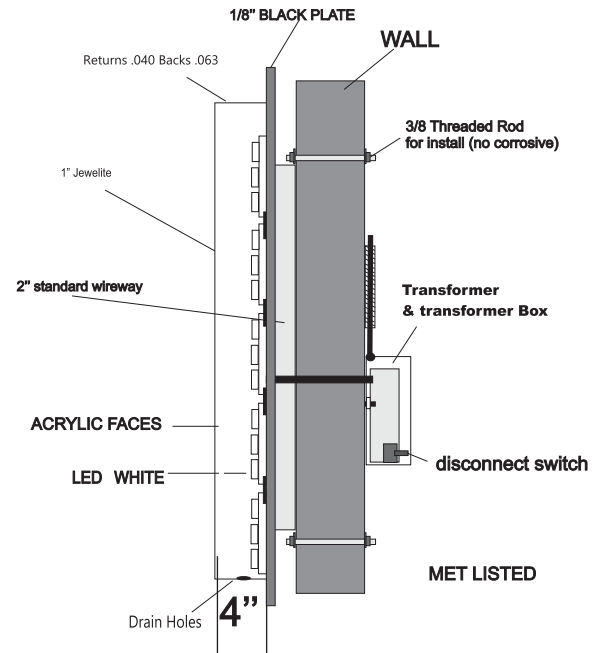
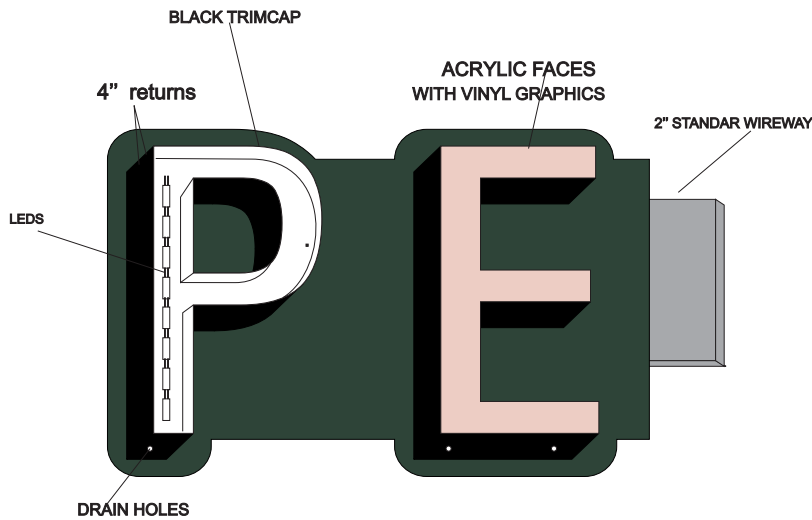


CHANNEL LETTERS WITH BACKPLATE
OVER WIREWAY LED INTERNAL ILLUMINATED

15.75'



side view
and detail install



75 sq feet

5708 Colleyville Blvd,
Colleyville, TX 76034

PRIMARY POWER LINE NEED BE PROVIDE FOR
CUSTOMER BY G.C. ELECTRICIAN 120V-20 AMP CIRCUIT
AND ACCES BEHIND THE WALL TO CONNECT
(EXISTING)

PEIKAR
ORTHODONTICS



PEIKAR
ORTHODONTICS





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

Request: Consideration of a variance to the regulations of Chapter 7 of the Land Development Code, Section 7-125.D., Wall Sign Regulations, on Lot 2R1, Block 2, Towne Square Addition, located at 5708 Colleyville Boulevard Suite A, Case SC25-002. The request is to allow for two wall signs for the business Peikar Orthodontics to exceed the maximum letter and logo height regulations.

Zoning Case: SC25-002

Applicant: Alonso Perez

Owner: Peikar Ventures LLC

Location: 5708 Colleyville Boulevard, Suite A

Property Description: Lot 2R1, Block 2, Towne Square Addition

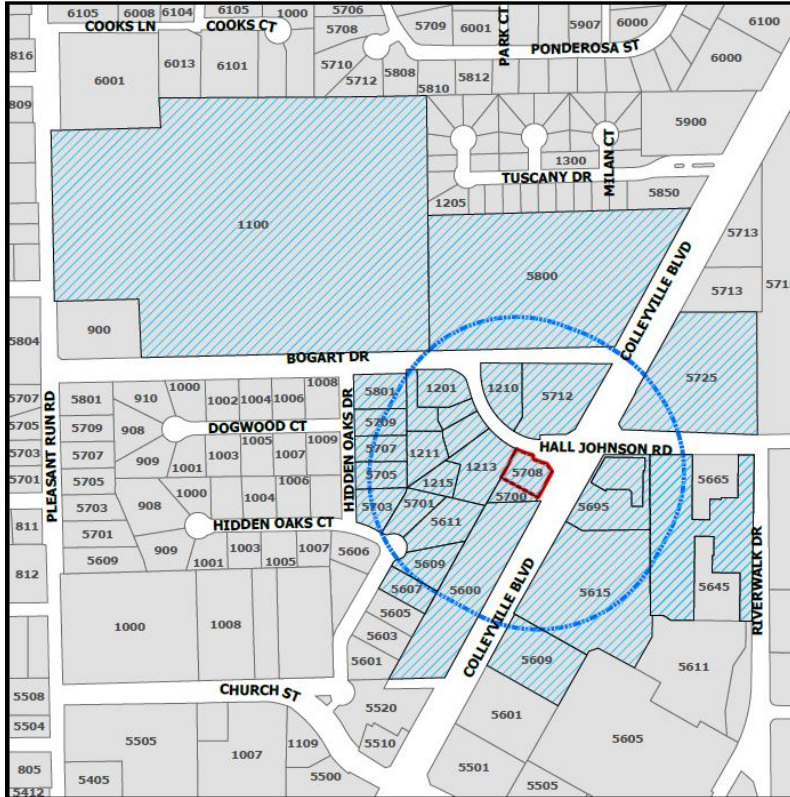
Present Zoning: CN Neighborhood Commercial

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.

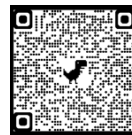
All interested persons are encouraged to attend the public hearing and express their opinions on the zoning change request. If you are unable to attend, but wish to have your opinions made a part of the public record, please submit written comments prior to the public hearing, to the address or email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

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

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):



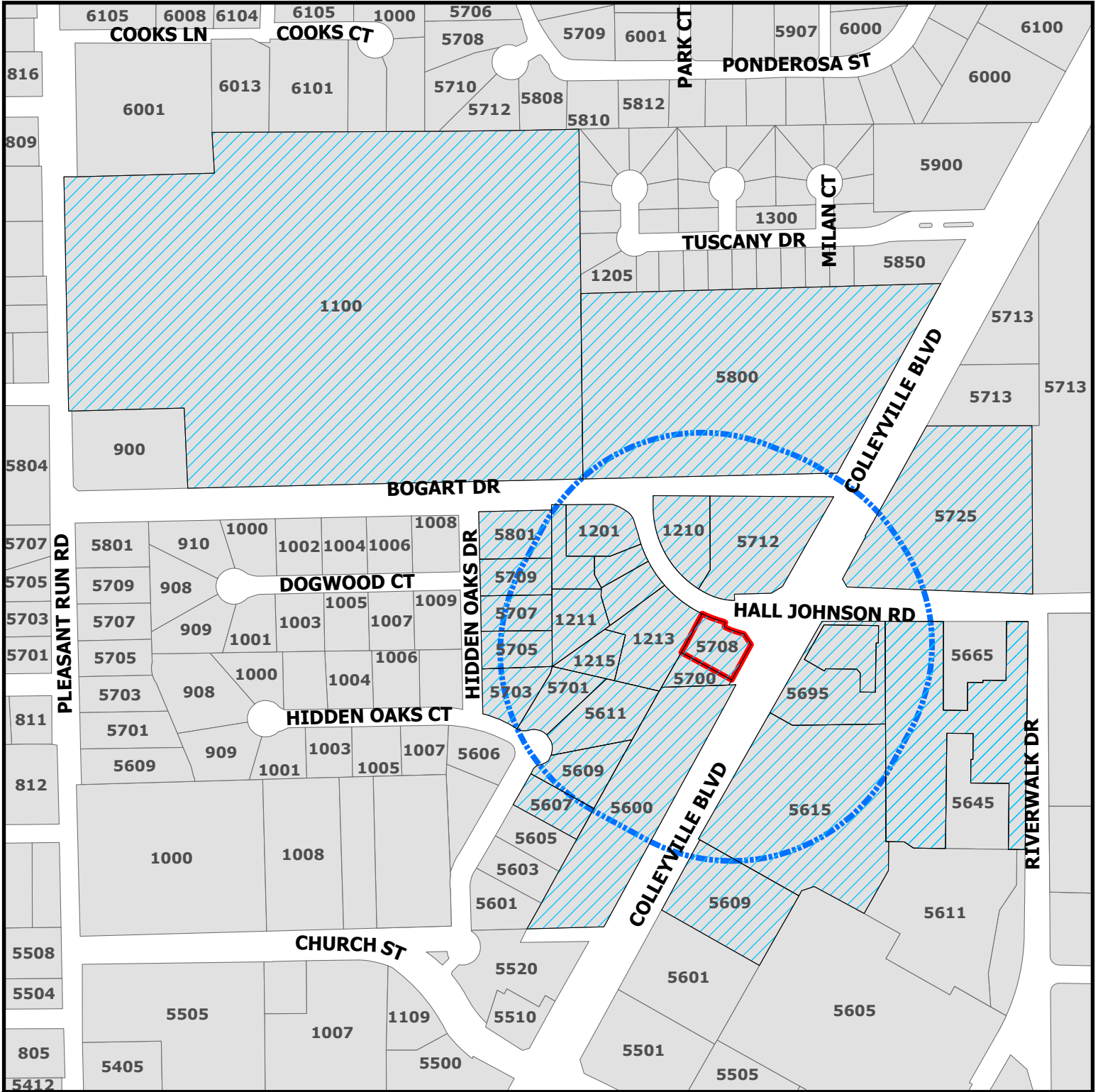
For additional information, please contact the Community Development Department at 817.503.1050. Please reference the zoning case number when requesting information.

Kris Potts

Kris Potts
Planner

Owner_Name	Situs_Addr
UMLOR, STEVEN H	5801 HIDDEN OAKS DR
HOCH, JEANNE M	5709 HIDDEN OAKS DR
MARSHALL, D MICHAEL	5707 HIDDEN OAKS DR
CUMMINGS, JOHN A	5705 HIDDEN OAKS DR
NYQUIST, JOHN	5703 HIDDEN OAKS DR
ANTONETTI, ROBERT	5701 HIDDEN OAKS DR
GALINDO, LORENA	5611 HIDDEN OAKS DR
FAUCHER, WILLIAM	5609 HIDDEN OAKS DR
RICHMOND, FREDRIC D	5607 HIDDEN OAKS DR
BLUEBONNET HILLS MEMORIAL PK	5725 COLLEYVILLE BLVD
BEALL LEGACY PARTNERS LP	5712 COLLEYVILLE BLVD
SVAP III TC COLLEYVILLE LLC	5615 COLLEYVILLE BLVD
HJ ROAD 26 LTD	5609 COLLEYVILLE BLVD
JERI & HOLLY LTD	5695 COLLEYVILLE BLVD
ROB & CHARLES LTD	5701 COLLEYVILLE BLVD
MOVIE GRILL CONCEPTS XXVIII LLC	5655 COLLEYVILLE BLVD
EAGLE-COLLEYVILLE TOWNE SQUARE	5600 COLLEYVILLE BLVD
LA SUSCRITA LLC	5700 COLLEYVILLE BLVD
G W J COMPANY	5708 COLLEYVILLE BLVD
TOGETHER PSYCHOLOGY LLC	1215 HALL JOHNSON RD
BAYOUPEAK INVESTMENTS LLC	1207 HALL JOHNSON RD
M SQUARED T ROOT LLC	1205 HALL JOHNSON RD
JNS LIVING TRUST	1201 HALL JOHNSON RD
ROHANI REAL PROPERTIES LLC	1209 HALL JOHNSON RD
GLTM INVESTMENTS LLC	1211 HALL JOHNSON RD
GRAPEVINE COLLEYVILLE, ISD	5800 COLLEYVILLE BLVD
TUSCANY-COLLEYVILLE	COURTESY NOTICE
GRAPEVINE COLLEYVILLE ISD	STATE REQUIRED
ALONSO PEREZ	APPLICANT

Notification Map






SC25-002

5708 Colleyville Blvd Suite



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-  Parcels to be notified
-  Buffer
-  Subject Property

