



CITY OF COLLEYVILLE
SIGN BOARD OF APPEALS
AGENDA

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

TUESDAY, SEPTEMBER 9, 2025 - 7:00 PM

1. CALL TO ORDER

2. APPROVAL OF MINUTES

2a May 14, 2025 Sign Board of Appeals Minutes

3. PUBLIC HEARING AGENDA ITEMS

3a Consideration of a variance to the provisions of Chapter 7 of the Land Development Code, specifically to Section 7-150, Maximum Sign Area and Height, on Lot 2R, Block 1, Chamber Addition, located at 6630 Colleyville Boulevard, Case SC25-003

4. ADJOURNMENT

I hereby certify this agenda was posted on City Hall bulletin boards *Wednesday, September 3, 2025*, by 5:00 p.m.

Kris Potts
Planner/Urban Forester

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 817.503.1130, and reasonable accommodations will be made to assist you.



**CITY OF COLLEYVILLE
SIGN BOARD OF APPEALS
MINUTES**

100 Main Street, Colleyville, Texas, 76034

WEDNESDAY, MAY 14, 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 May 14, 2025, at 7:00 p.m.

Roll Call

Present: Frank Carroll, Dee Kamerman, Richard Vallario, and Dan Shadle

Absent: Rick Ramirez, Eric Holland, and Michael Deakin

Staff Present: Jacquelyn Reyff and Kris Potts

1. APPROVAL OF MINUTES

1a April 8, 2025 Sign Board of Appeals Minutes

Board Member Shadle made a motion to approve the April 8, 2025 minutes. Vice Chair Kamerman seconded the motion.

The motion was carried by the following vote:

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

Nay: 0

2. PUBLIC HEARING AGENDA ITMES

2a 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

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

With no applicant present the board did not call anyone up to speak.

Chair Carroll opened a public hearing at 7:10 p.m.

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

There was general discussion between the board regarding the proposed variance and what could be done to correct the existing situation.

Board Member Vallario made a motion to approve case SC25-002. There was no second to the motion to approve, therefore the case was denied.

The motion was carried by the following vote:

Aye: 1 – Vallario

Nay: 0

3. ADJOURNMENT

The meeting adjourned at 7:13 p.m.

The minutes were written and prepared by:

Kristopher Potts

Kristopher Potts

Planner

The meeting minutes were approved on September 9, 2025 by a vote of x-x.



CITY OF COLLEYVILLE SIGN BOARD OF APPEALS BRIEFING

Agenda Number 3a

Agenda Date 9/9/2025

Number -

Type Presentation and Discussion

Department Community Development

Title

Consideration of a variance to the provisions of Chapter 7 of the Land Development Code, specifically to Section 7-150, Maximum Sign Area and Height, on Lot 2R, Block 1, Chamber Addition, located at 6630 Colleyville Boulevard, Case SC25-003

Explanation

Deanna Bural, the applicant, has submitted a request for a variance to the provisions of Chapter 7 of the Land Development Code, specifically to Section 7-150, Maximum Sign Area and Height, on Lot 2R, Block 1, Chamber Addition, being approximately 0.77 acres, and zoned CC-1 Village Retail. The request is to reconstruct a sign that sustained damage due to a vehicle collision, and allow for a sign height of 9 feet and an area of 94.5 square feet. The maximum height for monument signage is 5½ feet and the maximum area is 60.5 square feet.

Existing Conditions/Background: The subject property, 6630 Colleyville Boulevard, is zoned CC-1 Village Retail and is located on the west side of Colleyville Boulevard across from Ross Downs Drive. The subject property is developed with an office building.

Surrounding Development: The properties to the west and north are zoned PUD-R (Planned Unit Development – Residential) and is developed with single family homes. The property to the south is zoned ML (Light Manufacturing) and is used for a landscaping business. Colleyville Boulevard is to the east of the property.

Requested Variance: The applicant is requesting a variance to the Wall Sign Maximum Sign Area and Height regulations of the Land Development Code.

Land Development Code – Section 7-150. Permanent Freestanding Signs:

"4(a). Maximum Area: Sixty and one-half (60.5) square feet overall structure size.

4(c) Maximum Height: Five and one-half (5.5) feet."

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 freestanding signage. The request is to reconstruct a sign that sustained damage due to a vehicle collision. The sign has since been removed except for the foundation.

Plat Status: The property is currently platted as Lot 2R, Block 1 of the Chamber Addition.

DRC Review: The Development Review Committee (DRC) reviewed the request at their August 18, 2025, meeting and determined the request was to be scheduled for the next available Sign Board of Appeals meeting.

Drainage: N/A

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 is neutral on the request.

Attachments

1. Aerial Map
2. Zoning Map
3. Future Land Use Map
4. Site Plan
5. Aerial Measurement
6. Statement of Planning Objectives
7. Sign Renderings
8. Sign Image
9. Crash Image
10. Existing Conditions
11. Notification Map
12. Notification Letter

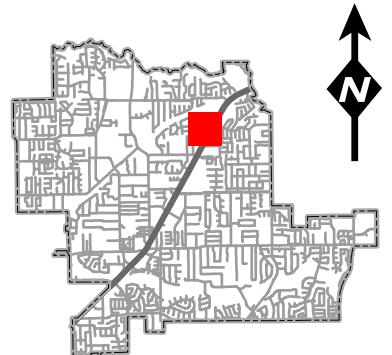
Aerial Map



SC25-003

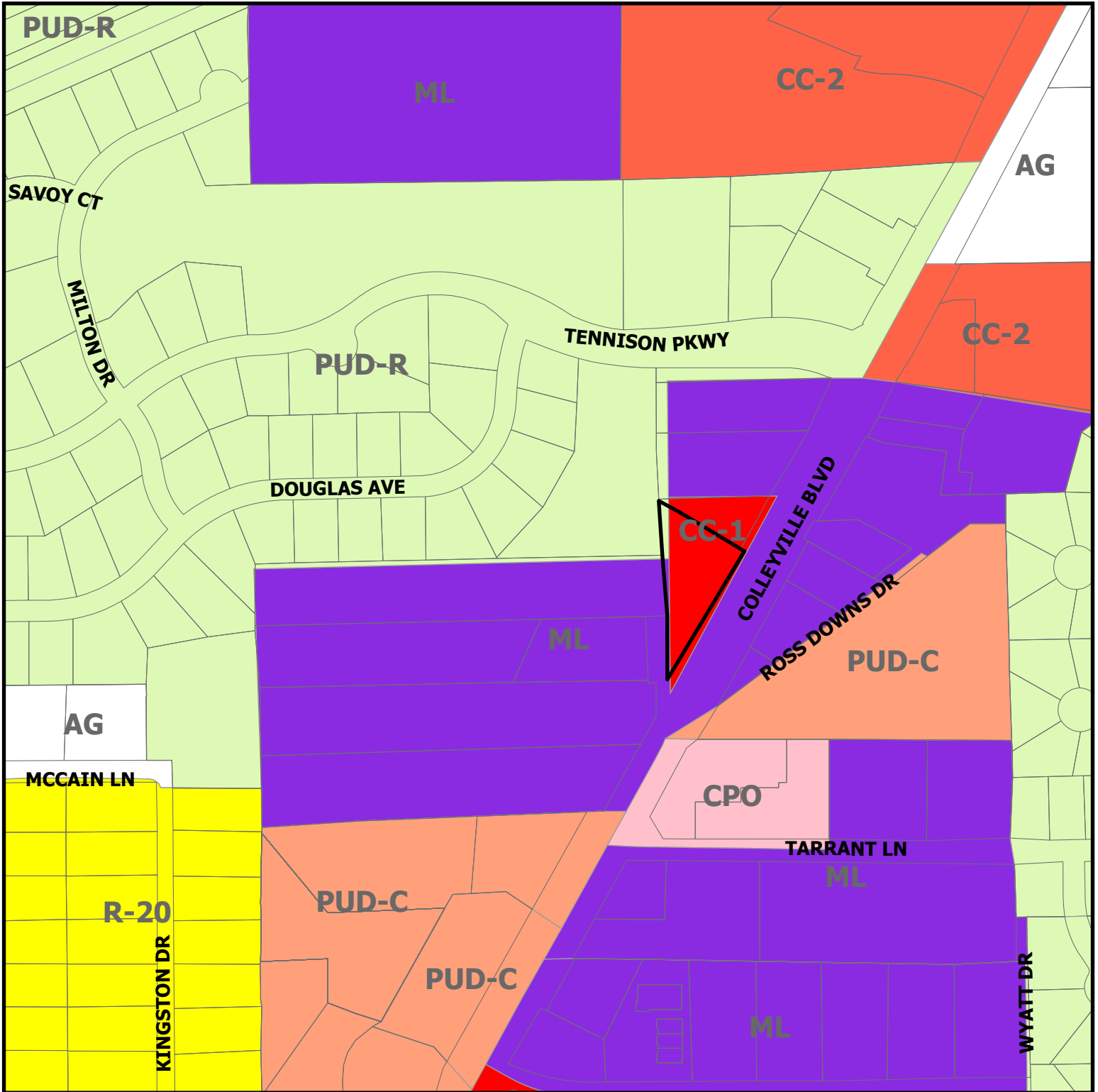
6630 Colleyville Blvd

 Subject Property



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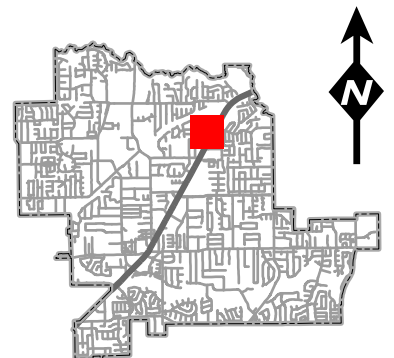
Zoning Map



SC25-003

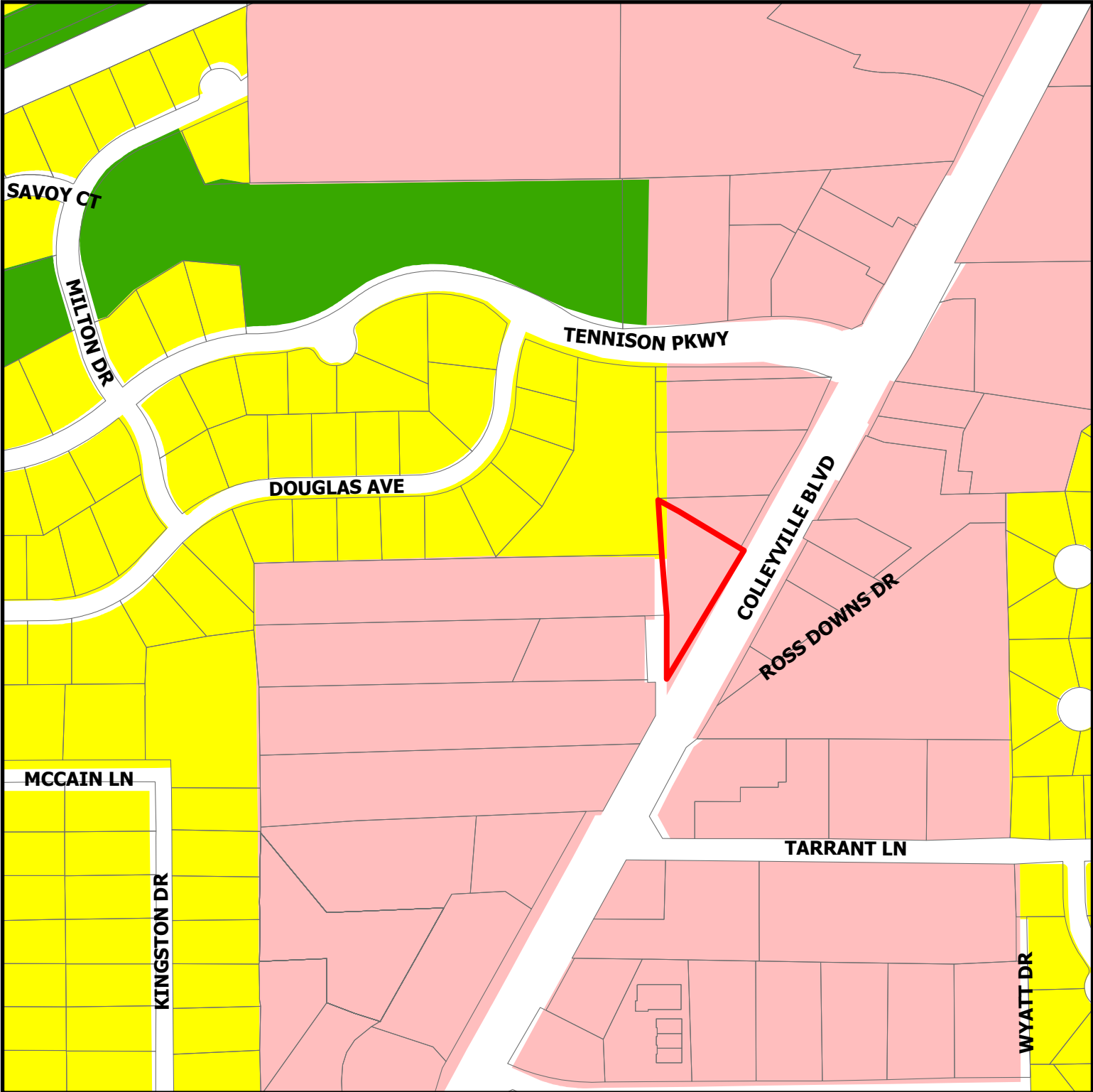
6630 Colleyville Blvd

 Subject Property



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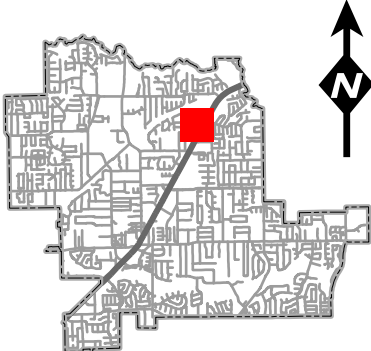
Future Land Use Map



SC25-003

6630 Colleyville Blvd

- Residential
- Colleyville Blvd Corridor
- Open Space; Parks
- Subject Property



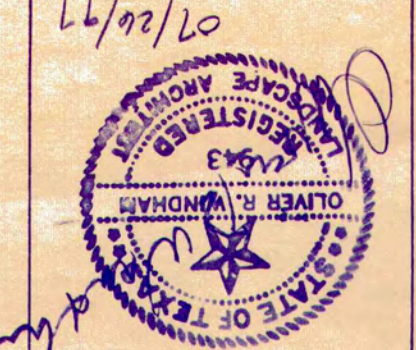
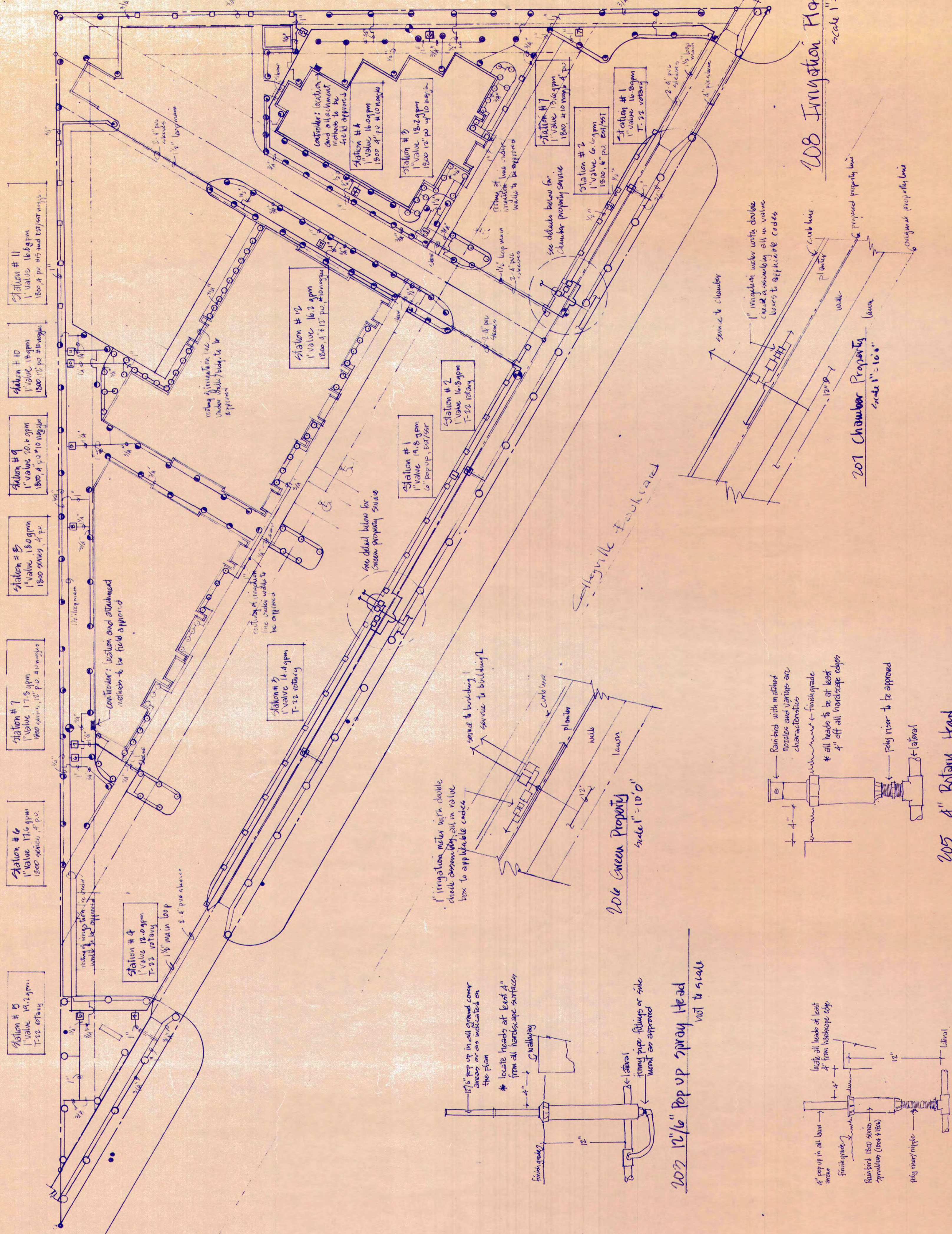
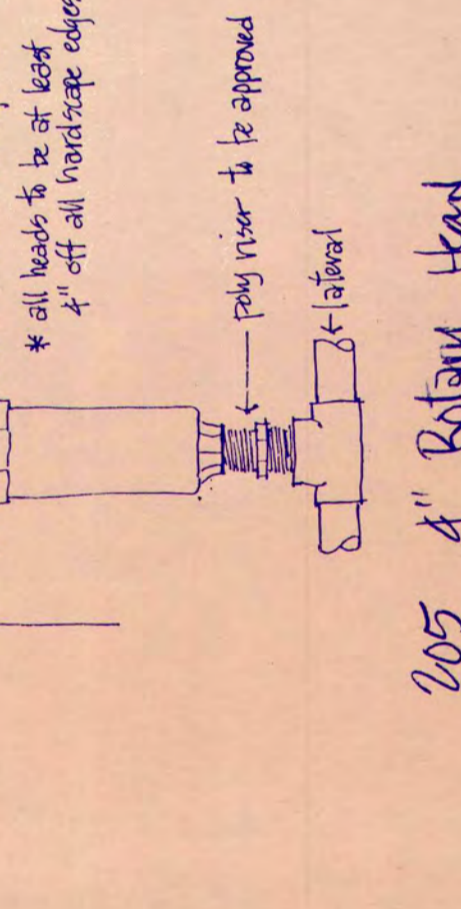
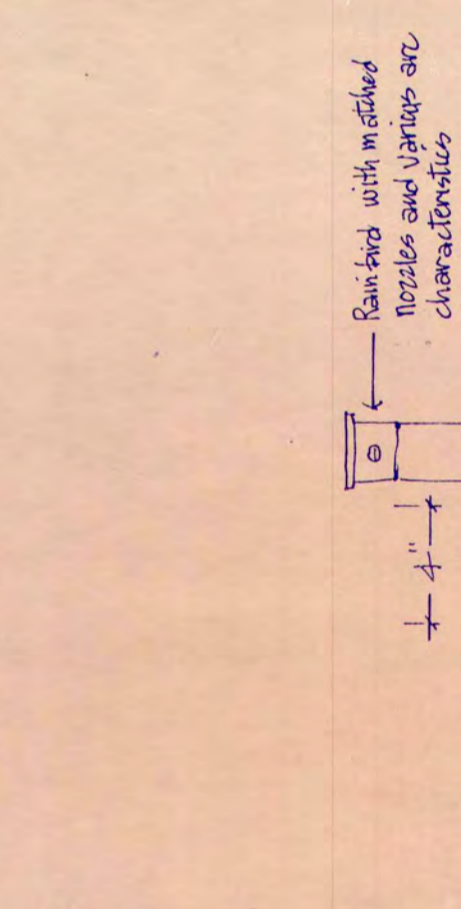
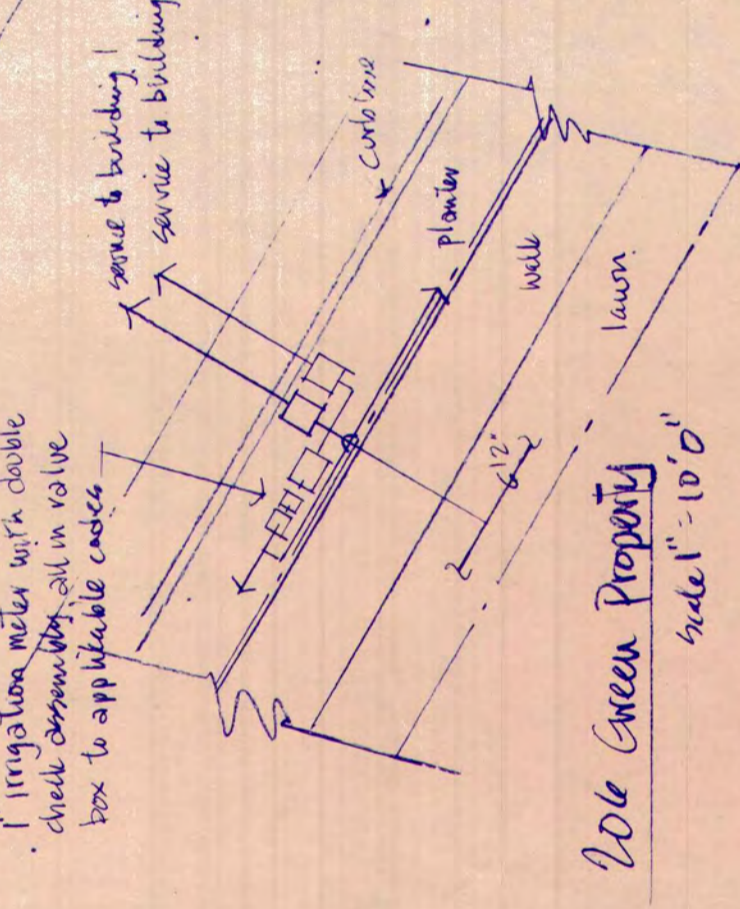
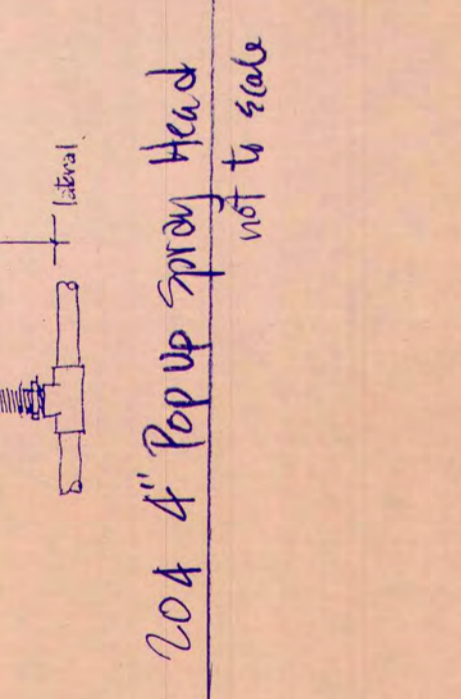
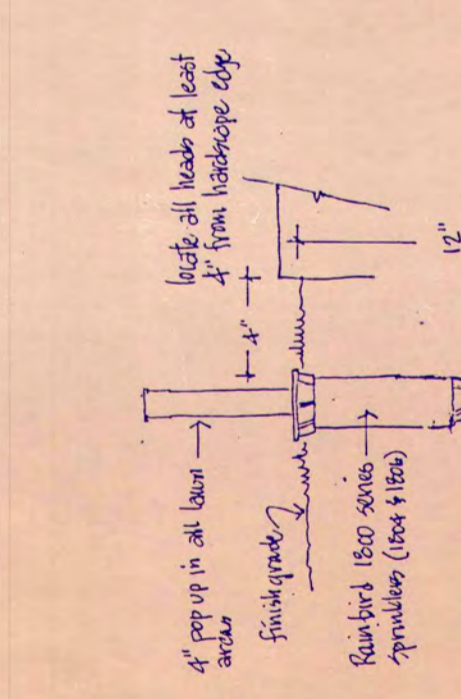
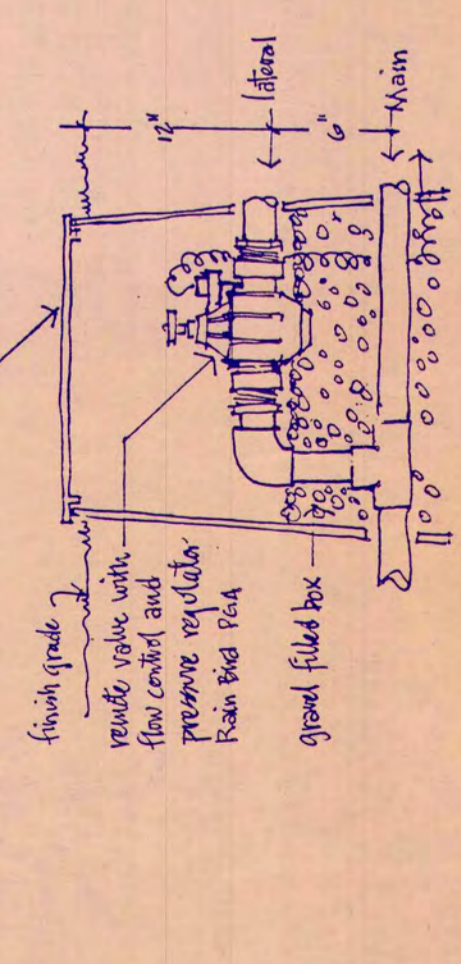
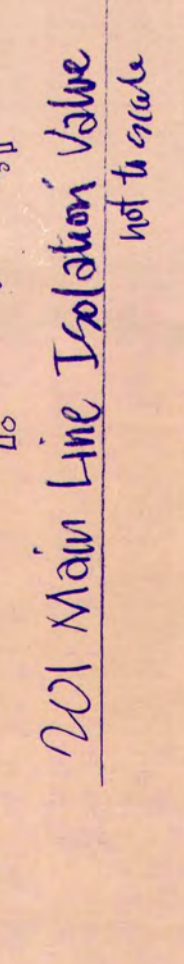
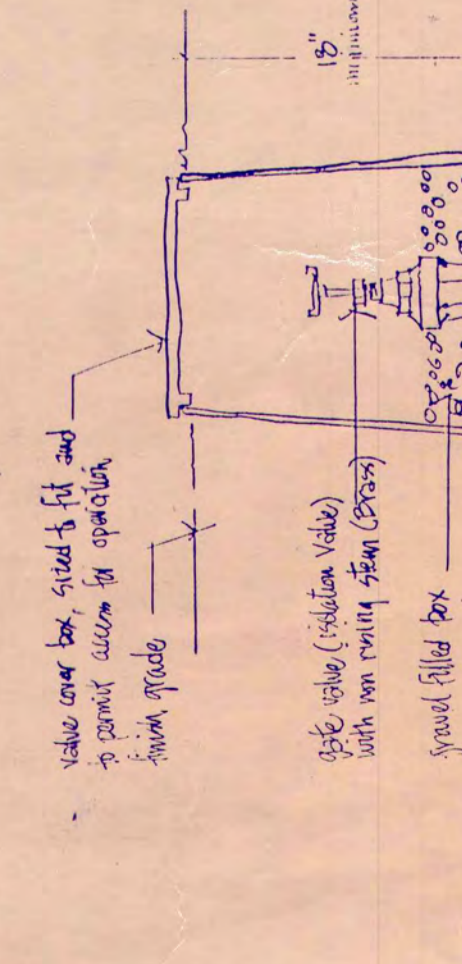
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200 Irrigation Legend:

- Iron-hot exterior rated backflow unit of size to accommodate both systems, field location to be approved
- 110 power plug available where indicated on plan
- 1" irrigation meter with Tekro double check assembly to applicable codes
- Main line isolation valve
- Remote station valves with size and performance characteristics
- Rotary heads, T-22 with #25 nozzles, 4" pop up
- Pop up spray heads, 4" in all lawn areas, #15 or #10 nozzles as indicated
- Pop up spray heads, 12" in all tree areas, #10 nozzles
- Est on SST nozzles on 6" and 4" pop up heads as indicated, is same

Irrigation notes:

1. Schematic only, actual location of system components to be field approved by Owner's representative. System is designed to permit 100% coverage, contractor shall make necessary adjustments to achieve desired cover.
2. Submit product manufacturer's technical data and installation instructions for each component of the proposed system. Includes all components to be used such as wiring, valve boxes, solenoid kits, pipe, etc. Contractor shall be licensed for state and municipality where applicable. Contractor shall obtain and pay for all necessary permits and coordinate appropriate inspections.
3. Contractor shall maintain record documents and summarize all in a drawing for submittal upon completion of work. Submittal 'AS BUILT' drawings at work completion as a condition of 'Final Acceptance' by Owner. Retain and laminate a color coded 'AS BUILT' plan identifying coverage of all zones.
4. Remote size shall be suitable to fit into controller cabinet.
5. All main line piping shall be class 315. Lateral lines shall be class 200. All connections shall be solvent welded as per manufacturer's recommendation.
6. Electrical station valve wire shall be UL-type UF single conductor, solid copper, plastic coated/insulated, 600 volt rating, 1/2" gauge minimum. All connections to be insulated and waterproofed by approved method and workmanship in approved box. All splices are to be contained in approved box.
7. Execution:
 1. All trenches shall be straight and true with uniform depths. Refer to planning plan for proposed planting materials and locations and route all lines and set all heads to accommodate same. Hand dig all trenches within 10' possible if approved by Owner.
 2. Backfill all trenches with clean material only and water compact all backfill. Use existing excavation where possible if approved by Owner.
 3. Connect to existing water supply where approved on site. Contractor shall be responsible for providing all other devices or materials required to render system operable whether or not said device is shown on the drawings or indicated elsewhere herein.
8. Testing:
 1. Hydrostatic test entire system for 24 hours at maximum pressure available at project site. Repair and reset all defective components. Backfill trenches only after approval of hydrostatic test results.
 2. Coverage in presence of Owner and adjust all heads (arc and radius) to provide 100% cover.
 3. Adjustments:
 1. After planning operations are complete, adjust all heads to finish grade and relocate as needed to accommodate planting.
 2. Warranty: all materials and labor for one full year from 'Final Acceptance' by Owner. Warranty to include adjustments of all heads to plumb and grade, backfilling of settled trenches and replacement of defective parts. Any part of the site damaged due to defective parts or warranty work shall be repaired or remedied by Contractor at no cost to Owner.



Show search results for 6650 C...



Layer List

Layers

- Ponds Label
- TADMap - Data
- Civic and Open Space
- Address
- Basemap
- Parcel
- Fire_Hydrant
- Parks
- Prelim_BFE
- PrelimFIRM
- NFHL
- Economic Development
- Zoning
- Storm_Service
- Water_Service
- Sewer_Service
- Contours
- Aerial 2017
- Aerial 2019
- Aerial 2020
- Aerial 2022
- Nearmap Image

Measurement

Feet (US)

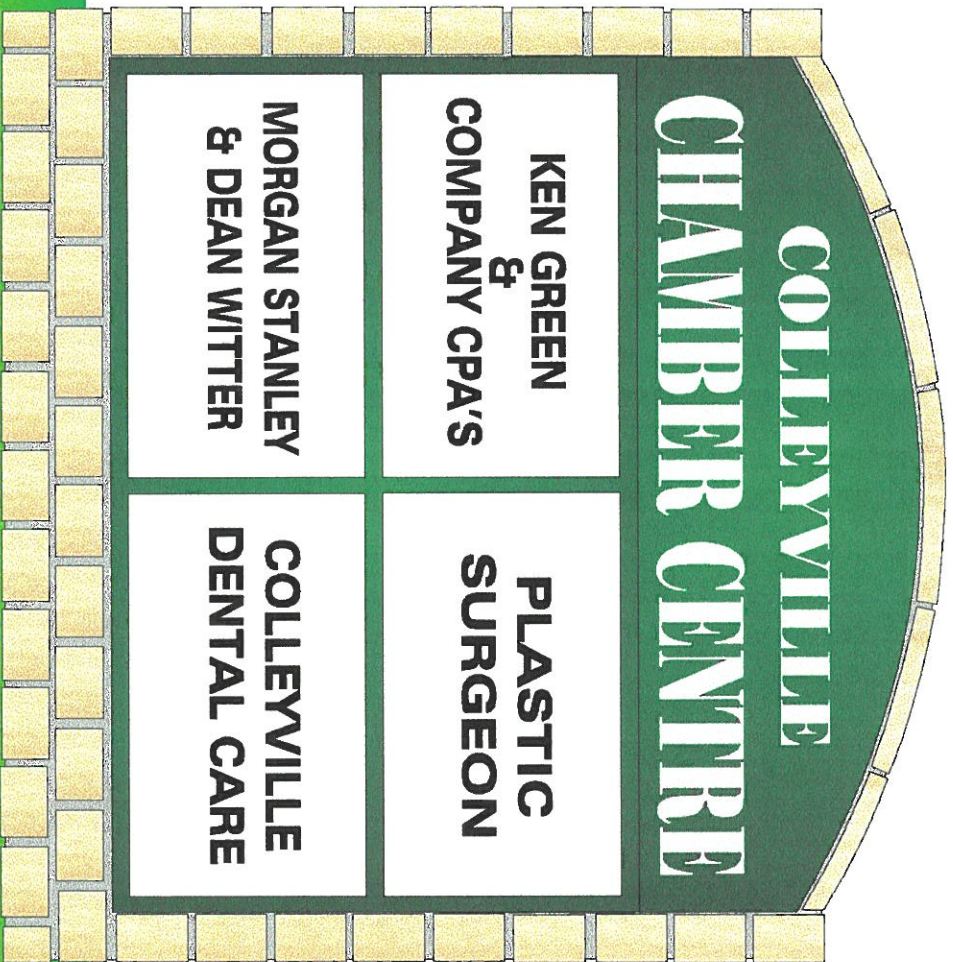
Measurement Result

12.5 Feet (US)

Clear



Purpose is to restore the sign to it's original form just like it was before being hit by the car. The new structure will have the same can size, but it will be lower to the ground. It will be 85" tall instead of 95" tall.



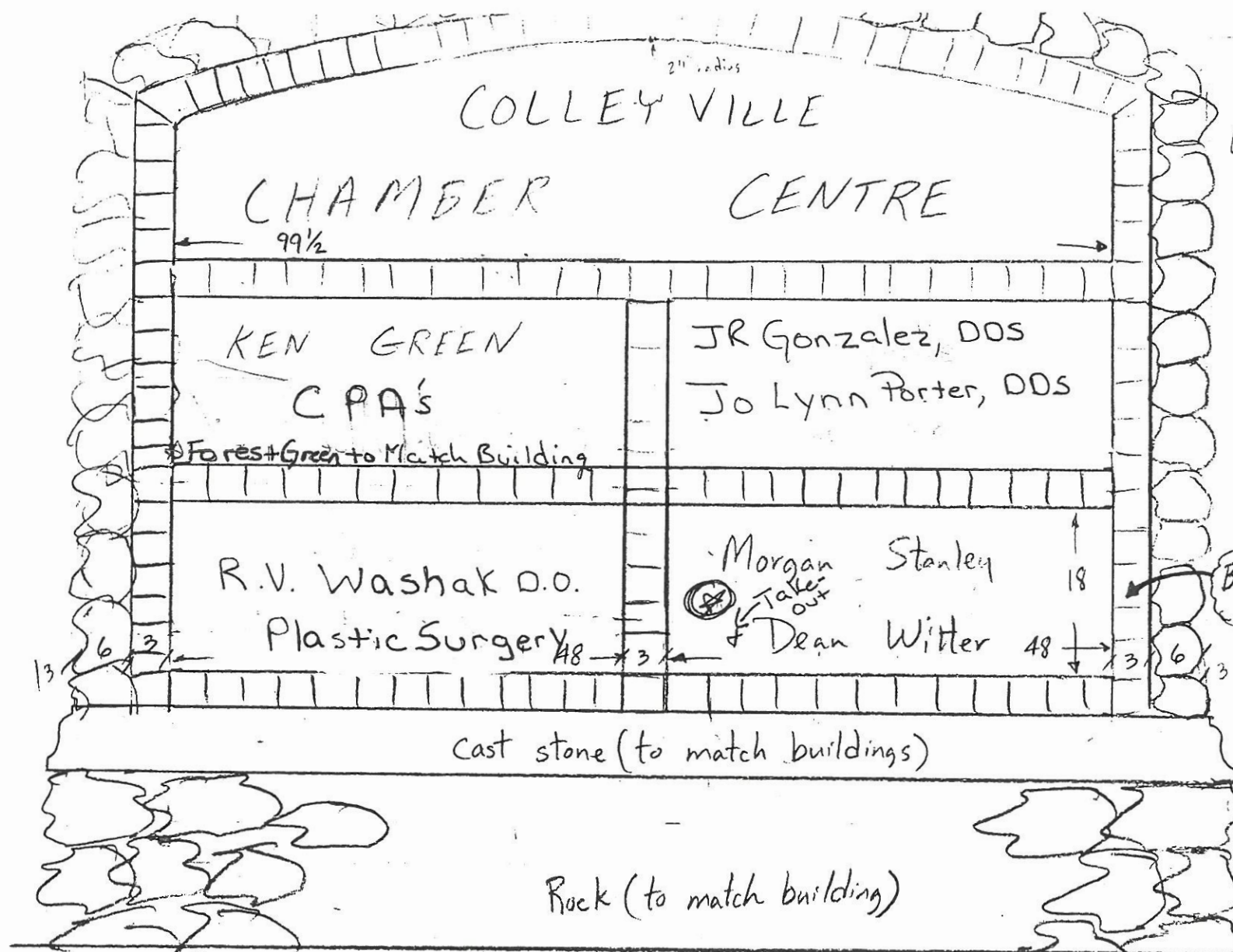
H. Z.
 W. W. B.
 RAO IUS
 TRUCKERS

9' X 9' D/F INTERNALLY ILLUMINATED CABINET
 CONSTRUCTED FROM 1 1/2" ANGLE IRON & .022 GAUGE SHEET METAL
 TOP SECTION: ROUTED ALUMINUM FACES WITH WHITE PLEX BACKING
 PRIMED & PAINTED WITH CENTARI AUTOMOTIVE ENAMEL
 BOTTOM SECTION: 3/16" WHITE LEXAN FACES WITH VINYL COPY & GRAPHICS
 NATURAL STONE EXTERIOR
 O.A.H 10'0" O.A.L. 10'0"

PROJECT	COLLEYVILLE CHAMBER CENTRE	LOCATION	6620 COLLEYVILLE BLVD.	DRAWN BY	<i>T. Smith</i>
CONTACT	KEN GREEN	APPROVAL		SCALE	
		DATE			



96' 8 FT
1 1/2" = 400 0012



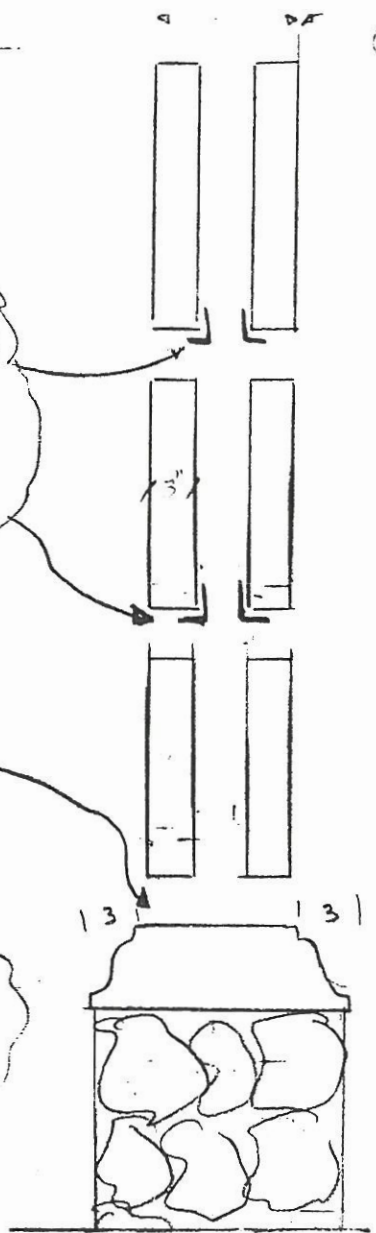
SIGNS

Lights

NOTE:
use steel angle
so signs can
be changed
when needed.

BRICK TO MATCH
BUILDING

Cast signs
letters sandblasted
and painted ~~black~~
Forest Green



Size can be wider

- * Rock Flower Bed on both sides of sign.
- * Lighting on both sides of sign. (outside flower bed)

124 1/2"

approx scale: 3/4" = 1 foot

Size overall: 9' x 10 1/2' = 94.5 sq. ft. each side

- Lighting?

"Perry Rupp"
P & L CAST STONE, INC.
P.O. BOX 1751
ROANOKE, TEXAS 76262
METRO (817) 430-8114

2-3 wks stone
to make stone

15" or
wider

Fx: 490-8444

(no scale on profile)

Trinidad - will Lay Stone
800 + Sand, mass, steel, anchors

Search Google Maps



Share



← 6620 Colleyville Blvd



Colleyville, Texas



Google Street View

Dec 2024 See more dates

6620 & 6630

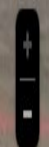
Hart Law Firm

-personal injury trial law-

DFW INSURANCE PROFESSIONALS
HOME • AUTO • BUSINESS • LIFE



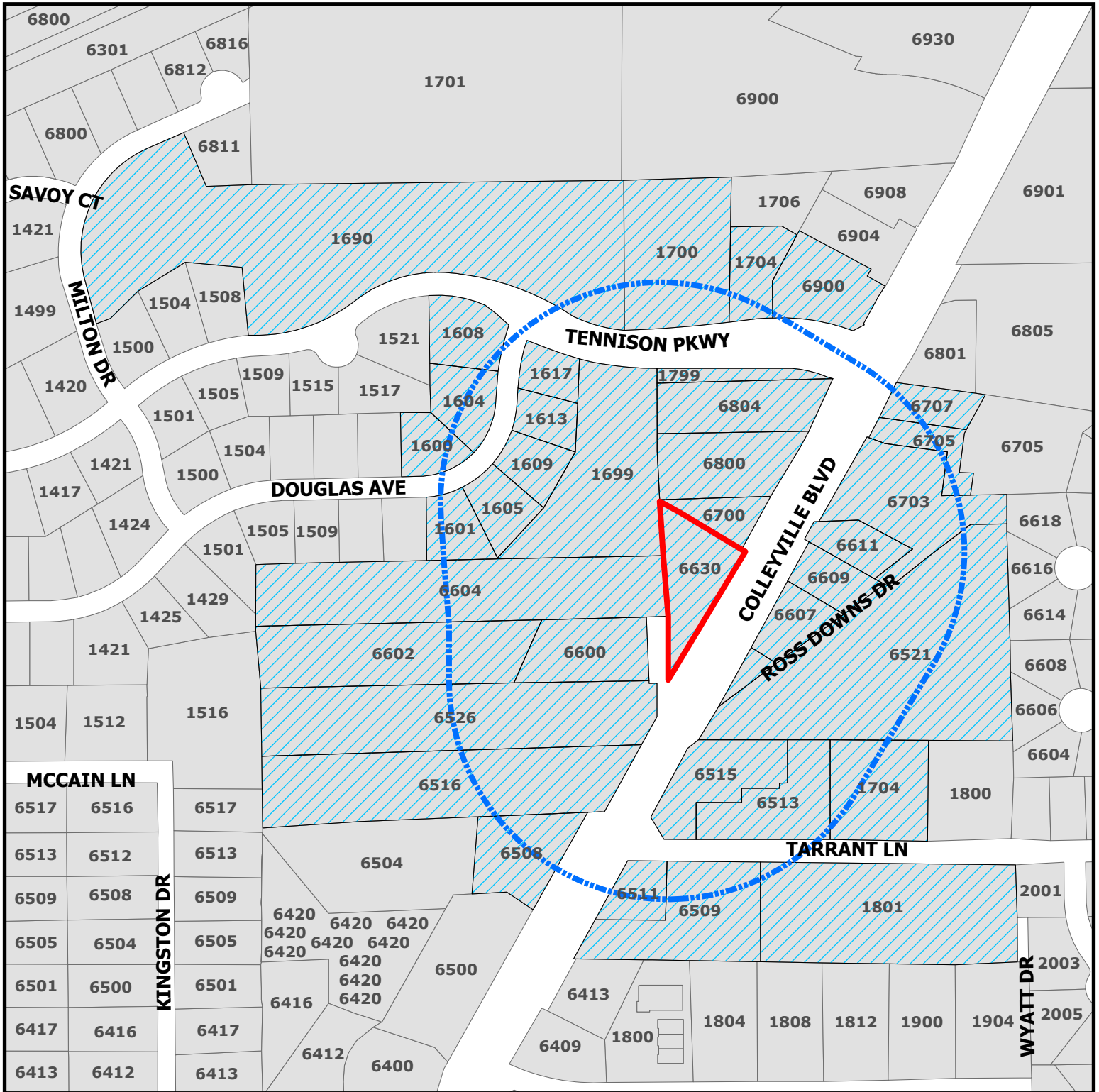
Google







Notification Map






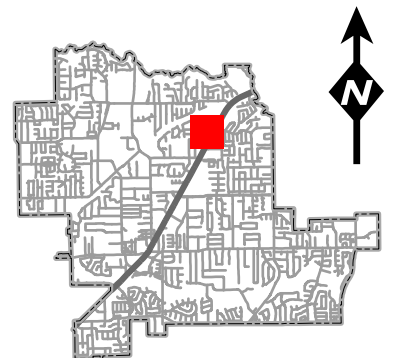
SC25-003

6630 Colleyville Blvd



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-  Subject Property
-  Buffer
-  Parcels to be notified





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, September 9, 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 7-150, Maximum Sign Area and Height, on Lot 2R, Block 1, Chamber Addition located at 6630 Colleyville Boulevard, Case SC25-003. The request is to reconstruct a sign that sustained damage due to a vehicle collision.

Zoning Case: SC25-003

Applicant: Deanna Bural

Owner: 3 J Green Limited Partnership

Location: 6630 Colleyville Boulevard

Property Description: Lot 2R, Block 1, Chamber Addition

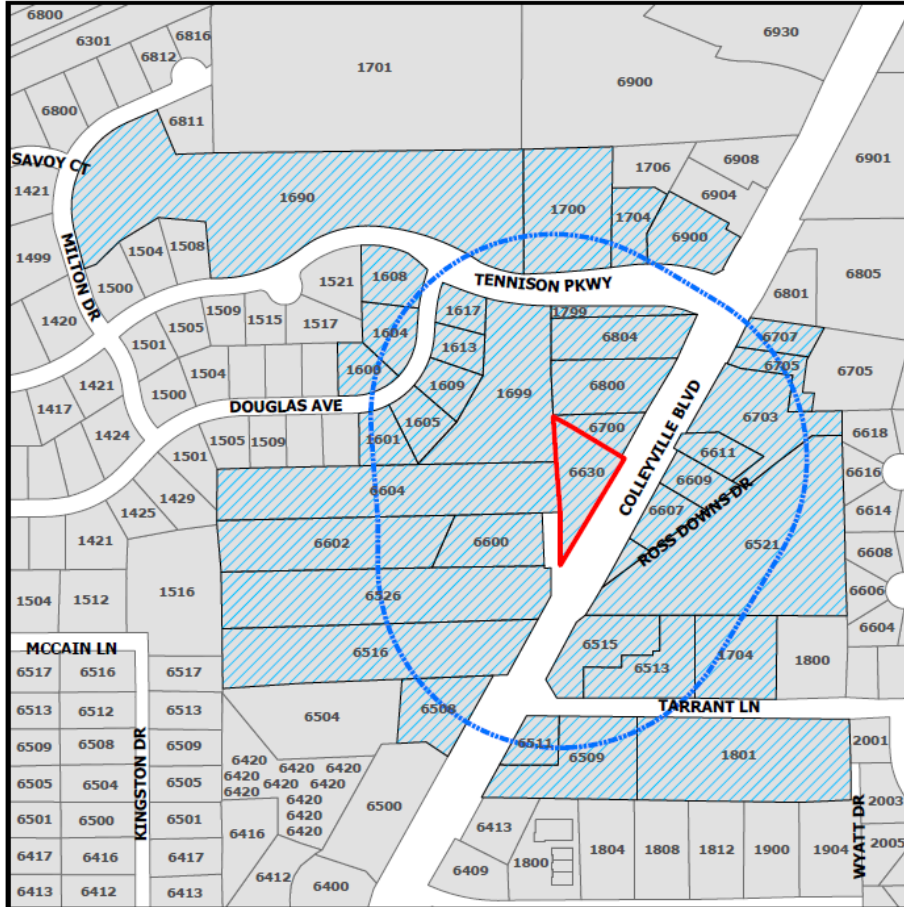
Present Zoning: CC-1 Village Retail

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.

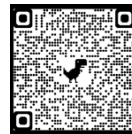
All interested persons are encouraged to attend the public hearing and express their opinions on the zoning change request. If you are unable to attend, but wish to have your opinions made a part of the public record, please submit written comments prior to the public hearing, to the address or email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

Daniel Ponder

Daniel Ponder
Planning Manager