CITY OF COLLEYVILLE
PLANNING AND ZONING COMMISSION AGENDA

100 Main Street Colleyville, Texas 76034

MONDAY, AUGUST 10, 2026

PRE COMMISSION MEETING
6:15 P.M.
EXECUTIVE CONFERENCE ROOM
THIRD FLOOR

LEGAL BRIEFING BY CITY ATTORNEY REGARDING PLANNING, ZONING, PLATTING, AND LAND USE

REVIEW OF REGULAR AGENDA ITEMS AND DISCUSSION OF PREVIOUS MEETING MINUTES

DISCUSSION OF ITEMS TO BE PLACED ON FUTURE AGENDAS AND UPDATES ON DEVELOPMENT TRENDS, PROGRESS AND CITY COUNCIL ACTIONS ON PAST AGENDA ITEMS

EXECUTIVE SESSION – In accordance with Texas Government Code Chapter 551, Subchapter D, Section 551.071 – Legal – Consultation with attorney on legal issues raised by public hearing or action items on the agenda

7:00 P.M. - REGULAR MEETING
CALL TO ORDER AND ROLL
INVOCATION: Jerome Obinabo
PLEDGE OF ALLEGIANCE

1. APPROVAL OF MINUTES

1a June 8, 2026, Planning and Zoning Commission Minutes
June 22, 2026, Planning and Zoning Commission Worksession Minutes
July 27, 2026, Planning and Zoning Commission Worksession Minutes

2. ADOPTION OF BYLAWS

2a Consider and adopt the Planning and Zoning Commission Bylaws

3. PUBLIC HEARING AGENDA ITEMS

3a Consideration of a Special Use Permit for a fence on Lot 15A1, Block 2, Fair Way Addition, zoned R-20 Single-Family Residential, located at 1211 Murphy Road, Case ZC26-015

3b Consideration of a Special Use Permit for an accessory dwelling on Lot 3R, Adair & Brown Estates, zoned R-40 Single-Family Residential, located at 813 John McCain Road, Case ZC26-016

3c Consideration of a Special Use Permit for an accessory building on Lot 12, Block 2, Rustic Oaks Addition, zoned R-20 Single-Family Residential, located at 5508 Oak Hills Drive, Case ZC26-017

3d Consideration of a Special Use Permit for accessory buildings on Lot 1, Block 1, Lloyd Roach Addition, zoned R-40 Single-Family Residential, located at 4709 Behrens Road, Case ZC26-018

3e Consideration of a Special Use Permit for a dog boarding and dog grooming use, with an outdoor run, on Lot 3A, Block 11, Longwood Estates at Ross Downs, zoned PUD-C Planned Unit Development - Commercial, located at 7181 Colleyville Boulevard, Case ZC26-019

3f Consideration of a Special Use Permit for an adult day services use on Lot 2R1, Block 2, Felps, Andy Addition, zoned CC-3 Highway Commercial, located at 4121 Colleyville Boulevard, Case ZC26-020

3g Consideration of a Special Use Permit for a massage therapy use on Lot 8, Block 2, Village Park at Colleyville, zoned CC-2 Shopping Center, located at 707 Glade Road, Case ZC26-021

3h Consideration of a rezoning from PUD-C Planned Unit Development - Commercial to R-20 Single-Family Residential on Lot 1, Block 1, San Bar Square Addition, located at 105 Cheek-Sparger Road, Case ZC26-022

3i Consideration of an amendment to the Land Development Code, Chapter 1, General Provisions, Case GC26-008

3j Consideration of an amendment to the Land Development Code, Chapter 3, Table 3.24(B) Schedule of Permitted Principal Uses, which includes the addition of 'data centers' as a use and related standards, Case GC26-011

4. CITIZEN COMMENTS

5. ADJOURNMENT

I hereby certify this agenda was posted on City Hall bulletin boards *Tuesday, August 4*, 2026 by 5:00 p.m.

Daniel Ponder
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
PLANNING AND ZONING COMMISSION BRIEFING

Agenda Number 1a **Agenda Date** 8/10/2026 **Number** -
Type Approval of Minutes
Department Community Development

Title

June 8, 2026, Planning and Zoning Commission Minutes
June 22, 2026, Planning and Zoning Commission Worksession Minutes
July 27, 2026, Planning and Zoning Commission Worksession Minutes

Explanation

Approval of minutes from the June 8, 2026, Planning and Zoning Commisssion Meeting, the June 22, 2026, Planning and Zoning Commission Worksession Meeting, and the July 27, 2026, Planning and Zoning Commission Worksession Meeting.

Attachments

1. June 8, 2026 Planning and Zoning Commission Minutes
2. June 22, 2026 Planning and Zoning Commission Worksession Minutes
3. July 27, 2026, Planning and Zoning Commission Worksession Minutes

CITY OF COLLEYVILLE
PLANNING AND ZONING COMMISSION MINUTES

100 Main Street, Colleyville, Texas, 76034

MONDAY, JUNE 8, 2026

CALL MEETING TO ORDER
EXECUTIVE CONFERENCE ROOM

The City of Colleyville Planning and Zoning Commission Pre Commission Meeting was called to order by Chair David Groves on June 8, 2026, at 6:15 p.m.

Roll Call

Present: David Groves, Richard Remley, David Ebert, Jerry Savoie, Jerome Obinabo, Candace Sandifer, and Brandon Arnold

Staff Present: Community Development Director Ben Bryner, Planning Manager Daniel Ponder, Planner Christoper Pham, Planner/Urban Forester Ivana Gonzalez, and Fire Marshal Rob Mckeown

Planning Manager Daniel Ponder briefed the Commission on the items that would be presented on tonight's agenda. There was general discussion regarding the updates to the cases the Commission would be voting on. Questions were raised regarding the background of the lot for case ZC26-013 and potential visibility issues related to case ZC26-014.

Chair David Groves adjourned the Planning and Zoning Commission Pre Commission Meeting at 6:29 p.m.

CALL MEETING TO ORDER
CITY COUNCIL CHAMBERS

The City of Colleyville Planning and Zoning Commission Meeting was called to order by Chair David Groves on June 8, 2026, at 7:00 p.m.

Roll Call

Present: David Groves, Richard Remley, David Ebert, Jerry Savoie, Jerome Obinabo, Candace Sandifer, and Brandon Arnold

Staff Present: Community Development Director Ben Bryner, Planning Manager Daniel Ponder, Planner Christopher Pham, Planner/Urban Forester Ivana Gonzalez, and Fire Marshal Rob Mckeown

1. APPROVAL OF MINUTES

1a May 11, 2026, Planning and Zoning Commission Meeting Minutes
May 26, 2026, Planning and Zoning Commission Worksession Meeting Minutes

Commissioner Savoie made a motion to approve the May 11, 2026, Planning and Zoning Commission Meeting Minutes and the May 26, 2026, Planning and Zoning Commission Worksession Meeting Minutes, seconded by Commissioner Sandifer.

The motion was carried by the following vote:

Aye: 7 – Groves, Remley, Ebert, Obinabo, Savoie, Sandifer, Arnold
Nay: 0

2. PUBLIC HEARING AGENDA ITEMS

2a Consideration of a Special Use Permit for an accessory building on Lot 7, Block 3, Quail Crest Estates, zoned R-15 Single-Family Residential, located at 3505 Blue Quail Lane, Case ZC26-013.

Planning Manager Daniel Ponder presented case ZC26-013 and briefed the Commission on the request. The proposed accessory building would exceed the maximum allowable size requirements.

The applicants, John and Chelsey Cullen, 3505 Blue Quail Lane, Colleyville, TX, came forward and spoke on the request. They stated that the request was intended to provide parking space for multiple family vehicles and to protect those vehicles from inclement weather. The applicant stated that neighboring properties had similar sized garages and that the proposed garage would be compatible with the neighborhood. The Commission inquired about any future uses for the garage once the applicant's family moves out, and the applicant replied that storage of vehicles would remain the primary use.

The public hearing was opened.

With no one wishing to speak, the public hearing was closed.

There was discussion between the Commissioners regarding the request. The Commissioners were impressed with the preparedness of the applicants on the case. Chair Groves commented that the new standards should apply, and that neighboring properties likely had garages that exceed the maximum allowable square footage due to them being built in the 1990s. There was discussion regarding the preservation of the existing pergola.

Commissioner Obinabo made a motion to approve case ZC26-013 to allow for a total of 6.3% accessory building coverage on the property, seconded by Commissioner Arnold.

The motion was carried by the following vote:

Aye: 6 – Remley, Ebert, Obinabo, Savoie, Sandifer, Arnold
Nay: 1 – Groves

2b Consideration of a Special Use Permit for a carport on Lot 1R, Block 1, Walker Addition, zoned R-40 Single-Family Residential, located at 5301 Montclair Drive, Case ZC26-014.

Commissioner Savoie recused himself due to a potential conflict of interest. Planner/Urban Forester Ivana Gonzalez presented case ZC26-014 and briefed the Commission on the request and any plan updates. The proposed carport requires a Special Use Permit because it is placed in front of the home and exceeds the maximum allowable square footage.

The applicant, Bethany Powers, 5301 Montclair Drive, Colleyville, TX, spoke regarding the request. She stated the proposed carport location meets setbacks, is aesthetically cohesive with the home being built, and is required due to her family needing covered parking. She stated that the carport is placed outside of the required visibility triangle and that any property maintenance that she would need to do to keep the visibility triangle clear was not related to the carport request.

The Commissioners questioned the applicant regarding the request. Commissioner Obinabo asked about the visibility concerns listed in the opposition letter and whether the neighbors and the applicant had met to discuss the request yet. The applicant stated that the neighbors likely misunderstood the proposed location of the carport and that they have not met with the neighbors yet. Chair Groves asked the applicant if square footage could be eliminated to bring the carport in compliance with the maximum square footage allowance. Hans Hermann, the architect and landscape architect for the carport, came forward and stated the extra square footage was required for drainage purposes and for aesthetic coherence. He further stated that the location was determined based on existing drainage facilities on the property. Bethany Powers stated that the size of modern cars warranted the square

footage of the proposed carport. When inquired about the landscape plantings, she stated that everything was planted in accordance with city standards for the house building permit. She concluded by stating the construction timeline should finalize for the house within 3 weeks.

The public hearing was opened.

Justin Powers, 5301 Montclair Drive, did not wish to speak, but did wish to record their support of the case.

James Hugh, 6308 Winston Street, Dallas, TX, did not wish to speak, but did wish to record their support of the case.

Brent Walker, 5309 Montclair Drive, spoke in support of the case. He stated that the homes for the family compound took longer to build due to the COVID-19 pandemic and that he was sympathetic to the neighbors' frustrations related to construction.

Hans Hermann, 350 N. Ervay Street, Dallas, TX, spoke in support of the case. He stated that an additional driveway would be added on the property to further alleviate the parking of vehicles on the street.

Edward Lutz, 2314 Carlisle Avenue, spoke in opposition of the case. He stated that the carport is inconsistent with the overall neighborhood design and that the carport would lead to a crowded aesthetic. He stated that the applicant made no effort to meet with neighbors and that the carport would have a negative effect on Leyton Grove property values. Commissioner Obinabo asked Mr. Lutz about the existing screening on Leyton Grove Lane.

Kristy Ramundi, 5309 Braedon Lane, spoke in opposition of the case. She stated that the carport was visually inconsistent with the neighborhood and would negatively impact visibility. She requested that the applicants relocate their carport elsewhere on the lot.

Beverly Wood, 2200 Hawthorne Avenue, did not wish to speak, but did wish to record their opposition to the case.

Michael Karing, 2200 Hawthorne Avenue, spoke in opposition of the case. He expressed disdain for the location of the carport and the overall number of improvements on the 5309 and 5301 Montclair Drive properties. He further expressed aesthetic disdain, visibility concerns, and stated the applicant made no effort to meet with neighbors.

With no one else wishing to speak, the public hearing was closed.

Bethany Powers, the applicant, came forward to address comments made during the public hearing. She stated that the location was justified and met setbacks, the carport would not have any visibility impacts, and that the impervious surface was existing and tied to the permit for the construction of the home. She further stated that the architecture and materials used would be high-quality and would not have any negative property value impacts.

The Chair called a recess at 8:01 p.m.

The Planning and Zoning Commission meeting was called back into session at 8:03 p.m.

There was further discussion between the Commissioners regarding the carport. Commissioner Remley stated that the issues raised by the neighbors and the Commission regarding construction screening in the visibility triangle were not relevant to the request. Commissioner Ebert agreed with Commissioner Remley, stating the request raised no planning concerns and that other issues with the site should be dealt with by code enforcement. Commissioner Obinabo stated that the carport being in front of the house was not in character for the neighborhood and suggested tabling the case to allow for neighborhood discussions. Commissioner Sandifer stated the carport being in front of the house was the determining factor in her voting decision. Chair Groves stated that the carport could be relocated and agreed that the applicant should table the request to meet with the neighbors.

Bethany Powers came forward to address the existing construction screening, stating that she could remove it, but that the carport would create no visibility issues. Edward Lutz came forward and stated the carport did not meet the aesthetic characteristics of the neighborhood.

Commissioner Arnold made a motion to approve Case ZC26-014. The motion was seconded by Commissioner Ebert.

The motion was carried by the following vote:

Aye: 3 – Remley, Arnold, Ebert
Nay: 3 – Groves, Sandifer, Obinabo
Abstain: 1 – Savoie

The motion failed and the case was denied.

3. CITIZEN COMMENTS

The public hearing was opened.

Michael Karing, 2200 Hawthorne Avenue, came forward and inquired about a comment Commissioner Ebert made during the meeting.

Brent Walker, 5309 Montclair Avenue, came forward and inquired about the reason for the carport denial.

4. ADJOURNMENT

The meeting adjourned at 8:16 p.m.

The minutes were written and prepared by:

Christopher Pham

Christopher Pham
Planner

The meeting minutes were approved on August 10, 2026, by a vote of x-x.

CITY OF COLLEYVILLE
PLANNING AND ZONING COMMISSION WORKSESSION MINUTES

100 Main Street, Colleyville, Texas, 76034

MONDAY, JUNE 22, 2026

EXECUTIVE CONFERENCE ROOM

The City of Colleyville Planning and Zoning Commission Worksession Meeting was called to order by Chair David Groves on June 22, 2026, at 6:15 p.m.

Roll Call

Present: David Groves, David Ebert, Jerome Obinabo, Jerry Savoie, and Richard Remley.

Staff Present: Community Development Director Ben Bryner, Planning Manager Daniel Ponder, Planner Christopher Pham, Planner Bethany Lopez, and Fire Marshal Rob McKeown.

2. WORKSESSION AGENDA ITEMS

2a Presentation and discussion of a Special Use Permit for a fence on Lot 15A1, Block 2, Fair Way Addition, zoned R-20 Single-Family Residential, located at 1211 Murphy Road, Case ZC26-015

Planner Christopher Pham presented the case and briefed the Commission on the request. The fence would be fully opaque adjacent to Precinct Line Road, requiring the approval of a Special Use Permit. The Commission rose concerns about existing trees where the fence is proposed.

2b Presentation and discussion of a Special Use Permit for an accessory dwelling unit on Lot 3R, Adair & Brown Estates, zoned R-40 Single-Family Residential, located at 813 John McCain Road, Case ZC26-016

Planner Christopher Pham presented the case and briefed the Commission on the request. A Special Use Permit is required for the unit to exceed 1200 square feet and be located in the R-40 zoning district. There was further discussion amongst the Commissioners regarding the request.

2c Presentation and discussion of a Special Use Permit for an accessory building on Lot 12, Block 2, Rustic Oaks Addition, zoned R-20 Single-Family Residential, located at 5508 Oak Hills Drive, Case ZC26-017

Planner Christopher Pham presented the case and briefed the Commission on the request. An existing carport would be removed from the subject property to replace it with a detached garage. The Commissioners asked about proposed building materials for the garage.

2d Presentation and discussion of a Special Use Permit for accessory buildings on Lot 1, Block 1, Lloyd Roach Addition, zoned R-40 Single-Family Residential, located at 4709 Behrens Road, Case ZC26-018

Planning Manager Daniel Ponder presented the case and briefed the Commission on the request. The applicant is requesting to add a covered patio to two existing accessory buildings on the property.

2e Presentation and discussion for a dog boarding and dog grooming use, with an outdoor run, on Lot 3A, Block 11, Longwood Estates at Ross Downs, zoned PUD-C Planned Unit Development - Commercial, located at 7181 Colleyville Boulevard, Case ZC26-19

Planning Manager Daniel Ponder presented the case and briefed the Commission on the request. The Commission inquired about the requirements for the PUD-C zoning district regarding the use. There was discussion regarding the screening for the proposed outdoor run.

3. ADJOURNMENT

The meeting adjourned at 6:46 p.m.

The minutes were written and prepared by:

Bethany Lopez

Bethany Lopez
Planner

The meeting minutes were approved on August 10, 2026 by a vote of X-X.

CITY OF COLLEYVILLE
PLANNING AND ZONING COMMISSION WORKSESSION MINUTES

100 Main Street, Colleyville, Texas, 76034

MONDAY, JULY 27, 2026

EXECUTIVE CONFERENCE ROOM

The City of Colleyville Planning and Zoning Commission Worksession Meeting was called to order by Chair David Groves on July 27, 2026, at 6:15 p.m.

Roll Call

Present: David Groves, David Ebert, Jerome Obinabo, Jerry Savoie, Brandon Arnold, Richard Remley, and Candace Sandifer.

Staff Present: Community Development Director Ben Bryner, Planning Manager Daniel Ponder, Planner Christopher Pham, Planner Bethany Lopez, and Fire Marshal Rob McKeown.

2. WORKSESSION AGENDA ITEMS

2a Presentation and discussion of a Special Use Permit for a fence on Lot 15A1, Block 2, Fair Way Addition, zoned R-20 Single-Family Residential, located at 1211 Murphy Road, Case ZC26-015

Planning Manager Daniel Ponder presented the case and briefed the Commission on the request. The Commission recommended that the applicant revise their application to request a wrought-iron fence instead of a wood fence and to provide screening in the form of landscaping.

2b Presentation and discussion of a Special Use Permit for an accessory dwelling unit on Lot 3R, Adair & Brown Estates, zoned R-40 Single-Family Residential, located at 813 John McCain Road, Case ZC26-016

Planning Manager Daniel Ponder presented the case and briefed the Commission on the request. There was discussion about the overall intent of the ADU request.

2c Presentation and discussion of a Special Use Permit for an accessory building on Lot 12, Block 2, Rustic Oaks Addition, zoned R-20 Single-Family Residential, located at 5508 Oak Hills Drive, Case ZC26-017

Planning Manager Daniel Ponder presented the case and briefed the Commission on the request. There was discussion about the overall intent of the requested accessory building and whether the requested size was necessary. The Commission recommended that the applicant revise the design to include masonry as an exterior wall material and to change the garage door swing.

2d Presentation and discussion of a Special Use Permit for accessory buildings on Lot 1, Block 1, Lloyd Roach Addition, zoned R-40 Single-Family Residential, located at 4709 Behrens Road, Case ZC26-018

Planning Manager Daniel Ponder presented the case and briefed the Commission on the request. The applicant is requesting to add a covered patio to two existing accessory buildings on the property. The Commission inquired about the proposed use of the covered patios.

2e Presentation and discussion for a dog boarding and dog grooming use, with an outdoor run, on Lot 3A, Block 11, Longwood Estates at Ross Downs, zoned PUD-C Planned Unit Development - Commercial, located at 7181 Colleyville Boulevard, Case ZC26-19

Planning Manager Daniel Ponder presented the case and briefed the Commission on updates to the request. The Commission raised noise concerns due to the outdoor run area. There was discussion regarding the improvement of the site plan and elevations from the originally proposed design.

2f Presentation and discussion of a Special Use Permit for an adult day services use on Lot 2R1, Block 2, Felps, Andy Addition, zoned CC-3 Highway Commercial, located at 4121 Colleyville Boulevard, Case ZC26-020

Planning Manager Daniel Ponder presented the case and briefed the Commission on the request. There was general discussion regarding the proposed use, including state regulations related to the use.

2g Presentation and discussion of a Special Use Permit for a massage therapy use on Lot 8, Block 2, Village Park at Colleyville, zoned CC-2 Shopping Center, located at 707 Glade Road, Case ZC26-021

Planner Bethany Lopez presented the case and briefed the Commission on the request. There was general discussion regarding the proposed use and the business requesting the SUP.

2h Presentation and discussion of a rezoning from PUD-C Planned Unit Development - Commercial to R-20 Single-Family Residential on Lot

1, Block 1, San Bar Square Addition, located at 105 Cheek-Sparger Road, Case ZC26-022

Planner Bethany Lopez presented the case and briefed the Commission on the request. There was general discussion regarding the rezoning request and the number of lots. The Commission inquired whether R-40 Single-Family Residential zoning would be more appropriate for the lot.

2i Presentation and discussion of an amendment to the Land Development Code, Chapter 1, General Provisions, Case GC26-008

Planner Bethany Lopez presented the case and briefed the Commission on the code amendment. There was general discussion regarding the amendments, including the intent of the code amendment.

2j Presentation and discussion of an amendment to the Land Development Code, Chapter 3, Table 3.24(B) Schedule of Permitted Principal Uses, which includes the addition of data centers as a use and related standards, Case GC26-011

Planner Bethany Lopez presented the case and briefed the Commission on the code amendment. There was discussion related to the code amendment, including the necessity of adding the use in the chart to regulate potential future requests.

3. ADJOURNMENT

The meeting adjourned at 7:12 p.m.

The minutes were written and prepared by:

Christopher Pham

Christopher Pham
Planner

The meeting minutes were approved on August 10, 2026 by a vote of X-X.

City of Colleyville
PLANNING AND ZONING COMMISSION
BYLAWS

ARTICLE I. ESTABLISHMENT AND AUTHORITY

The Planning and Zoning Commission was established by the City Council of Colleyville, Texas, by Ordinance 08 on May 18, 1956; however, several amendments to this ordinance have been approved and codified through the Colleyville City Charter and the Colleyville Code of Ordinances. The Planning and Zoning Commission ("Commission") is established pursuant to the Colleyville City Charter and Chapters 211 and 212 of the Texas Local Government Code. The Commission shall comply with all applicable federal and state laws, City Charter provisions, City ordinances, and City policies, including the Texas Open Meetings Act and the Texas Public Information Act.

ARTICLE II. PURPOSE

1. Review and recommend physical development in the City.
2. Review and recommend the platting and/or the subdividing of land in the City.
3. Review and recommend proposed changes to zoning regulations and amendments in the City.
4. Review and recommend amendments to the official zoning map.
5. Review and recommend updates to the Comprehensive Plan.
6. Conduct public hearings as required by law.

All recommendations are subject to review and approval by the City Council.

ARTICLE III. MEMBERSHIP

Section 1. Appointment/Terms/Qualifications
The Commission shall consist of seven (7) members, who shall be appointed by the City Council and shall be numbered Place 1 through Place 7. Members are appointed for a two-year term with an established staggered structure. All members shall be qualified voters and residents of the City. No member may be employed by the City and all members serve without compensation.

Section 2. Attendance
Members are expected to attend all regular and worksession meetings. Absence from three (3) consecutive regular meetings or more than 25% of meetings (25%=6 meetings) in a 12-month period may constitute grounds for review and possible removal by the City Council. Members shall notify staff in advance if unable to attend.

Section 3. Vacancies
Vacancies shall be filled by City Council appointment for the unexpired term.

ARTICLE IV. OFFICERS

Section 1. Election
The Commission shall elect from its membership a Chair and Vice Chair who will serve for the two-year appointment. If one or both terms expire, a Chair and Vice Chair will be elected from the membership, at the first meeting following City Council appointments or when the term has expired.

Section 2. Duties
The Chair shall preside at all meetings and be a voting member. The Chair shall rule on all procedural matters, subject only to being over-ridden by the contrary vote of four (4) Planning and Zoning Commission members. The Chair shall sign all plats approved by the Planning and Zoning Commission.

The Vice-Chair shall preside at Planning and Zoning Commission meetings in the absence of the Chair and shall fulfill all the duties of the Chair. Should the Chair resign, or that office become vacant for other reasons, the Vice-Chair shall act as Chair until the election of a new Chair.

The Recording Secretary is a City staff member.

ARTICLE V. MEETINGS

Section 1. Number of Meetings
Regular and worksession meetings shall be held not less than once a month at City Hall, located at 100 Main Street. **EXCEPTIONS:** The meeting may be cancelled for lack of quorum, dangerous weather conditions, or other emergencies which may affect life, health, property, or public peace. All meetings shall be posted and conducted in compliance with the Texas Open Meetings Act. A majority of appointed members shall constitute a quorum. Proxy voting is prohibited. Members must be physically present or participate as otherwise permitted by law.

The Planning and Zoning Commission may conduct closed sessions as allowed by law, on properly noticed closed executive session matters.

Section 2. Quorum
A quorum is defined as the minimum number of voting members who must be present at a properly convened meeting in order to conduct business. A quorum is a majority of voting members, and a majority is required to conduct the meeting, even when there is no item for vote or action. If a majority is not present, the Chair may: 1. Adjourn the meeting; 2. give a stated time (example: 15 minutes from the time the meeting was scheduled) when the meeting will be adjourned if other members do not arrive. If the option is to extend the time, no business may be conducted and the meeting adjourned when the time expires.

The following Robert's Quorum Table will be used to determine a quorum and a majority vote of a quorum:

Total Number of Members	Quorum	Majority of a Quorum
5	3	2
6	4	3
7	4	3
8	5	3
9	5	3
10	6	4
11	6	4
12	7	4

ARTICLE VI. VOTING

Each member shall have one vote. Action shall be taken by a majority vote of members present and voting, unless otherwise required by law. See Robert's Quorum Table for a majority vote minimum, when based on quorum present. **Exception:** A majority of the members shall constitute a quorum; however, no action shall be approved with less than four (4) affirmative votes, regardless of if there is a majority of the quorum.

ARTICLE VII. CONDUCT OF MEETINGS

At all times the Chair shall maintain order and decorum. The general order of a Public Hearing shall be:

- The Chair shall read the public notice
- Staff presentation
- Applicant introductory presentation – five minutes, up to 20 minutes if the recommendation of the Chair and the project warrants
- Commission discussion
- Open Public Hearing
- Citizen comments - five minutes each (Large groups supporting the same position may be asked to select a representative to speak for the group)
- Close public hearing
- Commission discussion and vote
- In the alternative, the item may be tabled or continued to a future meeting of the Commission.

If the Commission wishes to consider additional public testimony, the public hearing shall be reopened, and the public hearing and item shall be continued to a date certain.

If the Public Hearing is not reopened and continued to a date certain, the Commission may only conduct an additional public hearing upon publication of notice in accordance with Chapter 211 of the Local Government Code.

The Planning and Zoning Commission shall comply with all applicable conflict of interest laws.

The Planning and Zoning Commission members shall not leave the meeting table to discuss pending matters with members of the audience, nor shall members of the audience discuss matters with individual Planning and Zoning Commission members during the meeting.

ARTICLE VIII. CODE OF CONDUCT

Section 1. State of Commitment

Members are appointed to represent the best interests of the residents of the City of Colleyville and shall conduct themselves in a manner that reflects positively on the City in all actions.

Section 2. General Standards

- Act in the best interest of the City as a whole.
- Comply with all applicable laws, including the Texas Open Meetings Act and Texas Public Information Act.
- Treat fellow members, City Council, City staff, and the public with courtesy and respect.
- Shall not accept or solicit any benefit, economic gain, or advantage related to his/her position with the City, nor use that position to secure special privileges or exemptions.
- When acting in an official capacity, shall not grant any special consideration, treatment or advantage to a person or organization beyond that which is available to every other person or organization, and shall not personally represent, or appear on behalf of, the private interests of others in a meeting of any board, commission, committee, or the city council.
- Refrain from disruptive conduct during meetings.
- Avoid conflicts of interest and comply with all applicable disclosure requirements under state law and City policy.
- Refrain from directing City staff or becoming involved in administrative operations.
- Maintain confidentiality of executive session discussions and legally protected information.
- Conviction of a felony or offense involving moral turpitude will result in immediate dismissal

Section 3. Public Communication

Members shall not represent themselves as speaking on behalf of the Commission or the City unless authorized by the City Council. When speaking as private citizens, members shall clarify that their comments do not represent official City positions.

Section 4. Enforcement

Alleged violations of this Code of Conduct may be referred to the City Secretary for City Manager and City Council review. Members serve at the pleasure of the City Council and may be removed in accordance with City policy and applicable law.

ARTICLE IX. SOCIAL MEDIA

Section 1. Purpose
This Social Media Policy provides guidance regarding appropriate use of social media platforms in a manner consistent with state law, City policy, and the advisory role of the Commission.

Section 2. Personal Accounts
- Members shall not represent their personal opinions as official positions of the Commission or the City unless expressly authorized.
- When referencing Commission matters, members should clearly state they are speaking in their individual capacity unless authorized to speak on behalf of the Commission.
- Members shall not use City logos, official branding, or titles in a manner that implies official endorsement without prior authorization.

Section 3. Open Meeting Act and City Policy Compliance
- Members shall not post their individual opinions regarding any case or action which will be forthcoming to City Council, or any Board, Commission, or Committee, prior to the case or action being presented on an official agenda for the Board, Commission, Committee, and City Council.
- Members shall not use social media to deliberate with a quorum regarding matters within the Commission's jurisdiction outside of a properly posted meeting.
- Posting comments, replies, reactions, or similar interactions that constitute deliberation among a quorum is prohibited.
- Members shall avoid engaging in online discussions of Commission business when other Commission members are participating in the same communication thread.

Section 4. Professional Conduct
Members shall
- Conduct themselves respectfully in all online interactions relating to City matters.
- Refrain from posting confidential, privileged, or executive session information.
- Avoid personal attacks or inflammatory remarks that undermine public trust.
- Comply with state law when engaging in political activity in a private capacity.

Section 5. Enforcement
Alleged violations of this Social Media Policy may be referred to the City Secretary for City Manager and City Council for final action. Members serve at the pleasure of the City Council and may be subject to removal in accordance with City policy and applicable law.

ARTICLE IX. – TRAINING REQUIREMENTS

Within 90 days of appointment, members shall complete and provide proof of completion to the City Secretary of the state required Open Meetings Act and Public Information Act training.

ARTICLE X. REMOVAL

Members serve at the pleasure of the City Council and may be removed by the City Council with or without cause, in accordance with City Charter, ordinances, and applicable law.

ARTICLE XI. AMENDMENTS

These bylaws may be amended by majority vote of the Commission and approval of the City Council. Proposed amendments shall be submitted to the City Secretary for review and placement on a City Council agenda for consideration.

City Council approved June 2, 2026.

Planning and Zoning Commission approval _____.

CITY OF COLLEYVILLE
PLANNING AND ZONING COMMISSION BRIEFING

Agenda Number 3a **Agenda Date** 8/10/2026 **Number** -
Type Public Hearing Agenda Items
Department Community Development

Title
Consideration of a Special Use Permit for a fence on Lot 15A1, Block 2, Fair Way Addition, zoned R-20 Single-Family Residential, located at 1211 Murphy Road, Case ZC26-015

Explanation
Daniel Voltz, the applicant, has submitted a request for a Special Use Permit (SUP) for a fence on Lot 15A1, Block 2, Fair Way Addition, being approximately 0.42 acres, and zoned R-20 Single-Family Residential.

Analysis: The applicant is requesting a SUP to allow an opaque wood fence along the west side of the property within the required street side yard. Wood fences cannot be placed within the required street side yard without the approval of a SUP, per Land Development Code Section 3.26(E)(2).

Land Development Code section 3.26(E)(7) authorizes that fences may be approved by SUP when a request does not conform to the standards otherwise permitted by right.

Existing Conditions/Background: The subject property, 1211 Murphy Road, is developed with a single-family home and is located on the southeast corner of Precinct Line Road and Murphy Drive.

Plat Status: The subject property is platted.

DRC Review: The Development Review Committee reviewed the request during their June 22, 2026, meeting and the case has been scheduled for the August 10, 2026, Planning and Zoning Commission meeting.

Surrounding Development: The property to the north is zoned AG Agricultural and is improved with a single-family home. The properties to the east are zoned R-20 Single-Family Residential and are improved with single-family homes. The properties to the south are zoned PUD-C Planned Unit Development – Commercial and are improved with commercial uses. The border between Colleyville and North Richland Hills lies to the west of the property.

Comprehensive Plan: The City's comprehensive plan, *Destination Colleyville*, identifies the subject property for commercial development.

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. Keller 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.

Attachments

1. Aerial Map
2. Zoning Map
3. Future Land Use Map
4. Site Exhibit
5. Notification Map
6. Notification Letter
7. Draft Ordinance

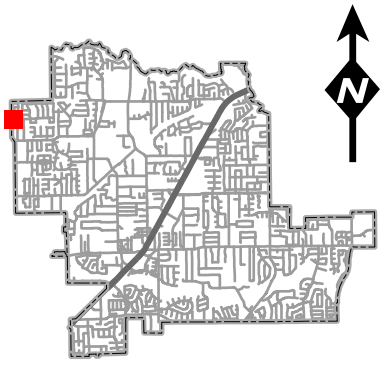
Aerial Map



CITY OF COLLEYVILLE TEXAS

ZC26-015

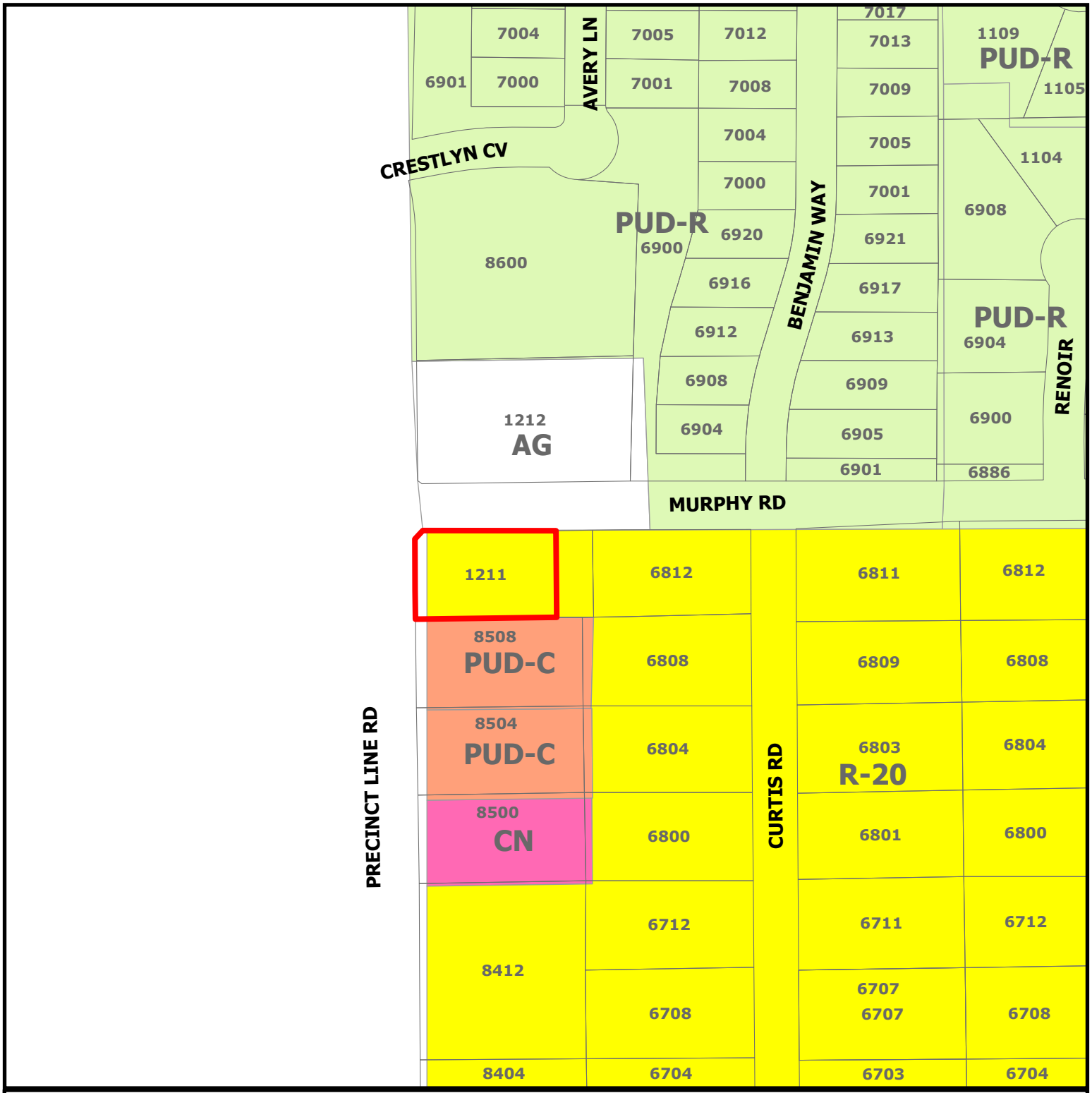
1211 Murphy Road



Subject Property

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Zoning Map

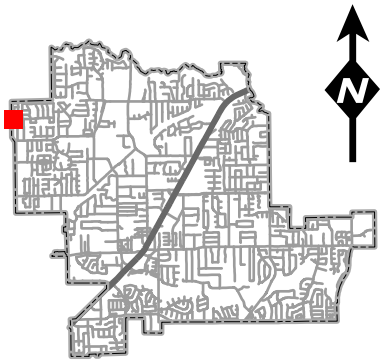


CITY OF COLLEYVILLE TEXAS

ZC26-015

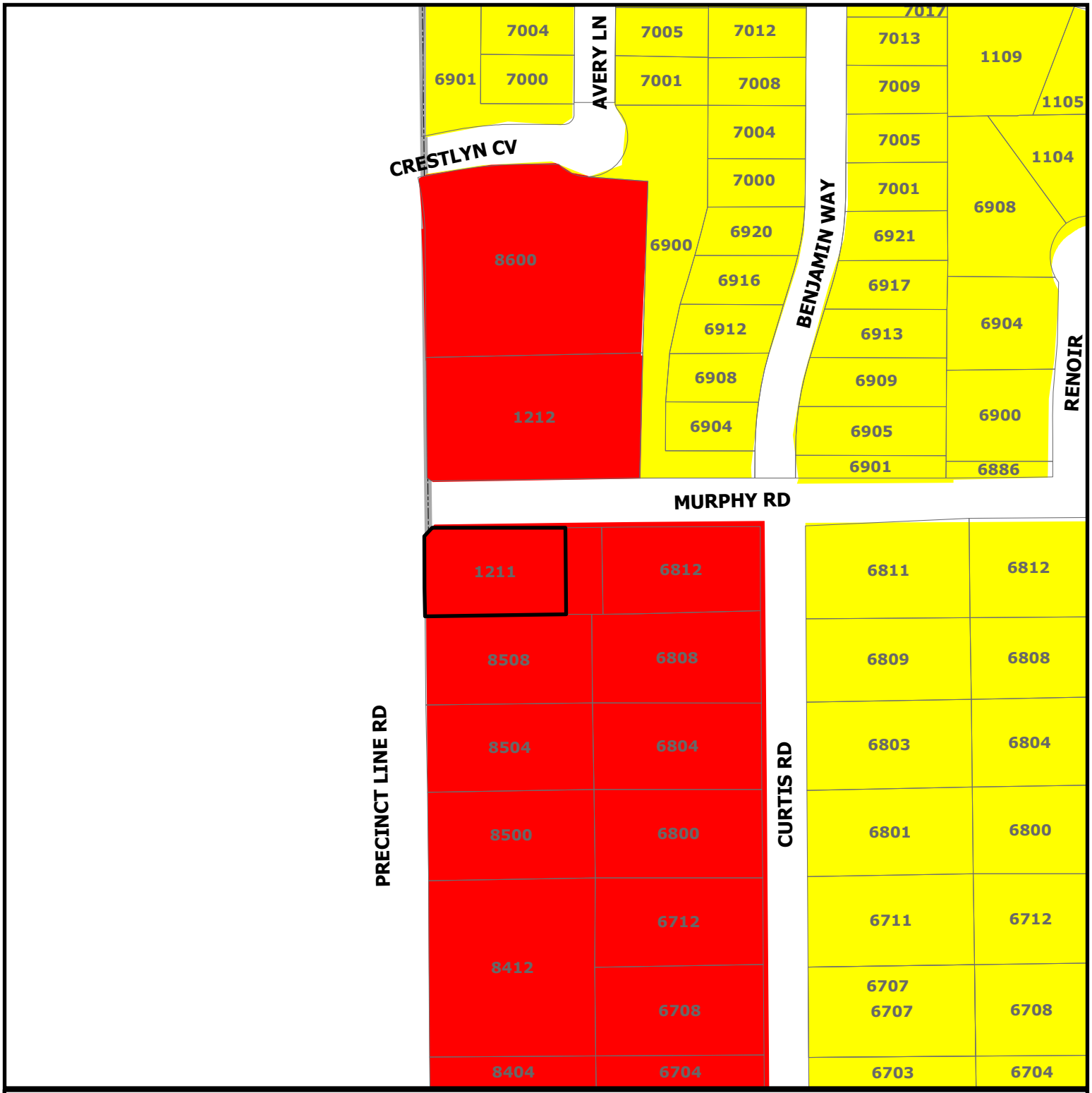
1211 Murphy Road

Subject Property



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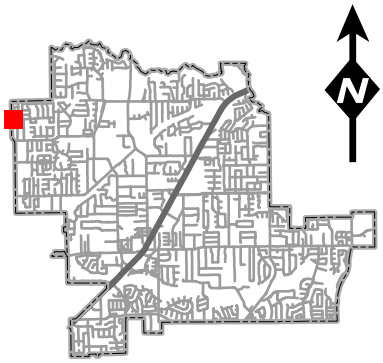
Future Land Use Map



CITY OF COLLEYVILLE TEXAS

ZC26-015

1211 Murphy Road

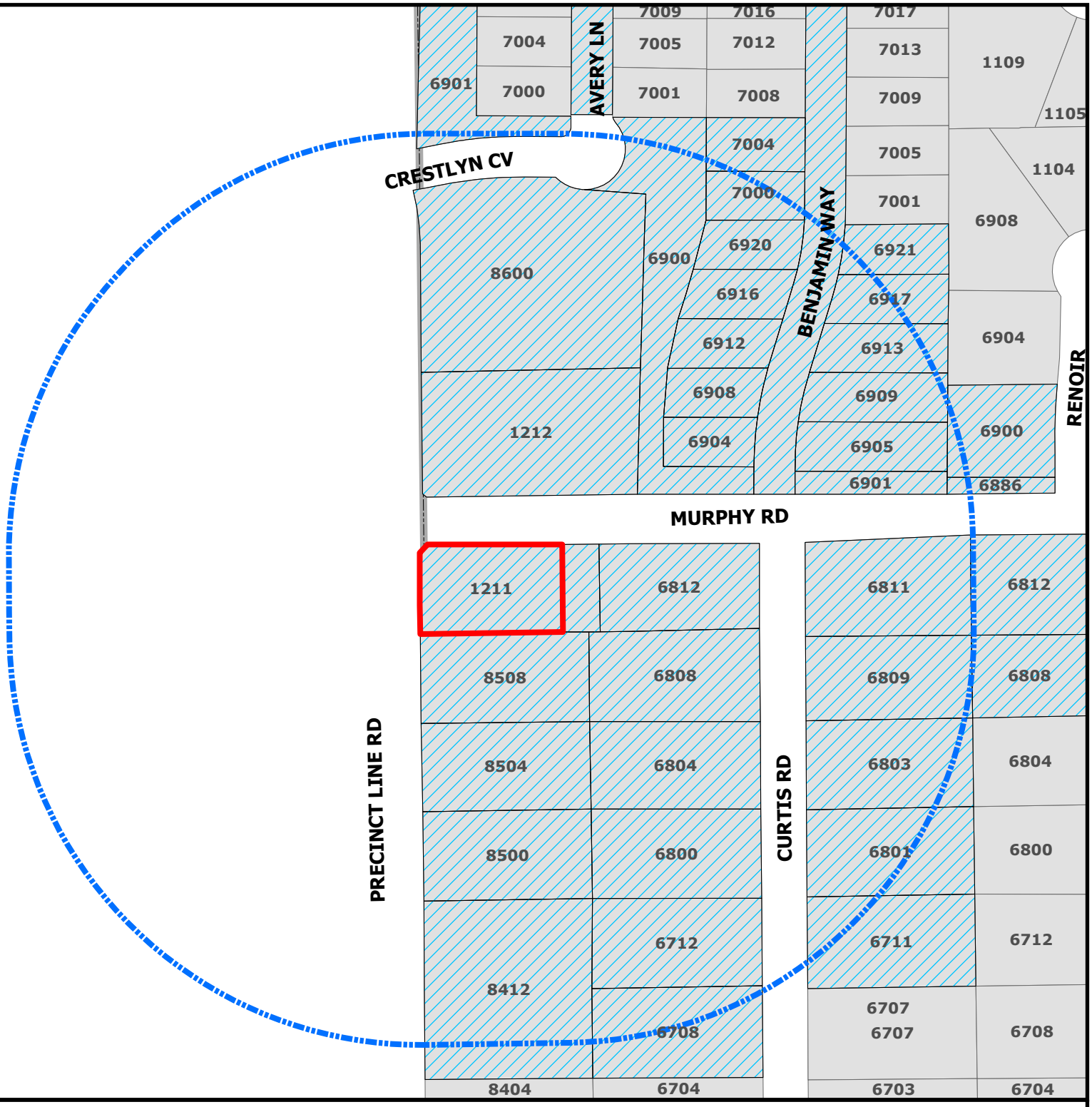


- Residential
- Commercial
- Subject Property

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Murphy Road
1211
Precinct Line Road

Notification Map



CITY OF COLLEYVILLE TEXAS

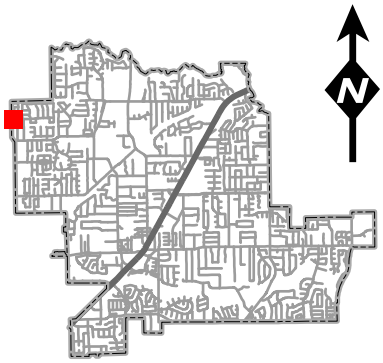
ZC26-015

1211 Murphy Road

Subject Property

Buffer

Parcels to be notified



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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:

Planning & Zoning Commission Meeting: Monday, August 10, 2026, at 7:00 p.m.
City Council Meetings: Tuesday, September 1, 2026 & Tuesday, September 15, 2026, at 7:00 p.m.
3rd floor of City Hall, 100 Main Street, Colleyville, Texas

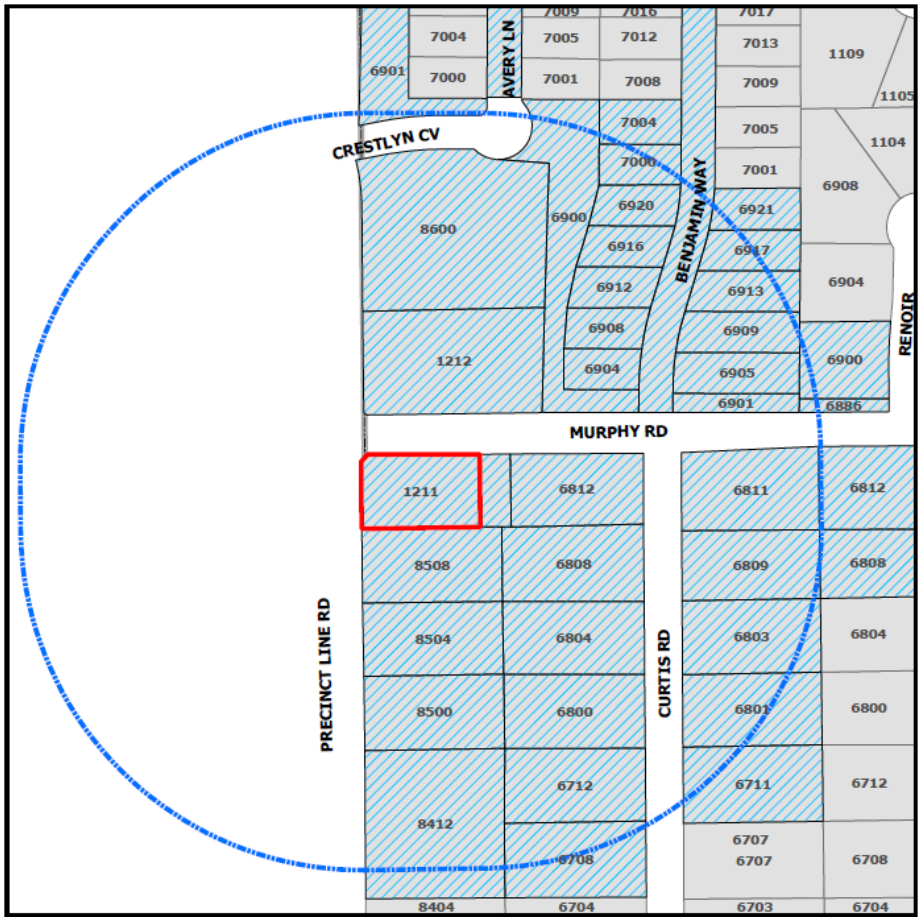
Request:	Consideration of a Special Use Permit (SUP) for a fence on Lot 15A1, Block 2, Fair Way Addition, located at 1211 Murphy Road, Case ZC26-015. The request is to allow for a fence that does not conform to the Land Development Code, Section 3.26(E). The applicant is requesting an SUP to construct an opaque wood fence along the west side of the property. The fence would be located within the required street side yard.
Zoning Case:	ZC26-015
Applicant:	Daniel Voltz
Location:	1211 Murphy Road
Property Description:	Lot 15A1, Block 2, Fair Way Addition
Present Zoning:	R-20 Single Family Residential

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. Approval by the Planning & Zoning Commission serves as a recommendation to the City Council and is not a final action on the request. Denial of the proposal by the Commission is final, unless the applicant submits a written notice of appeal within 10 days from the date of action by the Commission. If appealed, the request will be placed on the next available City Council agenda as listed above. Rezoning requests, zoning amendments and conditions recommended by the Commission for approval by the City Council may be more restrictive than those described in this notice.

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



If the property owners of 20% or more of the land within the 200-foot notification area file a written protest prior to the public hearing, State law provides that the approval of the zoning change request shall require the approval of a super majority vote by City Council.

A brief project description can be found online on the 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

ORDINANCE O-26-XXXX

AMENDING THE ZONING ORDINANCE AND THE OFFICIAL ZONING MAP OF THE CITY OF COLLEYVILLE, TEXAS, BY CHANGING THE ZONING ON APPROXIMATELY 0.42 ACRES, BEING LOT 15A1, BLOCK 2, FAIR WAY ADDITION, LOCATED AT 1211 MURPHY ROAD, BY AUTHORIZING A SPECIAL USE PERMIT TO ALLOW FOR A FENCE; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS ($2,000.00) AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Colleyville has received an application for a Special Use Permit to allow for a fence (Case ZC26-015); and

WHEREAS, the Subject Property is presently zoned R-20 Single-Family Residential; and

WHEREAS, the Planning and Zoning Commission of the City of Colleyville, has considered and made recommendations on the request, having given the requisite notices, and having held due hearings and affording a full and fair opportunity for all persons interested in the matter to be heard; and

WHEREAS, after due deliberations and consideration of the recommendation of the Planning and Zoning Commission, the information received at a public hearing, and other relevant information and materials, the City Council finds that this amendment is in conformance with the Comprehensive Plan for the City of Colleyville and promotes the general health, safety, and welfare of this community.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF COLLEYVILLE, TEXAS:

Sec. 1. THAT the Comprehensive Zoning Ordinance of the City of Colleyville, Texas, be, and the same is hereby amended by authorizing a Special Use Permit for a fence on 0.42 acres, being Lot 15A1, Block 2, Fair Way Addition, located at 1211 Murphy Road, as depicted on the attached as Exhibit "A".

Sec. 2. THAT the above described tract of land shall be used only in the manner and for the purposes provided by the Comprehensive Zoning Ordinance of the City of Colleyville as heretofore amended, and as amended herein.

Sec. 3. THAT the above described tract of land shall be subject to the following conditions:

1. GENERAL

a. The Special Use Permit shall allow a 6-foot wood fence to be placed within the required street side yard setback and be located on the west property line.

b. It shall be generally consistent with the site plan, as depicted in Exhibit "B".

c. All requirements of the Land Development Code shall be met, except where amended herein.

Sec. 4. THAT any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Comprehensive Zoning Ordinance of the City of Colleyville, and upon conviction shall be punishable by a fine not to exceed the sum of Two Thousand Dollars ($2,000.00) for each offense.

Sec. 5. THAT if any section, paragraph, subdivision, clause, phrase or provision of this ordinance shall be judged invalid or unconstitutional, the same shall not affect the validity of this ordinance as a whole or any portion thereof other than that portion so decided to be invalid or unconstitutional.

Sec. 6. THAT it has been found that there has been a change in conditions in the above described property, it is now necessary that it be given the above zoning classification in order to permit its proper development and in order to protect the public interest, comfort and general welfare, and requires that this ordinance shall take effect immediately from and after its passage.

Sec. 7. THAT in addition to and accumulative of all other penalties, the City shall have the right to seek injunctive relief for any and all violations of this ordinance.

Sec. 8. THAT this ordinance shall take effect immediately from and after its passage subject to the publication of the caption, as the law or charter in such cases may provide.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 1st day of September 2026.

The second reading and public hearing being conducted on the 15th day of September 2026.

PASSED AND APPROVED BY A VOTE OF __ AYES AND __ NAYS ON THIS THE 15TH DAY OF SEPTEMBER 2026.

Mayor Bobby Lindamood	_____	Mark Alphonso, Place 2	_____
Mayor Pro Tem Brandi Elder	_____	Ben Graves, Place 4	_____
Deputy Mayor Pro Tem Scotty Richardson	_____	Tim Raine, Place 6	_____
Kimberly Holt Gunderson, Place 5	_____		

ATTEST:

Christine Loven, TRMC
City Secretary

CITY OF COLLEYVILLE

Bobby Lindamood
Mayor

APPROVED AS TO FORM:

Whitt Wyatt
City Attorney

Exhibit "A" - Aerial Map



Exhibit "B" – Site Plan



CITY OF COLLEYVILLE
PLANNING AND ZONING COMMISSION BRIEFING

Agenda Number 3b **Agenda Date** 8/10/2026 **Number** -
Type Public Hearing Agenda Items
Department Community Development

Title
Consideration of a Special Use Permit for an accessory dwelling on Lot 3R, Adair & Brown Estates, zoned R-40 Single-Family Residential, located at 813 John McCain Road, Case ZC26-016

Explanation
Terry Holmes, the applicant, has submitted a request for a Special Use Permit (SUP) for an accessory dwelling unit (ADU) on Lot 3R, Adair & Brown Estates, being approximately 4.2 acres, and zoned R-40 Single-Family Residential.

Analysis: The applicant is requesting approval of a SUP for an ADU in the R-40 Single-Family Residential zoning district in accordance with Land Development Code Section 3.24.B. ADUs cannot exceed 1,200 square feet according to Land Development Code Section 3.27(A)(2)(d); the proposed structure has 1,534 square feet of habitable area on a 183,387 square foot lot.

Land Development Code Section 3.27(A)(2)(d) authorizes that accessory dwellings may be approved by Special Use Permit when a request does not conform to the standards otherwise permitted by right.

Existing Conditions/Background: The subject property, 813 John McCain Road is developed with a single-family home. It is located approximately ±640 feet east of Pleasant Run Road on the south side of John McCain Road.

Plat Status: The subject property is platted.

DRC Review: The Development Review Committee reviewed the request during their June 22, 2026, meeting and the case has been scheduled for the August 10, 2026, Planning and Zoning Commission meeting.

Surrounding Development: The properties to the north and west are zoned R-40 Single-Family Residential and are improved with single-family homes. The properties to the east are zoned AG Agricultural and are improved with single-family homes. The properties to the south are zoned R-20 Single-Family Residential and are improved with single-family homes.

Comprehensive Plan: The City's comprehensive plan, *Destination Colleyville*, identifies the subject property for residential development.

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.

Attachments

1. Aerial Map
2. Zoning Map
3. Future Land Use Map
4. Site Plan Exhibit
5. Elevations Exhibit
6. Notification Map
7. Notification Letter
8. Letters Received
9. Draft Ordinance

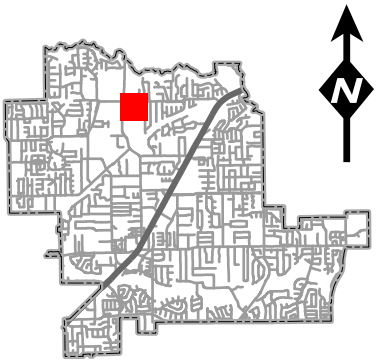
Aerial Map



CITY OF COLLEYVILLE TEXAS

ZC26-016

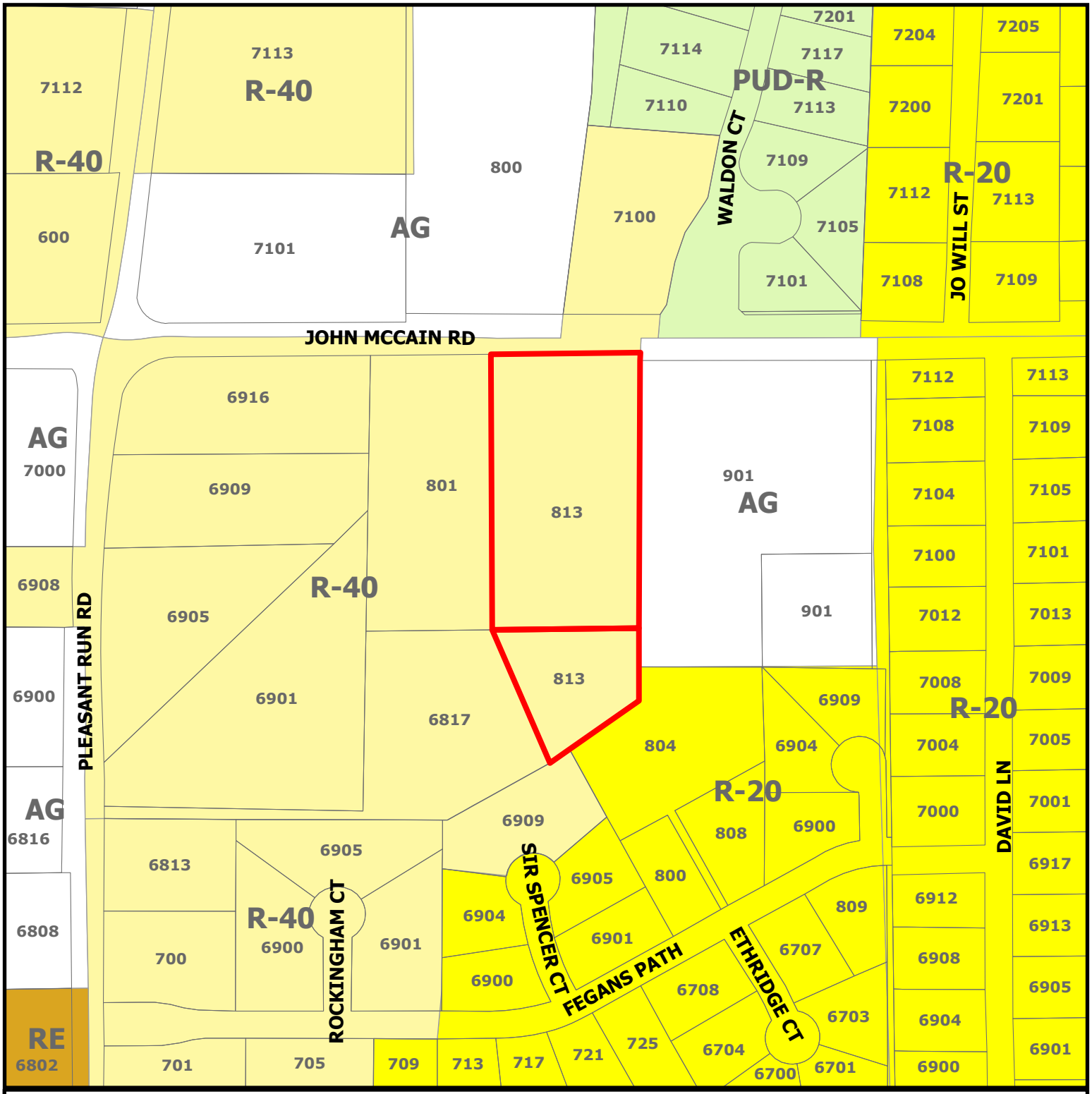
813 John McCain Road



Subject Property

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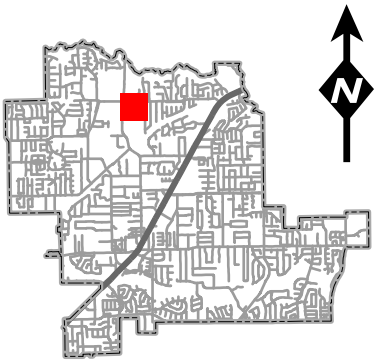
Zoning Map



CITY OF COLLEYVILLE TEXAS

ZC26-016

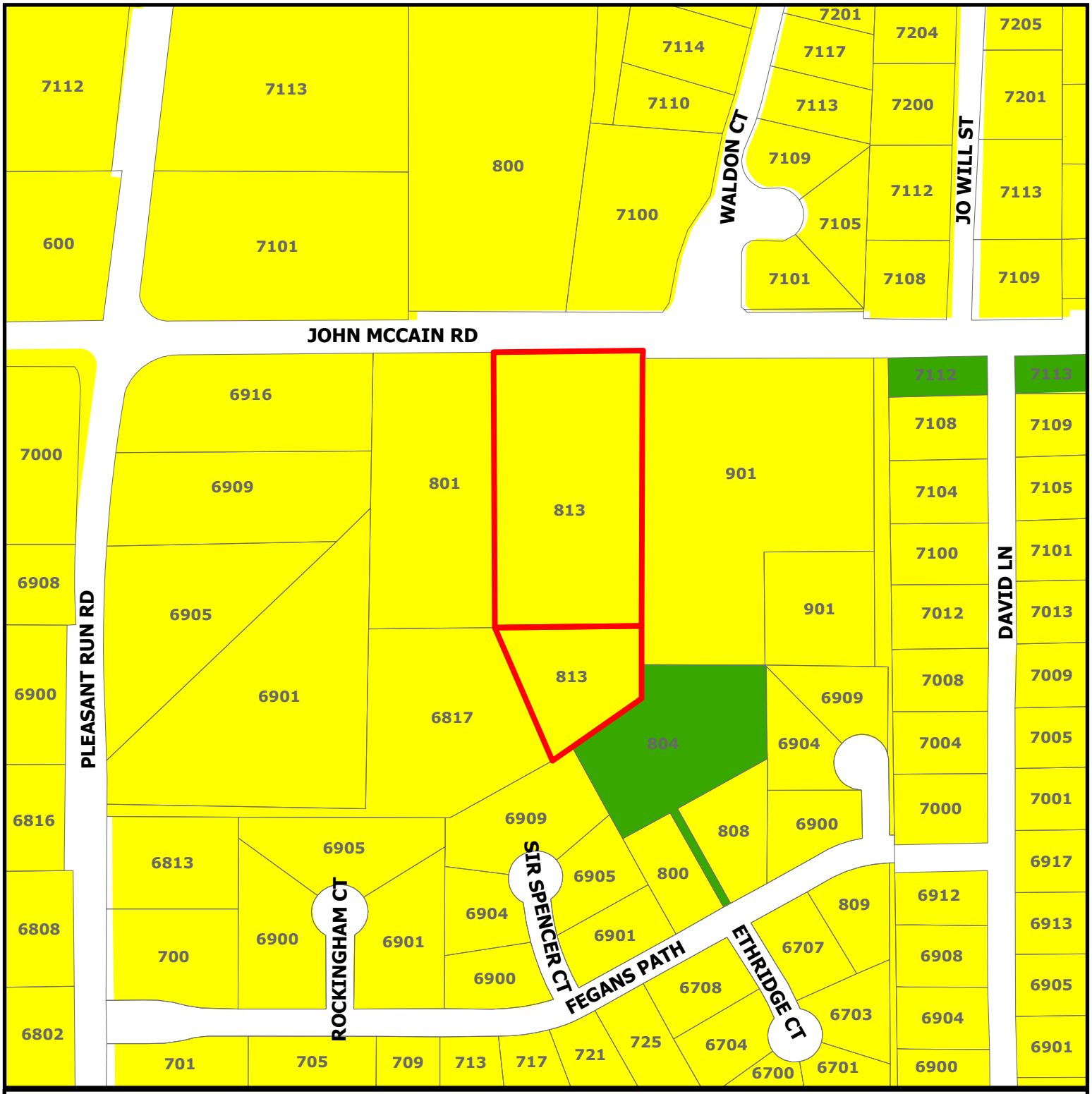
813 John McCain Road



Subject Property

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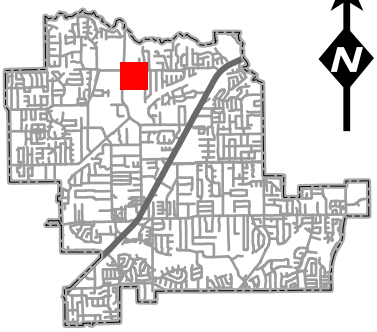
Future Land Use Map



CITY OF COLLEYVILLE TEXAS

ZC26-016

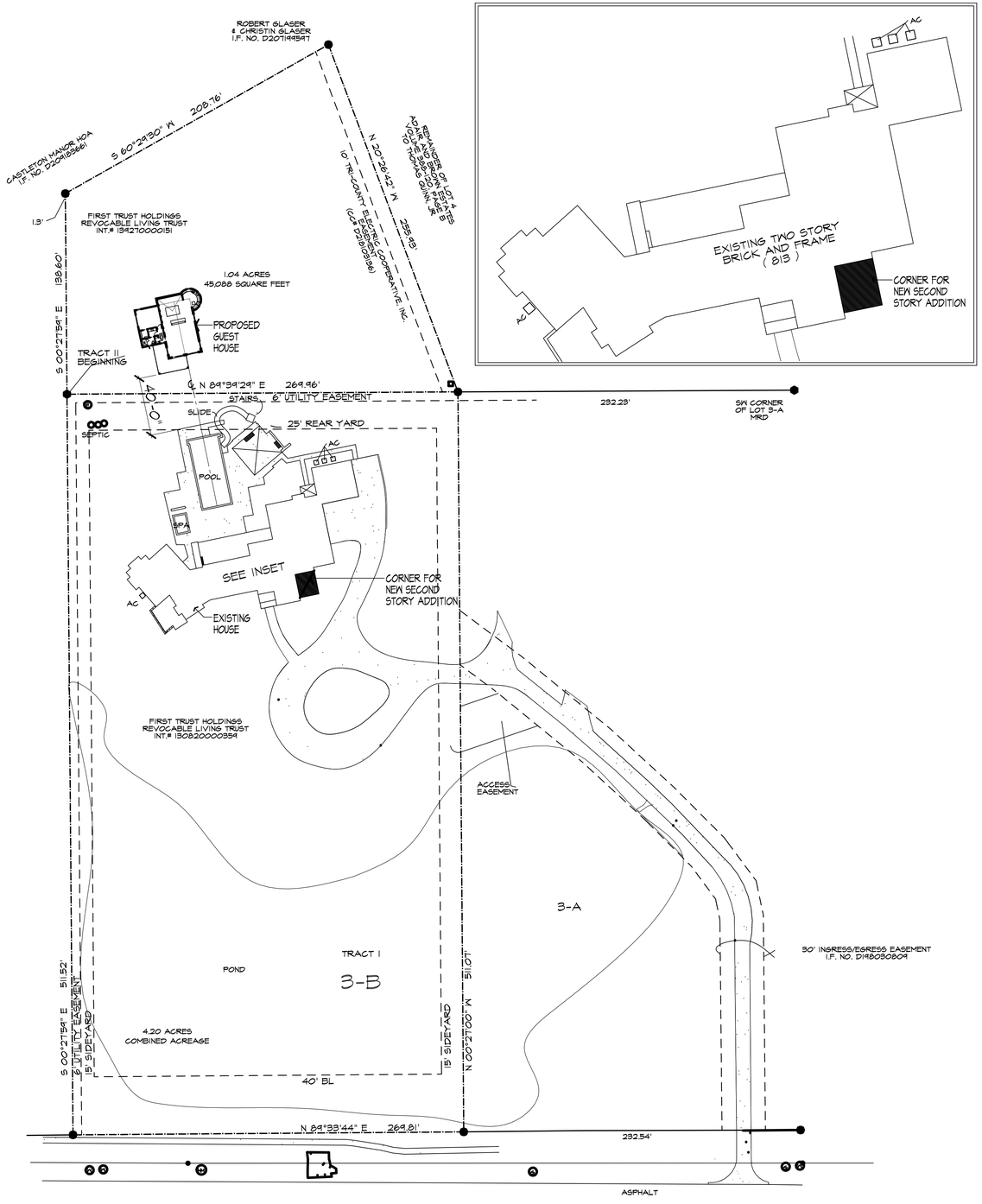
813 John McCain Road





- Residential
- Open Space; Parks
- Subject Property

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01 SITE PLAN

1" = 40'-0"

SHEET INDEX	
SHT.	DESCRIPTION
A1.1	SITE PLAN
A2.1	FLOOR PLAN & ROOF PLAN
A4.1	ELEVATIONS
E1.1	ELECTRICAL PLAN

FIRMTAS DESIGN
ARCHITECTURE & PLANNING
firmtasdesign.com
(469)682-8915

BUILDER

The Holmes Builders
225 East Highway 121
Suite 120
Coppell TX 75019
PH-214-448-5200
FAX-214-448-5255

Story Guest House

813 John McCain Road
Rhodes Surveying 3-B Tract 1
Tarrant County
Colleyville, Texas

USE OF THESE DOCUMENTS.

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DRAWN BY
MICHAEL A. ADAMS
JEFFERY DING

CHECKED BY

ISSUE DATE
01-01-2024

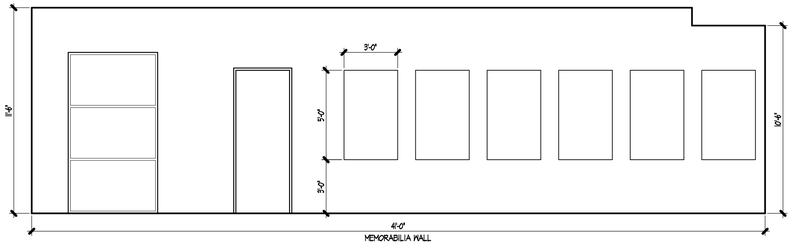
REVISIONS

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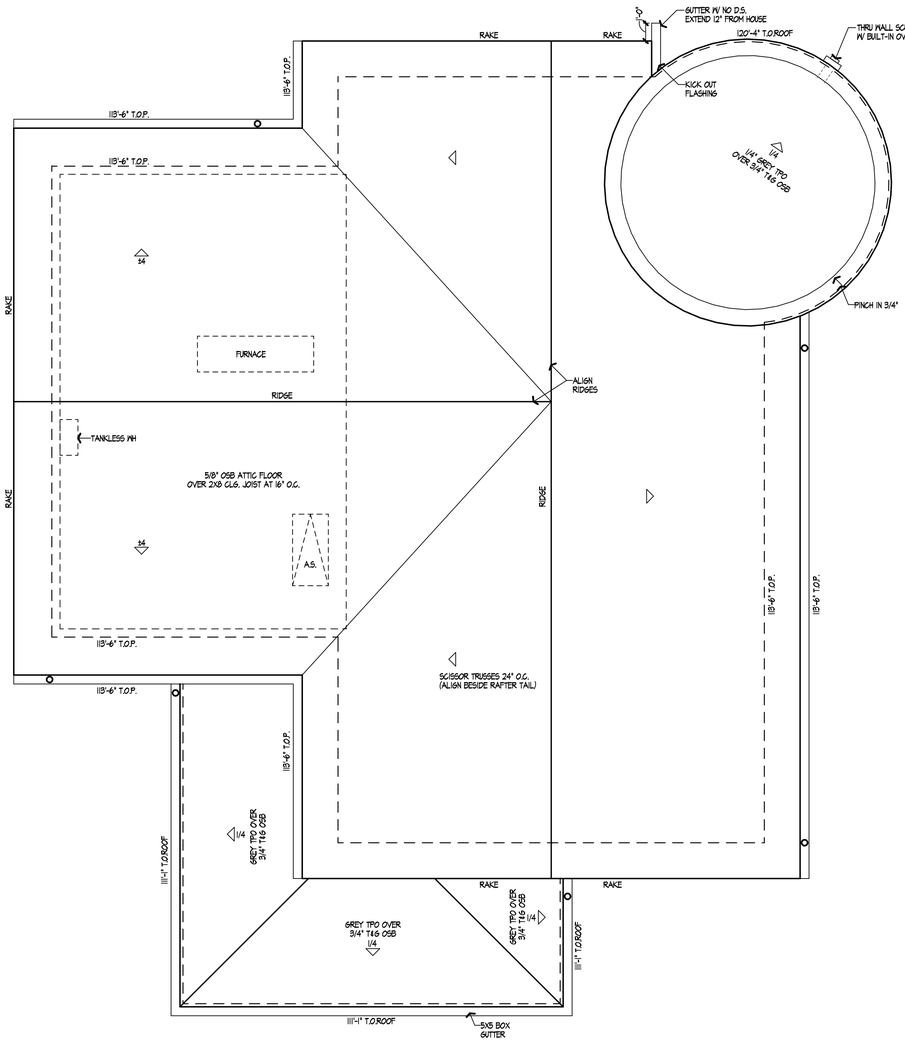
REVIEW

SHEET NUMBER
A1-1

PROJECT NUMBER
26002



AREAS IN SQUARE FEET	
1ST FLOOR A.C.	1534
TOTAL A.C.	1534
PORCH	289
TOTAL SLAB	1823
TOTAL COVERED	1823

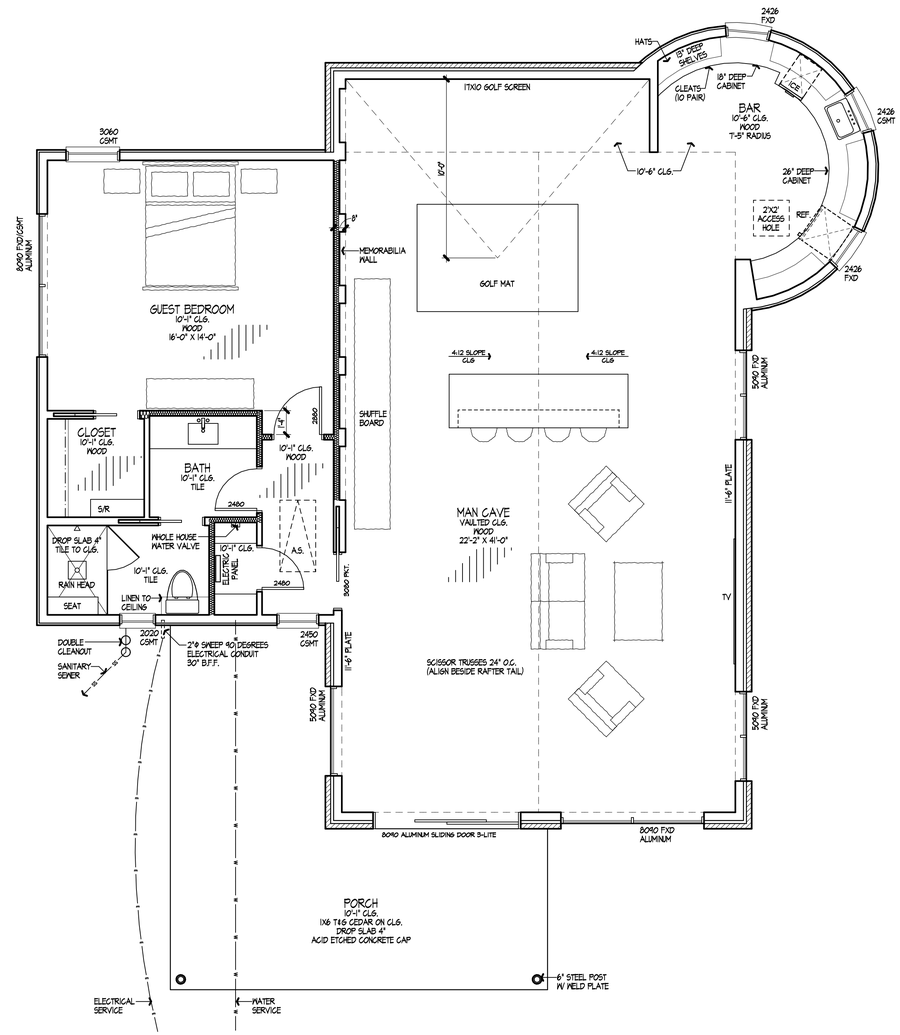


ROOF NOTES

1. ALL ROOF SLOPES TO BE 4:12 UNLESS NOTED OTHERWISE.
2. T.O.P.= TOP OF PLATE OR WALL HEIGHT MEASURED FROM THE TOP OF SLAB AT THE FIRST FLOOR. DATUM ELEVATION = 100'-0".
3. NON-TYPICAL ROOF SLOPES INDICATED AS FOLLOWS:
   - 4 — INDICATES A 4:12 PITCH
   - 4 — INDICATES DIRECTION OF SLOPE
4. 6" 1/2" ROUND PAINT GRIP GUTTER W/ 4"ø D.S. U.N.O.
5. ROOF MATERIAL TO BE STANDING SEAM TO MATCH EXISTING HOME
6. 100% 2 LAYERS PALISADE SYNTHETIC UNDERLAYMENT
7. ATTIC TO BE NON-VENTED U.N.O.
8. ALL 60 MILL TPO - GREY

ROOF PLAN

1/4" = 1'-0"



FIRST FLOOR PLAN

1/4" = 1'-0"

FRMTAS DESIGN
ARCHITECTURE & PLANNING
frmtasdesign.com
(469)682-8915

BUILDER
The Holmes Builders
225 East Highway 121
Suite 120
Coppell TX 75019
PH:214-448-5200
FAX:214-448-5255

Story Guest House

813 John McCain Road
Rhodes Surveying 3-B Tract 1
Tarrant County
Colleyville, Texas

USE OF THESE DOCUMENTS.

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DRAWN BY
MICHAEL A. ADAMS
JEFFERY DING

CHECKED BY

ISSUE DATE
05-04-2024

REVISIONS
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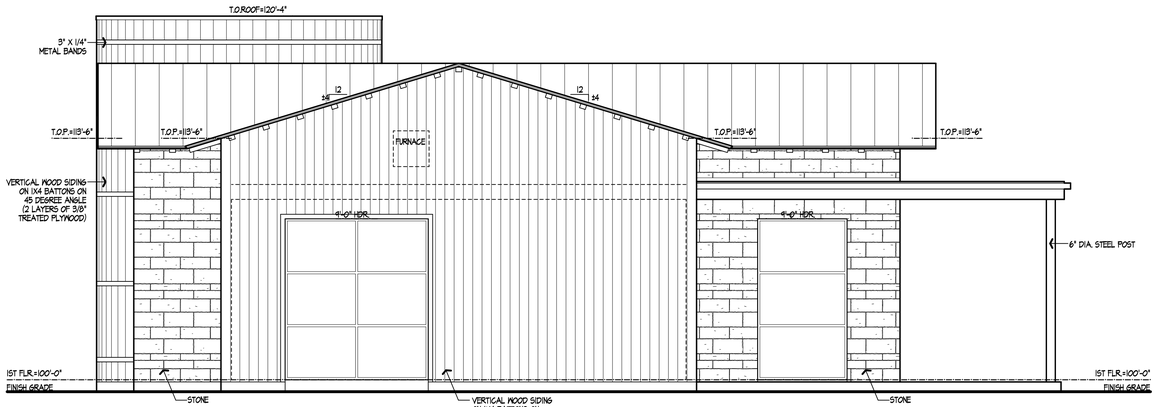
REVIEW

SHEET NUMBER
A2-1

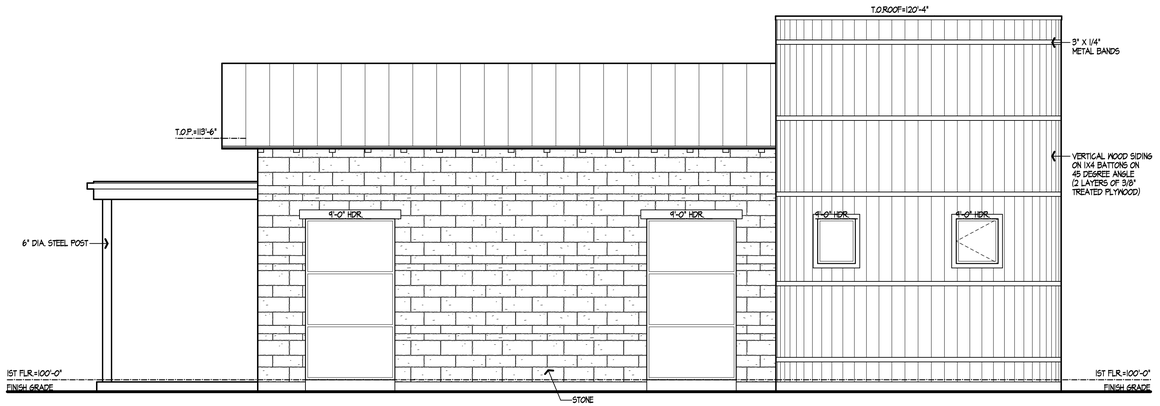
PROJECT NUMBER
26002

ELEVATION NOTES

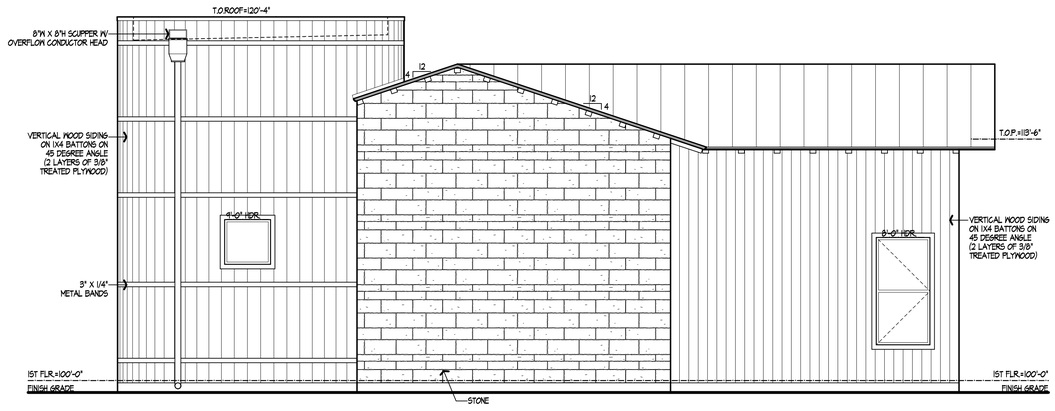
- STONE - LUEDERS HORIZONTAL COARSING (MATCH EXISTING HOUSE)
- PORCH & PATIO CEILINGS - 1X6 T&G CEDAR
- EXT. TRIM - 1X_ HARDIBOARD
- WALL SHEATHING - 1/2" ZIPWALL HORIZONTAL
- WINDOWS - THERMAL BRAND ALUMINUM, INSULATED GLASS, AUTHENTIC DIVIDED LIGHT
- ROOF - STANDING SEAM METAL & WATER UNDERLAYMENT; PREPAINTED VALLEYS
- ROOF DECKING - 5/8" OSB AT METAL ROOF/ 3/4" T&G OSB AT TPO
- MORTAR - BUFF 3/4" AT TPO
- RAFTERS - 2X8 AT 16" O.C.
- SIDING - THERMORY WOOD SIDING ON (1X4 BATTONS RAN ON 45 DEGREE ANGLE)



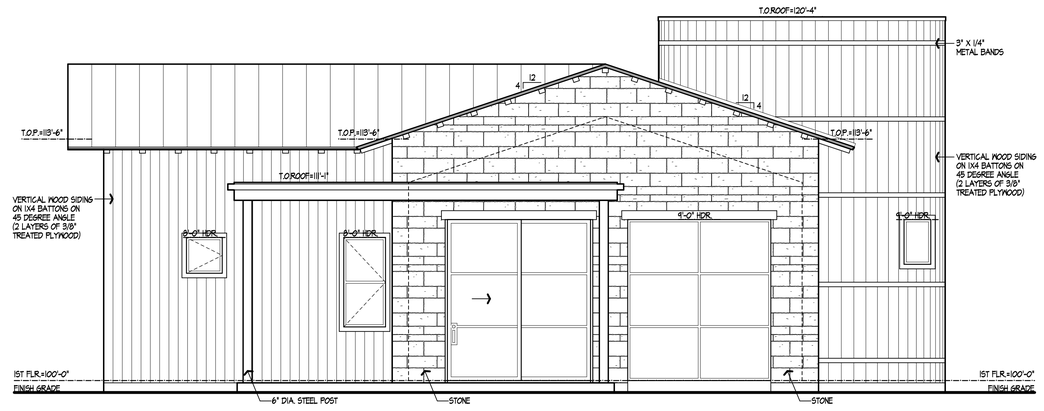
4 SIDE ELEVATION 1/4" = 1'-0"



3 SIDE ELEVATION 1/4" = 1'-0"



2 REAR ELEVATION 1/4" = 1'-0"



1 FRONT ELEVATION 1/4" = 1'-0"

FRESTAS DESIGN
ARCHITECTURE & PLANNING
469.968.2.89.15
firmfrestasdesign.com

BUILDER

The Holmes Builders
225 East Highway 121
Suite 120
Coppell TX 75019
PH-214-448-5200
FAX-214-448-5255

Story Guest House

813 John McCain Road
Rhodes Surveying 3-B Tract 1
Tarrant County
Colleyville, Texas

USE OF THESE DOCUMENTS.

All documents here attached are Copyrighted 2024 by Frestas Design LLC Architect. The Design, Specifications, Drawings and all other documents prepared by the Architect, and (or) the Architect's office are instruments of service. The Architect shall be deemed the author of these documents and retains all statutory, common law, and other rights including Copyright. The Architect and the Architect's consultants retain all other documents prepared by the Architect and (or) the Architect's office shall not be reused by the Owner (client) or others on any other project, including additions or modifications to the project or for completion of the project by others, without permission in writing from the Architect. No part of the above mentioned documents may be reproduced without prior permission from the Architect.

DRAWN BY
MICHAEL A. ADAMS
JEFFERY DING

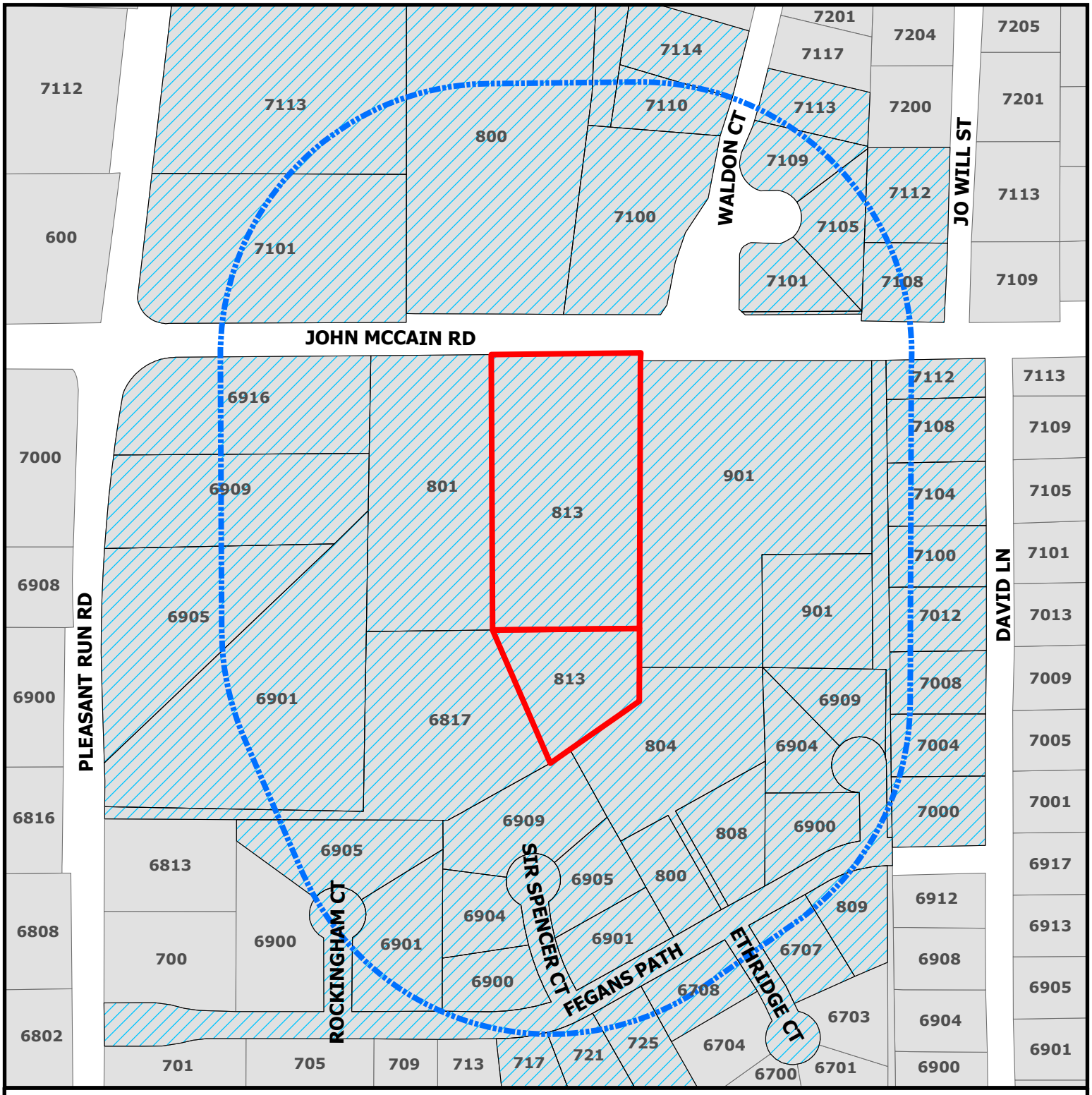
CHECKED BY

ISSUE DATE
05-04-2024

REVISIONS
1.
2.
3.
4.
5.

REVIEW
SHEET NUMBER
A4-1
PROJECT NUMBER
26002

Notification Map



CITY OF COLLEYVILLE TEXAS

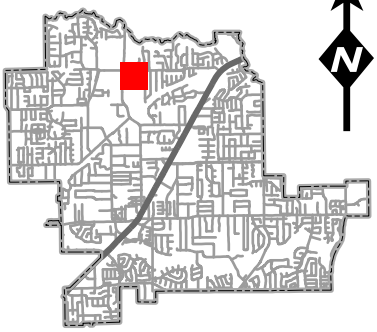
ZC26-016

813 John McCain Road

Subject Property

Buffer

Parcels to be notified



N

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.

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:

Planning & Zoning Commission Meeting: Monday, August 10, 2026, at 7:00 p.m.
City Council Meetings: Tuesday, September 1, 2026 & Tuesday, September 15, 2026, at 7:00 p.m.
3rd floor of City Hall, 100 Main Street, Colleyville, Texas

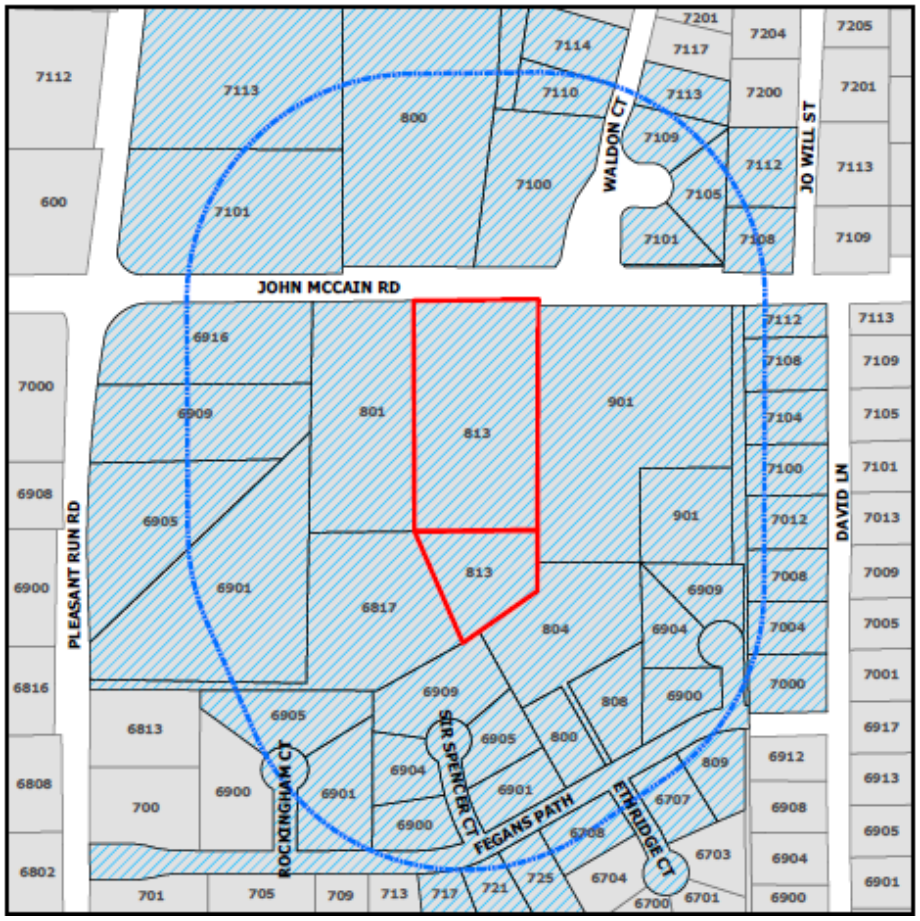
Request:	Consideration of a Special Use Permit (SUP) for an accessory dwelling on Lot 3R, Adair & Brown Estates, located at 813 John McCain Road, Case ZC26-016. An SUP is required to construct an accessory dwelling unit on an R-40 Single-Family Residential lot.
Zoning Case:	ZC26-016
Applicant:	Terry Holmes
Location:	813 John McCain Road
Property Description:	Lot 3R, Adair & Brown Estates
Present Zoning:	R-40 Single Family Residential

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. Approval by the Planning and Zoning Commission serves as a recommendation to the City Council and is not a final action on the request. Denial of the proposal by the Commission is final, unless the applicant submits a written notice of appeal within 10 days from the date of action by the Commission. If appealed, the request will be placed on the next available City Council agenda as listed above. Rezoning requests, zoning amendments and conditions recommended by the Commission for approval by the City Council may be more restrictive than those described in this notice.

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



A brief project description can be found online on the 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

Re: Opposition to the Requested Special Use Permit for 813 John McCain Road, Colleyville, Texas

To the Colleyville Planning and Zoning Commisson,

We are Bob and Christine Glaser of 6909 Sir Spencer Court, Colleyville. We have been residents of Colleyville for 34 years and are the backyard neighbors to 813 John McCain Road. Although the subject property is not within the Castleton Manor subdivision, it borders our neighborhood and directly adjoins our property. As adjacent property owners, we are writing regarding the Special Use Permit application for the proposed improvements at that property.

While our preference is that no guest house be constructed on the property, if the City is going to authorize it, we strongly believe it should fully comply with the City of Colleyville's Land Development Code, including Section 3.27, *Accessory Buildings and Residential Carport Regulations*. The proposed 1,500-square-foot guest house exceeds what is permitted under the City's code and requires a Special Use Permit to allow an exception. We do not believe a Special Use Permit should be used to circumvent the City's established zoning requirements. Those standards exist to ensure compatibility with surrounding properties, protect neighboring homeowners, and preserve the character of the community. We respectfully request that the proposed guest house either be denied as submitted or redesigned to comply with the City's adopted development regulations.

We are also concerned about the future gymnasium depicted in the architectural renderings submitted to the City. Based on the plans, the proposed structure appears to be substantial in both size and height, and we have not seen sufficient information regarding its intended use, dimensions, or potential impact on neighboring properties. In recent years, there has been an increasing trend in our area toward constructing very large, tall, detached gymnasiums and recreational buildings that are out of scale with surrounding residential properties. These oversized structures can be visually intrusive and may detract from the rural and residential character that makes this area so desirable. Before any approval is granted, we respectfully request additional information regarding the proposed gymnasium and ask the City to carefully consider its size, height, massing, and compatibility with adjacent properties.

We wholeheartedly support children and families enjoying sports and outdoor recreation in Colleyville. However, we are concerned that the proposed location of the "wiffle ball field" immediately adjacent to our shared fence line could create increased noise and activity that would diminish the privacy and peaceful enjoyment of our backyard. Having raised children ourselves, we understand that outdoor play naturally brings excitement and enthusiasm. We respectfully ask that the City encourage the applicant to relocate the field to another area of the acreage where it can still be enjoyed by the family while providing a greater buffer from neighboring homes and better preserving the privacy of adjacent property owners.

As longtime Colleyville homeowners, we are also concerned that granting exceptions to the City's development standards and allowing the proposed improvements in their current form may negatively affect the value and marketability of our property and those of nearby homes. The peaceful setting, open views, privacy, and thoughtful development standards have long

contributed to the desirability of our area. We believe these qualities should be preserved for the benefit of both current and future residents.

We appreciate the property owners' desire to improve their property and are not opposed to reasonable development. Our request is simply that any improvements respect the intent of the City's development regulations, minimize impacts on adjacent properties, and preserve the privacy, peaceful character, and property values that neighboring homeowners have enjoyed for many years.

We respectfully request that the City deny the Special Use Permit as currently proposed and encourage the applicant to revise the plans to comply with the City's Land Development Code while addressing the concerns of adjacent property owners.

Thank you for your thoughtful consideration of our comments.

Respectfully submitted,

Bob and Christine Glaser
6909 Sir Spencer Court
Colleyville, Texas

Daniel Ponder

From: douglasaberg [redacted]
Sent: Thursday, July 9, 2026 4:23 PM
To: Citizen Letters
Subject: Opposition to the Requested Special Use Permit for 813 John McCain Road, Colleyville, Texas

[You don't often get email from [redacted]. Learn why this is important at https://aka.ms/LearnAboutSenderIdentification]

We respectfully request that the City deny the Special Use Permit as currently proposed for for 813 John McCain Road, Colleyville, Texas and encourage the applicant to revise the plans to comply with the City's Land Development Code while addressing the concerns of adjacent property owners outlined in numerous other complaints.
Thank you for your thoughtful consideration of our comments.
Respectfully submitted,

Doug and Laurna Berg
6905 Sir Spencer Ct
Colleyville, Texas
76034

July 9, 2026

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

Subject: Case Number ZC26-06 - Opposition to Special Use Permit for Accessory Dwelling on Lot 3R, Adair and Brown Estates, zoned R-40 Single-Family Residential, located at 813 John McCain Road

Dear City of Colleyville Planning and Zoning Commission:

The Castleton Manor (CM) HOA Board has reviewed the proposed Special Use Permit (SUP) for an Accessory Dwelling (Case ZC26-06), located at 813 John McCain Road. The CM HOA Board has carefully considered the Application Package for the proposed structure, located within 500 feet of the CM Private Park and Pond.

The CM HOA Board believes that this proposed SUP would be adverse to the residents of CM, and does not conform to the requirements of the City of Colleyville Land Development Code. The SUP for the Accessory Dwelling Unit (ADU) should be denied for the following reasons:

1. **Proposed ADU exceeds Max. Allowable Size Requirements**.

The Land Development Code Section 3.27(A)(2) provides the maximum size and height for ADUs. Section 3.27(A)(2)(b)(3) states that the ADU shall be limited in size to no more than the most restrictive of the following – no more than twelve hundred (1,200) square feet. Section 3.27(A)(2)(c) further provides that "For purpose of this Section, "size of an accessory building shall be the square footage of each floor, mezzanine, covered porch or shade structure."

The Applicant's Site Plan states that the Proposed Guest House (consisting of a residential guest house and bath, approximate 22 x 41 feet Man Cave and circular Bar Area) would be situated on 1.04 acres of the residential property. The Application Package further states that the ADU would be 1,534 square feet of habitable area. A closer inspection of the Story Guest House Survey and Roof Plan however reveals that while the 1st Floor consists of 1,534 square feet, the ADU does not account for the 289 square feet Porch, which should be included under Code Section 3.27(A)(2)(c) as a covered porch or shade structure. (See Applicant's Online Agenda Package, pg. 38 – or Site Plan Exhibit, Page A2-1). Therefore, the correct aggregate for the requested ADU should be **1,823 Square Feet**, not 1,534 square feet as represented in the Application as the only habitable area.

The City of Colleyville Building Code knowingly selected 1,200 square feet as the size limitation of these structures for a reason – to limit the visual and practical impact on the surrounding

neighbors. In short, the City chose to incorporate those limits into the Code and we are asking the Planning & Zoning Commission to honor those regulations. In so doing, the Commission will provide predictability to homeowners about what site development can occur on neighboring property.

2. <u>Proposed ADU does not clarify the Height and Setback Requirements</u>.

Further, it is undetermined from the Application Packet whether the proposed ADU Man Cave and Bar would exceed the maximum height requirements (8 feet) under Code Section 3.27(A)(4), and/or would be at least 5 feet from any side or rear lot line under Code Section 3.27(A)(3). The HOA Board seeks clarification on the actual footprint/size of the ADU, and further consideration of these additional matters.

3. <u>Proposed ADU would impact the Castleton Manor Property Values.</u>

The Castleton Manor Neighborhood is a gated community of 29 luxury homes with European and Mediterranean-inspired designs. Today, these homes are valued $1.5 million to $4 million Dollars. To enhance the appeal of the neighborhood, on October 29, 2011, the HOA dedicated a private tree-lined park and pond, walking trail, playground area, and pavilion, creating a bucolic rural setting for CM residents and guests. The value of this addition in 2011 for CM residents was over $132,000.

The private park has been a major hub for HOA community activities and homeowner gatherings. The pond is stocked and maintained, with residents enjoying casual fishing. The playground area has also been a constant feature for children and grandchildren's birthdays. Undoubtedly, the Private Park Area has been an added bonus and main selling feature for CM, and has exponentially increased its home values, especially for the seven (7) primary homeowners whose rear yard abuts the private pond/park.

CM neighborhoods have enjoyed unobtrusive views of the private park and pond area, and its usage over the past 15 years. We believe that the proposed 1,823 square foot ADU would lower the surrounding property values, and would disrupt and change the character of our neighborhood.

Further, while it is unclear if this matter is even before the Commission, the HOA is particularly concerned about the ADU's Site Plan renderings, which depict future developments on the subject property (i.e., a proposed gymnasium and Wiffle Ball Court). (See online Exhibit B, pg. 55). These proposed developments are incompatible with, and would significantly change the ascetic that our neighborhood members currently enjoy and have every reason to expect to be maintained by the existing limitations imposed by the building code.

4. **<u>Proposed ADU does not address Potential Environmental Hazards to the Trees.</u>**

The ADU contains a Topography and Tree Survey, which shows that there are at least 51 well-established Oak and Elm trees dotting the subject property. These trees have only enhanced

the aesthetics of the Private Park and surrounding area, and have been enjoyed by CM residents for years.
The proposed ADU does not contain any preservation or landscape plans addressing the health and viability of the trees for any future construction/excavation. CM is very concerned about the environmental impact and harm that could come to the trees, as expressed by CM residents Cheryl and John Endter (see Application Package, Endter Citizens Letter dated July 1, 2026, and Photos). CM respectfully requests that the Committee consider any conservation and preservation needs of the trees in its review of the ADU application. CM further asks the Commission to review the attached Endter photographs of the well-established trees to fully understand the HOA's opposition to the requested waiver.

For these reasons, the CM HOA does not believe that the ADU in its current state should be granted because it does not conform with the Land Development Code; needs additional clarification on the height and setback requirements of the proposal; fails to conserve the value and aesthetics of CM and negatively impacts CM home values; and does not address the environmental impact the development would have on the already established trees.

It is also worth making the Commission aware the residents at 813 John McCain has already, without permission, altered the CM fence and installed a gate connecting their property to the Castleton Manor private park area. This private area was built with and is maintained solely by the Castleton Manor HOA with dues and assessments collected from our resident homeowners. These dues also pay for the liability insurance, which specifically extends to homeowners and their invited guests. This modification of our existing wrought iron fence to provide personal access to our private property can only make us concerned about any further site development that is located proximally to our neighborhood.

Because of these proposed conflicts and unresolved matters, the Castleton Manor HOA respectfully requests that the ADU be denied.

Respectfully,

The Castleton Manor HOA Board of Directors
PO Box 796
Colleyville, TX 76034
[redacted]

Re: Support for the Requested Special Use Permit located at 813 John McCain Road, Colleyville, Texas

To the Colleyville Planning and Zoning Commission

July 11, 2026

I am Richard Cansler owner of 808 Fegans Path, Colleyville. I am a neighbor located south of 813 John McCain Road with the back of our house facing the rear of the subject house. I am writing this letter to give my support to the Special Use Permit application submitted for an accessory dwelling unit to be constructed behind the existing house.

According to the City of Colleyville Planning and Zoning Commission Briefing the Analysis states ADUs cannot exceed 1,200 square feet according to Land Development Code Section 3.27(A)(2)(d); with a restriction of 1200 sq. ft. According to the referenced Section 3.27 the 1,200 sq. ft. restriction only applies to lots of smaller sizes and sets a maximum accessory building size for those lots. The property at 813 John McCain is 4.2 acres and not subject to or be affected by the 1,200 sq. ft. restriction.

In reviewing the Colleyville Land Development Code Section 3.27 A (2) (a & b) it describes the following: In (a) it sets the maximum number of accessory buildings to 3, sets the combined square footage limited to four percent (4%) of the aggregate area of the lot, and exempts lots larger than 80,000 sq. ft. from the maximum 3 building requirement. In this case 813 John McCain consists of 4.2 acres which would allow for more than 3 buildings and calculate to allow for 7,318 sq ft of accessory buildings to be placed on the lot. The requested building is 1,534 sq. ft. of habitable area which is well below the allowable footage. In (b) (2&3) it restricts the building size to the most restrictive of (2.) The maximum allowable square footage for accessory buildings on the lot**; or** (3.) No more than 1200 sq ft. With the word**; or** at the end of number (2.) proper Grammer would make (2) and (3) one restriction making each applicant fall under either (2) or (3) but not both. Mathematically any property larger than 30,000 sq ft would need to comply with the 4% area maximum and any lot under 30,000 would need to comply with the maximum 1,200 sq ft. requirement to meet the maximum allowable accessory building square footage. I believe the maximum 1,200 sq. ft. requirement was placed in the section to allow lots less than 30,000 sq. ft. to build an accessory building up to 1,200 sq. ft. not to stagnate any lot over 30,000 sq. ft. to 1,200 sq. ft. maximum requirement, as being interpreted in this case. If section (3) was used in all cases, as being used in this one, it would make the sq. ft. requirement in section (a) meaningless and restrict all accessary buildings to 1,200 sq. ft. With the above stated

facts of the ordinance, this being an accessory dwelling, the 1,534 sq. ft. is well within complying with the requirements set out in Section 3.27.

There have been drawings sent out showing a future wiffle ball field and gym on the property. In my review of the Special Use Permit documents submitted along with the planning department reviews, I acknowledge that at this time the only thing being requested is one accessory dwelling labeled as Story Guest House. By receiving the drawing showing the wiffle ball field and gym, which are not part of this Special Use Permit, we as neighbors, at least have an insight as to what might be planned on the property in the future and I appreciate the information.

I realize that for an accessory dwelling, to be approved by the City of Colleyville, according to Land Development Code Section 3.24.B it is required a Special Use Permit be submitted and approved. According to the Planning and Zoning Commission Briefing the only non-compliance issue is the 1,200 sq. ft. issue addressed above which should put the application into total compliance. I believe that the construction of the accessory dwelling will have no effect on my property, I believe a person has the right to do with his property as he sees fit, if governing rules are followed, therefore I support and respectfully request that the Planning and Zoning Commission approve the Special Use Permit as submitted.

Respectfully submitted,

Richard Cansler RPLS
808 Fegans Path
Colleyville, Texas 76034
[redacted]
[redacted]

Sec 3.27 - Accessory buildings and residential carport regulations.

The following regulations shall govern the location, size and use of accessory buildings:

A. *Accessory Buildings Located in Residential Zoning Districts.*

1. *Permit Required.*

a. A building permit shall be required for any accessory building which exceeds one hundred and twenty (120) square feet. However, all accessory buildings containing 120 square feet or less shall comply with the height and setback requirements of this Section. An accessory building shall only be allowed as an incidental structure to a principle building unless the accessory building is located in the Agricultural District.

b. For the purpose of this Section, the term accessory building shall include detached residential garages, pool houses, accessory dwellings, gazebos, cabanas, or other shade structures. Exception: structures for specific use as playground assemblies and/or playhouses shall be exempt provided that minimum five (5) feet setbacks from property lines are maintained.

2. *Maximum Size and Number of Buildings.*

a. The maximum number of accessory buildings allowed per lot shall be three (3) buildings. In addition, the combined square footage of all accessory buildings shall not exceed four percent (4%) of the aggregate area of the lot. Exemption: Lots containing a minimum of 80,000 square feet shall be exempt from the requirement for the maximum number of accessory buildings.

b. Accessory dwellings allowed by the Land Development Code shall be limited in size to be no more than the most restrictive of the following:

1. Fifty percent (50%) of the primary structure;
2. The maximum allowed square footage for accessory buildings on the lot; or
3. No more than twelve hundred (1,200) square feet

c. For the purpose of this Section, the size of an accessory building shall be the square footage of each floor, mezzanine, covered porch, or shade structure.

d. An application to exceed the total square footage authorized above may be approved as a Special Use Permit (SUP).

e. An existing accessory building may be remodeled or expanded provided the combined square footage of all accessory buildings does not exceed the maximum square footage allowed. However, a legally existing accessory building which exceeds the maximum square footage allowed may be remodeled or replaced with a new accessory building, but not expanded or increased in height.

f. There shall be no physical connection between accessory buildings and a minimum separation of three (3) feet between accessory buildings.

From: [redacted]
To: Citizen Letters
Cc: [redacted]; [redacted]; [redacted]
Subject: Re: 813 John McCain Road
Date: Wednesday, July 1, 2026 7:29:46 PM
Attachments: image001.png
image002.png
image003.png
image004.png

Bethany,
Thank you very much for the additional information. Even though the applicant has prepared a reasonable submittal packet we believe that they have failed to address the real issue and that is the number of old growth trees that will be removed/destroyed if the application is approved without providing a detailed survey of the property and the existing trees plotted on the proposed site plan. Without this information it is virtually impossible to evaluate the impact that this application could have and how it will affect the beauty of the community pond and park area at Castleton Manor community. Additionally, necessary grading and construction may impact the drip line and the health of nearby trees. We feel that the City of Colleyville should require the applicant to obtain and submit a proper study that goes more in depth on the environmental impact to the proposed plan. Thank you for your time and consideration.

Attachments: Photos taken 7/1/2026, views from Castleton Manor Community, pond and park.

Jon and Cheryl Endter
6708 Ethridge Ct, Colleyville, TX 76034













ORDINANCE O-26-XXXX

AMENDING THE ZONING ORDINANCE AND THE OFFICIAL ZONING MAP OF THE CITY OF COLLEYVILLE, TEXAS, BY CHANGING THE ZONING ON APPROXIMATELY 4.2 ACRES, BEING LOT 3R, ADAIR & BROWN ESTATES, LOCATED AT 813 JOHN MCCAIN ROAD, BY AUTHORIZING A SPECIAL USE PERMIT TO ALLOW FOR AN ACCESSORY DWELLING; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS ($2,000.00) AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Colleyville has received an application for a Special Use Permit to allow for an accessory dwelling (Case ZC26-016); and

WHEREAS, the Subject Property is presently zoned R-40 Single-Family Residential; and

WHEREAS, the Planning and Zoning Commission of the City of Colleyville, has considered and made recommendations on the request, having given the requisite notices, and having held due hearings and affording a full and fair opportunity for all persons interested in the matter to be heard; and

WHEREAS, after due deliberations and consideration of the recommendation of the Planning and Zoning Commission, the information received at a public hearing, and other relevant information and materials, the City Council finds that this amendment is in conformance with the Comprehensive Plan for the City of Colleyville and promotes the general health, safety, and welfare of this community.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF COLLEYVILLE, TEXAS:

Sec. 1. THAT the Comprehensive Zoning Ordinance of the City of Colleyville, Texas, be, and the same is hereby amended by authorizing a Special Use Permit for an accessory building on 4.2 acres, being Lot 3R, Adair & Brown Estates, located at 813 John McCain Road, as depicted on the attached as Exhibit "A".

Sec. 2. THAT the above described tract of land shall be used only in the manner and for the purposes provided by the Comprehensive

Zoning Ordinance of the City of Colleyville as heretofore amended, and as amended herein.

Sec. 3. THAT the above described tract of land shall be subject to the following conditions:

1. GENERAL

a. The Special Use Permit shall allow an accessory dwelling, as depicted in Exhibit "B".

b. It shall be consistent with the site plan, as depicted in Exhibit "B".

c. It shall be generally consistent with the elevations, as depicted in Exhibit "C".

d. All requirements of the Land Development Code shall be met, except where amended herein.

Sec. 4. THAT any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Comprehensive Zoning Ordinance of the City of Colleyville, and upon conviction shall be punishable by a fine not to exceed the sum of Two Thousand Dollars ($2,000.00) for each offense.

Sec. 5. THAT if any section, paragraph, subdivision, clause, phrase or provision of this ordinance shall be judged invalid or unconstitutional, the same shall not affect the validity of this ordinance as a whole or any portion thereof other than that portion so decided to be invalid or unconstitutional.

Sec. 6. THAT it has been found that there has been a change in conditions in the above described property, it is now necessary that it be given the above zoning classification in order to permit its proper development and in order to protect the public interest, comfort and general welfare, and requires that this ordinance shall take effect immediately from and after its passage.

Sec. 7. THAT in addition to and accumulative of all other penalties, the City shall have the right to seek injunctive relief for any and all violations of this ordinance.

Sec. 8. THAT this ordinance shall take effect immediately from and after its passage subject to the publication of the caption, as the law or charter in such cases may provide.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 1st day of September 2026.

The second reading and public hearing being conducted on the 15th day of September 2026.

PASSED AND APPROVED BY A VOTE OF __ AYES AND __ NAYS ON THIS THE 15TH DAY OF SEPTEMBER 2026.

Mayor Bobby Lindamood	_____	Mark Alphonso, Place 2	_____
Mayor Pro Tem Brandi Elder	_____	Ben Graves, Place 4	_____
Deputy Mayor Pro Tem Scotty Richardson	_____	Tim Raine, Place 6	_____
Kimberly Holt Gunderson, Place 5	_____		

ATTEST: **CITY OF COLLEYVILLE**

Christine Loven, TRMC
City Secretary

Bobby Lindamood
Mayor

APPROVED AS TO FORM:

Whitt Wyatt
City Attorney

Exhibit "A" - Aerial Map

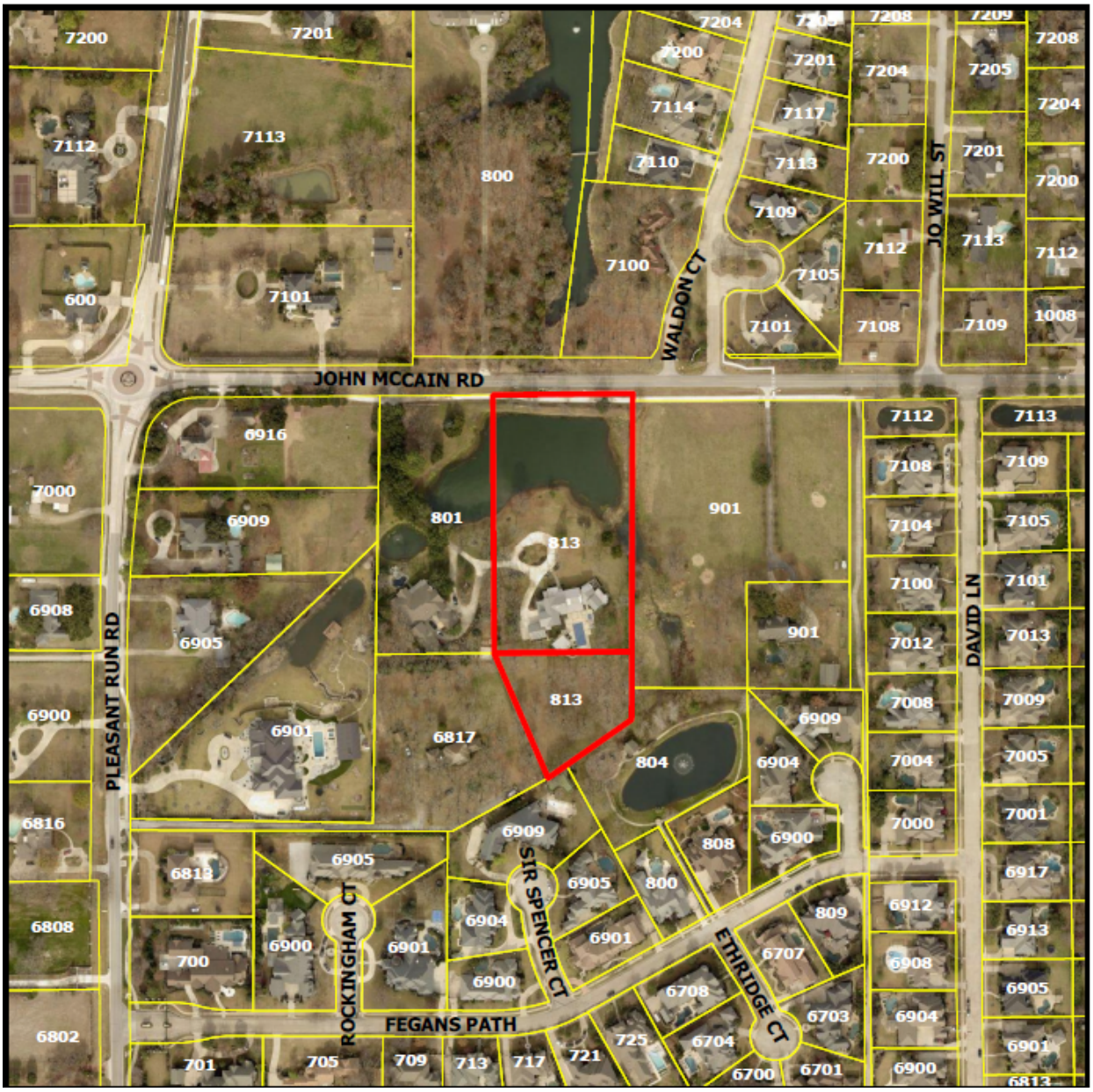


Exhibit "B" – Site Plan

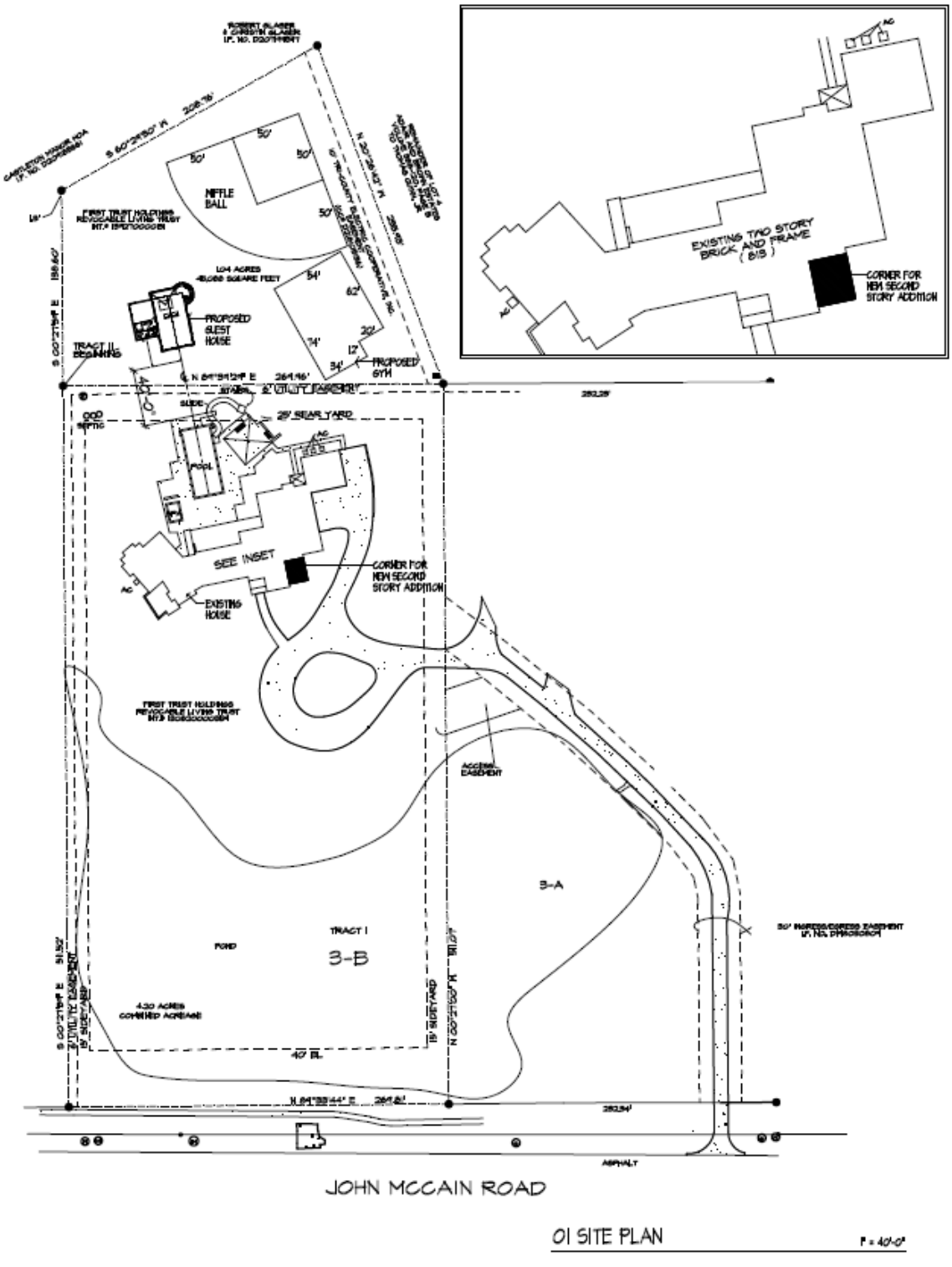


Exhibit "C" – Elevations

CITY OF COLLEYVILLE
PLANNING AND ZONING COMMISSION BRIEFING

Agenda Number 3c **Agenda Date** 8/10/2026 **Number** -
Type Public Hearing Agenda Items
Department Community Development

Title
Consideration of a Special Use Permit for an accessory building on Lot 12, Block 2, Rustic Oaks Addition, zoned R-20 Single-Family Residential, located at 5508 Oak Hills Drive, Case ZC26-017

Explanation
Thomas Beard, the applicant, has submitted a request for a Special Use Permit (SUP) for an accessory building on Lot 12, Block 2, Rustic Oaks Addition, being approximately 0.57 acres, and zoned R-20 Single-Family Residential.

Analysis: The applicant is requesting an SUP to allow for an accessory building that would exceed the four percent (4%) lot coverage, according to Land Development Code Section 3.27(A)(2)(a). The subject lot area is 24,959 square feet. The proposed total accessory building coverage is 1,017 square feet (4.07%), being 19 square feet above the permitted 4%.

Land Development Code Section 3.27(A)(2)(d) authorizes that accessory buildings may be approved by Special Use Permit when a request does not conform to the standards otherwise permitted by right.

Existing Conditions/Background: The subject property, 5508 Oak Hills Drive is developed with a single-family home. It is located on the east side of Oak Hills Drive and 275± feet north of West Oak Valley Drive.

Plat Status: The subject property is platted.

DRC Review: The DRC reviewed the request during their June 22, 2026, meeting and the case has been scheduled for the August 10, 2026, Planning and Zoning Commission meeting.

Surrounding Development: The properties to the north, east, south, and west are zoned R-20 Single-Family Residential, and improved with single-family homes.

Comprehensive Plan: The City's comprehensive plan, *Destination Colleyville*, identifies the subject property for residential development.

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.

Attachments

1. Aerial Map
2. Zoning Map
3. Future Land Use Map
4. Statement of Planning Objectives
5. Site Plan Exhibit
6. Elevations
7. Letters of Support
8. Notification Map
9. Notification Letter
10. Draft Ordinance

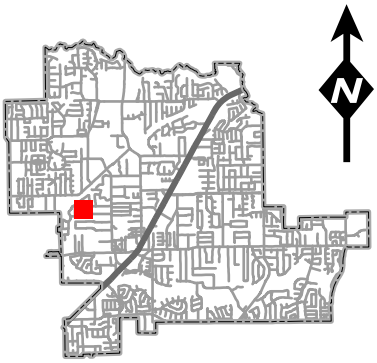
Aerial Map



CITY OF COLLEYVILLE TEXAS

ZC26-017

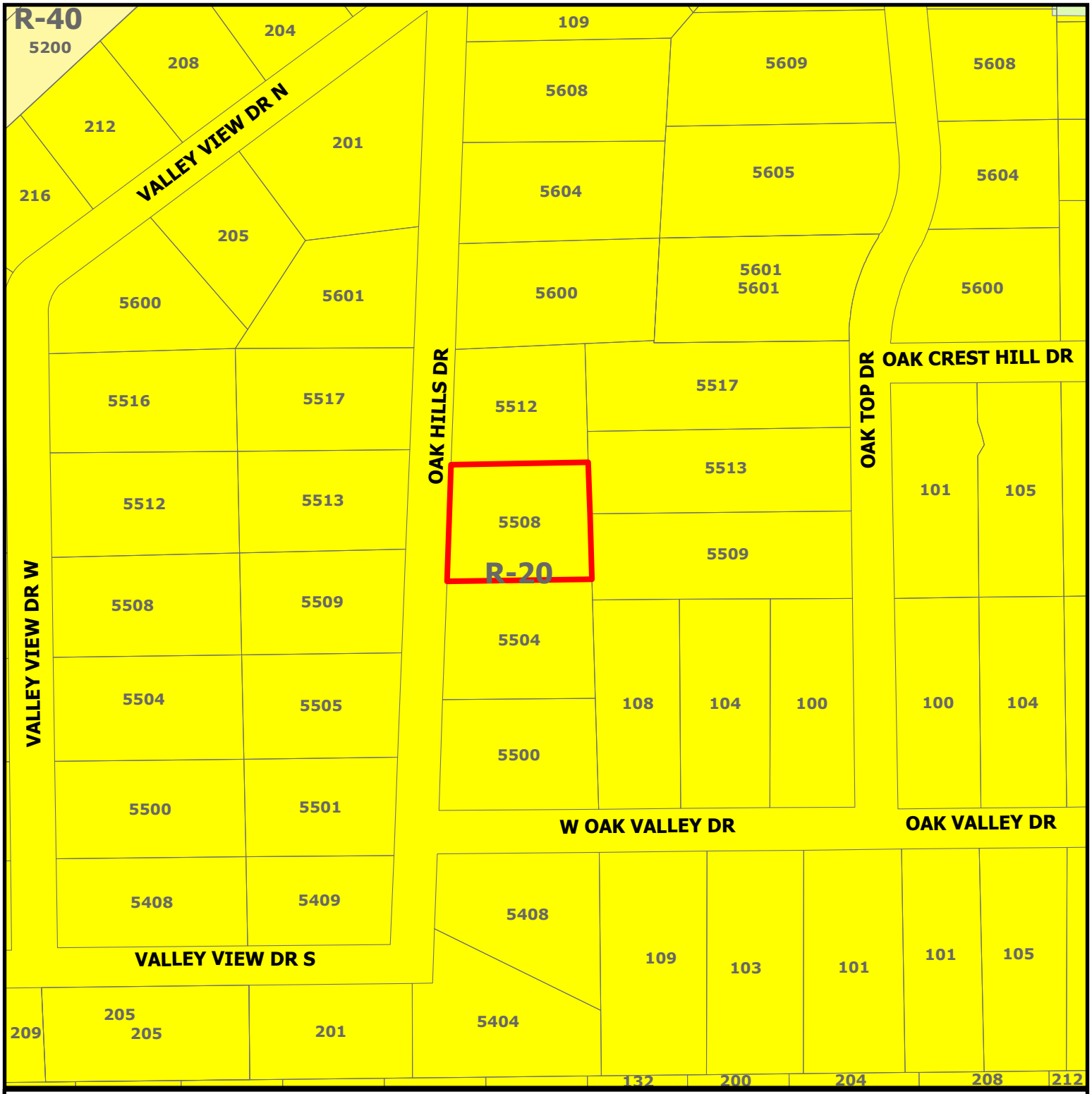
5508 Oak Hills Drive



Subject Property

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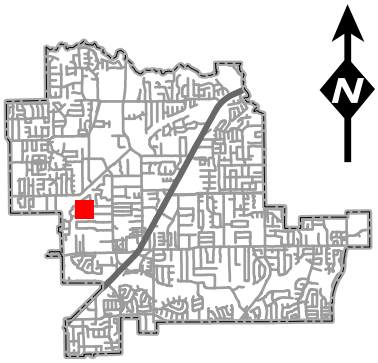
Zoning Map



CITY OF COLLEYVILLE TEXAS

ZC26-017

5508 Oak Hills Drive



Subject Property

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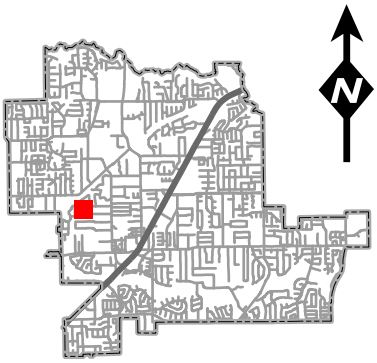
Future Land Use Map



CITY OF COLLEYVILLE TEXAS

ZC26-017

5508 Oak Hills Drive



Residential

Subject Property

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Tom & Angie Beard - 5508 Oak Hills Drive, Colleyville, TX 76034

24 Year Resident living on Oak Hills Drive, Colleyville TX

Project: Detached Garage 26’ X 28’

Reason for the approval request:

The new proposed garage will be 28 feet long X 26 feet wide exterior. This leaves an interior dimension with approximately 26 feet allowing me to park my new 20’ GMC truck in the garage and have ~ 6 feet clearance for a man door to swing inside the garage without hitting the truck. Also the remaining 6 feet provides access for easy entrance and exit if carrying something in or out. We will also store our Restored 1967 Camaro - Classic car in the garage.

Garage Build Details:

1. 26 W X 28 L Garage
2. Property Lot Size Allotment for Accessory Building = 998 Square Feet - 4.0%
3. The subject lot area is 24,959 square feet

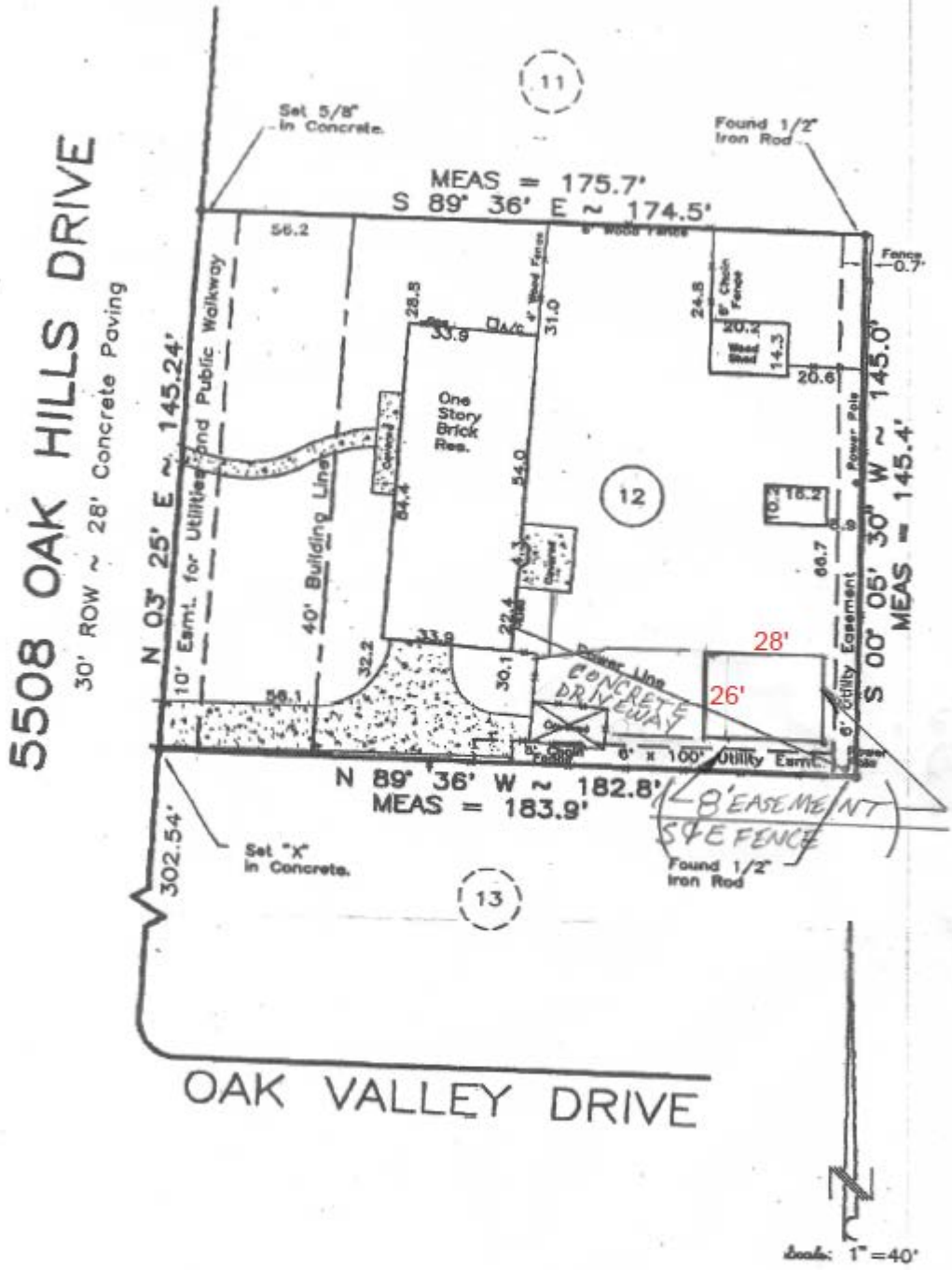
Existing Shed = 289, New Garage = 728 Square Feet

Total = 1017 Square Feet or 4.07% of 24959 Square Feet Lot

Note: Existing Carport will be removed/tore down Leaving 1 accessory building plus New Detached Garage

4. Easement requirement is 6 Foot on East side x 6 Foot on South side of Garage. The new Garage will set 8 feet from the South and East side property line.

GF# 1005966-TCV



NOTE: Fence

According to the Flood Insurance Rate Map City of Colleyville Community # 480590, Panel # 195 H, dated 08-02-95 subject property does not lie within a 100-year Flood Hazard Area. Subject property lies within Zone "X".

LOT 12, BLOCK 2 of

Thomas Beard - Proposed Garage 28' Wide X 30' Deep W 5/12 Pitch Roof



July 7, 2026

Joe Warner
5512 Oak Hills Dr.
Colleyville, TX 76034
[redacted]

City of Colleyville Planning & Zoning Commission
Re: Special Use Permit Request ZC26-017
Applicants: Tom and Angie Beard, 5508 Oak Hills Dr., Colleyville, TX 76034

Dear Members of the Planning & Zoning Commission:

I am writing as an adjacent neighbor, immediately to the north of Tom and Angie Beard, to express my support for the special use permit they have requested (ZC26-017) to build a new garage on their property at 5508 Oak Hills Dr.

The proposed garage would exceed the standard size allowance by 131 square feet. I consider this a minor expansion intended solely for the Beards' personal use, and I have no objection to the variance being granted. Tom and Angie have been excellent neighbors, and I am confident the new garage will be a positive addition to the neighborhood, both aesthetically and in providing enclosed storage for their vehicles. I do not believe it will create any nuisance for surrounding properties.

Please feel free to contact me if you have any questions or need further information.

Sincerely,

Joe Warner
5512 Oak Hills Dr.
Colleyville, TX 76034
[redacted]

From: Darlene Wood
To: Citizen Letters
Subject: Case ZC26-017
Date: Sunday, July 12, 2026 10:51:56 PM

[You don't often get email from [redacted]. Learn why this is important at https://aka.ms/LearnAboutSenderIdentification]

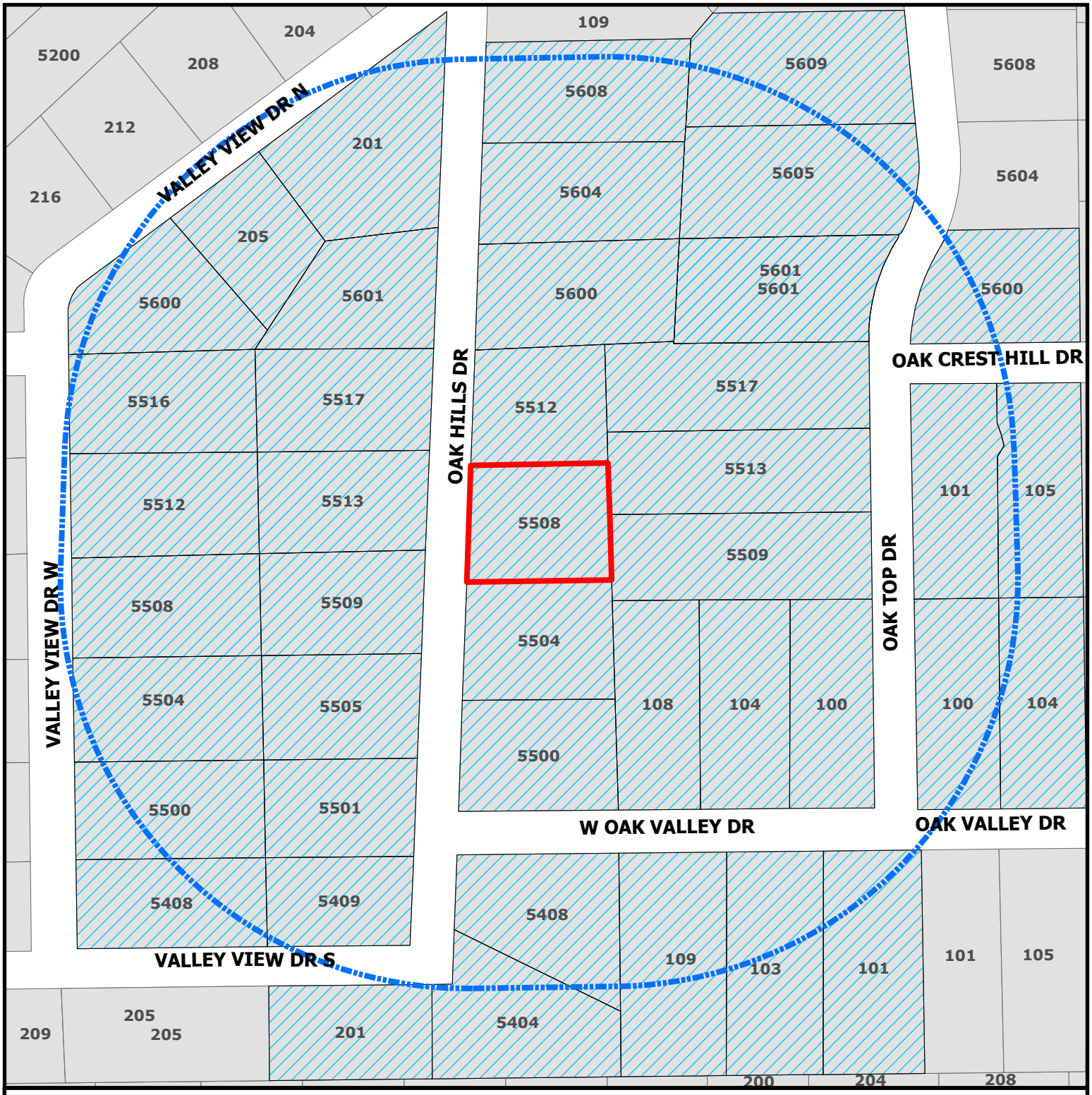
Re: SUP for 5508 Oak Hills Drive

My husband and I are in full support of the proposed structure. One of the attractive features in this neighborhood is the large lots that lend themselves to added amenities and uses. We support residents who continue to add improvements to their property, and in doing so keep our neighborhood updated and upgraded. Mr and Mrs Beard have always been mindful of the neat appearance of their home, and we feel that any improvements they plan will be well thought out, and harmonious with the nature of our community.

Sincerely,

Darlene Wood [redacted]
Sent from my iPhone

Notification Map



CITY OF COLLEYVILLE TEXAS

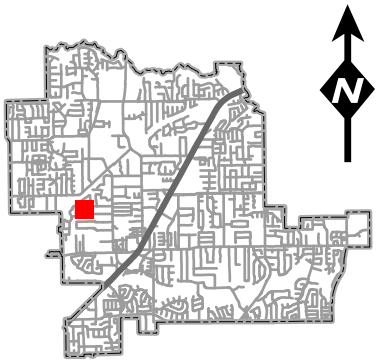
ZC26-017

5508 Oak Hills Drive

Subject Property

Buffer

Parcels to be notified



N

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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:

Planning & Zoning Commission Meeting: Monday, August 10, 2026, at 7:00 p.m.
City Council Meetings: Tuesday, September 1, 2026 & Tuesday, September 15, 2026, at 7:00 p.m.
3rd floor of City Hall, 100 Main Street, Colleyville, Texas

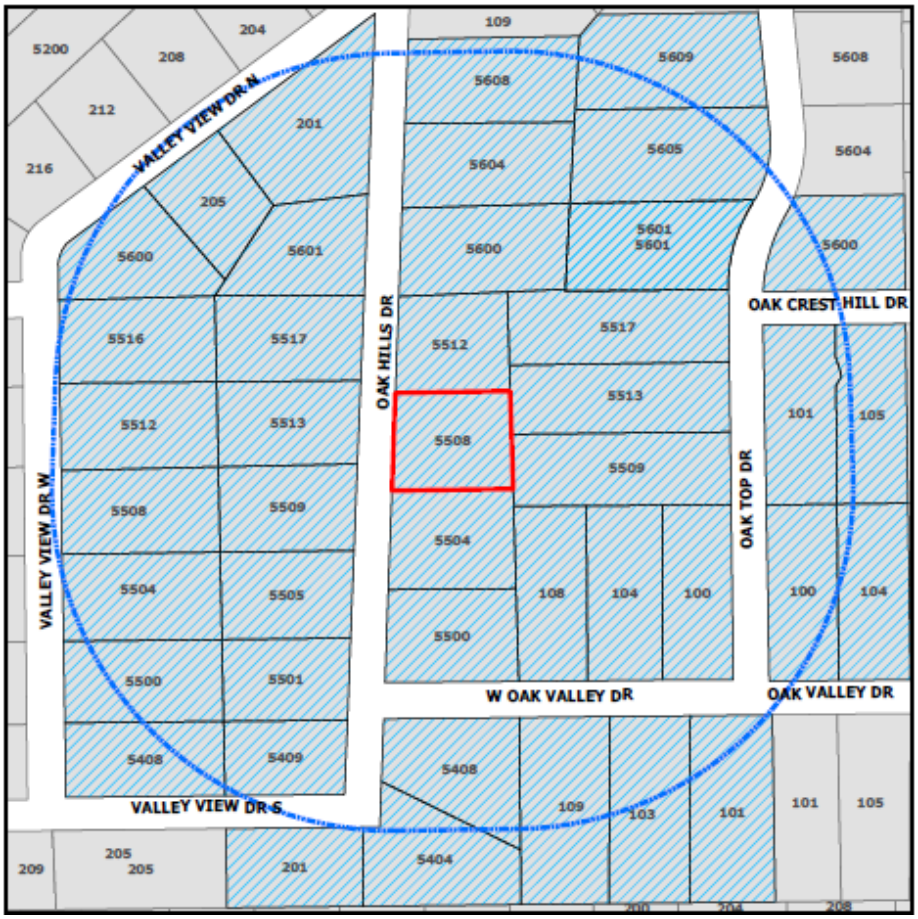
Request:	Consideration of a Special Use Permit (SUP) for an accessory building on Lot 12, Block 2, Rustic Oaks Addition, located at 5508 Oak Hills Drive, Case ZC26-017. The request is to allow for an accessory building that does not conform to the Land Development Code, Section 3.27(A)(2)(d). The proposed structure is 840 square feet and would bring the property's total square footage for accessory buildings to 4.52% (1,129 square feet), exceeding the 4% allowed by right (998 square feet).
Zoning Case:	ZC26-017
Applicant/Owner:	Thomas Beard
Location:	5508 Oak Hills Drive
Property Description:	Lot 12, Block 2, Rustic Oaks Addition
Present Zoning:	R-20 Single Family Residential

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. Approval by the Planning & Zoning Commission serves as a recommendation to the City Council and is not a final action on the request. Denial of the proposal by the Commission is final, unless the applicant submits a written notice of appeal within 10 days from the date of action by the Commission. If appealed, the request will be placed on the next available City Council agenda as listed above. Rezoning requests, zoning amendments and conditions recommended by the Commission for approval by the City Council may be more restrictive than those described in this notice.

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



If the property owners of 20% or more of the land within the 200-foot notification area file a written protest prior to the public hearing, State law provides that the approval of the zoning change request shall require the approval of a super majority vote by City Council.

A brief project description can be found online on the 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

ORDINANCE O-26-XXXX

AMENDING THE ZONING ORDINANCE AND THE OFFICIAL ZONING MAP OF THE CITY OF COLLEYVILLE, TEXAS, BY CHANGING THE ZONING ON APPROXIMATELY 0.57 ACRES, BEING LOT 12, BLOCK 2, RUSTIC OAKS ADDITION, LOCATED AT 5508 OAK HILLS DRIVE, BY AUTHORIZING A SPECIAL USE PERMIT TO ALLOW FOR AN ACCESSORY BUILDING; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS ($2,000.00) AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Colleyville has received an application for a Special Use Permit to allow for an accessory building (Case ZC26-017); and

WHEREAS, the Subject Property is presently zoned R-20 Single-Family Residential; and

WHEREAS, the Planning and Zoning Commission of the City of Colleyville, has considered and made recommendations on the request, having given the requisite notices, and having held due hearings and affording a full and fair opportunity for all persons interested in the matter to be heard; and

WHEREAS, after due deliberations and consideration of the recommendation of the Planning and Zoning Commission, the information received at a public hearing, and other relevant information and materials, the City Council finds that this amendment is in conformance with the Comprehensive Plan for the City of Colleyville and promotes the general health, safety, and welfare of this community.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF COLLEYVILLE, TEXAS:

Sec. 1. THAT the Comprehensive Zoning Ordinance of the City of Colleyville, Texas, be, and the same is hereby amended by authorizing a Special Use Permit for an accessory building on 0.57 acres, being Lot 12, Block 2, Rustic Oaks Addition, located at 5508 Oak Hills Drive, as depicted on the attached as Exhibit "A".

Sec. 2. THAT the above described tract of land shall be used only in the manner and for the purposes provided by the Comprehensive

Zoning Ordinance of the City of Colleyville as heretofore amended, and as amended herein.

Sec. 3. THAT the above described tract of land shall be subject to the following conditions:

1. GENERAL

a. The Special Use Permit shall allow for the construction of an accessory building measuring 26 feet by 28 feet and as depicted in Exhibit "B".

b. It shall be consistent with the site plan, as depicted in Exhibit "B".

c. It shall be generally consistent with the elevations, as depicted in Exhibit "C".

d. All requirements of the Land Development Code shall be met, except where amended herein.

Sec. 4. THAT any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Comprehensive Zoning Ordinance of the City of Colleyville, and upon conviction shall be punishable by a fine not to exceed the sum of Two Thousand Dollars ($2,000.00) for each offense.

Sec. 5. THAT if any section, paragraph, subdivision, clause, phrase or provision of this ordinance shall be judged invalid or unconstitutional, the same shall not affect the validity of this ordinance as a whole or any portion thereof other than that portion so decided to be invalid or unconstitutional.

Sec. 6. THAT it has been found that there has been a change in conditions in the above described property, it is now necessary that it be given the above zoning classification in order to permit its proper development and in order to protect the public interest, comfort and general welfare, and requires that this ordinance shall take effect immediately from and after its passage.

Sec. 7. THAT in addition to and accumulative of all other penalties, the City shall have the right to seek injunctive relief for any and all violations of this ordinance.

Sec. 8. THAT this ordinance shall take effect immediately from and after its passage subject to the publication of the caption, as the law or charter in such cases may provide.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 1st day of September 2026.

The second reading and public hearing being conducted on the 15th day of September 2026.

PASSED AND APPROVED BY A VOTE OF __ AYES AND __ NAYS ON THIS THE 15TH DAY OF SEPTEMBER 2026.

Mayor Bobby Lindamood	_____	Mark Alphonso, Place 2	_____
Mayor Pro Tem Brandi Elder	_____	Ben Graves, Place 4	_____
Deputy Mayor Pro Tem Scotty Richardson	_____	Tim Raine, Place 6	_____
Kimberly Holt Gunderson, Place 5	_____		

ATTEST: **CITY OF COLLEYVILLE**

Christine Loven, TRMC
City Secretary

Bobby Lindamood
Mayor

APPROVED AS TO FORM:

Whitt Wyatt
City Attorney

Exhibit "A" - Aerial Map



Exhibit "B" – Site Plan

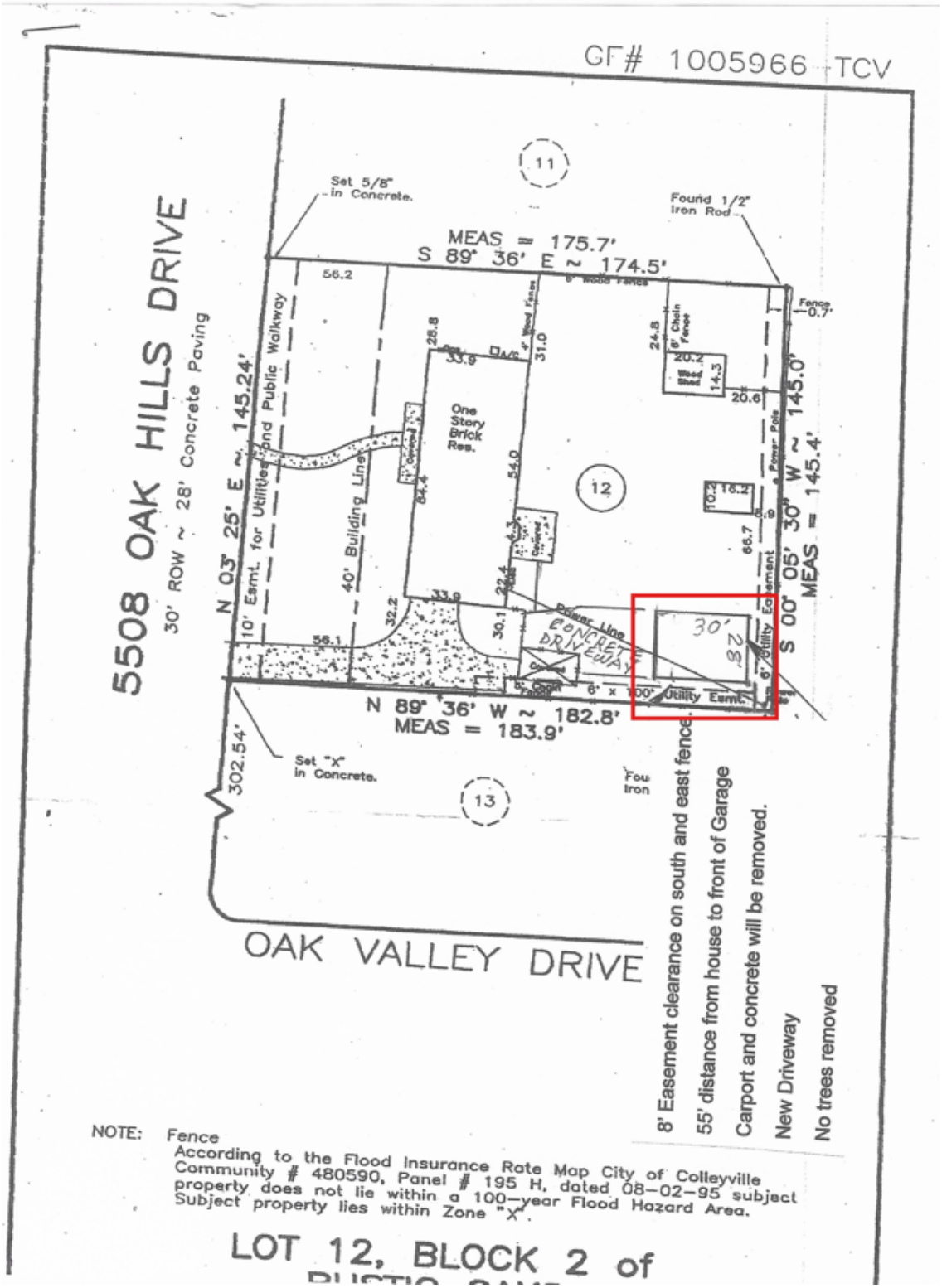


Exhibit "C" – Elevations



CITY OF COLLEYVILLE
PLANNING AND ZONING COMMISSION BRIEFING

Agenda Number 3d **Agenda Date** 8/10/2026 **Number** -
Type Public Hearing Agenda Items
Department Community Development

Title
Consideration of a Special Use Permit for accessory buildings on Lot 1, Block 1, Lloyd Roach Addition, zoned R-40 Single-Family Residential, located at 4709 Behrens Road, Case ZC26-018

Explanation
Make Me Construction, the applicant, has submitted a request for a Special Use Permit (SUP) for accessory buildings on Lot 1, Block 1, Lloyd Roach Addition, being approximately 0.7 acres, and zoned R-40 Single-Family Residential.

Analysis: The applicant is requesting an SUP to allow for the expansion of two accessory buildings. The detached garage expansion would be 968 square feet in total, and the storage shed expansion would be 720 square feet in total. The overall total accessory building coverage would be 5.54% (1,688 square feet), exceeding the allowable 4% (1,219 square feet), as permitted by Land Development Code Section 3.27(A)(2)(a).

Land Development Code Section 3.27(A)(2)(d) authorizes that accessory buildings may be approved by Special Use Permit when a request does not conform to the standards otherwise permitted by right.

Existing Conditions/Background: The subject property, 4709 Behrens Road, is developed with a single-family home. It is located on the east side of Behrens Road, and 440± feet north of Renfro Road.

Plat Status: The subject property is platted.

DRC Review: The DRC reviewed the request during their June 22, 2026, meeting and the case has been scheduled for the August 10, 2026, Planning and Zoning Commission meeting.

Surrounding Development: The properties to the north, east, south, and west are zoned R-40 Single-Family Residential, and improved with single-family homes.

Comprehensive Plan: The City's comprehensive plan, *Destination Colleyville*, identifies the subject property for residential development.

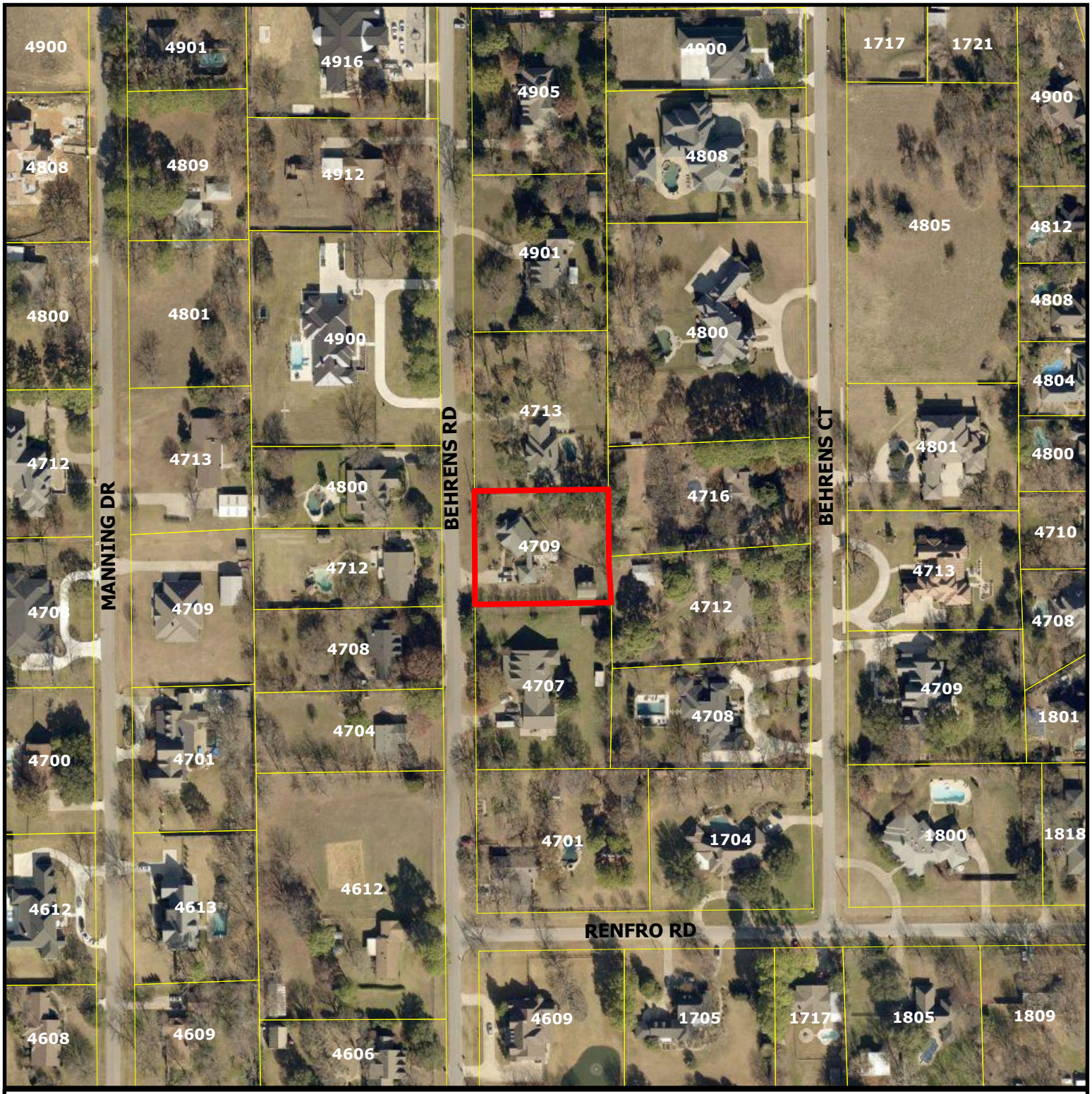
Public Notification: Staff mailed notices to all property owners within 500 feet as well

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.

Attachments

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2. Zoning Map
3. Future Land Use Map
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7. Notification Letter
8. Draft Ordinance

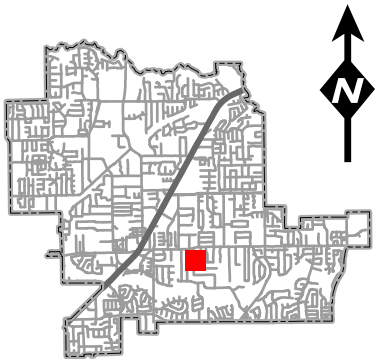
Aerial Map



CITY OF COLLEYVILLE TEXAS

ZC26-018

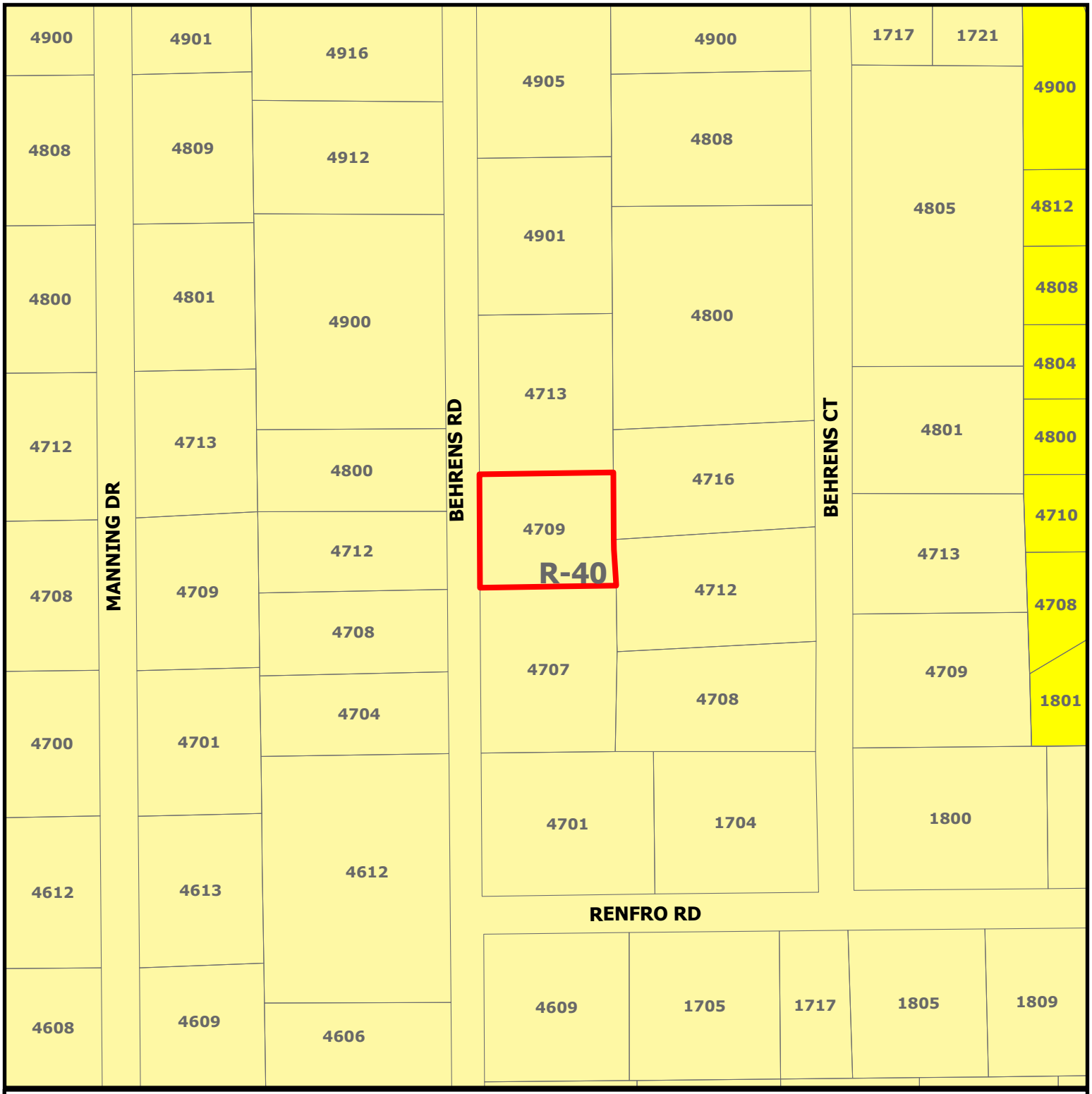
4709 Behrens Road



Subject Property

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Zoning Map

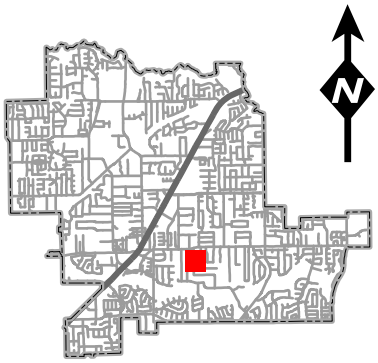


CITY OF COLLEYVILLE TEXAS

ZC26-018

4709 Behrens Road

Subject Property



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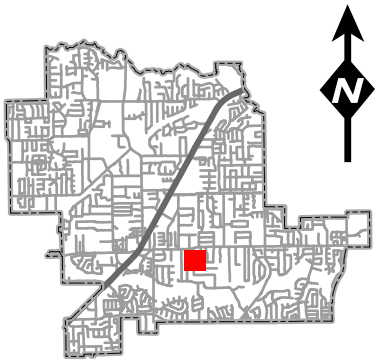
Future Land Use Map



CITY OF COLLEYVILLE TEXAS

ZC26-018

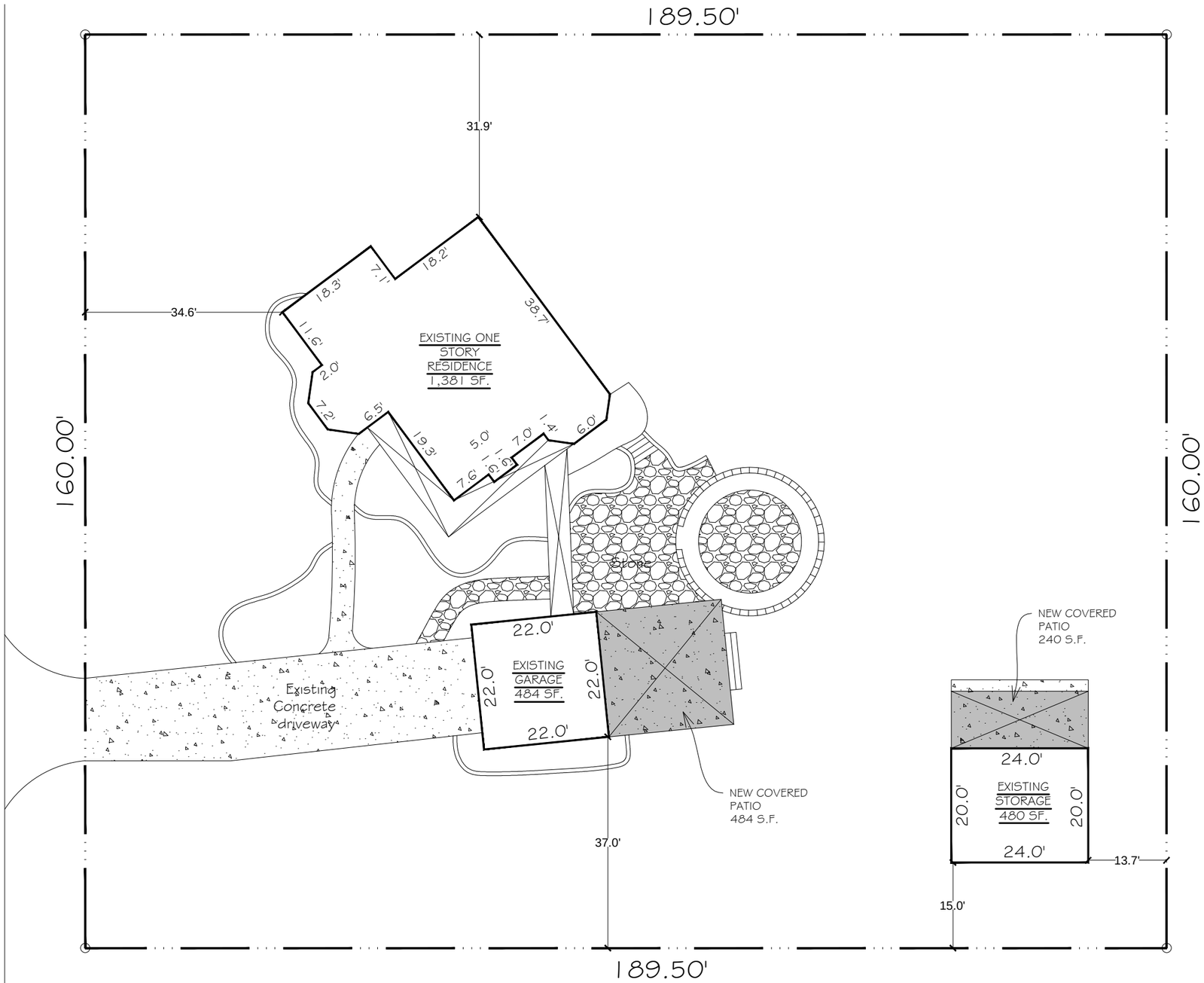
4709 Behrens Road



Residential

Subject Property

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SITE PLAN INFORMATION	
LOT SIZE	30,492 S.F.
BUILDING AREA	3,265 S.F.
PERCENT LOT COVERED	10.70%

A MINIMUM OF 70% OF THE NON-ROOF AREA OF THE LOT COVERED WILL HAVE LANDSCAPE (GRASS, TREES, ETC.)

Aplicable Codes

2021 IBC
2021 IRC

Project Description

This project is a Attached cover patio addition

North

SITE PLAN
SCALE: 1" = 20'-0"

North

THESE PLANS ARE INTENDED TO PROVIDE BASIC CONSTRUCTION/DESIGN INFORMATION NECESSARY TO COMPLETE THIS STRUCTURE. ALL PORTIONS OF THE WORK, INCLUDING PLUMBING, MECHANICAL AND ELECTRICAL SHALL BE PERFORMED IN FULL COMPLIANCE WITH ALL APPLICABLE CITY, COUNTY, STATE AND NATIONAL CODES. BUILDER RESERVES THE RIGHT TO MODIFY THESE PLANS AS REQUIRED. LOCAL CODES, ORDINANCES, AND RESTRICTIONS WILL APPLY SHOULD A DISCREPANCY OCCUR BETWEEN THE PLANS AND LOCAL REQUIREMENTS.

4709 Behrens Rd.
Colleyville, Texas 76034

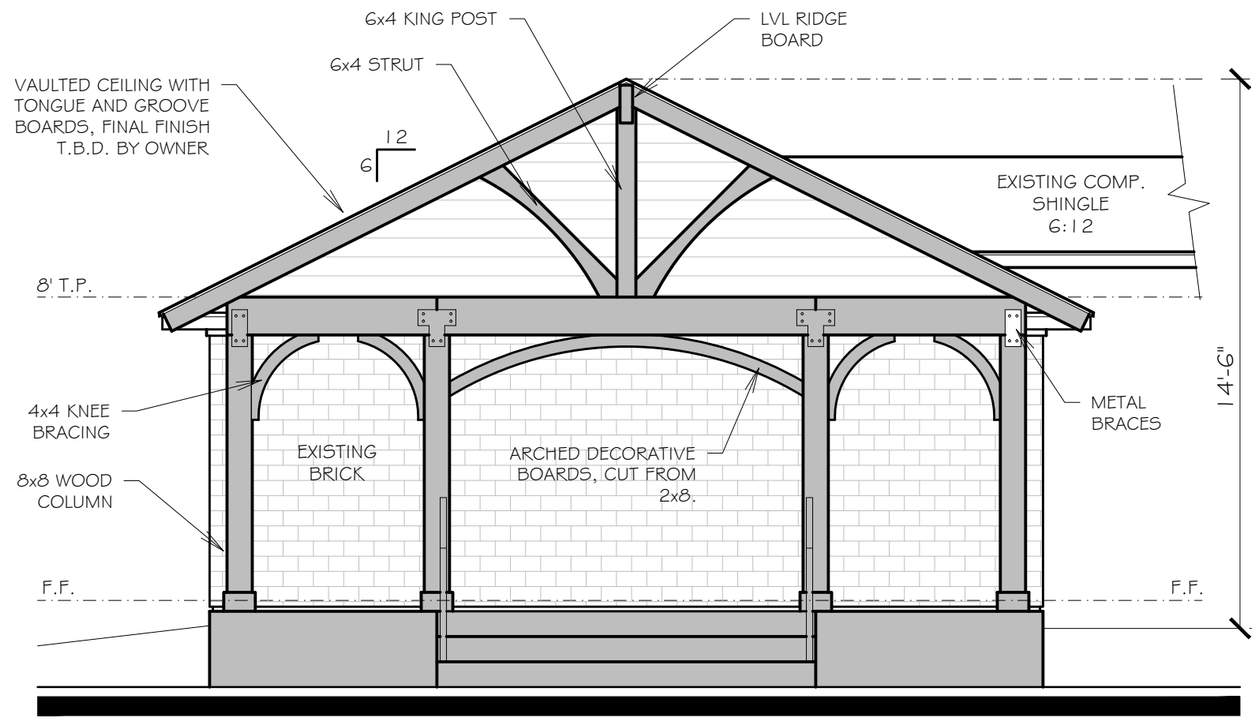
ROACH, LLOYD ADDITION
Block 1 Lot 1

Date
MAY 11, 2026

Sheet Title
SITE PLAN

Scale
1" = 20'-0"

Sheet No.
1



REAR ELEVATION

SCALE: 1/4"= 1'-0"

North

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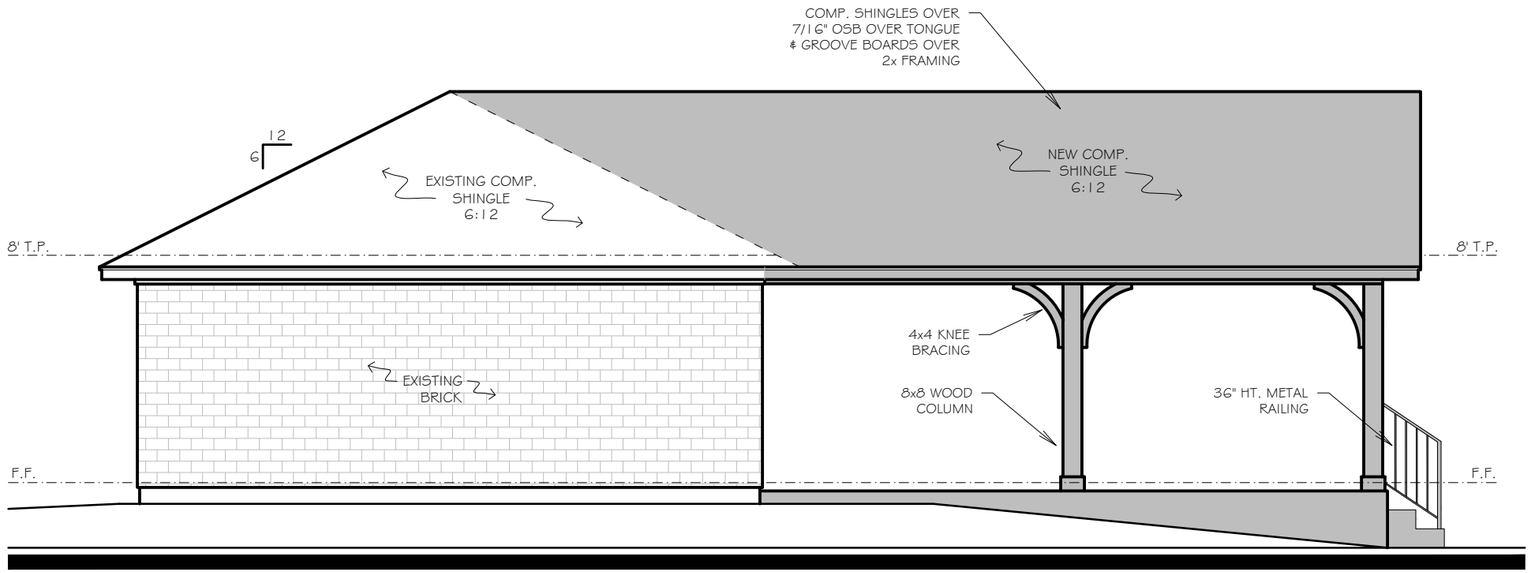
ROACH, LLOYD ADDITION
Block 1 Lot 1

Date
MAY 11, 2026

Sheet Title
ELEVATIONS

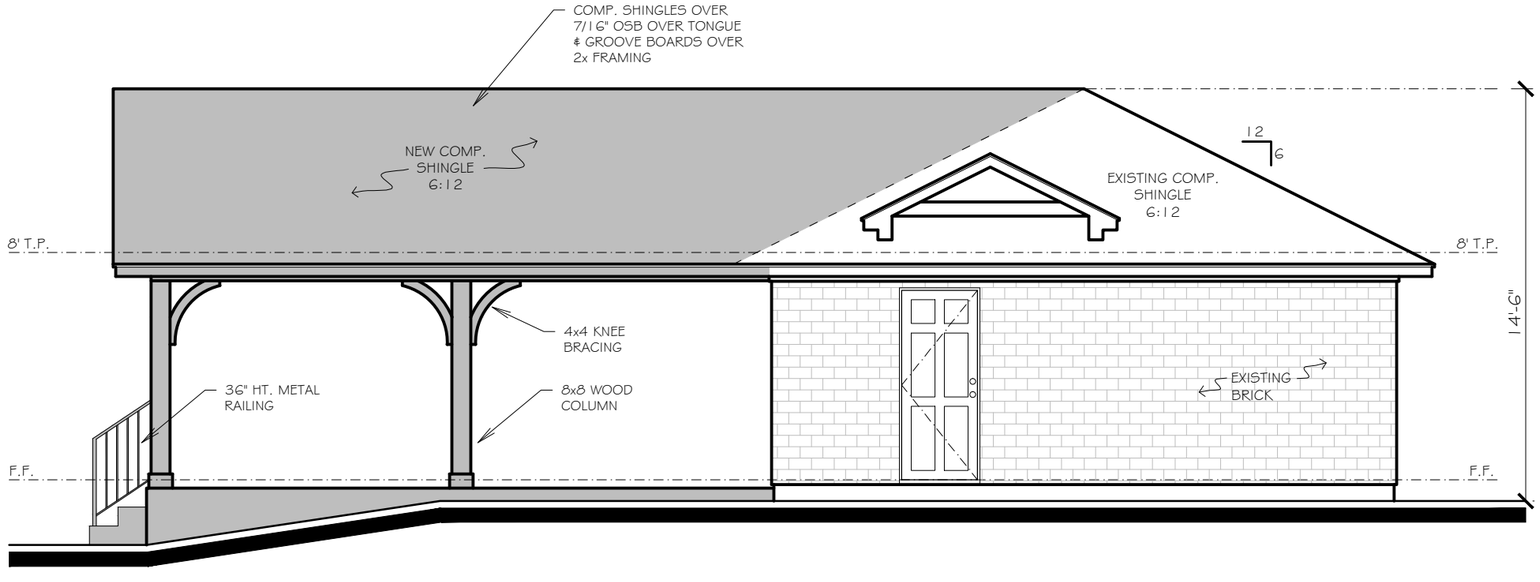
Scale
1/4" = 1'-0"

Sheet No.
3



RIGHT ELEVATION

SCALE: 3/16"= 1'-0"



LEFT ELEVATION

SCALE: 3/16"= 1'-0"

North

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Colleyville, Texas 76034

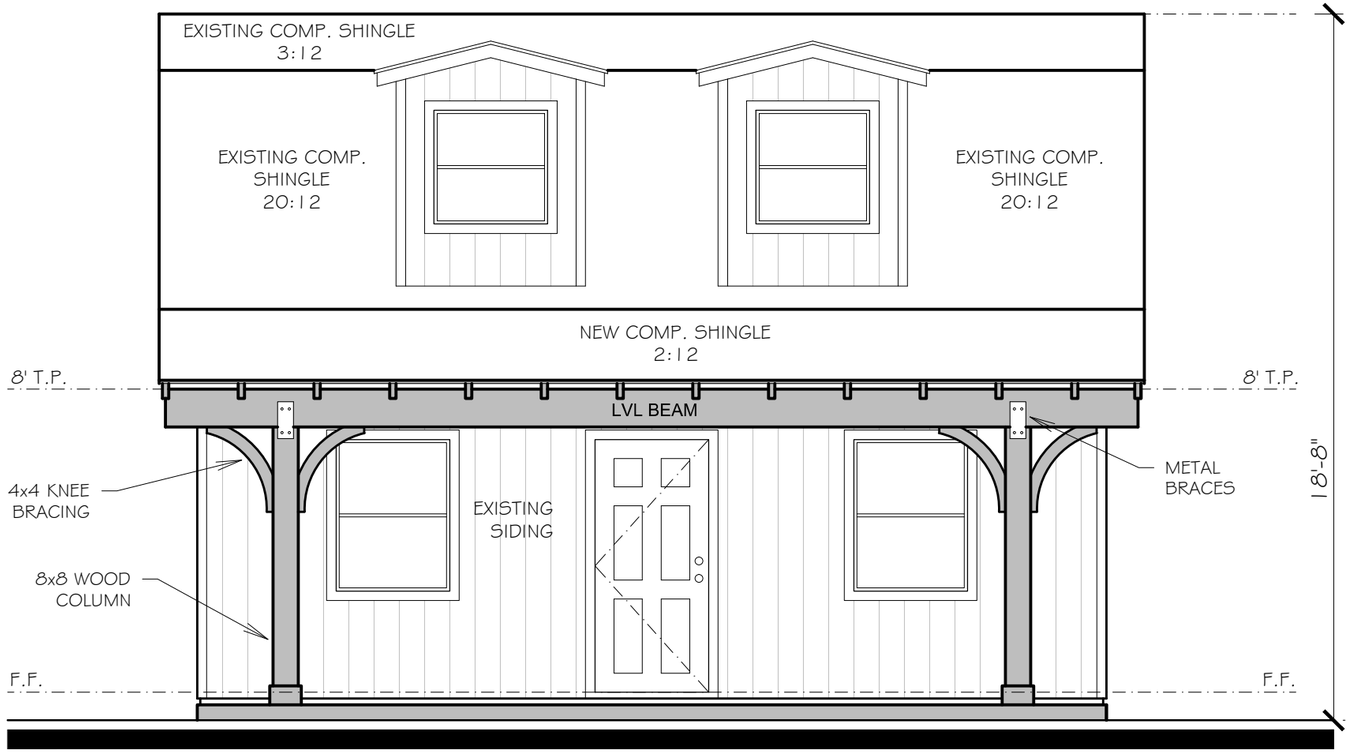
ROACH, LLOYD ADDITION
Block 1 Lot 1

Date
MAY 11, 2026

Sheet Title
ELEVATIONS

Scale
1/4" = 1'-0"

Sheet No.
4



FRONT ELEVATION

SCALE: 3/16"= 1'-0"

North

THESE PLANS ARE INTENDED TO PROVIDE BASIC CONSTRUCTION/DESIGN INFORMATION NECESSARY TO COMPLETE THIS STRUCTURE. ALL PORTIONS OF THE WORK, INCLUDING PLUMBING, MECHANICAL AND ELECTRICAL SHALL BE PERFORMED IN FULL COMPLIANCE WITH ALL APPLICABLE CITY, COUNTY, STATE AND NATIONAL CODES. BUILDER RESERVES THE RIGHT TO MODIFY THESE PLANS AS REQUIRED. LOCAL CODES, ORDINANCES, AND RESTRICTIONS WILL APPLY SHOULD A DISCREPANCY OCCUR BETWEEN THE PLANS AND LOCAL REQUIREMENTS.

4709 Behrens Rd.
Colleyville, Texas 76034

ROACH, LLOYD ADDITION
Block 1 Lot 1

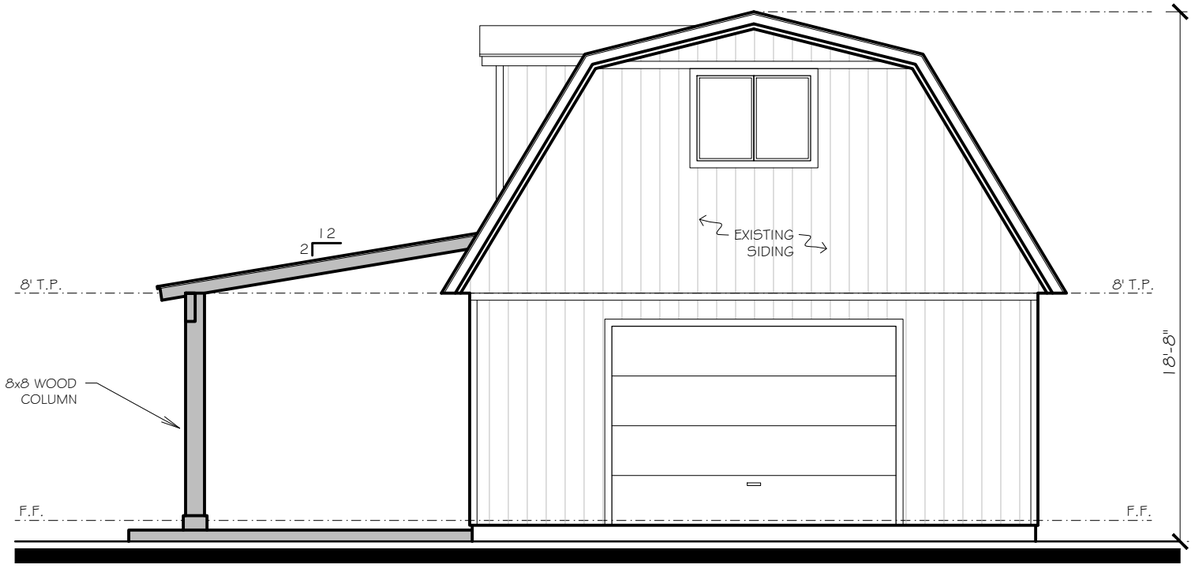
Date
MAY 11, 2026

Sheet Title
ELEVATIONS

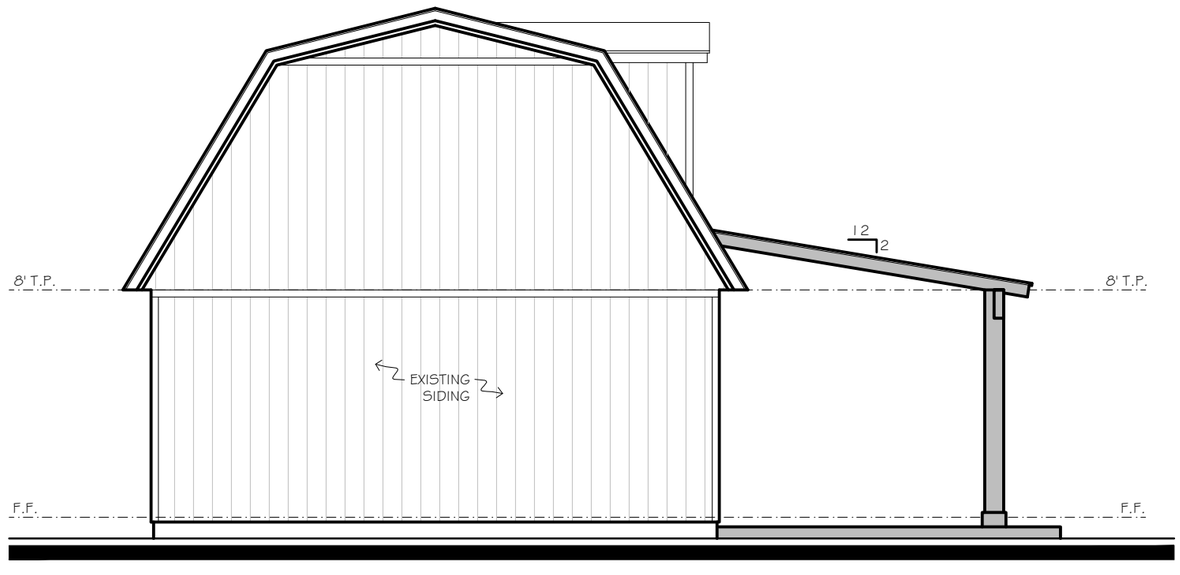
Scale
1/4" = 1'-0"

Sheet No.
11

11 of 17



RIGHT ELEVATION SCALE: 3/16"=1'-0"



LEFT ELEVATION SCALE: 3/16"=1'-0"

North

THESE PLANS ARE INTENDED TO PROVIDE BASIC CONSTRUCTION/DESIGN INFORMATION NECESSARY TO COMPLETE THIS STRUCTURE. ALL PORTIONS OF THE WORK, INCLUDING PLUMBING, MECHANICAL AND ELECTRICAL SHALL BE PERFORMED IN FULL COMPLIANCE WITH ALL APPLICABLE CITY, COUNTY, STATE AND NATIONAL CODES. BUILDER RESERVES THE RIGHT TO MODIFY THESE PLANS AS REQUIRED. LOCAL CODES, ORDINANCES, AND RESTRICTIONS WILL APPLY SHOULD A DISCREPANCY OCCUR BETWEEN THE PLANS AND LOCAL REQUIREMENTS.

4709 Behrens Rd.
Colleyville, Texas 76034

ROACH, LLOYD ADDITION
Block 1 Lot 1

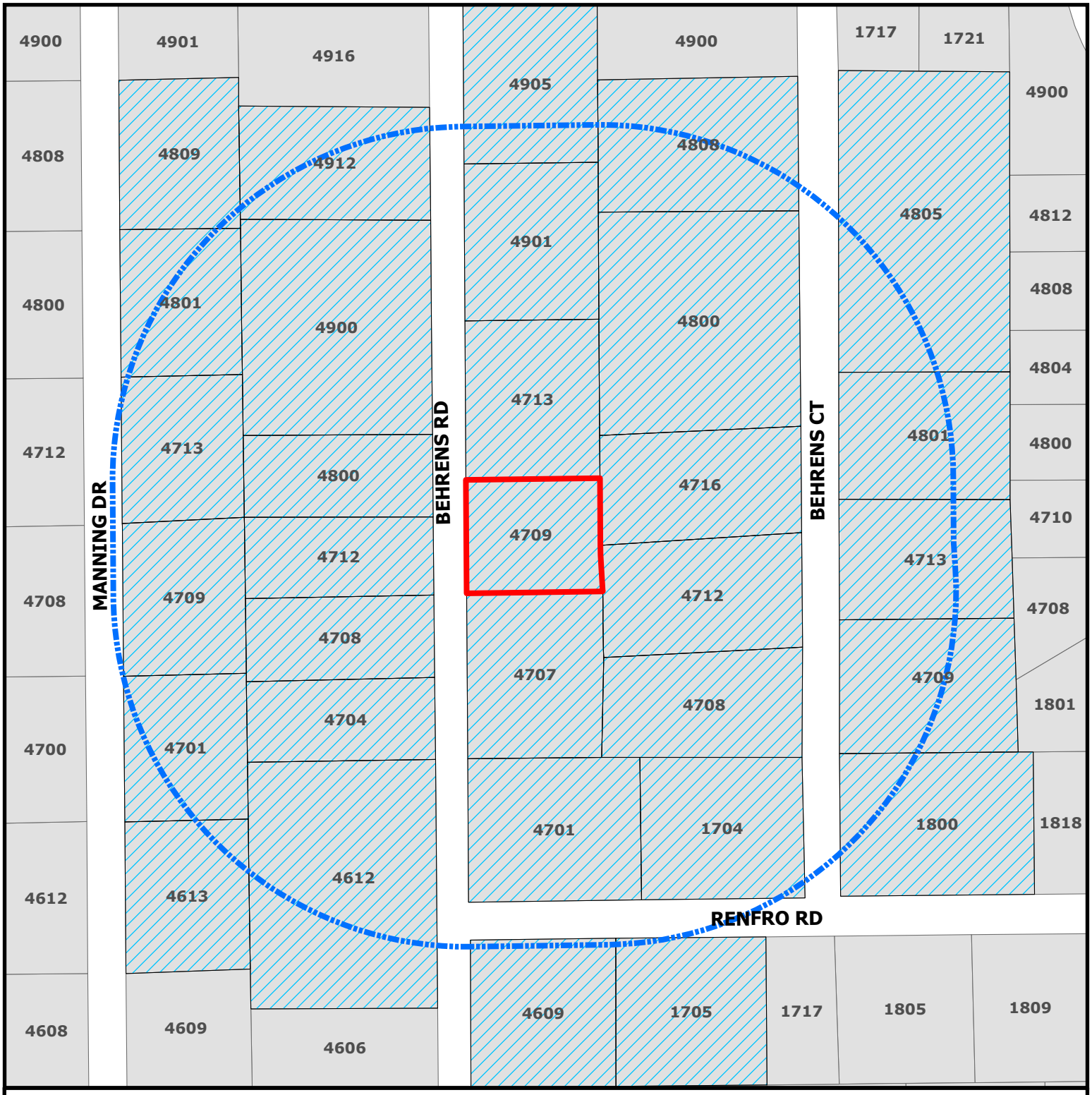
Date
MAY 11, 2026

Sheet Title
ELEVATIONS

Scale
1/4" = 1'-0"

Sheet No.
12

Notification Map



CITY OF COLLEYVILLE TEXAS

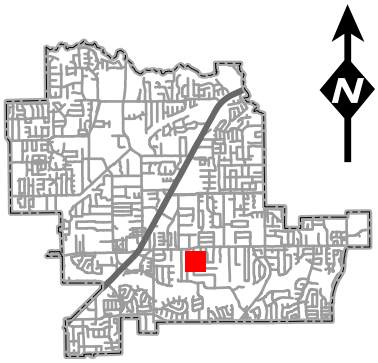
ZC26-018

4709 Behrens Road

Subject Property

Buffer

Parcels to be notified



DISCLAIMER:
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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:

Planning & Zoning Commission Meeting: Monday, August 10, 2026, at 7:00 p.m.
City Council Meetings: Tuesday, September 1, 2026 & Tuesday, September 15, 2026, at 7:00 p.m.
3rd floor of City Hall, 100 Main Street, Colleyville, Texas

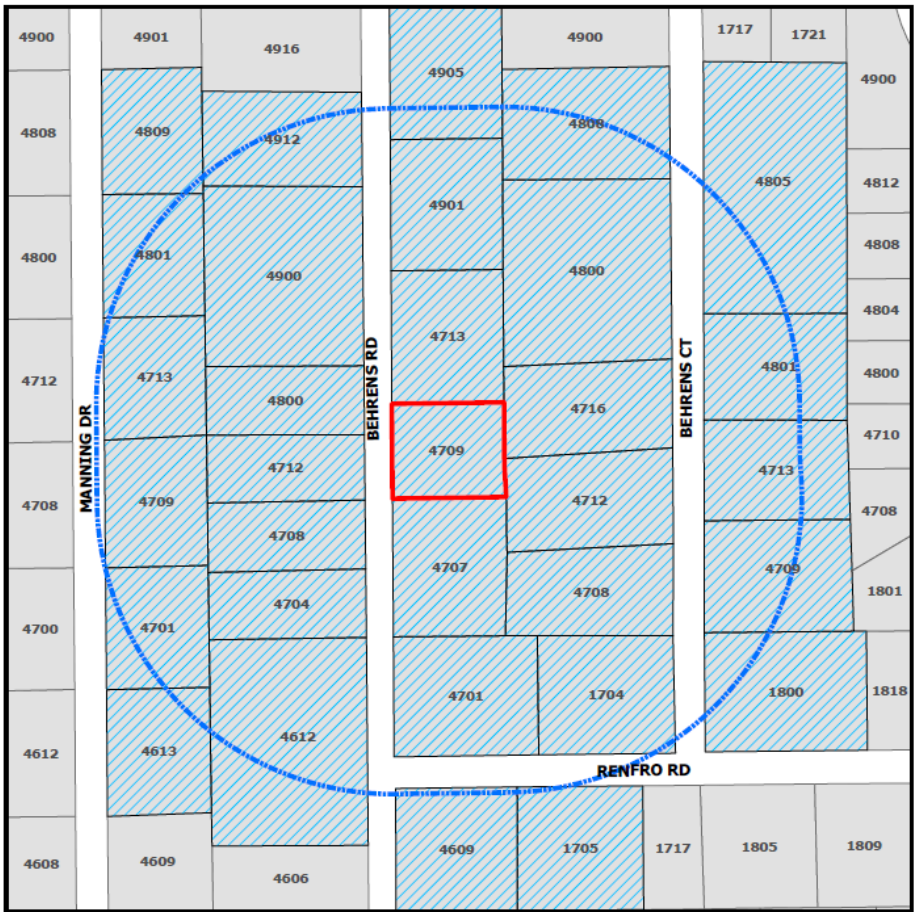
Request:	Consideration of a Special Use Permit (SUP) for accessory buildings on Lot 1, Block 1, Lloyd Roach Addition, located at 4709 Behrens Road, Case ZC26-018. The request is to allow for the expansion of two accessory buildings in accordance with the Land Development Code, Section 3.27(A)(2)(d). The overall total of accessory building coverage would be 5.54% (1,688 square feet), exceeding the 4% allowed by right (1,219 square feet).
Zoning Case:	ZC26-018
Applicant:	Make Me Construction
Location:	4709 Behrens Road
Property Description:	Lot 1, Block 1, Lloyd Roach Addition
Present Zoning:	R-40 Single Family Residential

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. Approval by the Planning and Zoning Commission serves as a recommendation to the City Council and is not a final action on the request. Denial of the proposal by the Commission is final, unless the applicant submits a written notice of appeal within 10 days from the date of action by the Commission. If appealed, the request will be placed on the next available City Council agenda as listed above. Rezoning requests, zoning amendments and conditions recommended by the Commission for approval by the City Council may be more restrictive than those described in this notice.

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



If the property owners of 20% or more of the land within the 200-foot notification area file a written protest prior to the public hearing, State law provides that the approval of the zoning change request shall require the approval of a super majority vote by City Council.

A brief project description can be found online on the 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

ORDINANCE O-26-XXXX

AMENDING THE ZONING ORDINANCE AND THE OFFICIAL ZONING MAP OF THE CITY OF COLLEYVILLE, TEXAS, BY CHANGING THE ZONING ON APPROXIMATELY 0.7 ACRES, BEING LOT 1, BLOCK 1, LLOYD ROACH ADDITION, LOCATED AT 4709 BEHRENS ROAD, BY AUTHORIZING A SPECIAL USE PERMIT TO ALLOW FOR TWO ACCESSORY BUILDINGS; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS ($2,000.00) AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Colleyville has received an application for a Special Use Permit to allow for two accessory buildings (Case ZC26-018); and

WHEREAS, the Subject Property is presently zoned R-20 Single-Family Residential; and

WHEREAS, the Planning and Zoning Commission of the City of Colleyville, has considered and made recommendations on the request, having given the requisite notices, and having held due hearings and affording a full and fair opportunity for all persons interested in the matter to be heard; and

WHEREAS, after due deliberations and consideration of the recommendation of the Planning and Zoning Commission, the information received at a public hearing, and other relevant information and materials, the City Council finds that this amendment is in conformance with the Comprehensive Plan for the City of Colleyville and promotes the general health, safety, and welfare of this community.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF COLLEYVILLE, TEXAS:

Sec. 1. THAT the Comprehensive Zoning Ordinance of the City of Colleyville, Texas, be, and the same is hereby amended by authorizing a Special Use Permit for two accessory buildings on 0.7 acres, being Lot 1, Block 1, Lloyd Roach Addition, located at 4709 Behrens Road, as depicted on the attached as Exhibit "A".

Sec. 2. THAT the above described tract of land shall be used only in the manner and for the purposes provided by the Comprehensive

Zoning Ordinance of the City of Colleyville as heretofore amended, and as amended herein.

Sec. 3. THAT the above described tract of land shall be subject to the following conditions:

1. GENERAL

a. The Special Use Permit shall allow two accessory buildings, as depicted in Exhibit "B".

b. They shall be consistent with the site plan, as depicted in Exhibit "B".

c. They shall be generally consistent with the elevations, as depicted in Exhibit "C".

d. All requirements of the Land Development Code shall be met, except where amended herein.

Sec. 4. THAT any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Comprehensive Zoning Ordinance of the City of Colleyville, and upon conviction shall be punishable by a fine not to exceed the sum of Two Thousand Dollars ($2,000.00) for each offense.

Sec. 5. THAT if any section, paragraph, subdivision, clause, phrase or provision of this ordinance shall be judged invalid or unconstitutional, the same shall not affect the validity of this ordinance as a whole or any portion thereof other than that portion so decided to be invalid or unconstitutional.

Sec. 6. THAT it has been found that there has been a change in conditions in the above described property, it is now necessary that it be given the above zoning classification in order to permit its proper development and in order to protect the public interest, comfort and general welfare, and requires that this ordinance shall take effect immediately from and after its passage.

Sec. 7. THAT in addition to and accumulative of all other penalties, the City shall have the right to seek injunctive relief for any and all violations of this ordinance.

Sec. 8. THAT this ordinance shall take effect immediately from and after its passage subject to the publication of the caption, as the law or charter in such cases may provide.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 1st day of September 2026.

The second reading and public hearing being conducted on the 15th day of September 2026.

PASSED AND APPROVED BY A VOTE OF __ AYES AND __ NAYS ON THIS THE 15TH DAY OF SEPTEMBER 2026.

Mayor Bobby Lindamood	_____	Mark Alphonso, Place 2	_____
Mayor Pro Tem Brandi Elder	_____	Ben Graves, Place 4	_____
Deputy Mayor Pro Tem Scotty Richardson	_____	Tim Raine, Place 6	_____
Kimberly Holt Gunderson, Place 5	_____		

ATTEST: **CITY OF COLLEYVILLE**

Christine Loven, TRMC
City Secretary

Bobby Lindamood
Mayor

APPROVED AS TO FORM:

Whitt Wyatt
City Attorney

Exhibit "A" - Aerial Map

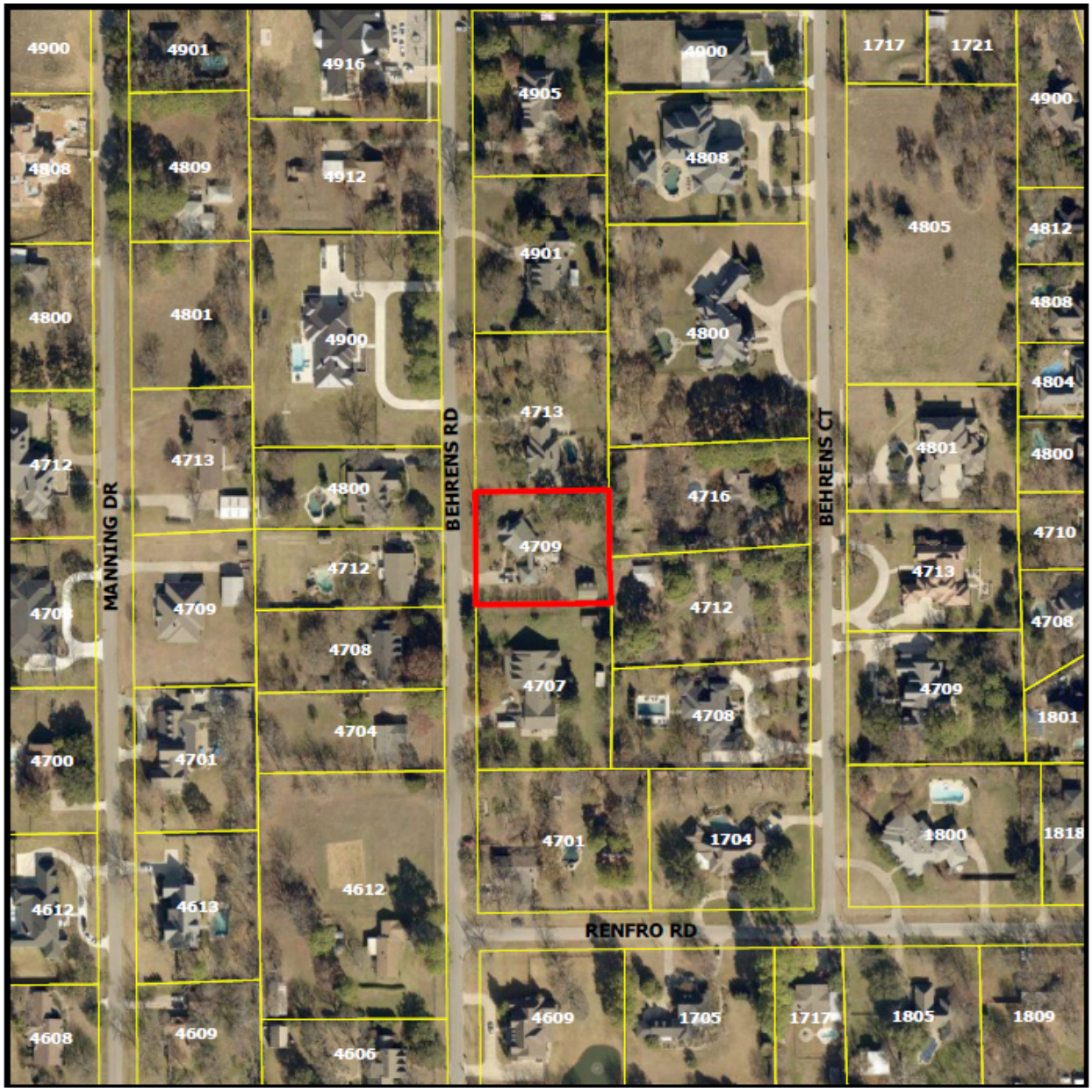


Exhibit "B" – Site Plan

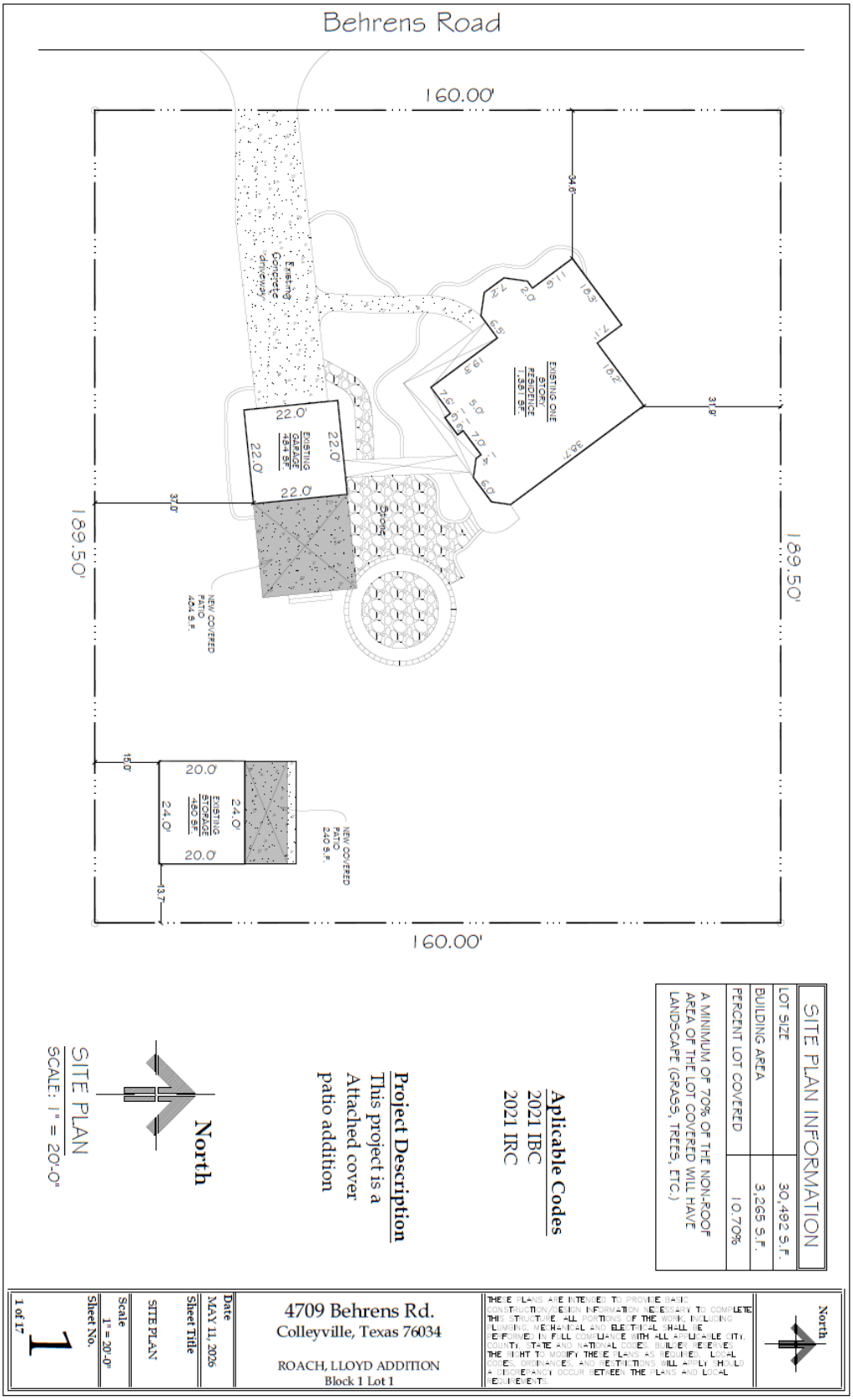
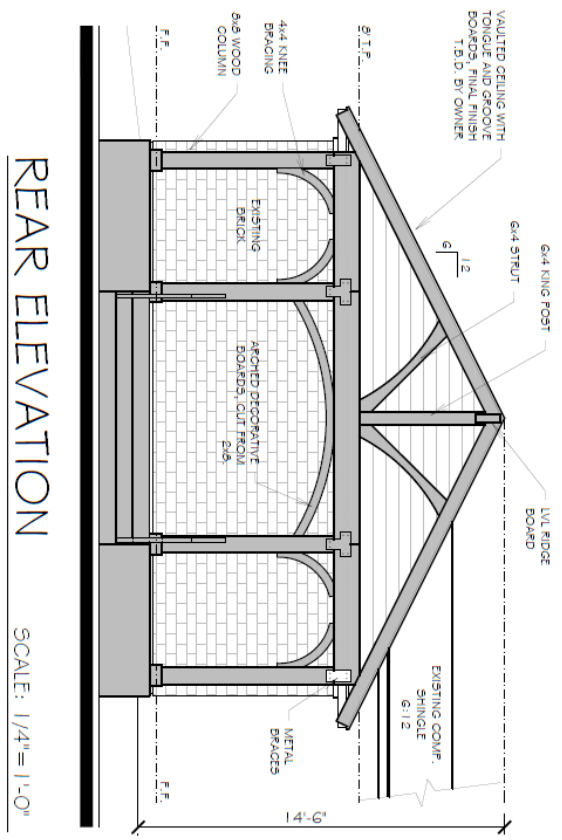


Exhibit "C" – Elevations

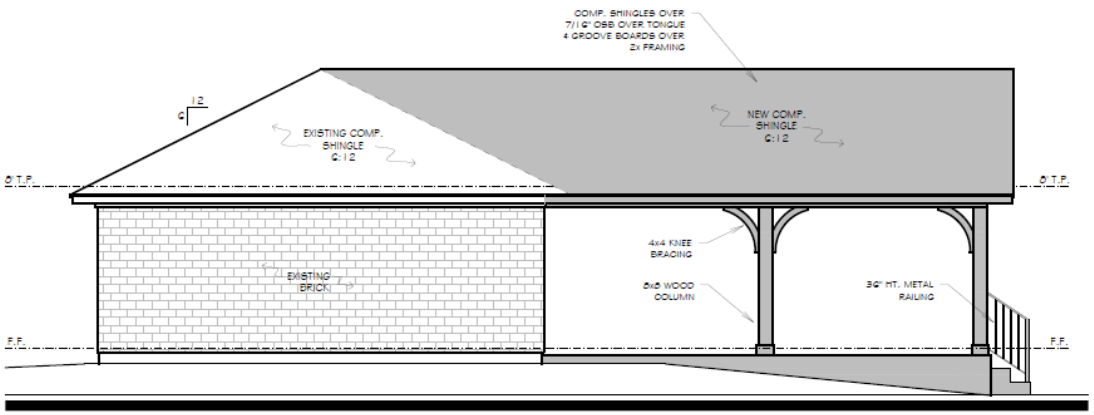


REAR ELEVATION

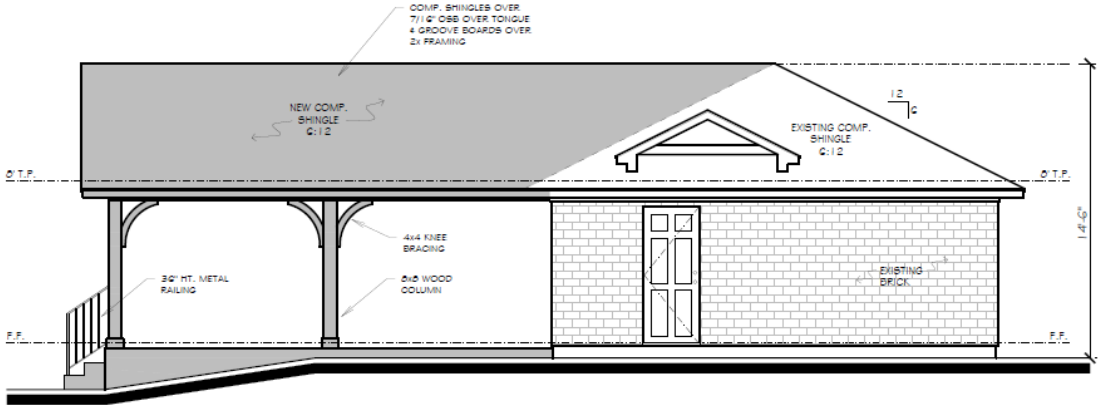
SCALE: 1/4"= 1'-0"

	4709 Behrens Rd. Colleyville, Texas 76034 ROACH, LLOYD ADDITION Block 1 Lot 1	THESE PLANS ARE INTENDED TO PROVIDE BASIC CONSTRUCTION AND DESIGN INFORMATION NECESSARY TO COMPLETE THE STRUCTURE. ALL PORTIONS OF THE WORK, INCLUDING PLUMBING, MECHANICAL AND ELECTRICAL SHALL BE PERFORMED IN FULL COMPLIANCE WITH ALL APPLICABLE UTILITY COMPANY, STATE AND NATIONAL CODES. BUILDER RESERVES THE RIGHT TO MODIFY THESE PLANS AS REQUIRED. LOCAL CODES, ORDINANCES, AND RESTRICTIONS WILL APPLY SHOULD A DISCREPANCY OCCUR BETWEEN THE PLANS AND LOCAL REQUIREMENTS.	North

Date	MAY 11, 2026
Sheet Title	ELEVATIONS
Scale	1/4" = 1'-0"
Sheet No.	3
	3 of 17



RIGHT ELEVATION SCALE: 3/16"= 1'-0"



LEFT ELEVATION SCALE: 3/16"= 1'-0"

North

THE FOLLOWING NOTES ARE INTENDED TO PROVIDE BASIC CONSTRUCTION GUIDELINES. IF INFORMATION NECESSARY TO COMPLETE THIS STRUCTURE IS NOT INCLUDED IN THESE NOTES, IT IS THE RESPONSIBILITY OF THE BUILDER TO CONTACT THE DESIGNER FOR ADDITIONAL INFORMATION. THE BUILDER SHALL BE RESPONSIBLE FOR ALL CONSTRUCTION METHODS, TECHNIQUES, SEQUENCES AND PROCEDURES. THE BUILDER SHALL COMPLY WITH ALL LOCAL CODES, ORDINANCES AND REGULATIONS WHICH APPLY TO THE WORK. IN CASE OF CONFLICT BETWEEN THE PLANS AND LOCAL CODES, THE LOCAL CODES SHALL GOVERN. THE BUILDER SHALL VERIFY ALL DIMENSIONS AND CONDITIONS AT THE JOB SITE BEFORE BEGINNING CONSTRUCTION. THE BUILDER SHALL NOTIFY THE DESIGNER OF ANY DISCREPANCIES BEFORE PROCEEDING WITH THE WORK. THE BUILDER SHALL BE RESPONSIBLE FOR ALL SHORING AND BRACING REQUIRED DURING CONSTRUCTION. THE BUILDER SHALL PROVIDE ADEQUATE TEMPORARY SUPPORT FOR ALL LOADS UNTIL THE STRUCTURE IS COMPLETE AND STABLE. THE BUILDER SHALL BE RESPONSIBLE FOR ALL SAFETY PRECAUTIONS AND PROGRAMS IN CONNECTION WITH THE WORK. THE BUILDER SHALL PROTECT ADJACENT PROPERTY AND UTILITIES FROM DAMAGE DURING CONSTRUCTION. THE BUILDER SHALL BE RESPONSIBLE FOR ANY DAMAGE TO ADJACENT PROPERTY OR UTILITIES CAUSED BY THE CONSTRUCTION. THE BUILDER SHALL MAINTAIN A CLEAN AND ORDERLY JOB SITE AT ALL TIMES. THE BUILDER SHALL REMOVE ALL DEBRIS AND EXCESS MATERIALS FROM THE JOB SITE DAILY. THE BUILDER SHALL PROVIDE ADEQUATE SANITARY FACILITIES FOR ALL WORKERS. THE BUILDER SHALL PROHIBIT SMOKING, DRINKING AND OTHER UNSAFE PRACTICES ON THE JOB SITE. THE BUILDER SHALL BE RESPONSIBLE FOR ALL TAXES, PERMITS AND FEES ASSOCIATED WITH THE CONSTRUCTION. THE BUILDER SHALL OBTAIN ALL NECESSARY PERMITS BEFORE BEGINNING CONSTRUCTION. THE BUILDER SHALL COMPLY WITH ALL APPLICABLE LAWS AND REGULATIONS. THE BUILDER SHALL BE RESPONSIBLE FOR ALL WARRANTIES ON THE WORK. THE BUILDER SHALL CORRECT ANY DEFECTIVE WORK AT NO COST TO THE OWNER. THE BUILDER SHALL NOTIFY THE DESIGNER OF ANY CHANGES TO THE PLANS OR SPECIFICATIONS. THE BUILDER SHALL NOT MAKE ANY CHANGES TO THE PLANS OR SPECIFICATIONS WITHOUT THE WRITTEN APPROVAL OF THE DESIGNER. THE BUILDER SHALL BE RESPONSIBLE FOR ALL COSTS ASSOCIATED WITH ANY CHANGES TO THE PLANS OR SPECIFICATIONS. THE BUILDER SHALL NOT BE RESPONSIBLE FOR ANY DESIGN ERRORS OR OMISSIONS IN THE PLANS OR SPECIFICATIONS. THE BUILDER SHALL NOTIFY THE DESIGNER OF ANY DESIGN ERRORS OR OMISSIONS IN THE PLANS OR SPECIFICATIONS. THE BUILDER SHALL NOT BE RESPONSIBLE FOR ANY DAMAGE TO THE WORK CAUSED BY THE DESIGNER. THE BUILDER SHALL NOT BE RESPONSIBLE FOR ANY DAMAGE TO THE WORK CAUSED BY THE OWNER. THE BUILDER SHALL NOT BE RESPONSIBLE FOR ANY DAMAGE TO THE WORK CAUSED BY ACTS OF GOD. THE BUILDER SHALL NOT BE RESPONSIBLE FOR ANY DAMAGE TO THE WORK CAUSED BY FIRE. THE BUILDER SHALL NOT BE RESPONSIBLE FOR ANY DAMAGE TO THE WORK CAUSED BY THEFT. THE BUILDER SHALL NOT BE RESPONSIBLE FOR ANY DAMAGE TO THE WORK CAUSED BY VANDALISM. THE BUILDER SHALL NOT BE RESPONSIBLE FOR ANY DAMAGE TO THE WORK CAUSED BY WEATHER. THE BUILDER SHALL NOT BE RESPONSIBLE FOR ANY DAMAGE TO THE WORK CAUSED BY EARTHQUAKE. THE BUILDER SHALL NOT BE RESPONSIBLE FOR ANY DAMAGE TO THE WORK CAUSED BY FLOOD. THE BUILDER SHALL NOT BE RESPONSIBLE FOR ANY DAMAGE TO THE WORK CAUSED BY HURRICANE. THE BUILDER SHALL NOT BE RESPONSIBLE FOR ANY DAMAGE TO THE WORK CAUSED BY TORNADO. THE BUILDER SHALL NOT BE RESPONSIBLE FOR ANY DAMAGE TO THE WORK CAUSED BY EARTHQUAKE. THE BUILDER SHALL NOT BE RESPONSIBLE FOR ANY DAMAGE TO THE WORK CAUSED BY FLOOD. THE BUILDER SHALL NOT BE RESPONSIBLE FOR ANY DAMAGE TO THE WORK CAUSED BY HURRICANE. THE BUILDER SHALL NOT BE RESPONSIBLE FOR ANY DAMAGE TO THE WORK CAUSED BY TORNADO.

4709 Behrens Rd.
Colleyville, Texas 76034

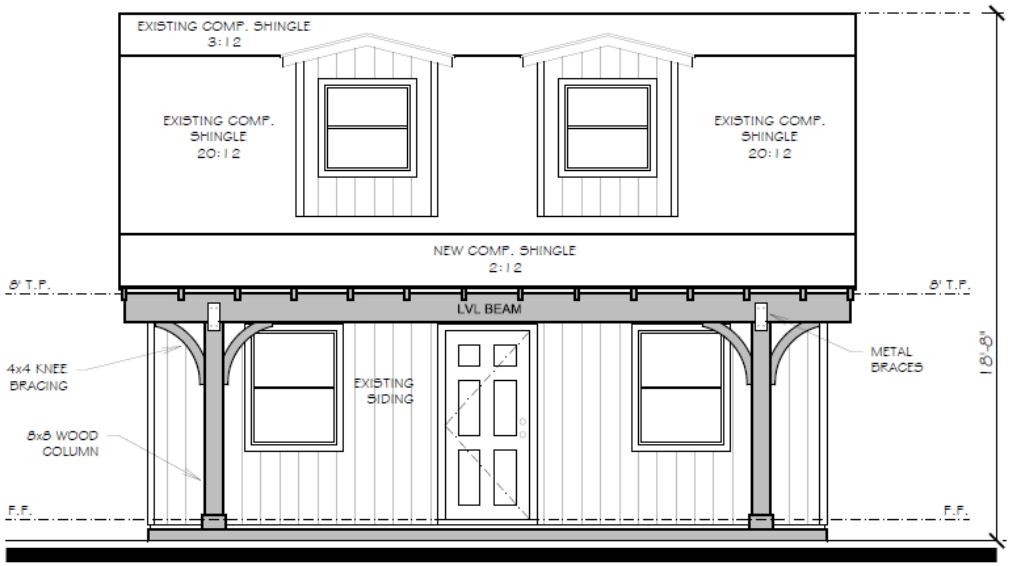
ROACH, LLOYD ADDITION
Block 1 Lot 1

Date
MAY 11, 2026

Sheet Title
ELEVATIONS

Scale
1/4" = 1'-0"

Sheet No.
4



FRONT ELEVATION

SCALE: 3/16"= 1'-0"

North

THE PLANS ARE INTENDED TO PROVIDE A COMPLETE CONSTRUCTION DESIGN IF FURTHER NECESSARY TO COMPLETE THIS STRUCTURE ALL POSITIONS OF THE WORK, INCLUDING FLOORING, MECHANICAL AND ELECTRICAL SHALL BE EFFECTIVELY COMPLETED WITH ALL APPLICABLE CITY, STATE AND FEDERAL CODES AND REGULATIONS. THE CONTRACTOR AND SUBCONTRACTORS WILL BE RESPONSIBLE FOR ANY DISCREPANCIES OCCURRING BETWEEN THE PLANS AND LOCAL CODES.

4709 Behrens Rd.
Colleyville, Texas 76034

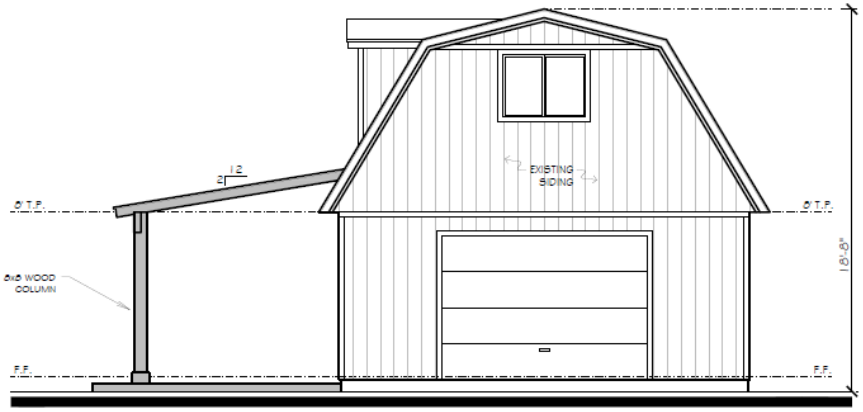
ROACH, LLOYD ADDITION
Block 1 Lot 1

Date
MAY 11, 2026

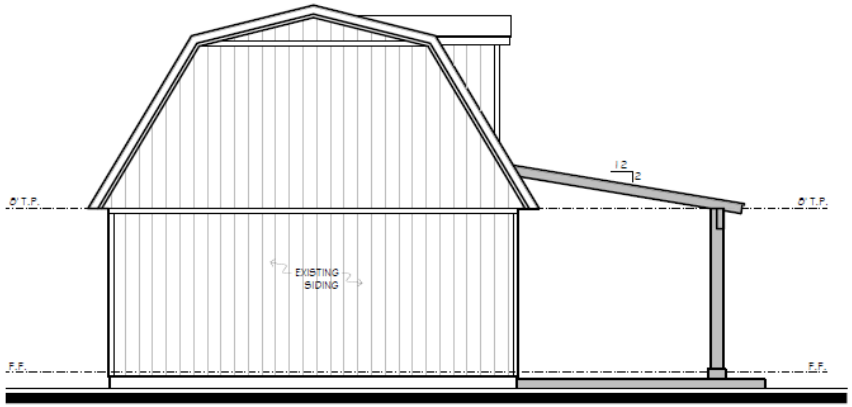
Sheet Title
ELEVATIONS

Scale
1/4" = 1'-0"

Sheet No.
11
11 of 17



RIGHT ELEVATION SCALE: 3/16"=1'-0"



LEFT ELEVATION SCALE: 3/16"=1'-0"

North

THE FLASHING ITEMS TO BE INSTALLED BY THE ROOFING CONTRACTOR TO COMPLETE THE ROOFING SYSTEM IN ACCORDANCE WITH THE MANUFACTURER'S INSTRUCTIONS. FLASHING MEANS METAL AND BITUMEN USED TO PREVENT WATER FROM ENTERING THE BUILDING AT JOINTS AND CHANGES IN ROOF PLANES OR WHERE THE ROOF MEETS A WALL OR OTHER VERTICAL SURFACE.

4709 Behrens Rd.
Colleyville, Texas 76034

ROACH, LLOYD ADDITION
Block 1 Lot 1

Date
MAY 11, 2026

Sheet Title
ELEVATIONS

Scale
1/4" = 1'-0"

Sheet No.
12
12 of 17

CITY OF COLLEYVILLE
PLANNING AND ZONING COMMISSION BRIEFING

Agenda Number 3e **Agenda Date** 8/10/2026 **Number** -
Type Public Hearing Agenda Items
Department Community Development

Title
Consideration of a Special Use Permit for a dog boarding and dog grooming use, with an outdoor run, on Lot 3A, Block 11, Longwood Estates at Ross Downs, zoned PUD-C Planned Unit Development - Commercial, located at 7181 Colleyville Boulevard, Case ZC26-019

Explanation
Clayton O'Dell, the applicant, has submitted a request for a Special Use Permit (SUP) for a dog boarding and dog grooming use on Lot 3A, Block 11, Longwood Estates at Ross Downs, being approximately 1.2 acres, and zoned PUD-C Planned Unit Development – Commercial.

Analysis: The applicant is requesting an SUP to allow for the development of a pet boarding and pet grooming facility, with an outdoor run. The request includes the consideration of a site plan, landscape plan, and façade plan.

Staff has reviewed the plans and identified areas for considerations related to building materials, building articulation, and overall site design.

Existing Conditions/Background: The subject property, 7181 Colleyville Boulevard, is undeveloped. It is located south of the intersection of Longwood Drive and Colleyville Boulevard.

Plat Status: The subject property is platted.

DRC Review: The DRC reviewed the request during their June 22, 2026, meeting and the case has been scheduled for the August 10, 2026, Planning and Zoning Commission meeting.

Surrounding Development: The property to the north is zoned ML Light Manufacturing and is undeveloped. The property to the east is zoned AG Agricultural and is undeveloped. The properties to the south and west are zoned PUD-C Planned Unit Development – Commercial and are developed with commercial and office uses.

Comprehensive Plan: The City's comprehensive plan, *Destination Colleyville*, identifies the subject property for commercial development.

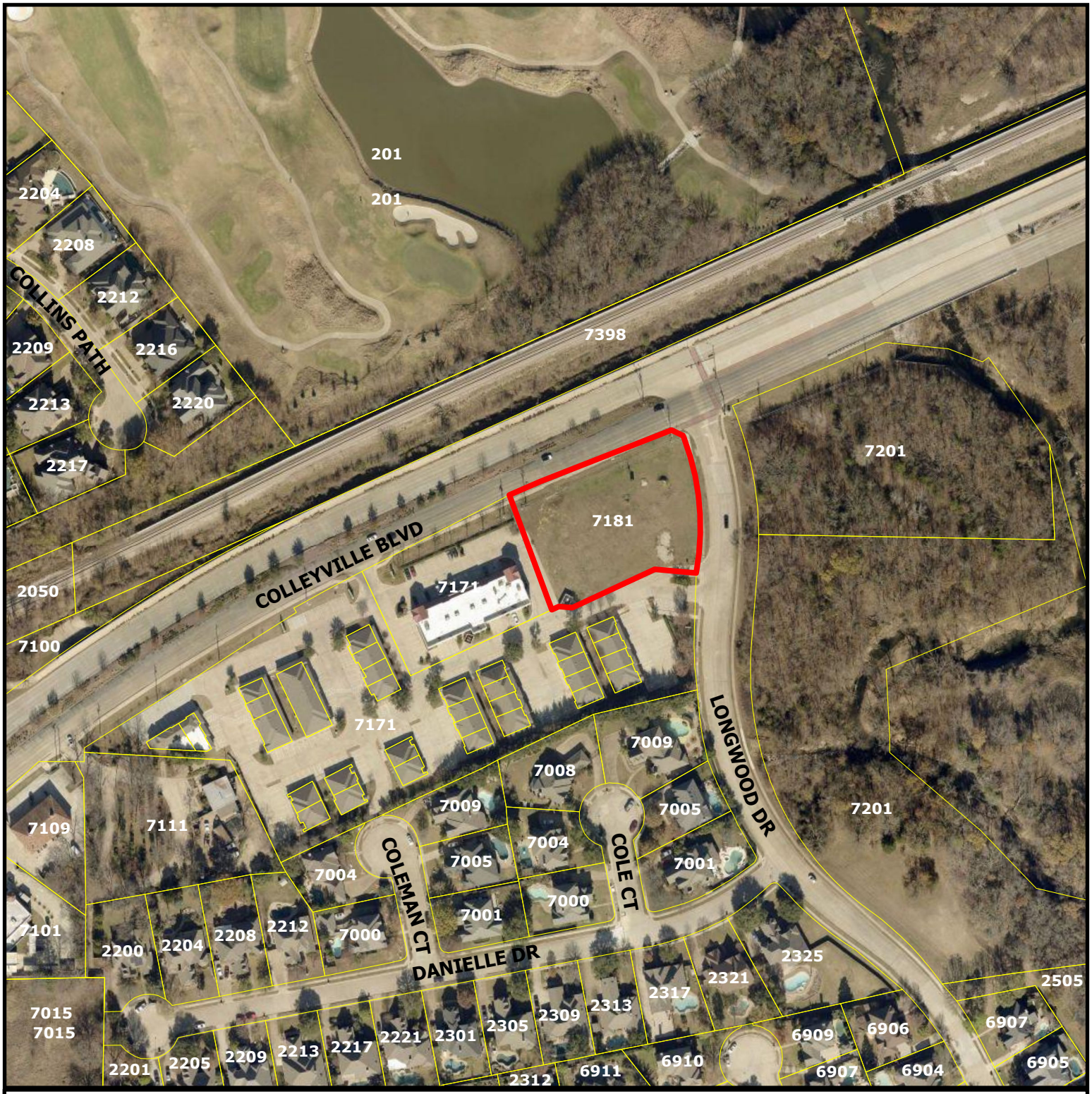
Public Notification: Staff mailed notices to all property owners within 500 feet as well

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.

Attachments

1. Aerial Map
2. Zoning Map
3. Future Land Use Map
4. Statement of Planning Objectives
5. Site Plan Exhibit
6. Elevations Exhibit
7. Fence Exhibit
8. Turf Maintenance Plan
9. Drainage Plan Exhibit
10. Sound Study Exhibit
11. Existing PUD-C Ordinance
12. Notification Map
13. Notification Letter
14. Letter Received
15. Draft Ordinance

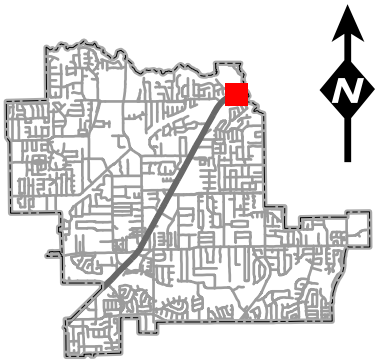
Aerial Map



CITY OF COLLEYVILLE TEXAS

ZC26-019

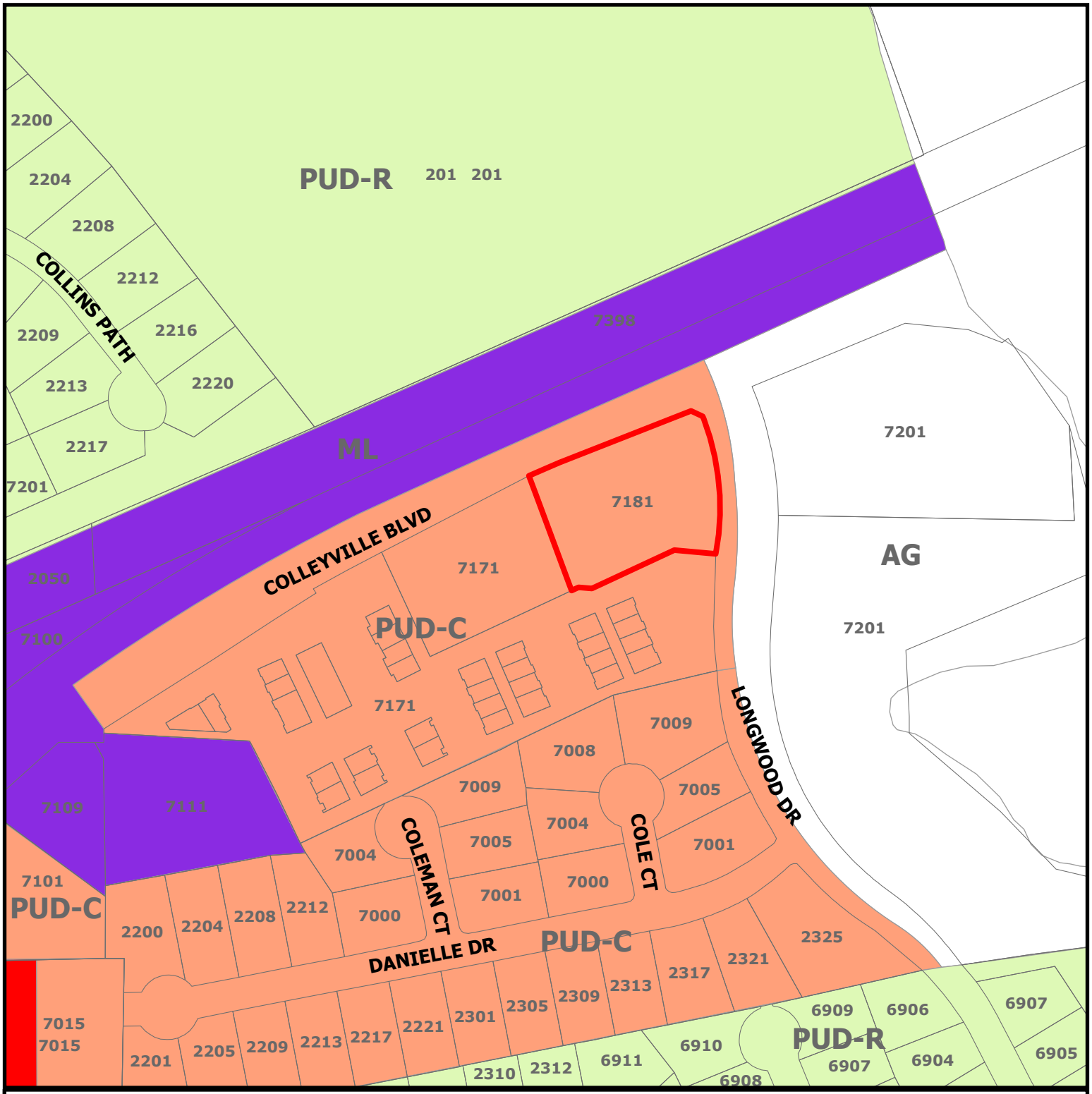
7181 Colleyville Boulevard



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Subject Property

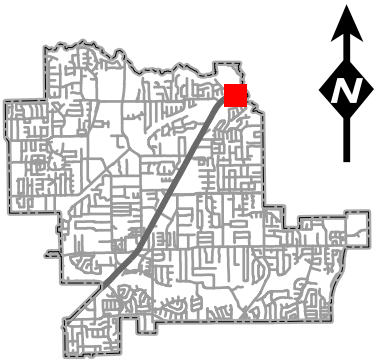
Zoning Map



CITY OF COLLEYVILLE TEXAS

ZC26-019

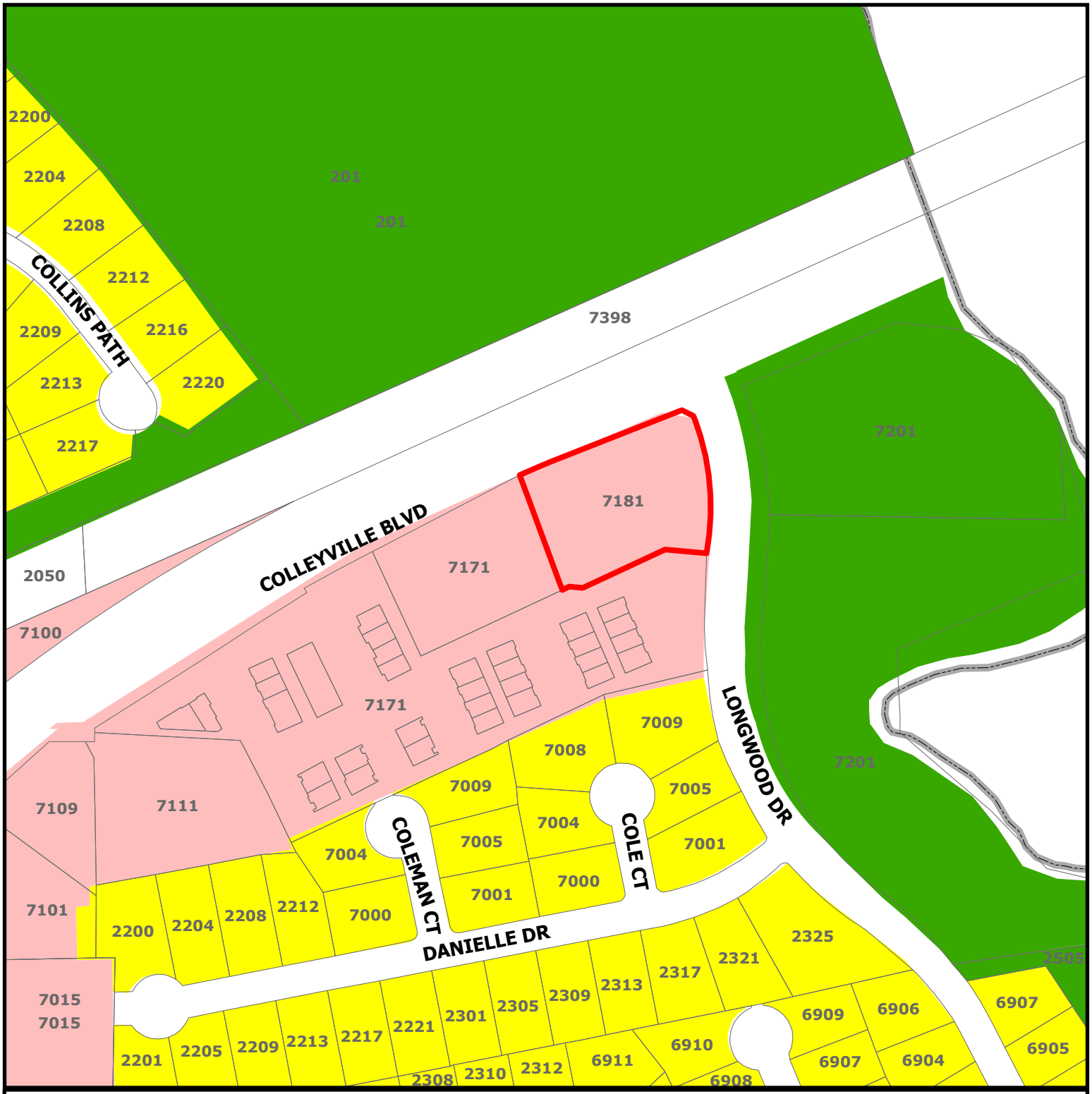
7181 Colleyville Boulevard



Subject Property

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Future Land Use Map

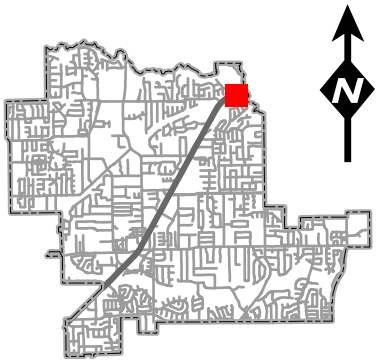


CITY OF COLLEYVILLE TEXAS

ZC26-019

7181 Colleyville Boulevard

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



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All American Pet Resort - Dog Boarding & Daycare Business

INHERENT USE BENEFITS STATEMENT

1. *Introduction & Purpose*

This Inherent Use Benefits Statement is submitted in support of the application by Whitney, Kellie, and Mitchell Stark for approval to operate a premium pet boarding, daycare, and grooming facility ("Pet Resort") on the property located at 7181 Colleyville Blvd, within the city of Colleyville, TX.

The purpose of this statement is to demonstrate that the proposed use provides substantial public benefit, advances the general welfare, and considers the positive and negative criteria of Municipal Land use.

2. *Description of the Proposed Use*

The proposed Pet Resort is a professionally operated, purpose-built animal care facility offering:

- Professionally staffed overnight boarding
- Structured & supervised dog daycare programs
- Professional grooming services
- Dog training programs & services
- Professionally managed indoor & outdoor play yards with specialized artificial turf
- Outdoor group play only conducted during the daytime
- Sound-attenuated boarding space and indoor play areas
- State-of-the-art HVAC and air exchange systems
- Retail services including curated apparel, merchandise & food

The business is supported by a national franchise company, All American Pet Resorts, LLC with over 21 years' experience in pet boarding and daycare, with franchisees in MI, NJ, NC, FL, TX, and AZ.

The facility is staffed twenty-four hours per day, 365 days a year, by trained animal care professionals, with controlled double-door access, secure perimeter fencing, and operational protocols designed to ensure safety, sanitation, and minimal off-site impact.

3. *Colleyville Planning & Zoning Compliance*

The proposed use is consistent with and supportive of typical planning objectives:

- Promotes improvement of underutilized commercial/industrial property
- Expands local service offerings that meet demonstrated community needs
- Enhances economic vitality without burdening schools or municipal infrastructure
- Introduces a low-impact, community-serving use compatible with local development plans
- Improves site aesthetics, circulation, & landscaping consistent with local Colleyville goals

The use is compatible with adjacent commercial, office, and light-industrial uses and is less intensive than many permitted uses in the district.

4. ***Community Benefit & Market Need***

A. Demonstrated Community Need

- Pet ownership continues to rise, and the area lacks sufficient professional, and safe boarding/daycare services
- All American provides a 24/7 staffed, professional, high-touch alternative to informal pet-sitting services
- The use directly supports the welfare of residents who require reliable care for their animals during work, travel, or emergencies
- Supported by a proven business model that ensures longevity and operational efficiency with national and regional support

B. Advancement of Public Health, Safety, and Welfare

- Professionally supervised pet care reduces risks when leaving pets unattended in homes
- Strict vaccination, sanitation, and disease-control protocols protect both animal and public health
- Sound-attenuated construction and controlled outdoor activity minimize noise impacts
- Fencing, controlled access, and trained staff enhance safety for animals, employees, and public
- Promotes pet health/wellness, socialization and behavior enhancement

C. Economic & Employment Benefits

- Create local employment with both part-time and full-time jobs required for 24-hour service
- Increase local spending on services and supplies
- Generate tax revenue without adding school-aged population
- Improve and beautify existing vacant commercial property
- Provide a service that residents currently must leave town to access
- Bring residents from surrounding communities into Colleyville
- Keep employment and revenue in Colleyville

5. ***Community Concern & Impact Mitigation Measures***

A. Noise Management

- Acoustic insulation, and sound-absorbing interior finishes
- Operational model with structured & well defined, supervised indoor & outdoor play
- No overnight outdoor activity, outside play during business hours only
- Outdoor yards designed and positioned to minimize exposure to neighboring properties

B. Traffic & Parking

- Typical time for pet drop-off and pick up is less than 5 minutes, reducing traffic congestion
- Traffic generation is significantly lower than many permitted uses (e.g., restaurants, retail, gyms)
- Adequate on-site parking and circulation ensure no spillover onto public streets
- Check in and check out staff and process designed to minimize customer dwell time
- Business transaction process and time similar to dry cleaning businesses

C. Waste Management & Sanitation

- Enclosed, odor-controlled waste storage areas
- Continuous waste removal and professional cleaning protocols
- EPA-compliant cleaning, disinfectant products and drainage systems
- Extensive air exchange system to promote continuous fresh airflow

D. Safety & Security

- Controlled access points and secure perimeter fencing
- Certified and professionally trained staff in dog body language, dog handling, emergency response, and safety protocols
- Fire suppression, alarms, and emergency egress compliant with applicable codes

6. ***Comparison with Other Permitted Uses***

The proposed Pet Resort exhibits less negative impact to neighboring residents and businesses than many uses permitted in the zone, including:

- Restaurants
- Retail stores
- Fitness centers
- Light industrial uses
- Automotive services

Compared to these uses, the Pet Resort generates less traffic, less noise, no hazardous materials, and minimal evening activity.

7. ***Preferred Attributes***

- Promotes general welfare by providing a needed community service
- Enhances public health and safety through regulated, professional animal care
- Improves the existing vacant site and surrounding area through investment, landscaping, and aesthetic upgrades
- Provides economic benefits without adverse impacts on municipal services

8. ***Zoning & Planning Alignment***

The proposed use addresses potential gaps in development criteria:

- Noise, traffic, and environmental impacts are fully mitigated through design and operations
- No adverse effect on neighboring property values is anticipated
- The project enhances the site and entry into Colleyville
- Approval of this application will not undermine the zoning plan or create precedent for incompatible uses

SUMMARY

The proposed All American Pet Resort represents a well-planned, low-impact, community-serving facility that advances the general welfare, increases the positive and reduces negative criteria, and provides substantial public benefit.

Proximity of daycare services that provides their dogs with a structured program that enhances socialization, stimulation, and exercise is critical to owners. These three elements directly impact longevity from mental and physical benefits for the canine and pet parents.

Boarding services that provide access to webcams to monitor pets, 24-hour staffing for safety and security, and individual suites, present pet owners with piece of mind and transparency in the care of their pets.



Exhibit 1: Colleyville and Surrounding Areas (Dog Population)

- Total households in Colleyville: 9,100
- Average National % of HH owning dogs: 42.6%
- Colleyville dog-ownership rate:
    - 55-65% of households in 10 mile radius own dogs

Estimate households with dogs:

Using Colleyville's 55-65% ownership range:

- 55% scenario: 9,100 × 0.55 ≈ 5,000 households with dogs (ACS 2024)
- 65% scenario: 9,100 × 0.65 ≈ 6,000 households with dogs
- **5,000 – 6,000 dog owning households**



Estimate total dog population:

Applying estimated dog population per household to total households:

- Low estimate (1.5 dogs/HH):
  5,000 × 1.5 ≈ 7,500 dogs
- High estimate (1.8 dogs/HH):
  6,000 × 1.8 ≈ 10,800 dogs

Estimated Dog Population Range:
7,500 – 10,800 dogs in Colleyville

This is the industry-standard, planning-grade estimate used for market sizing, demand modeling, and capacity planning for pet-care facilities.

All American Pet Resort Clients:

- High-income dual-career households
- Frequent air travel through Dallas Fort Worth International Airport
- High pet humanization spending
- Large percentage of homeowners
- Significant discretionary income

Exhibit 2: Typical Annual Dog Spending

Luxury-market households typical spend:

All American Pet Resorts Annual Spend:

Colleyville and surrounding areas Pet Care Market Spend

Category	Annual Spend
Food & Treats	$1,000–$2,000
Veterinary	$800–$2,000
Boarding/Daycare	$1,000–$4,000
Grooming	$500–$1,500
Training & Extras	$300–$2,000



Total annual spending frequently exceeds $4,000–$8,000 per dog.

Resources:

- censusreporter.org

Exhibit 3: Colleyville Boarding and Daycare Capacity

Boarding Capacity

- Bridget's Pet Resort: 65 (no 24/7 staff)
- Posh Paw: 100 (no 24/7 staff)
- Preppy Pet: 50 (no 24/7 staff)

Total boarding capacity: (215) dogs

Daycare Capacity

- Bridge's Pet Resort: 65 (no 24/7 staff)
- Posh Paw: 100 (no 24/7 staff)
- Preppy Pet: 50 (no 24/7 staff)

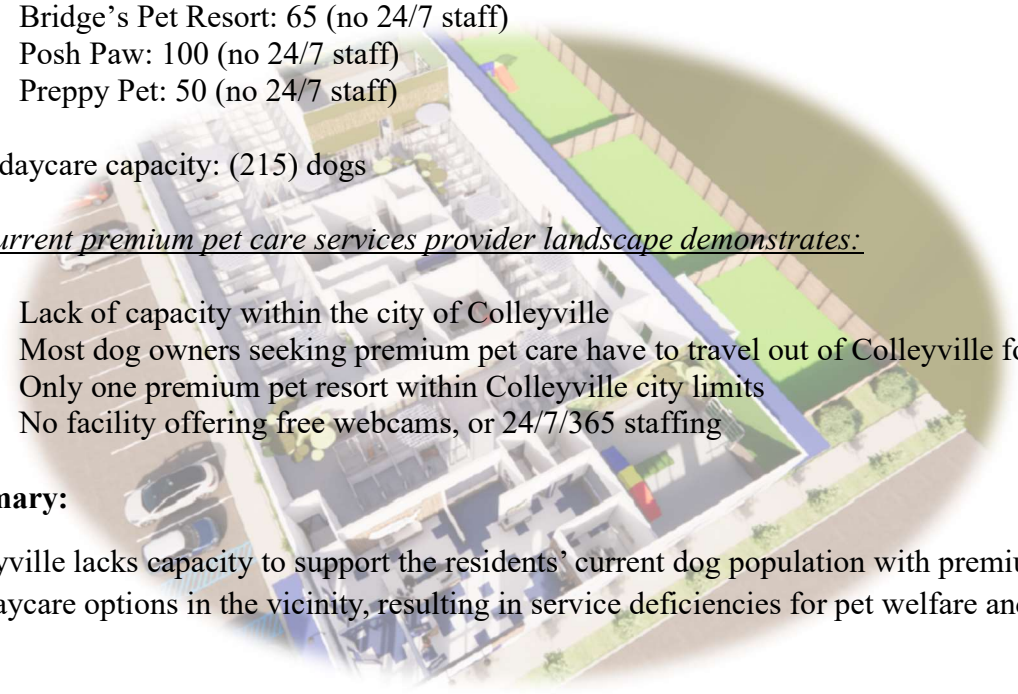
Total daycare capacity: (215) dogs

The current premium pet care services provider landscape demonstrates:

- Lack of capacity within the city of Colleyville
- Most dog owners seeking premium pet care have to travel out of Colleyville for services
- Only one premium pet resort within Colleyville city limits
- No facility offering free webcams, or 24/7/365 staffing

Summary:

Colleyville lacks capacity to support the residents' current dog population with premium boarding and daycare options in the vicinity, resulting in service deficiencies for pet welfare and care.



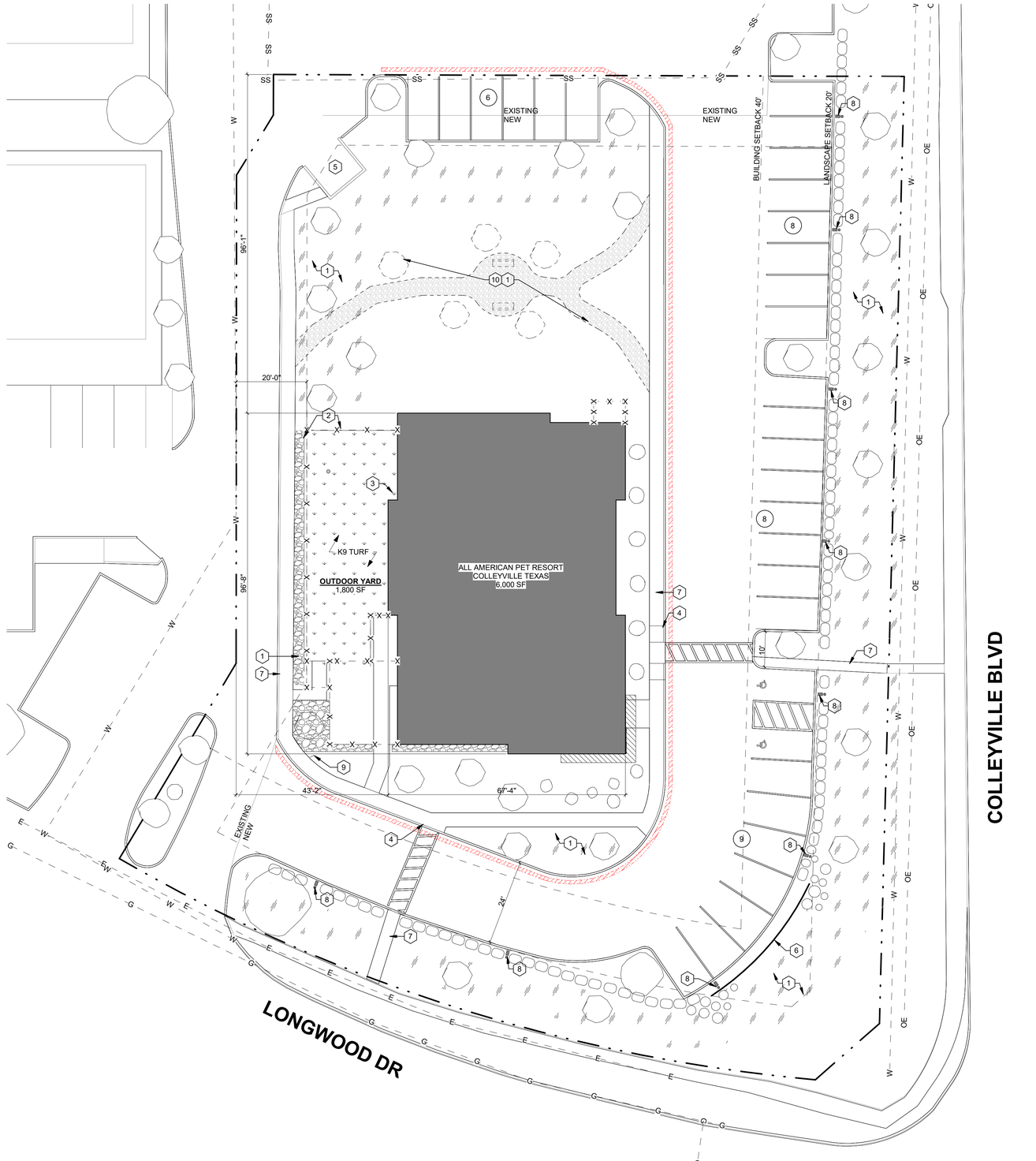
Resources:

- avma.org
- census.gov
- censusreporter.org

Exhibit 4: Proposed New Business







1 A-001 **ARCHITECTURAL SITE PLAN**
SCALE: 1/16" = 1'-0"

PROJECT TEAM

ARCHITECT

FMD ARCHITECTS
3200 WEST MARKET STREET, SUITE 205
FAIRLAWN, OHIO 44333
(P) 330-836-2343
(F) 330-836-7359
PROJECT PRINCIPAL: MARK MOORE (MMOORE@FMDARCHITECTS.COM)
PROJECT ARCHITECT: CLAYTON O'DELL (CODELL@FMDARCHITECTS.COM)

OWNERS

ALL AMERICAN PET RESORT - COLLEYVILLE
PROJECT CONTACTS:
WHITNEY STARK (WKSTARK@GMAIL.COM)
KELLIE STARK (KELLIE.R.STARK@GMAIL.COM)
MITCHELL STARK (MJWSTARK@GMAIL.COM)

GENERAL NOTES

1. ANY REVISION TO THIS PLAN WILL REQUIRE CITY APPROVAL AND WILL REQUIRE REVISIONS TO ANY CORRESPONDING PLANS TO AVOID CONFLICTS BETWEEN PLANS.
2. ALL SIGNAGE IS SUBJECT TO PLANNING APPROVAL.
3. ALL FENCES AND RETAINING WALLS ARE SUBJECT TO PLANNING APPROVAL.
4. WHEN USED, WHEEL STOPS SHALL BE INSTALLED SO THAT ALL SURFACE PARKING SPACES ARE A MINIMUM OF 18 FEET DEEP MEASURED FROM THE FACE OF THE WHEEL STOP. ANY VERTICAL OBSTRUCTION IN FRONT OF A SURFACE SHALL BE LOCATED 20 FEET FROM THE BACK OF THE PARKING SPACE.

CODED NOTES

#	
1	LANDSCAPING SHALL COMPLY WITH CITY OF COLLEYVILLE REQUIREMENTS AND SHALL BE CONSISTENT WITH THE LANDSCAPING CHARACTER OF ADJACENT COMMERCIAL DEVELOPMENTS.
2	8'-0" H STONE-LOOK FENCE WITH STONE PIERS
3	MOUNTED OUTDOOR RATED OSCILLATING MISTING FAN
4	ADA ACCESS
5	EXISTING DUMPSTER MATCHING ADJACENT TENANTS
6	30" HIGH NATIVE SONE WALL WITH CAST STONE CAP
7	NEW SIDEWALK
8	SITE LIGHTING TO MATCH ADJACENT PROPERTY AND MEET REQUIREMENTS IN CITY LAND DEVELOPMENT CODE SECTION 6.7
9	RIGHT TURN ONLY SIGN
10	ACTIVE OPEN SPACE WITH GRAVEL PATHS AND LANDSCAPING. FINAL DESIGN TO BE DETERMINED.

VICINITY MAP



SITE INFORMATION

SITE ADDRESS: 7181 COLLEYVILLE BLVD, COLLEYVILLE, TX 76034

LEGAL DESCRIPTION: LONGWOOD ESTATES @ ROSS DOWNS, BLOCK 11, LOT 3A

PROJECT ZONE:	PUD-C
PROPOSED ZONE:	PUD-C
PROPOSED USE:	ANIMAL BOARDING AND DAYCARE
GROSS PROPERTY SF:	51,289 SF OR 1.177 ACRES
GROSS BUILDING SF:	6,000 SF OR 11.7% OF TOTAL AREA 8,000 SF OR 15.6 % OF TOTAL AREA
BUILDING HEIGHT :	1 STORY / 22'-0"
GROSS PAVED SF:	20,099 SF OR 39% OF TOTAL AREA
GROSS OPEN SF:	25,189 SF OR 49% OF TOTAL AREA
PARKING CONDITIONS:	6,000 SF AT 1/300 SF = 20 2 ADA REQUIRED PROVIDED PARKING SPACE - 31 PROVIDED ADA PARKING SPACE - 2 RETAIL USE: 6,000 SF AT 1/200 = 30 REQUIRED PARKING = 30 PROVIDED PARKING = 31

PROJECT DESCRIPTION

THE PROPOSED PROJECT CONSISTS OF A ONE-STORY BUILDING OF APPROXIMATELY 6,000 SQUARE FEET AT 7181 COLLEYVILLE BLVD, COLLEYVILLE, TX 76034. THE PROPERTY IS LOCATED ALONG COLLEYVILLE BOULEVARD WITHIN AN ESTABLISHED COMMERCIAL CORRIDOR AND IS CURRENTLY ZONED PLANNED UNIT DEVELOPMENT – COMMERCIAL (PUD-C). ALL AMERICAN PET RESORTS PROVIDES OVERNIGHT BOARDING, DOG DAYCARE, GROOMING, AND RELATED PET CARE SERVICES IN A CLEAN, SAFE, AND PROFESSIONALLY MANAGED ENVIRONMENT. THE SITE IS PLANNED FOR COMMERCIAL DEVELOPMENT AND IS SURROUNDED BY OTHER COMMERCIAL USES. THE BUILDING WILL BE DESIGNED WITH HIGH-QUALITY MATERIALS CONSISTENT WITH THE CHARACTER OF THE AREA. DOGS ARE SUPERVISED AT ALL TIMES BY TRAINED STAFF, BOTH INDOORS AND OUTDOORS. OUTDOOR PLAY AREAS WILL BE SECURE AND FULLY MONITORED. THE BUILDING WILL INCORPORATE SOUND-ATTENUATING CONSTRUCTION, AND THE FACILITY WILL FOLLOW STRICT CLEANING AND WASTE MANAGEMENT PROCEDURES TO MINIMIZE NOISE AND ODORS. LANDSCAPING AND SCREENING WILL BE PROVIDED IN ACCORDANCE WITH CITY REQUIREMENTS. THE APPLICANT RESPECTFULLY REQUESTS APPROVAL OF THIS SPECIAL USE PERMIT.

SITE LEGEND

- PROPERTY LINE
- SETBACK LINE
- FENCE
- ADA PARKING SPACE
- HANDICAP PARKING IS PROVIDED IN ACCORDANCE WITH ADA STANDARDS
- TOTAL OF SPACES IN ROW/SECTION
- BUILDING/STRUCTURE
- NEW FIRE LANE - PRIMARY ACCESS ROUTE
- NEW TREE OR BUSH. FINAL LAYOUT TO COMPLY WITH CITY LANDSCAPE REQUIREMENTS

PRELIMINARY
NOT FOR CONSTRUCTION

FMD | ARCHITECTS
ARCHITECTS • PLANNERS • INTERIORS • LEED ACCREDITED
• CONSTRUCTION ADMINISTRATION
3200 W Market St. Suite 205 Fairlawn, Ohio 44333
Phone: 330.836.2343

ALL AMERICAN PET RESORTS
COLLEYVILLE, TX
7181 COLLEYVILLE BLVD, COLLEYVILLE, TX 76034
PRELIMINARY

PRELIMINARY
ARCHITECTURAL SITE PLAN

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JOB NUMBER: 25-1321.1

A-001

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EXTERIOR FINISH LEGEND

- **METAL PANEL - WOOD LOOK**
- **STONE** (PARCHMENT)
- **STONE** (WHITE OAK)









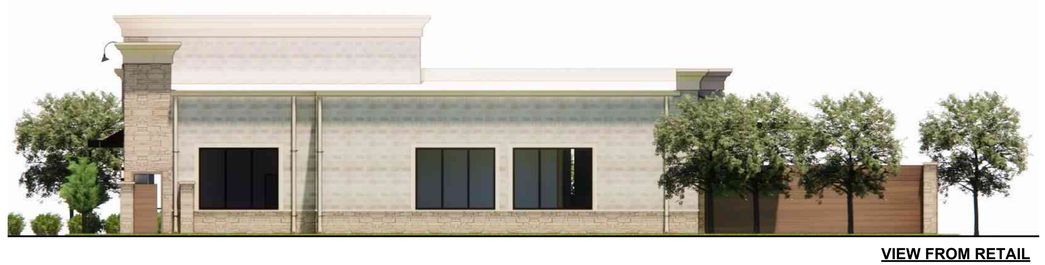
VIEW FROM COLLEYVILLE BLVD



VIEW FROM LONGWOOD DR



VIEW FROM OFFICE BUILDINGS



VIEW FROM RETAIL

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• CONSTRUCTION ADMINISTRATION
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Phone: 330.836.2343

ALL AMERICAN PET RESORTS
COLLEYVILLE, TX
7181 COLLEYVILLE BLVD, COLLEYVILLE, TX 76034
PRELIMINARY

COLORED ELEVATIONS & RENDERS

RENDERS & ELEVATIONS BY ANELLINI & ASSOCIATES ARCHITECTS

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JOB NUMBER: 25-1321.1

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ALL
American
PET RESORTS






ALL
American
PET RESORTS

EP Decking Inc
decking, railing and fence products

EP Decking – Wood Composite



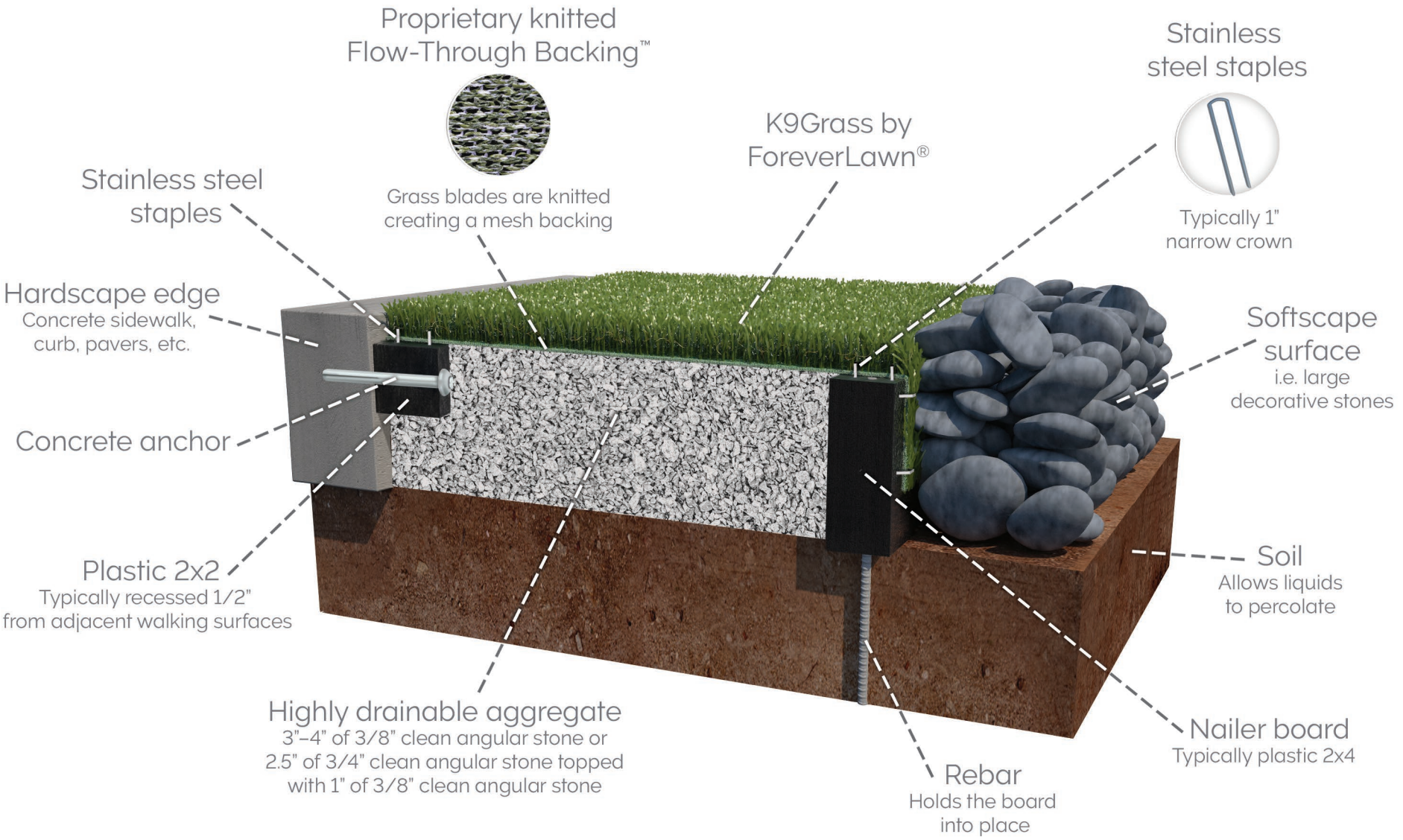
Designed for elegance and privacy, they resist mold, mildew, rot, and termites. No painting or staining is required, and the fences are easy to install on various surfaces using the proper base holder. Each fence panel consists of two WPCFB boards and one WPCF-A01 board, forming a 6' x 6' panel.

- ✓ **Resistant to Mold, Mildew, Rotting, & Termites**
- ✓ **100% Waterproof, Non-Toxic, Anti-Slip, Anti-Scratch, Anti-Stain, & Fire Resistant!**
- ✓ **Easy to Install!**
- ✓ **Enhances your outdoor space**
- ✓ **No painting or staining is required**

ForeverLawn Synthetic Grass System

Installed over soil with softscape and hardscape edges

K9Grass by ForeverLawn®



ForeverLawn

330.499.8873 • foreverlawn.com

8007 Beeson St. NE, Louisville, OH 44641

CADdetails MICROSITE

microsite.caddetails.com/1148

By	K. Karmie	06/25
Scale	Not to scale	
Drawing No.	M1599	

Maintenance Guidelines

K9Grass® | ForeverLawn







Welcome

Congratulations on your investment in K9Grass® by ForeverLawn®. We are excited to have you as a part of the ForeverLawn K9Grass family. As you know, K9Grass is the artificial grass made specifically for dogs, and is the premier surfacing product for dogs everywhere.

We want to make sure that your experience with K9Grass is as enjoyable and successful as possible. Defining and following specific maintenance guidelines for your unique situation is important. To help you get there, this document provides general maintenance guidelines with common thresholds. Please contact your ForeverLawn dealer to find out how best to tailor them for you.

Success with artificial grass in pet applications comes down to **three simple steps:**

1. Choose the best product (which you have already found in K9Grass by ForeverLawn).
2. Ensure that the product is correctly installed. This is best achieved by our professional installation team.
3. Properly care for your K9Grass. Refer to the general guidelines provided below, and tailor them to fit your specific needs as determined by you and your ForeverLawn dealer.

Proper K9Grass Maintenance

Remove large debris regularly and solid waste immediately.

Debris such as leaves and sticks should be removed regularly. Leaf rakes and blowers are great tools to accomplish this.

Solid pet waste is easy to locate and should be removed frequently. If the solid waste is messy, pick up all that you can, rinse with a hose, and treat with a bacterial enzyme. DO NOT RINSE SOLID WASTE INTO THE GRASS.

Use a bacterial enzyme cleaner (odor eliminator with live bacteria).

It is advisable to have a spray bottle filled with premixed bacterial enzyme to treat the spot where the waste was removed. We recommend Got Pee Odor Eliminator, which can be purchased through your ForeverLawn dealer. The product is a concentrate so it can be easily diluted for use in hand-held spray bottles.

Broad spraying of a bacterial enzyme should be done regularly. A hose attachment is available for purchase from your ForeverLawn dealer and is recommended. Indoor K9Grass requires an application of once per day at a minimum. The purpose of these treatments is to break down residual waste (urine and feces) which, if not addressed, can be the source of odor or unclean conditions. Leave the bacterial enzyme on the grass longer for batter results.

Got Pee Odor Eliminator, specially designed containing live bacteria, is safe for use with dogs. If another brand is used, we recommend that you consult with the manufacturer to confirm that it is safe to use with dogs. The product activates and continues to work as long as there is moisture and pet waste present. In lieu of a hose applicator, rinse well with a hose and mist grass with a premixed spray (6 - 8 ounces per gallon applied with a pump sprayer).

Frequency of treatment will be dependent on the size of the area, number of dogs, climate, use, and design of installation. Consult your ForeverLawn dealer for specific guidelines. General guidelines are to apply bacterial enzymes on a regular interval preemptively heading off odors (you will need to find the frequency that works for you). Reactively, it can be applied any time there is an odor. A good place to begin for common outdoor use is to start weekly then increase or decrease based on results.

Maintenance Guidelines

K9Grass® | ForeverLawn





Remove small debris with vacuums and extraction equipment.

It is important to remove hair and smaller debris to keep K9Grass® performing at its best. This can be accomplished by running a vacuum when the grass is dry (with a rotating brush and strong suction) to groom, agitate, and remove debris. For installations under 1,500 square feet, a household vacuum can be used. Larger areas may require a commercial vacuum or a power broom (consult your ForeverLawn dealer). Frequency is dependent on size, number of dogs, and how the area is used. Removing this debris keeps the grass looking good and prevents urine, hair, and waste from slowing drainage and holding unwanted waste.

Outdoor area: A common place to start for an area of typical size and use is to vacuum hair and small debris once a month. Remember, this is a starting point and will likely need to be adjusted by monitoring the amount of debris and hair coming out. High-use outdoor areas may require weekly vacuuming. A shop vac can be used around the perimeter (fence and walls).

Indoor area: A common place to start for an indoor area of typical size and use is to begin by extracting and vacuuming every other day. A commercial-grade carpet extractor may be preferred for indoor use as it can be run when the grass is wet, pulling out hair and debris while also removing residual water. This is a starting point and will likely need to be adjusted by monitoring the amount of debris and hair coming being removed. It is very common for daily vacuuming and extraction to be required for indoor areas. A shop vac can be used around the perimeter (fence and walls).

Additional Notes

- Rinsing the grass between cleanings is advisable if you do not have regular rain.
- If you have a sick dog, clean and sanitize the area by removing the bulk matter, and apply Got Pee Odor Eliminator bacterial product to the area. Allow the bacterial action to consume and liquefy blood, urine, feces, and vomit. Rinse or extract the area with water to flush away contaminants. Got Pee Odor Eliminator cleans and deodorizes K9Grass with every application.
- If you have a flushing system installed, dilute urine and move it to the drain. Consult your ForeverLawn dealer regarding frequency and duration.

Maintenance Products Available from Your ForeverLawn Dealer

Got Pee Odor Eliminator is a highly concentrated product (mixes 20:1) that comes in a variety of sizes. Contact your ForeverLawn® dealer to place an order. If your ForeverLawn dealer is unable to fulfill your order, you may also order products from K9Grass.com.

We are happy to have you as part of the ForeverLawn family! Please do not hesitate to call your ForeverLawn K9Grass dealer with maintenance questions or concerns. We are glad to assist you.

got pee?
ODOR ELIMINATOR



MADE IN THE USA

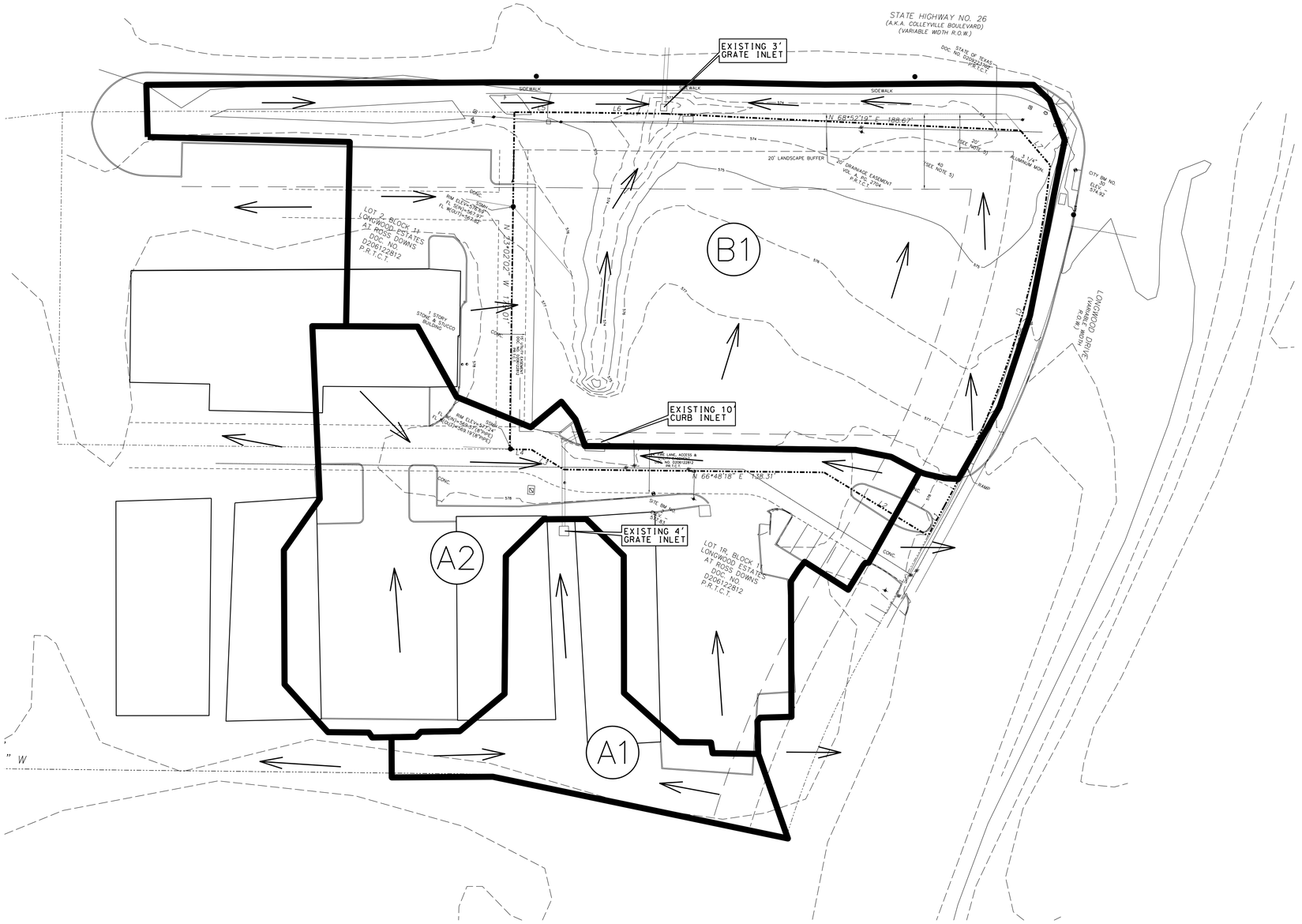
HOME OFFICE
8007 Beeson St. NE, Louisville, OH 44641

PHONE
330.499.8873

WEB
k9grass.com

M0085 Rev. 08/23

CONSTRUCTION MATERIALS AND METHODS SHALL BE PER NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS (NCTCOG) AND IN STRICT ACCORDANCE WITH THE CITY OF COLLEYVILLE'S STANDARD DETAILS.



SCALE 1" = 30'
0 15 30 60

LEGEND

- 690 / 689 — EXISTING ELEVATION CONTOUR
- 690 — PROPOSED ELEVATION CONTOUR
- FLOW DIRECTION
- DRAINAGE DIVIDE

DRAINAGE NOTES:

1. ALL DRAINAGE DESIGN TO BE IN ACCORDANCE WITH CITY OF COLLEYVILLE STANDARDS.
2. PER CITY REQUIREMENTS, DETENTION SHALL BE PROVIDED SUCH THAT DEVELOPED RUNOFF FROM THE PROPERTY LEAVES AT THE SAME RATE OR LESS THAN DURING PRE-DEVELOPED CONDITIONS.

DRAINAGE AREA COMPUTATIONS

BASIS:

- Q = CIA (Rational Method)
- Q = Storm discharge (cubic feet per second)
- C = runoff coefficient, based on land use
- I = average rainfall intensity for time of concentration (inches per hour) (per ISWM)
- A = area contributing runoff (acres)

RUNOFF COEFFICIENT:

- C = 0.30 Parks and Open Areas
- C = 0.40 Developed Park Sites
- C = 0.70 Office/Neighborhood Commercial
- C = 0.85 Commerical/Industrial

STORM FREQUENCY:

5 Years - Enclosed Pipe System
100 Years - Combined Enclosed Pipe System + Street + R.O.W.

TIME OF CONCENTRATION:

Combination of inlet time and time of flow in the drain being the time for water to flow over the surface of the ground to the storm drain inlet (onsite + offsite, if applicable)

MINIMUM INLET TIME OF CONCENTRATION:

Parks, Open Areas, Single Family	15 minutes
Multi-Family, Commercial, Schools, Business	10 minutes

I, Keith Hamilton, a Professional Engineer, registered and licensed in the State of Texas, have prepared this drainage study and/or plan in compliance with the latest published requirements and criteria of the City of Colleyville, and have verified that the topographic information used in this study and/or plan is in compliance with said requirements and is otherwise suitable for developing this workable plan of drainage which can be implemented through proper subsequent detailed construction planning.
Signed this _____day of _____, 2026.

_____, P.E.

PRELIMINARY
FOR REVIEW ONLY

THESE DOCUMENTS ARE FOR DESIGN REVIEW AND NOT INTENDED FOR CONSTRUCTION, BIDDING, OR PERMIT PURPOSES. THEY WERE PREPARED BY, OR UNDER SUPERVISION OF:

KEITH M. HAMILTON 87384 $DATE$
PE NO. DATE

PRE-DEVELOPED SITE DRAINAGE DATA

MARK	AREA (ACRE)	C	Tc (MIN.)	I_2 (IN/HR)	I_5 (IN/HR)	I_{10} (IN/HR)	I_{25} (IN/HR)	I_{50} (IN/HR)	I_{100} (IN/HR)	Q_2 (CFS)	Q_5 (CFS)	Q_{10} (CFS)	Q_{25} (CFS)	Q_{50} (CFS)	Q_{100} (CFS)	COMMENTS
A1	0.32	0.85	10	4.71	5.74	6.51	7.55	8.40	9.24	1.3	1.6	1.8	2.1	2.3	2.5	TO EXISTING GRATE INLET
A2	0.96	0.85	10	4.71	5.74	6.51	7.55	8.40	9.24	3.8	4.7	5.3	6.2	6.9	7.5	TO PROPOSED GRATE INLET
B1	1.60	0.50[1]	10	4.71	5.74	6.51	7.55	8.40	9.24	3.8	4.6	5.2	6.0	6.7	7.4	TO EXISTING GRATE INLET IN HWY 26 ROW

1. [(0.26 X 1.0) + (1.34 X 0.40)] / (0.26 + 1.34) = 0.50

HAMILTON DUFFY, PC
CONSULTING
CIVIL & ENVIRONMENTAL ENGINEERS - PLANNERS - CONSTRUCTION MANAGERS
8241 MID-CITIES BLVD., SUITE 100 - NORTH RICHLAND HILLS, TEXAS 76182
PHONE (817) 268-0408 WWW.HAMILTONDUFFY.COM

ALL AMERICAN PET RESORTS

LOT 3, BLOCK 11
LONGWOOD ESTATES AT ROSS DOWNS
CITY OF COLLEYVILLE, TEXAS

PRE-DEVELOPED DRAINAGE AREA MAP

PRELIMINARY
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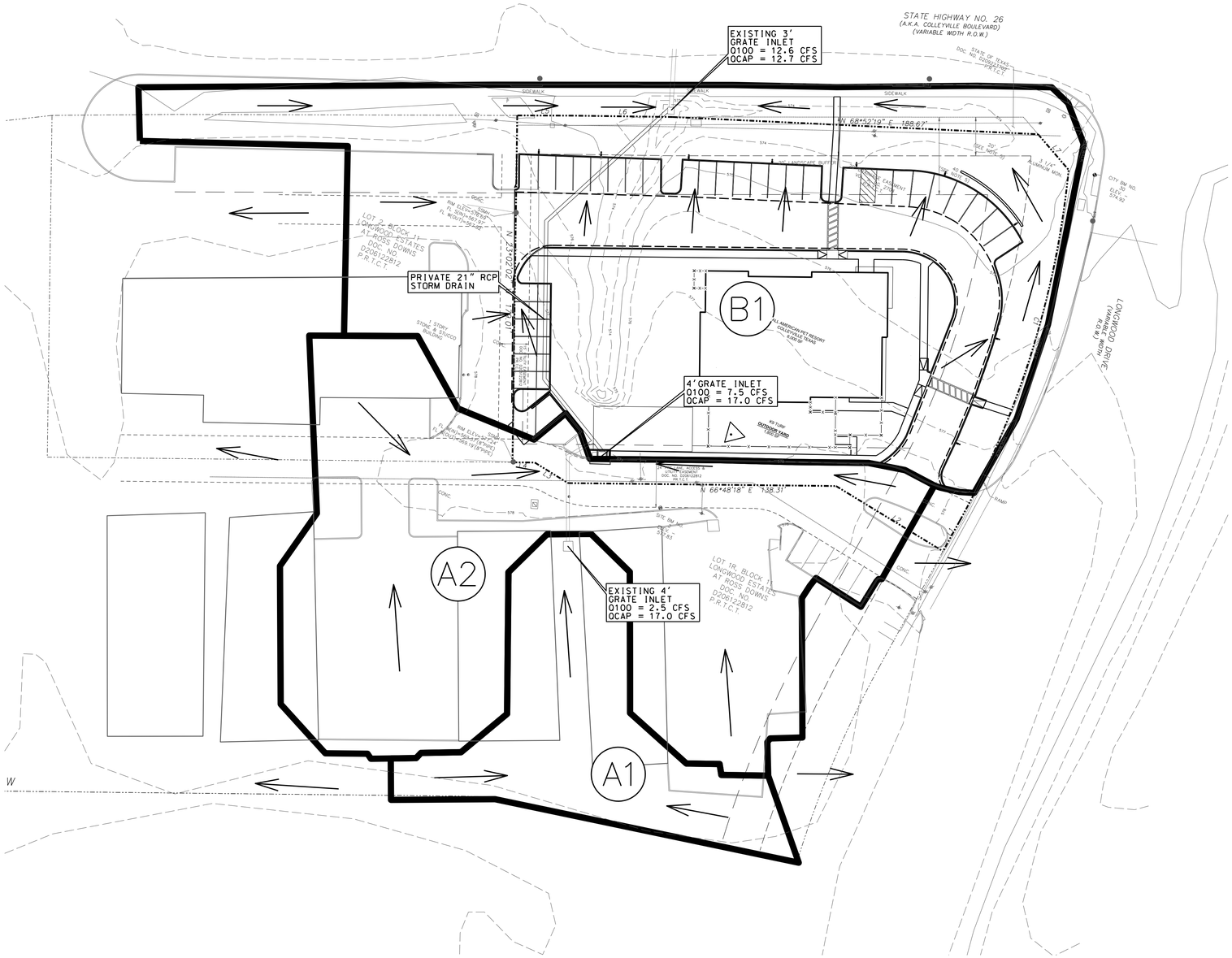
KEITH M. HAMILTON 87384 $DATE$
PE NO. DATE

JOB	999-645
DATE	6/29/2026
DESIGNED	K.M.H.
DRAWN	K.M.H.
CHECKED	K.M.H.
TEXAS REGISTERED ENGINEERING FIRM NUMBER F-5260	

NO.	REVISION	BY	DATE

SHEET
C1.01A

CONSTRUCTION MATERIALS AND METHODS SHALL BE PER NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS (NCTCOG) AND IN STRICT ACCORDANCE WITH THE CITY OF COLLEYVILLE'S STANDARD DETAILS.



SCALE 1" = 30'
0 15 30 60

LEGEND

- 690 / 689 — EXISTING ELEVATION CONTOUR
- 690 — PROPOSED ELEVATION CONTOUR
- FLOW DIRECTION
- DRAINAGE DIVIDE

DRAINAGE NOTES:

1. ALL DRAINAGE DESIGN TO BE IN ACCORDANCE WITH CITY OF COLLEYVILLE STANDARDS.
2. PER CITY REQUIREMENTS, DETENTION SHALL BE PROVIDED SUCH THAT DEVELOPED RUNOFF FROM THE PROPERTY LEAVES AT THE SAME RATE OR LESS THAN DURING PRE-DEVELOPED CONDITIONS.

DRAINAGE AREA COMPUTATIONS

BASIS:

- Q = CIA (Rational Method)
- Q = Storm discharge (cubic feet per second)
- C = runoff coefficient, based on land use
- I = average rainfall intensity for time of concentration (inches per hour) (per ISWM)
- A = area contributing runoff (acres)

RUNOFF COEFFICIENT:

- C = 0.30 Parks and Open Areas
- C = 0.40 Developed Park Sites
- C = 0.70 Office/Neighborhood Commercial
- C = 0.85 Commerical/Industrial

STORM FREQUENCY:

5 Years - Enclosed Pipe System
100 Years - Combined Enclosed Pipe System + Street + R.O.W.

TIME OF CONCENTRATION:

Combination of inlet time and time of flow in the drain being the time for water to flow over the surface of the ground to the storm drain inlet (onsite + offsite, if applicable)

MINIMUM INLET TIME OF CONCENTRATION:

Parks, Open Areas, Single Family	15 minutes
Multi-Family, Commercial, Schools, Business	10 minutes

I, Keith Hamilton, a Professional Engineer, registered and licensed in the State of Texas, have prepared this drainage study and/or plan in compliance with the latest published requirements and criteria of the City of Colleyville, and have verified that the topographic information used in this study and/or plan is in compliance with said requirements and is otherwise suitable for developing this workable plan of drainage which can be implemented through proper subsequent detailed construction planning.
Signed this _____day of _____, 2026.

_____, P.E.

PRELIMINARY
FOR REVIEW ONLY
THESE DOCUMENTS ARE FOR DESIGN REVIEW AND NOT INTENDED FOR CONSTRUCTION, BIDDING, OR PERMIT PURPOSES. THEY WERE PREPARED BY, OR UNDER SUPERVISION OF:
KEITH M. HAMILTON 87384 $DATE$
PE NO. DATE

POST-DEVELOPED SITE DRAINAGE DATA

MARK	AREA (ACRE)	C	Tc (MIN.)	I_2 (IN/HR)	I_5 (IN/HR)	I_{10} (IN/HR)	I_{25} (IN/HR)	I_{50} (IN/HR)	I_{100} (IN/HR)	Q_2 (CFS)	Q_5 (CFS)	Q_{10} (CFS)	Q_{25} (CFS)	Q_{50} (CFS)	Q_{100} (CFS)	COMMENTS
A1	0.32	0.85	10	4.71	5.74	6.51	7.55	8.40	9.24	1.3	1.6	1.8	2.1	2.3	2.5	TO EXISTING GRATE INLET
A2	0.96	0.85	10	4.71	5.74	6.51	7.55	8.40	9.24	3.8	4.7	5.3	6.2	6.9	7.5	TO PROPOSED GRATE INLET
B1	1.60	0.85	10	4.71	5.74	6.51	7.55	8.40	9.24	6.4	7.8	8.8	10.3	11.4	12.6	TO EXISTING GRATE INLET IN HWY 26 ROW

HAMILTON DUFFY, PC CONSULTING
CIVIL & ENVIRONMENTAL ENGINEERS - PLANNERS - CONSTRUCTION MANAGERS
8241 MID-CITIES BLVD., SUITE 100 - NORTH RICHLAND HILLS, TEXAS 76182
PHONE (817) 268-0408 WWW.HAMILTONDUFFY.COM

ALL AMERICAN PET RESORTS
LOT 3, BLOCK 11
LONGWOOD ESTATES AT ROSS DOWNS
CITY OF COLLEYVILLE, TEXAS

POST-DEVELOPED DRAINAGE AREA MAP

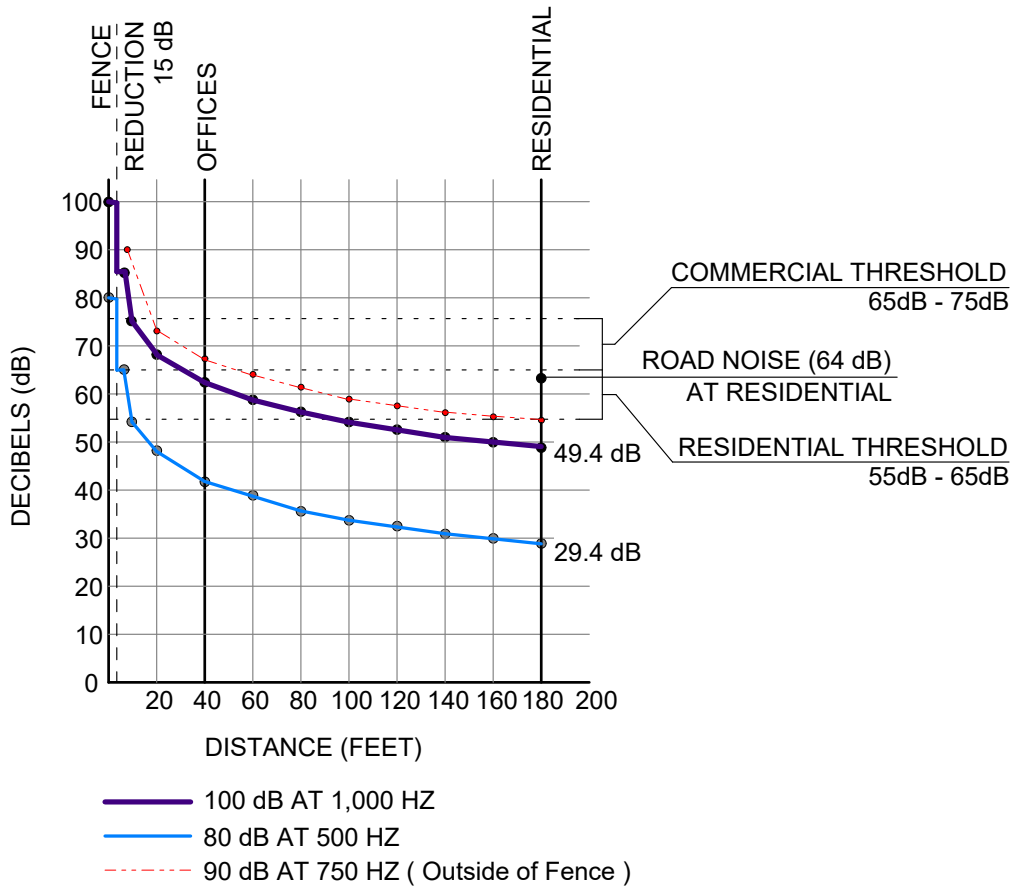
PRELIMINARY
FOR REVIEW ONLY
THESE DOCUMENTS ARE FOR DESIGN REVIEW AND NOT INTENDED FOR CONSTRUCTION, BIDDING, OR PERMIT PURPOSES. THEY WERE PREPARED BY, OR UNDER SUPERVISION OF:
KEITH M. HAMILTON 87384 $DATE$
PE NO. DATE

JOB	999-645
DATE	6/29/2026
DESIGNED	K.M.H.
DRAWN	K.M.H.
CHECKED	K.M.H.
TEXAS REGISTERED ENGINEERING FIRM NUMBER F-5260	

NO.	REVISION	BY	DATE

SHEET
C1.01B

SOUND STUDY



Calculation Method: Inverse Square Law



FMD | ARCHITECTS
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3200 W. Market St.
Suite 205
Fairlawn, Ohio 44333
330.836.2343
Fax 330.836.7359
www.fmdarchitects.com

ALL AMERICAN PET RESORTS
COLLEYVILLE, TX
7181 COLLEYVILLE BLVD,
COLLEYVILLE, TX 76034

ORDINANCE O-04-1474

AN ORDINANCE AMENDING CHAPTER 3, LAND USE OF THE LAND DEVELOPMENT CODE OF THE CITY OF COLLEYVILLE, TEXAS, BY AMENDING ORDINANCE O-95-987 AS IT RELATES TO THE COMMERCIAL DEVELOPMENT STANDARDS FOR LOT 1, BLOCK 11, LONGWOOD ESTATES AT ROSS DOWNS; PROVIDING FOR THE VIOLATION OF THIS ORDINANCE; PROVIDING A SAVINGS CLAUSE; AUTHORIZING PUBLICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, an application for a zoning change was filed by Cloudloft Investments on June 21, 2004, under Case No. Z-04-025; and

WHEREAS, the City of Colleyville has complied with the notification requirements of the Texas Local Government Code and the Colleyville Land Development Code; and

WHEREAS, the Planning and Zoning Commission has held a public hearing and made a recommendation on the proposed zoning amendment; and

WHEREAS, the City Council has determined that the proposed zoning amendment is in the best interests of the City of Colleyville.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF COLLEYVILLE, TEXAS:

Sec. 1. THAT the Master Plan, the Land Development Code of the City of Colleyville, Texas, and the Official Zoning Map are hereby amended insofar as they relate to certain land located in Colleyville, Texas, as shown on the Zoning Map attached as Exhibit "A", and described by legal description as Lot 1, Block 11, Longwood Estates at Ross Downs, by amending Ordinance O-95-987, including any other conditions and restrictions imposed and approved by the City Council, which are incorporated herein.

Sec. 2. THAT the development standards for Lot 1, Block 11, Longwood Estates at Ross Downs shall be amended to read as follows:

1. GENERAL

a. The purpose of this PUD-C is for retail, restaurant, and office uses.

b. This property is subject to all the regulations contained in the Colleyville Land Development Code, except where amended by this Ordinance.

2. PERMITTED AND PROHIBITED USES

a. The following land uses shall be permitted within this Planned Unit Development.

(1) All uses allowed in the CC1 and CC2 zoning districts

(2) A Special Use Permit for alcoholic beverage sales for on-premise consumption is hereby authorized for this property in conjunction with a restaurant use. The Special Use Permit shall be applicable only to Lots 1 and 2, as shown on Exhibit "B".

b. The following land uses shall be prohibited within this Planned Unit Development.

(1) Restaurants with drive-through service

(2) Convenience stores with or without gasoline sales

c. The use of the buildings on Lots 1 and 2, as shown on Exhibit "B", shall be restricted to sales tax generating uses, and shall not be used for office uses for two (2) years from the date of the issuance of the first certificate of occupancy for an office use.

3. CONCEPTUAL SITE PLANS AND PLATTING

The arrangement, location, and footprint of buildings within the PUD-C may differ from that shown on the attached Exhibit "B" and will be determined at time of site plan approval.

4. LOT REQUIREMENTS AND SETBACKS

a. The lot requirements and setbacks shall be the following minimum standards:

(1) Minimum Lot Size	None
(2) Building Line adjacent to street	40 feet
(3) Side or Rear Building Line adjacent to residentially-zoned property	25 feet
(4) Side or Rear Building Line adjacent to commercially-zoned property	10 feet

b. The buildings shall not exceed thirty-five (35) feet in height.

5. OPEN SPACE AND LANDSCAPING

a. The building site shall comply with the minimum landscaping requirements of the Land Development Code, which shall satisfy the open space requirements for the PUD-C area.

b. There shall be constructed a landscape buffer along the south property line adjacent to Blocks 9 and 10, Longwood Estates at Ross Downs, that shall consist of a row of evergreen shrubs, which shall reach a height of eight feet within two years after development of the site. The landscape screen shall be constructed prior to the issuance of a certificate of occupancy on the property.

6. LIGHTING

a. Lighting on the buildings shall be shielded and designed to direct the light downward and away from adjacent residential properties.

7. SIDEWALKS AND TRAILS

a. The developer shall construct a 4-foot wide sidewalk adjacent to Longwood Drive, in accordance with the standards contained in the Land Development Code. The sidewalk shall be constructed prior to the issuance of a certificate of occupancy for any structure on the lot.

8. GENERAL DEVELOPMENT CRITERIA

a. The architectural design score for all commercial buildings shall be a minimum of 35 points, as described in Chapter 6 of the Land Development Code.

b. A fire lane connection shall be provided from the property to Coleman Court. The configuration of the connection shall be subject to approval by the Fire Marshal.

c. All utility services internal within the development shall be buried underground.

Sec. 3. THAT any person, firm, or corporation violating any of the provisions of this ordinance shall be guilty of a misdemeanor and upon conviction thereof shall be fined a sum not to exceed Two Thousand Dollars ($2,000.00). Each and every day such violation continues shall constitute a separate offense and shall be punishable as such.

Sec. 4. THAT the Land Development Code of the City of Colleyville, Texas, shall remain in full force and effect, except where amended by this ordinance.

Sec. 5. THAT the City Secretary is hereby authorized and directed to cause publication of the descriptive caption and penalty clause hereof as an alternative method of publication provided by law.

Sec. 6. THAT this ordinance shall become effective immediately upon publication.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 4th day of August 2004.

The second reading and public hearing being conducted on the 17th day of August 2004.

ATTEST:

Cynthia Singleton, TRMC
City Secretary

CITY OF COLLEYVILLE

Joe Hocutt
Mayor

APPROVED AS TO FORM AND LEGALITY:

Ross T. Foster
City Attorney

EXHIBIT A – ZONING MAP

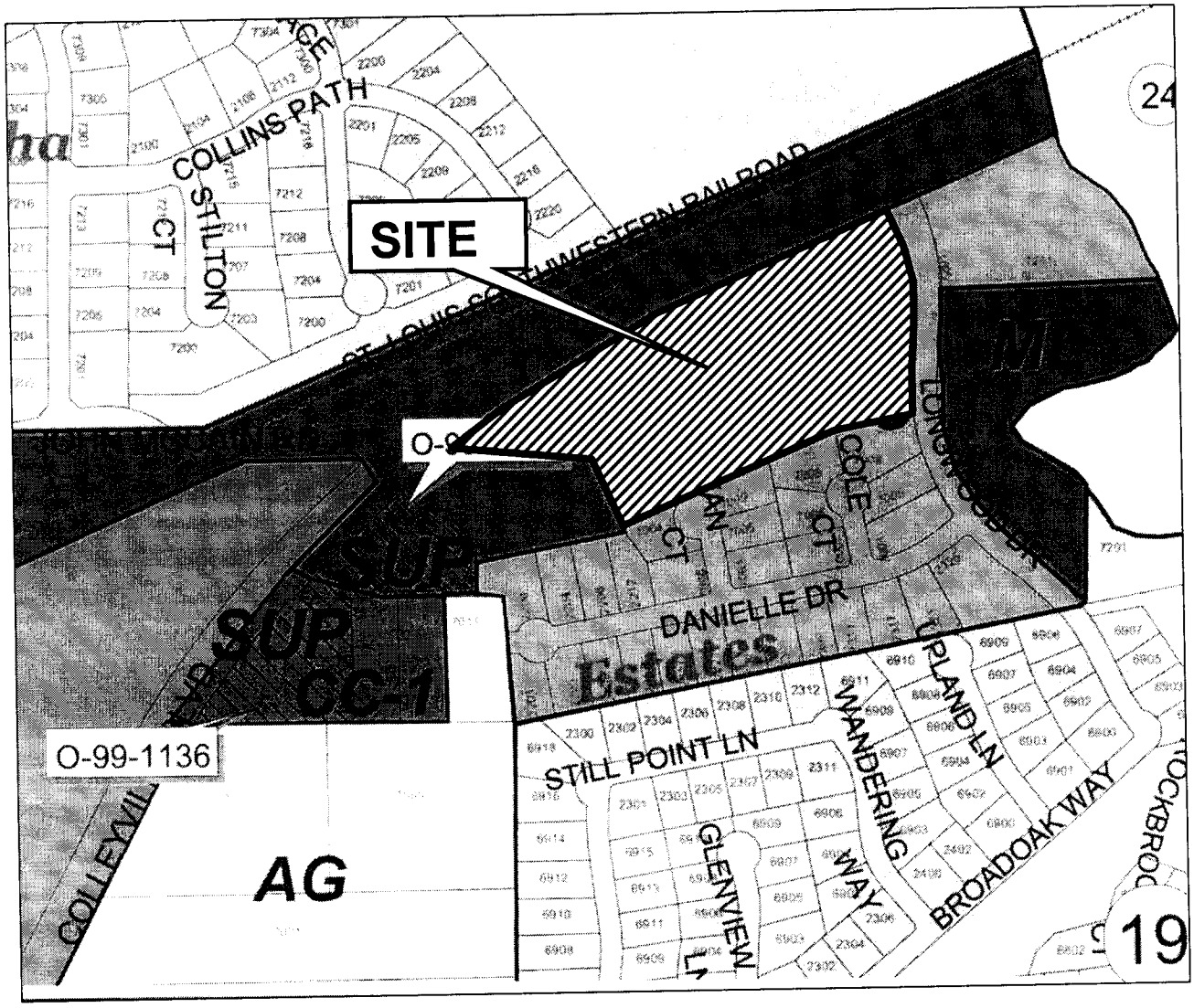
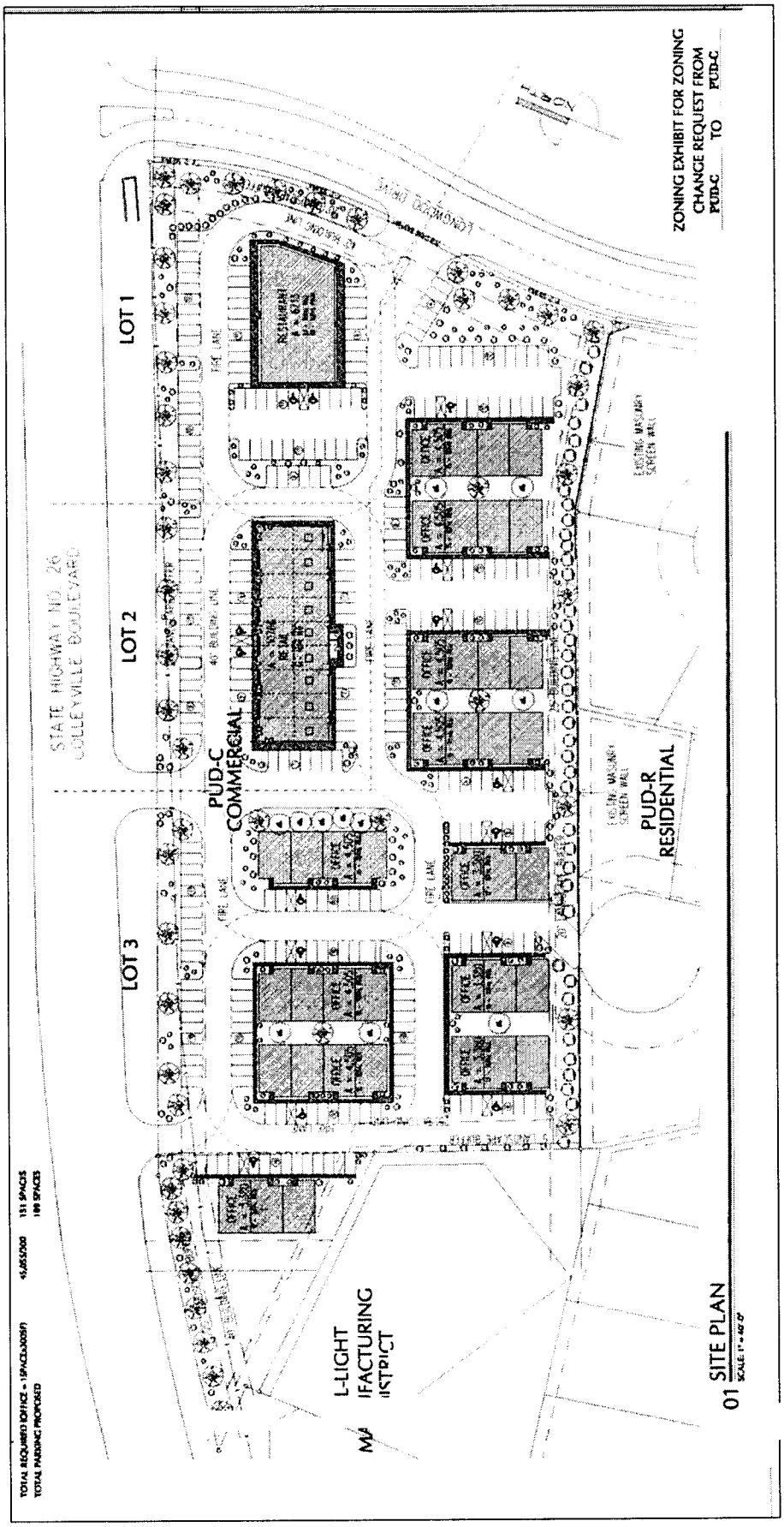
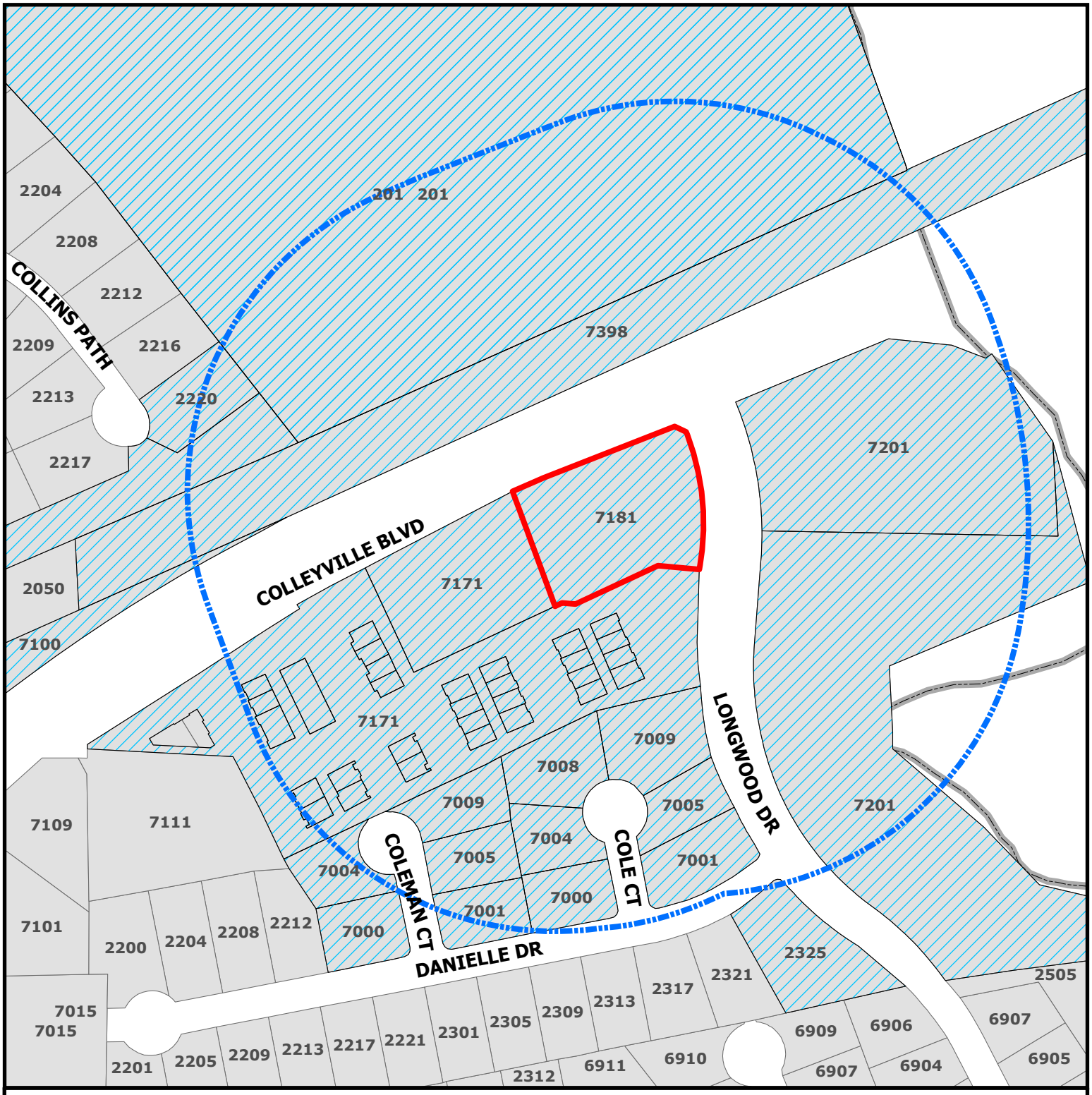


EXHIBIT B – CONCEPTUAL SITE PLAN



Notification Map



CITY OF COLLEYVILLE TEXAS

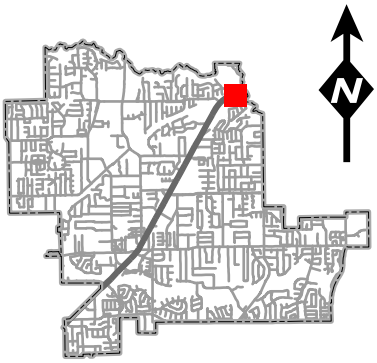
ZC26-019

7181 Colleyville Boulevard

Subject Property

Buffer

Parcels to be notified



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.

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:

Planning & Zoning Commission Meeting: Monday, August 10, 2026, at 7:00 p.m.
City Council Meetings: Tuesday, September 1, 2026 & Tuesday, September 15, 2026, at 7:00 p.m.
3rd floor of City Hall, 100 Main Street, Colleyville, Texas

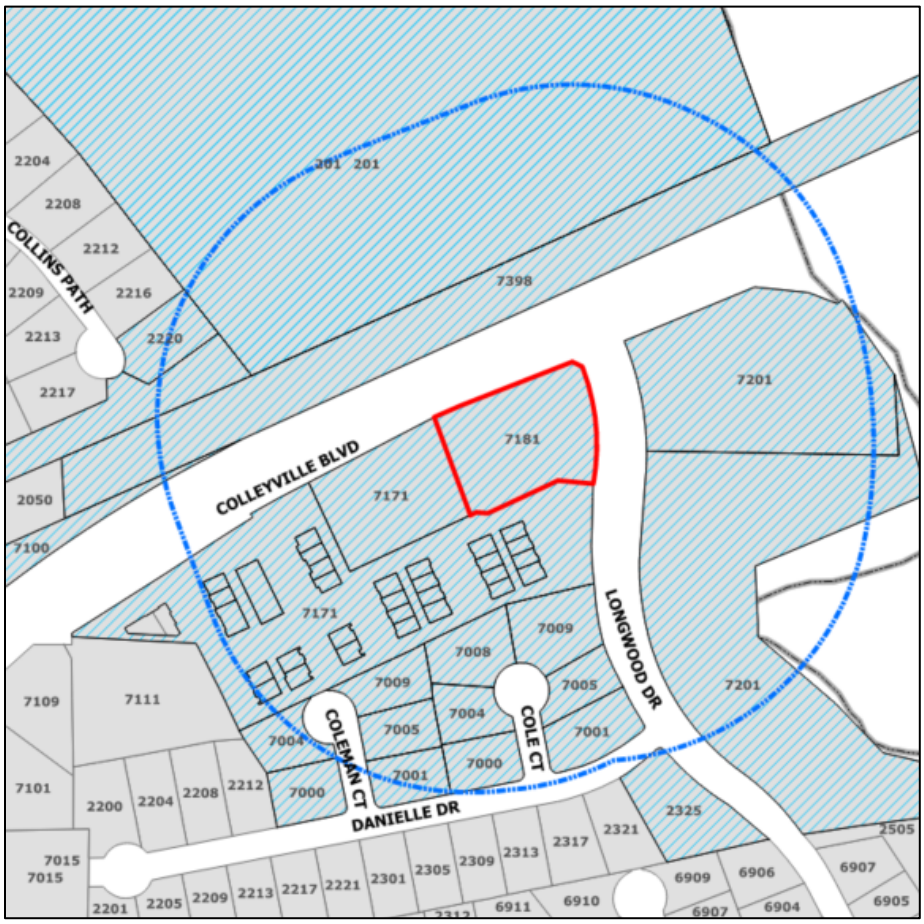
Request:	Consideration of a Special Use Permit (SUP) for a dog boarding and dog grooming use, with an outdoor run, on Lot 3A, Block 11, Longwood Estates at Ross Downs, zoned PUD-C Planned Unit Development – Commercial, located at 7181 Colleyville Boulevard, Case ZC26-019. An SUP is required to operate a pet boarding and pet grooming facility in accordance with the PUD-C ordinance.
Zoning Case:	ZC26-019
Applicant:	Clayton O'Dell
Location:	7181 Colleyville Boulevard
Property Description:	Lot 3A, Block 11, Longwood Estates at Ross Downs
Present Zoning:	PUD-C Planned Unit Development – 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. Approval by the Planning and Zoning Commission serves as a recommendation to the City Council and is not a final action on the request. Denial of the proposal by the Commission is final, unless the applicant submits a written notice of appeal within 10 days from the date of action by the Commission. If appealed, the request will be placed on the next available City Council agenda as listed above. Rezoning requests, zoning amendments and conditions recommended by the Commission for approval by the City Council may be more restrictive than those described in this notice.

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



If the property owners of 20% or more of the land within the 200-foot notification area file a written protest prior to the public hearing, State law provides that the approval of the zoning change request shall require the approval of a super majority vote by City Council.

A brief project description can be found online on the 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

From: Carr, Christopher [redacted]
Sent: Monday, June 29, 2026 3:08 PM
To: Jerry Ducay <JDucay@colleyville.com>
Cc: Bobby Lindamood <BLindamood@colleyville.com>
Subject: Zoning Question - zc26-019

Some people who received this message don't often get email from [redacted]. Learn why this is important

Could you all please advise what level of community feedback it would take to demonstrate a meaningful level of engagement of the community voice? Also, can that be submitted by signature, or does it have to be done in person? Or if such information requests need to go elsewhere can I please get that information?

As noted, this is in regard to ZC26-019. My concern differs somewhat from that of most people who object to development, in that my primary issue is the saturation of the area and the negative impact of shared revenue.

We already have the following in Colleyville: Paw Hoots, Posh Paw, Bridget's Pet Resort, Kountry Klippers, Scent Hound, Pet Bar, and PetCo. Continuing down 26 into other communities, the saturation only increases. My fear is that we will see a repeat of what happened in Hurst, where Mad Mikes had a local following and did well enough to stay afloat, but once Rainbow Cone moved in, the revenue was split, and now both locations sit empty.

On a personal note, I have concerns over the noise as there is a planned outside portion which I would prefer not to hear more barking dogs and I would I think any future operator of the old Scooters or other empty buildings nearby would similarly appreciate not having that. That possible deterrent to filling currently empty space is yet another reason why this may not be optimal to Colleyville as a whole.

Note I'm in favor of the hotel, indifferent but would lean in favor of the car place and in favor of other economic development in our community but this has more potential negative impact than good in my personal opinion.

Regards,
Chris

ASHFORD

Christopher Carr
Director of Equity
Ashford
14185 Dallas Parkway, Suite 1100
Dallas, TX 75254
Direct Line: [redacted]
Fax Line: [redacted]
Email Address: [redacted]

ORDINANCE O-26-XXXX

AMENDING THE ZONING ORDINANCE AND THE OFFICIAL ZONING MAP OF THE CITY OF COLLEYVILLE, TEXAS, BY CHANGING THE ZONING ON APPROXIMATELY 1.2 ACRES, BEING LOT 3A, BLOCK 11, LONGWOOD ESTATES AT ROSS DOWNS, LOCATED AT 7181 COLLEYVILLE BOULEVARD, BY AUTHORIZING A SPECIAL USE PERMIT TO ALLOW FOR A DOG BOARDING AND DOG GROOMING USE; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS ($2,000.00) AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Colleyville has received an application for a Special Use Permit to allow for a Dog Boarding and Dog Grooming use (Case ZC26-019); and

WHEREAS, the Subject Property is presently zoned PUD-C Planned Unit Development – Commercial; and

WHEREAS, the Planning and Zoning Commission of the City of Colleyville, has considered and made recommendations on the request, having given the requisite notices, and having held due hearings and affording a full and fair opportunity for all persons interested in the matter to be heard; and

WHEREAS, after due deliberations and consideration of the recommendation of the Planning and Zoning Commission, the information received at a public hearing, and other relevant information and materials, the City Council finds that this amendment is in conformance with the Comprehensive Plan for the City of Colleyville and promotes the general health, safety, and welfare of this community.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF COLLEYVILLE, TEXAS:

Sec. 1. THAT the Comprehensive Zoning Ordinance of the City of Colleyville, Texas, be, and the same is hereby amended by authorizing a Special Use Permit for a Dog Boarding and Dog Grooming use on 1.2 acres, being Lot 3A, Block 11, Longwood Estates at Ross Downs, located at 7181 Colleyville Boulevard, as depicted on the attached as Exhibit "A".

Sec. 2. THAT the above described tract of land shall be used only in the manner and for the purposes provided by the Comprehensive Zoning Ordinance of the City of Colleyville as heretofore amended, and as amended herein.

Sec. 3. THAT the above described tract of land shall be subject to the following conditions:

1. GENERAL

a. The Special Use Permit shall allow a Dog Boarding and Dog Grooming use.

b. It shall be consistent with the site plan and as depicted on the attached Exhibit "B".

c. The Special Use Permit shall automatically expire upon the abandonment of the business, change in the primary use of the building, a change in ownership, or upon the expiration or termination of the Certificate of Occupancy.

d. All requirements of the Land Development Code shall be met, except where amended herein.

Sec. 4. THAT any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Comprehensive Zoning Ordinance of the City of Colleyville, and upon conviction shall be punishable by a fine not to exceed the sum of Two Thousand Dollars ($2,000.00) for each offense.

Sec. 5. THAT if any section, paragraph, subdivision, clause, phrase or provision of this ordinance shall be judged invalid or unconstitutional, the same shall not affect the validity of this ordinance as a whole or any portion thereof other than that portion so decided to be invalid or unconstitutional.

Sec. 6. THAT in addition to and accumulative of all other penalties, the City shall have the right to seek injunctive relief for any and all violations of this ordinance.

Sec. 7. THAT this ordinance shall take effect immediately from and after its passage subject to the publication of the caption, as the law or charter in such cases may provide.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 1st day of September 2026.

The second reading and public hearing being conducted on the 15th day of September 2026.

PASSED AND APPROVED BY A VOTE OF __ AYES AND __ NAYS ON THIS THE 15TH DAY OF SEPTEMBER 2026.

Mayor Bobby Lindamood	_____	Mark Alphonso, Place 2	_____
Mayor Pro Tem Brandi Elder	_____	Ben Graves, Place 4	_____
Deputy Mayor Pro Tem Scotty Richardson	_____	Tim Raine, Place 6	_____
Kimberly Holt Gunderson, Place 5	_____		

ATTEST: **CITY OF COLLEYVILLE**

Christine Loven, TRMC
City Secretary

Bobby Lindamood
Mayor

APPROVED AS TO FORM:

Whitt Wyatt
City Attorney

Exhibit "A" - Aerial Map

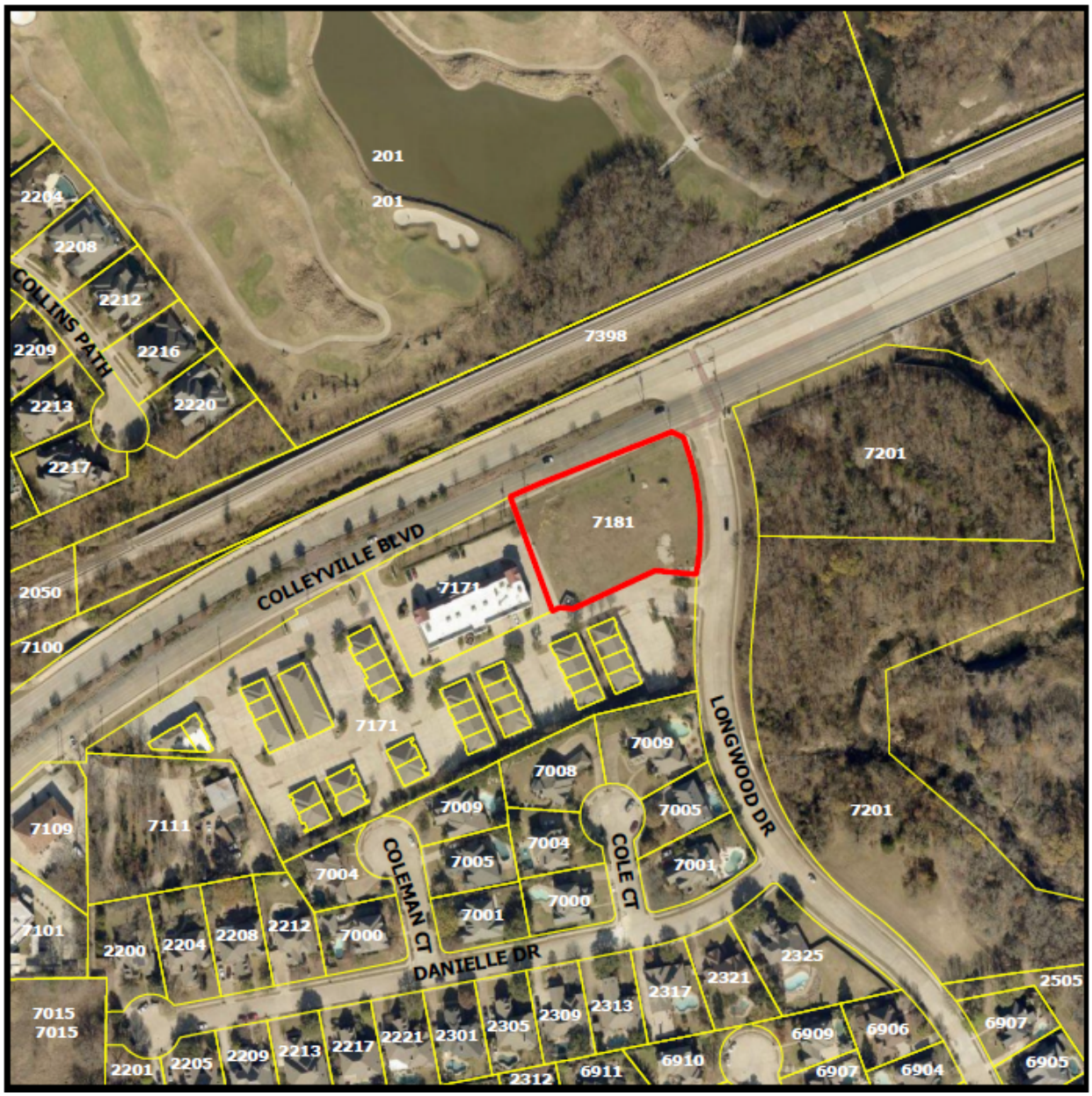
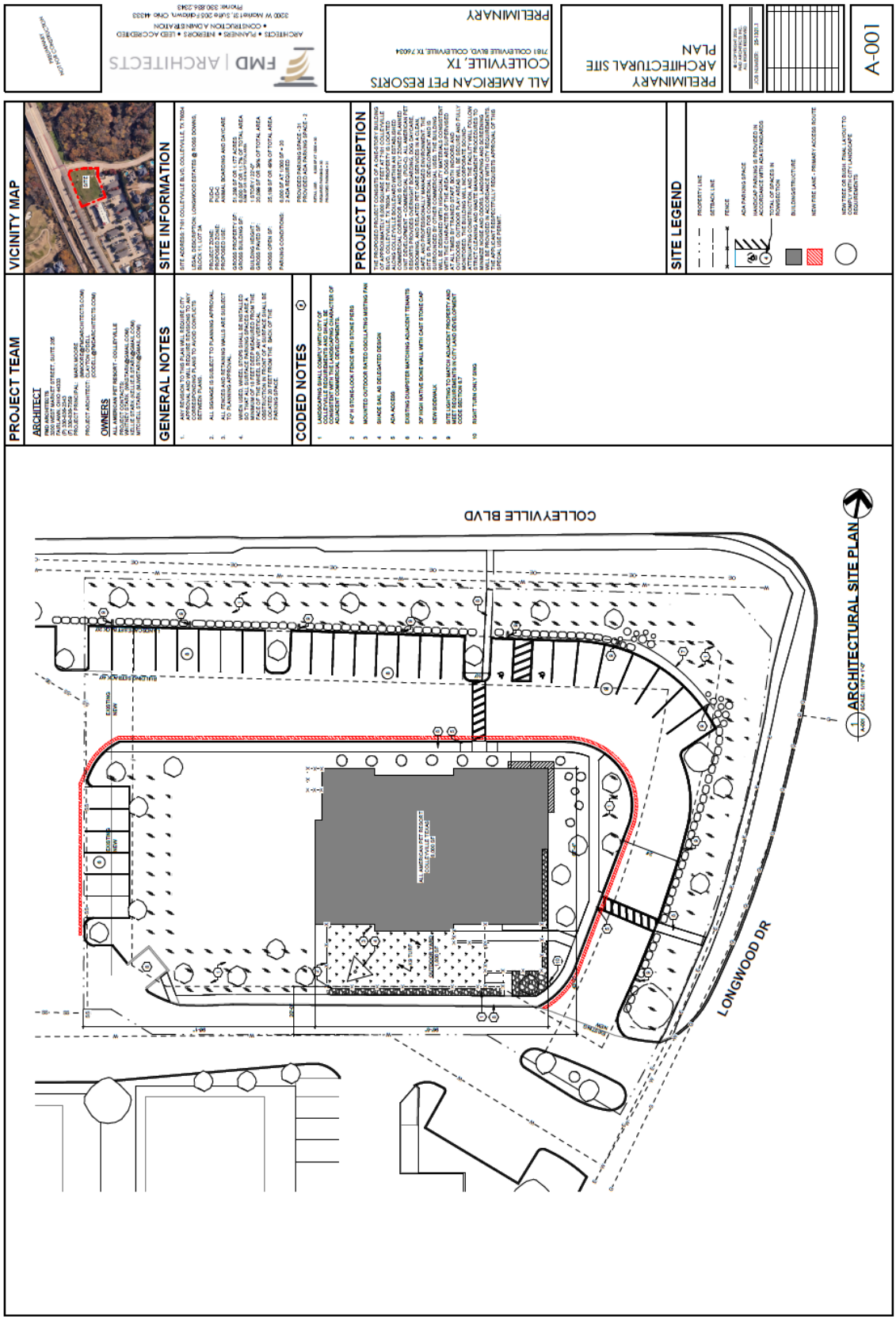


Exhibit "B" – Site Plan & Elevations



All American
Home Loans




ALL
American
PET RESORTS

CITY OF COLLEYVILLE
PLANNING AND ZONING COMMISSION BRIEFING

Agenda Number 3f **Agenda Date** 8/10/2026 **Number** -
Type Public Hearing Agenda Items
Department Community Development

Title
Consideration of a Special Use Permit for an adult day services use on Lot 2R1, Block 2, Felps, Andy Addition, zoned CC-3 Highway Commercial, located at 4121 Colleyville Boulevard, Case ZC26-020

Explanation
Michael Petersen, the applicant, has submitted a request for a Special Use Permit (SUP) for an adult day services use on Lot 2R1, Block 2, Felps, Andy Addition, being approximately 0.63 acres, and zoned CC-3 Highway Commercial.

Analysis: The request is to allow an adult day services use to operate in a suite space. As defined by the State of Texas, licensed Day Activity and Health Services (DAHS) facilities provide services in the DAHS program on a daily and regular basis to four or more people who are not related by blood, marriage or adoption to the owner of the facility. DAHS services include health, social and related support services. There are no overnight stays.

Existing Conditions/Background: The subject property, 4121 Colleyville Boulevard, is zoned CC-3 Highway Commercial and developed with a multi-tenant commercial building. It is located east of the intersection of Colleyville Boulevard and Acuff Lane.

Plat Status: The subject property is platted.

DRC Review: The DRC reviewed the request during their July 20, 2026, meeting and the case has been scheduled for the August 10, 2026, Planning and Zoning Commission meeting.

Surrounding Development: The properties to the north, east, south, and west are zoned CC-3 Highway Commercial, and improved with commercial uses. The border between Colleyville and Hurst lies to the northwest of the property.

Comprehensive Plan: The City's comprehensive plan, *Destination Colleyville*, identifies the subject property for commercial development.

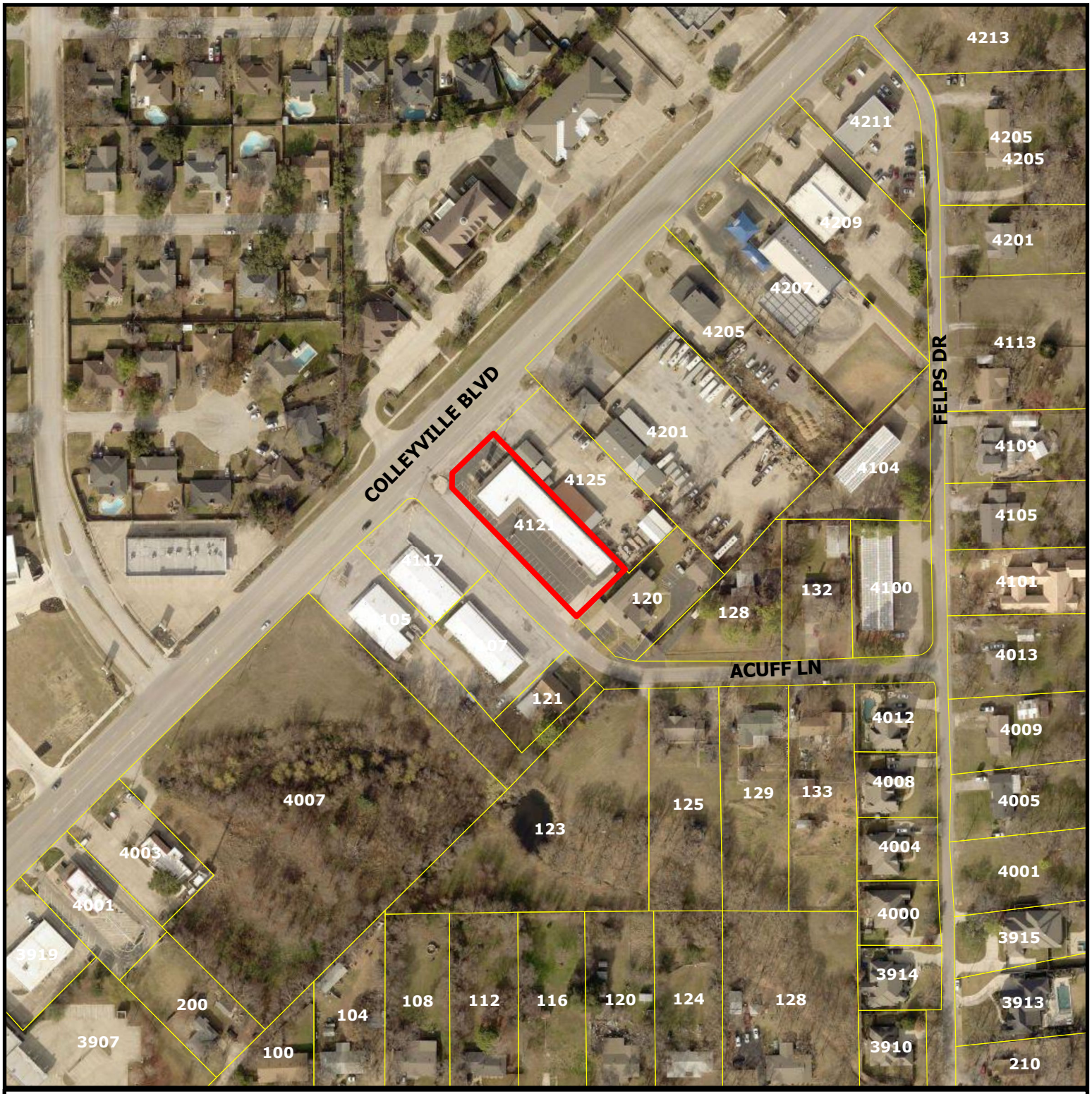
Public Notification: Staff mailed notices to all property owners within 500 feet as well as any Homeowners' Associations within 1,000 feet of the subject property regarding this request. Grapevine-Colleyville ISD, where the subject property is located, was notified per State law. Notice was published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

by State law and the Land Development Code.

Attachments

1. Aerial Map
2. Future Land Use Map
3. Zoning Map
4. Statement of Planning Objectives
5. Site Plan
6. Floor Plan
7. Notification Map
8. Notification Letter
9. Draft Ordinance

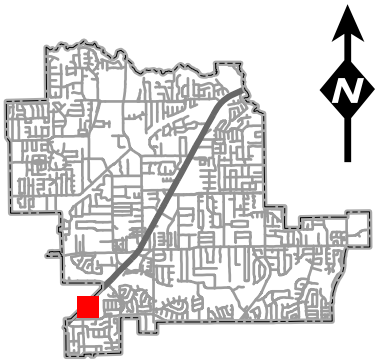
Aerial Map



CITY OF COLLEYVILLE TEXAS

ZC26-020

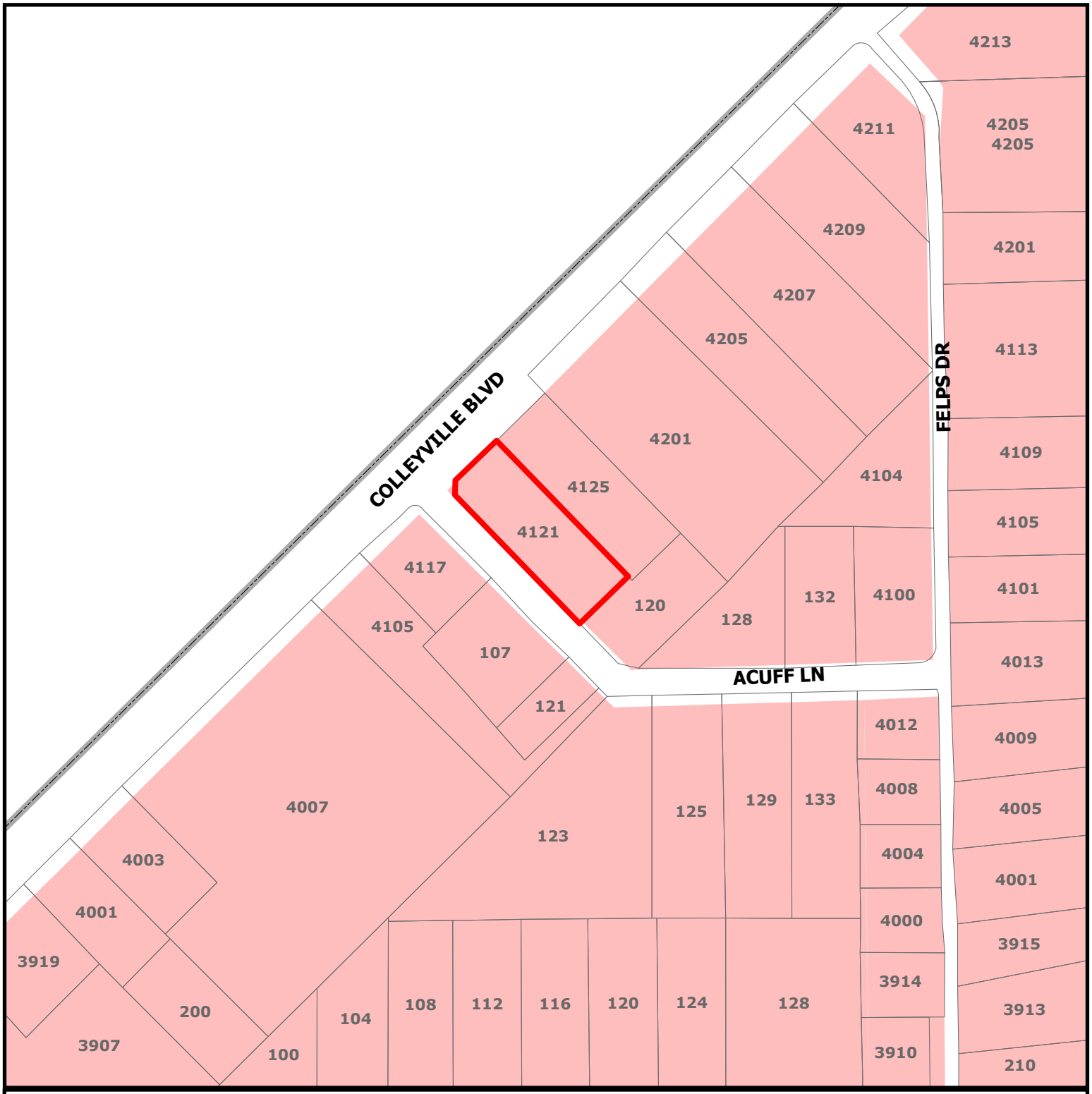
4121 Colleyville Boulevard



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

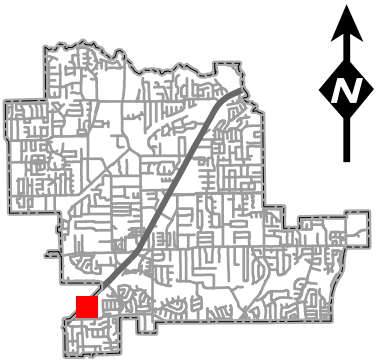
Future Land Use Map



CITY OF COLLEYVILLE TEXAS

ZC26-020

4121 Colleyville Boulevard

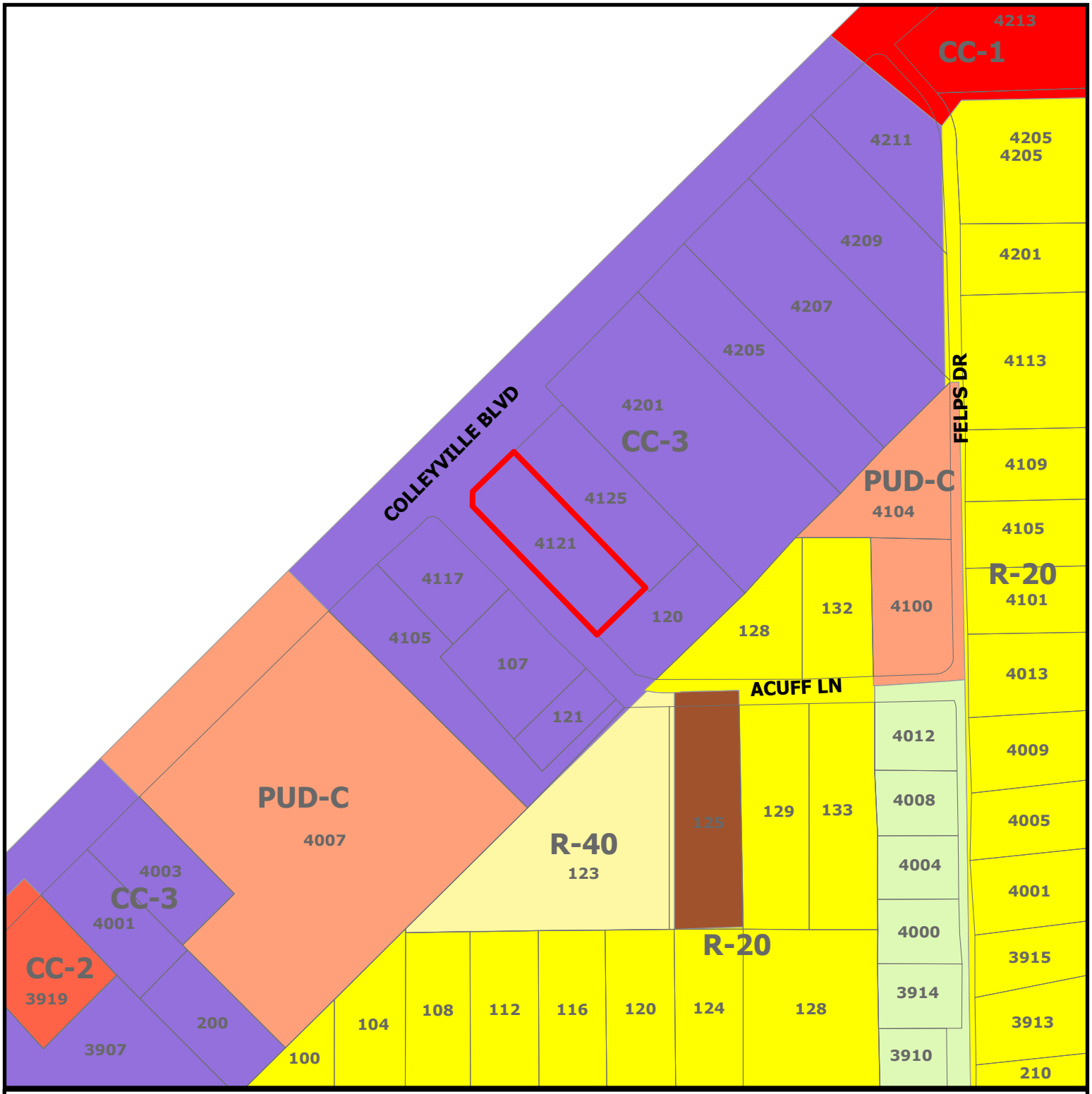


Colleyville Blvd Corridor

Subject Property

DISCLAIMER:
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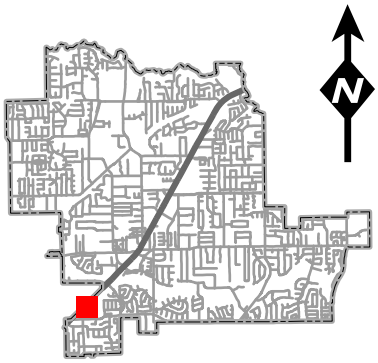
Zoning Map



CITY OF COLLEYVILLE TEXAS

ZC26-020

4121 Colleyville Boulevard



Subject Property

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Statement of Planning Objectives

We respectfully request approval of a Special Use Permit to operate an **Adult Day Services** center at **4121 Colleyville Boulevard, Colleyville, Texas**.

We were informed that while this use shares certain operational characteristics with a childcare facility, Adult Day Services are a distinct land use and therefore require a Special Use Permit to operate at this location.

The purpose of this request is to provide a safe, supportive, and professionally managed environment where older adults can receive daytime care, supervision, social engagement, and wellness services while continuing to live independently in their own homes. This is **not** an assisted living facility, nursing home, rehabilitation center, or overnight care facility. Participants will attend only during normal business hours, approximately **8:00 a.m. to 6:00 p.m.**, and **no overnight accommodations or overnight stays will be provided**.

Our goal is to address a growing need within Colleyville and the surrounding communities by offering families a high-quality, affordable daytime care option. Many seniors require assistance, supervision, and social interaction during the day but do not need—or cannot afford—the significantly higher costs associated with assisted living or full-time in-home care. Adult Day Services provide a practical solution that allows participants to remain in their homes while receiving structured care and meaningful daily engagement.

The proposed center will offer a variety of services designed to promote physical, mental, and emotional well-being, including social activities, recreational programming, light exercise, cognitive enrichment, healthy meals and snacks, medication assistance as permitted, and opportunities for meaningful interaction with peers in a welcoming and professionally supervised environment.

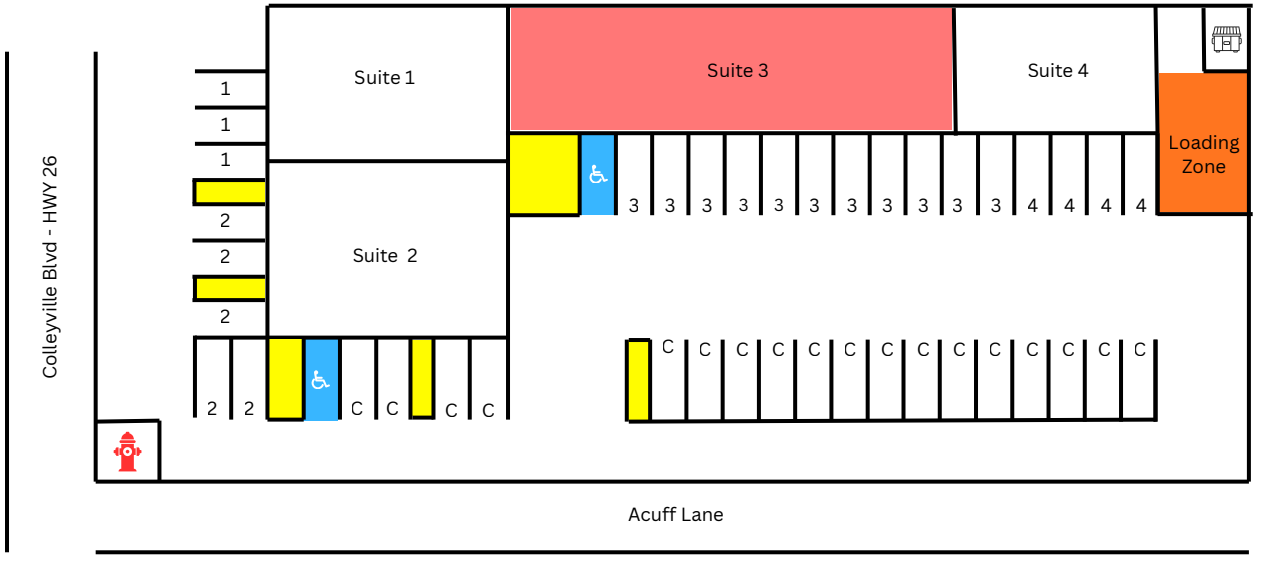
The health and safety benefits to both participants and their families are substantial. Many older adults spend extended periods alone during the day, increasing the risk of falls, isolation, poor nutrition, missed medications, and declining physical or cognitive health. At the same time, many family caregivers balance full-time employment and other responsibilities while caring for aging loved ones. Adult Day Services provide peace of mind by ensuring participants receive attentive care in a safe, structured setting throughout the day before returning home each evening.

The facility will be operated in full compliance with all applicable local and State of Texas regulations governing Adult Day Services. **A Licensed Vocational Nurse (LVN) or Registered Nurse (RN) will be on-site at all times as required by state licensing standards**, and the facility will meet or exceed all staffing, operational, health, safety, and licensing requirements established by the State of Texas.

In addition to complying with all regulatory requirements, the building will undergo significant life-safety improvements. **A new fire suppression (sprinkler) system will be installed throughout the entire building**, enhancing fire protection for all occupants and further improving the overall safety of the property.

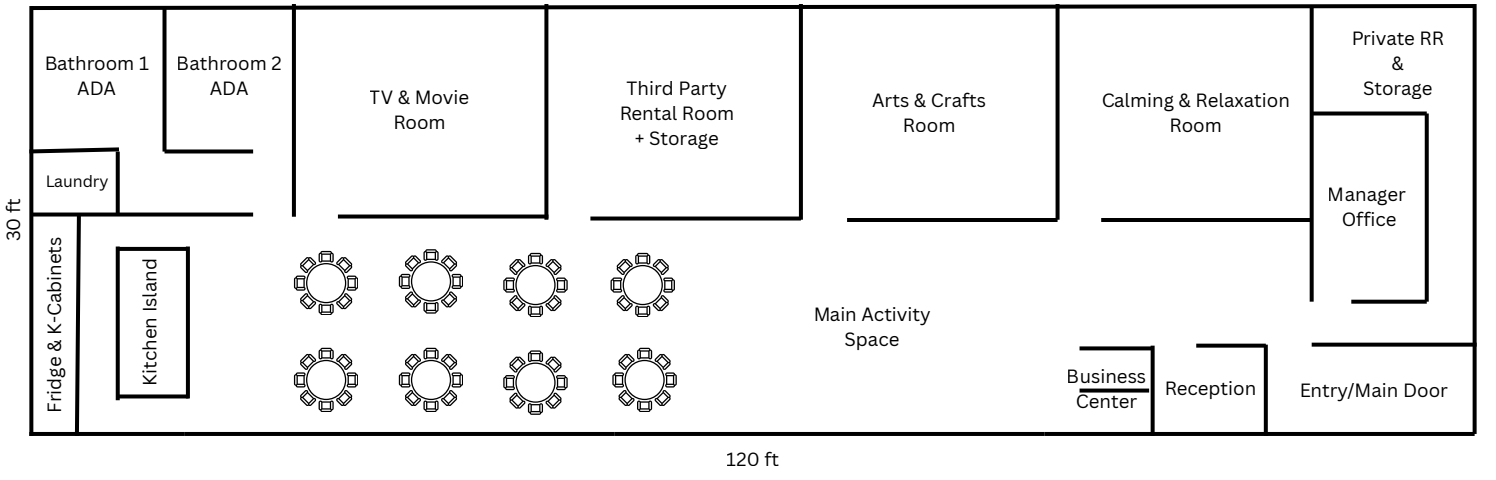
We are excited about the opportunity to establish a modern, clean, professionally operated Adult Day Services center that will serve an important community need. This facility will provide a safe and enriching environment where older adults can remain active, engaged, and cared for during the day while supporting families and caregivers throughout Colleyville and the surrounding area. We respectfully request approval of this Special Use Permit and appreciate your consideration.

4121 Colleyville Blvd - Adult Day Services - Suite 3 (Red)

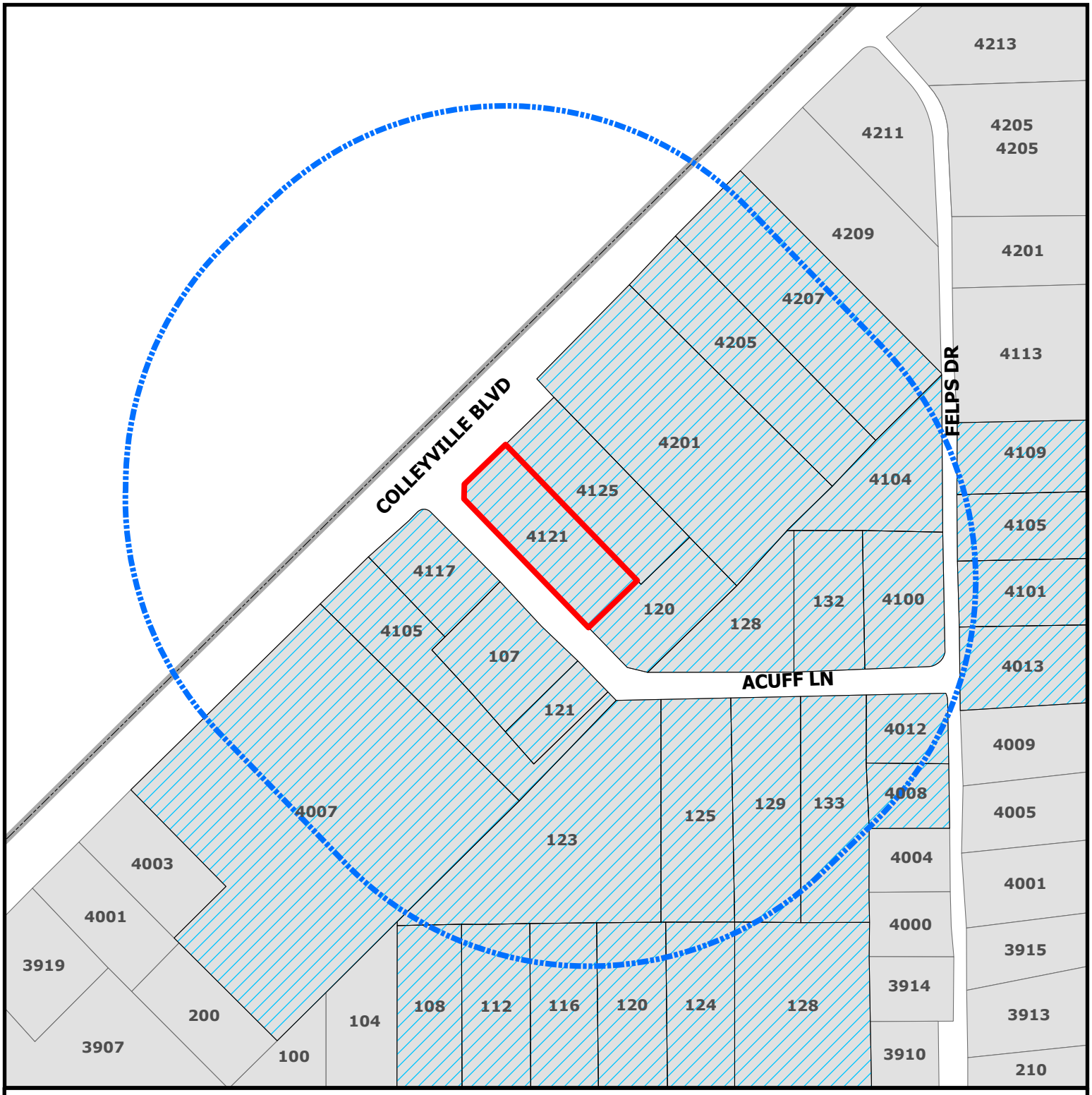


*This map shows 3 of the existing units being combind into a new Suite 3

Proposed Building Layout - ~3,600SF



Notification Map



CITY OF COLLEYVILLE TEXAS

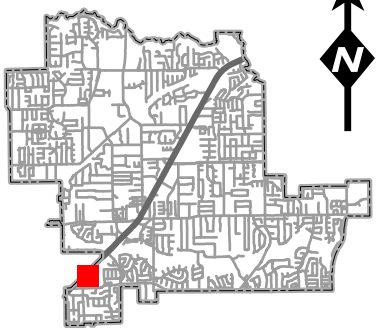
ZC26-020

4121 Colleyville Boulevard

Subject Property

Buffer

Parcels to be notified



N

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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:

Planning & Zoning Commission Meeting: Monday, August 10, 2026, at 7:00 p.m.
City Council Meetings: Tuesday, September 1, 2026 & Tuesday, September 15, 2026, at 7:00 p.m.
3rd floor of City Hall, 100 Main Street, Colleyville, Texas

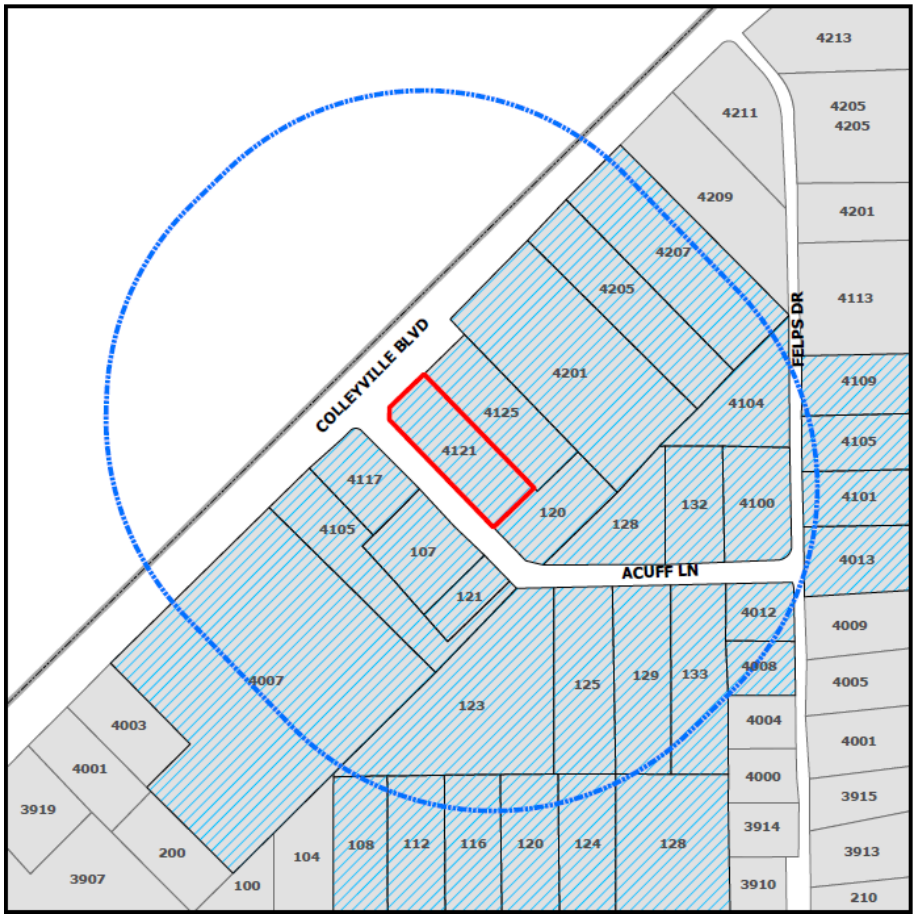
Request:	Consideration of a Special Use Permit (SUP) for an Adult Day Services use on Lot 2R1, Block 2, Felps, Andy Addition, zoned CC-3 Highway Commercial, located at 4121 Colleyville Boulevard, Case ZC26-020. As defined by the State of Texas, licensed Day Activity and Health Services (DAHS) facilities provide services in the DAHS program on a daily and regular basis to four or more people who are not related by blood, marriage or adoption to the owner of the facility. DAHS services include health, social and related support services. There are no overnight stays.
Zoning Case:	ZC26-020
Applicant:	Michael Petersen
Location:	4121 Colleyville Boulevard
Property Description:	Lot 2R1, Block 2, Felps, Andy Addition
Present Zoning:	CC-3 Highway 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. Approval by the Planning and Zoning Commission serves as a recommendation to the City Council and is not a final action on the request. Denial of the proposal by the Commission is final, unless the applicant submits a written notice of appeal within 10 days from the date of action by the Commission. If appealed, the request will be placed on the next available City Council agenda as listed above. Rezoning requests, zoning amendments and conditions recommended by the Commission for approval by the City Council may be more restrictive than those described in this notice.

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



If the property owners of 20% or more of the land within the 200-foot notification area file a written protest prior to the public hearing, State law provides that the approval of the zoning change request shall require the approval of a super majority vote by City Council.

A brief project description can be found online on the 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

ORDINANCE O-26-XXXX

AMENDING THE ZONING ORDINANCE AND THE OFFICIAL ZONING MAP OF THE CITY OF COLLEYVILLE, TEXAS, BY CHANGING THE ZONING ON APPROXIMATELY 0.63 ACRES, BEING LOT 2R1, BLOCK 2, FELPS, ANDY ADDITION, LOCATED AT 4121 COLLEYVILLE BOULEVARD, BY AUTHORIZING A SPECIAL USE PERMIT TO ALLOW FOR ADULT DAY SERVICES; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS ($2,000.00) AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Colleyville has received an application for a Special Use Permit to allow for Adult Day Services (Case ZC26-020); and

WHEREAS, the Subject Property is presently zoned CC-3 Highway Commercial; and

WHEREAS, the Planning and Zoning Commission of the City of Colleyville, has considered and made recommendations on the request, having given the requisite notices, and having held due hearings and affording a full and fair opportunity for all persons interested in the matter to be heard; and

WHEREAS, after due deliberations and consideration of the recommendation of the Planning and Zoning Commission, the information received at a public hearing, and other relevant information and materials, the City Council finds that this amendment is in conformance with the Comprehensive Plan for the City of Colleyville and promotes the general health, safety, and welfare of this community.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF COLLEYVILLE, TEXAS:

Sec. 1. THAT the Comprehensive Zoning Ordinance of the City of Colleyville, Texas, be, and the same is hereby amended by authorizing a Special Use Permit for an accessory building on 0.63 acres, being Lot 2R1, Block 2, Felps, Andy Addition, located at 4121 Colleyville Boulevard, as depicted on the attached as Exhibit "A".

Sec. 2. THAT the above described tract of land shall be used only in the manner and for the purposes provided by the Comprehensive

Zoning Ordinance of the City of Colleyville as heretofore amended, and as amended herein.

Sec. 3. THAT the above described tract of land shall be subject to the following conditions:

1. GENERAL

a. The Special Use Permit shall allow an adult day services use.

b. This facility shall be licensed as a Day Activity and Health Services center by the Texas Department of Health and Human Services. Proof of such licensing shall be required prior to issuance of a Certificate of Occupancy.

c. There shall be no overnight stays.

d. It shall be generally consistent with the Statement of Planning Objectives, Exhibit "B".

e. All requirements of the Land Development Code shall be met, except where amended herein.

Sec. 4. THAT any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Comprehensive Zoning Ordinance of the City of Colleyville, and upon conviction shall be punishable by a fine not to exceed the sum of Two Thousand Dollars ($2,000.00) for each offense.

Sec. 5. THAT if any section, paragraph, subdivision, clause, phrase or provision of this ordinance shall be judged invalid or unconstitutional, the same shall not affect the validity of this ordinance as a whole or any portion thereof other than that portion so decided to be invalid or unconstitutional.

Sec. 6. THAT it has been found that there has been a change in conditions in the above described property, it is now necessary that it be given the above zoning classification in order to permit its proper development and in order to protect the public interest, comfort and general welfare, and requires that this ordinance shall take effect immediately from and after its passage.

Sec. 7. THAT in addition to and accumulative of all other penalties, the City shall have the right to seek injunctive relief for any and all violations of this ordinance.

Sec. 8. THAT this ordinance shall take effect immediately from and after its passage subject to the publication of the caption, as the law or charter in such cases may provide.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 1st day of September 2026.

The second reading and public hearing being conducted on the 15th day of September 2026.

PASSED AND APPROVED BY A VOTE OF __ AYES AND __ NAYS ON THIS THE 15TH DAY OF SEPTEMBER 2026.

Mayor Bobby Lindamood	_____	Mark Alphonso, Place 2	_____
Mayor Pro Tem Brandi Elder	_____	Ben Graves, Place 4	_____
Deputy Mayor Pro Tem Scotty Richardson	_____	Tim Raine, Place 6	_____
Kimberly Holt Gunderson, Place 5	_____		

ATTEST: **CITY OF COLLEYVILLE**

Christine Loven, TRMC
City Secretary

Bobby Lindamood
Mayor

APPROVED AS TO FORM:

Whitt Wyatt
City Attorney

Exhibit "A" - Aerial Map



Exhibit "B" – Statement of Planning Objectives

Statement of Planning Objectives

We respectfully request approval of a Special Use Permit to operate an **Adult Day Services** center at **4121 Colleyville Boulevard, Colleyville, Texas**.

We were informed that while this use shares certain operational characteristics with a childcare facility, Adult Day Services are a distinct land use and therefore require a Special Use Permit to operate at this location.

The purpose of this request is to provide a safe, supportive, and professionally managed environment where older adults can receive daytime care, supervision, social engagement, and wellness services while continuing to live independently in their own homes. This is not an assisted living facility, nursing home, rehabilitation center, or overnight care facility. Participants will attend only during normal business hours, approximately **8:00 a.m. to 6:00 p.m.**, and **no overnight accommodations or overnight stays will be provided**.

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The proposed center will offer a variety of services designed to promote physical, mental, and emotional well-being, including social activities, recreational programming, light exercise, cognitive enrichment, healthy meals and snacks, medication assistance as permitted, and opportunities for meaningful interaction with peers in a welcoming and professionally supervised environment.

The health and safety benefits to both participants and their families are substantial. Many older adults spend extended periods alone during the day, increasing the risk of falls, isolation, poor nutrition, missed medications, and declining physical or cognitive health. At the same time, many family caregivers balance full-time employment and other responsibilities while caring for aging loved ones. Adult Day Services provide peace of mind by ensuring participants receive attentive care in a safe, structured setting throughout the day before returning home each evening.

The facility will be operated in full compliance with all applicable local and State of Texas regulations governing Adult Day Services. **A Licensed Vocational Nurse (LVN) or Registered Nurse (RN) will be on-site at all times as required by state licensing standards**, and the

facility will meet or exceed all staffing, operational, health, safety, and licensing requirements established by the State of Texas.

In addition to complying with all regulatory requirements, the building will undergo significant life-safety improvements. **A new fire suppression (sprinkler) system will be installed throughout the entire building**, enhancing fire protection for all occupants and further improving the overall safety of the property.

We are excited about the opportunity to establish a modern, clean, professionally operated Adult Day Services center that will serve an important community need. This facility will provide a safe and enriching environment where older adults can remain active, engaged, and cared for during the day while supporting families and caregivers throughout Colleyville and the surrounding area. We respectfully request approval of this Special Use Permit and appreciate your consideration.

CITY OF COLLEYVILLE
PLANNING AND ZONING COMMISSION BRIEFING

Agenda Number 3g **Agenda Date** 8/10/2026 **Number** -
Type Public Hearing Agenda Items
Department Community Development

Title
Consideration of a Special Use Permit for a massage therapy use on Lot 8, Block 2, Village Park at Colleyville, zoned CC-2 Shopping Center, located at 707 Glade Road, Case ZC26-021

Explanation
Cynthia Gaston, the applicant, has submitted a request for a Special Use Permit (SUP) for a massage therapy use on Lot 8, Block 2, Village Park at Colleyville, being approximately 0.46 acres, and zoned CC-2 Shopping Center.

Analysis: The request is to allow a massage therapy use to operate within an existing business. The existing business, Revive Lounge, is requesting approval to offer massage therapy, which requires the approval of an SUP.

Existing Conditions/Background: The subject property, 707 Glade Road, is zoned CC-2 Shopping Center and developed with a commercial building. It is located southwest of the intersection of Glade Creek Drive and Glade Road.

Plat Status: The subject property is platted.

DRC Review: The DRC reviewed the request during their July 20, 2026, meeting and the case has been scheduled for the August 10, 2026, Planning and Zoning Commission meeting.

Surrounding Development: The properties to the north, south, and west are zoned CC-1 Village Retail and CC-2 Shopping Center and improved with commercial uses. The properties to the east are zoned PUD-R Planned Unit Development – Residential and improved with single-family homes.

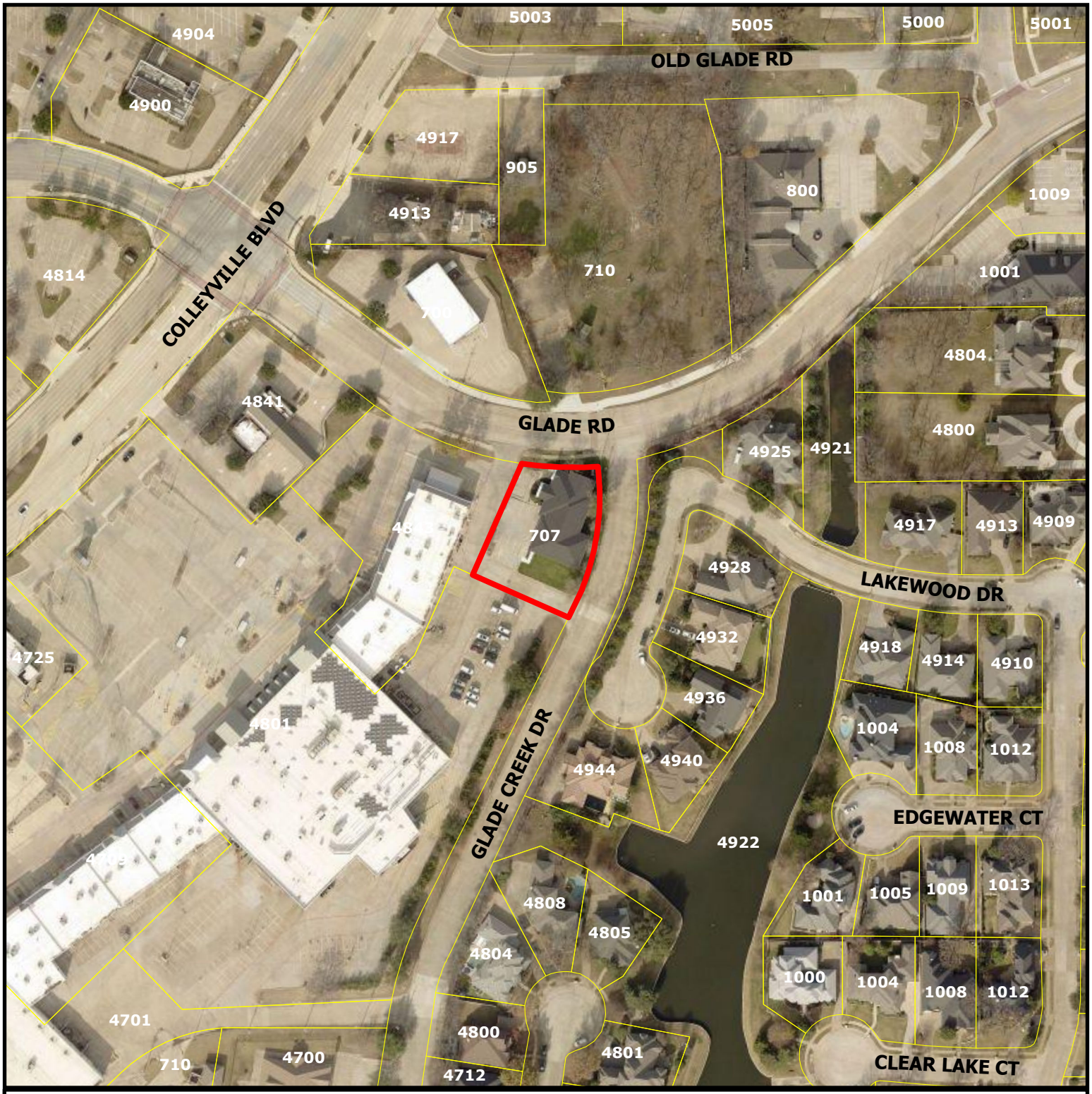
Comprehensive Plan: The City's comprehensive plan, *Destination Colleyville*, identifies the subject property for commercial development.

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.

Attachments

1. Aerial Map
2. Future Land Use Map
3. Zoning Map
4. Revive Lounge Massage License
5. Notification Map
6. Notification Letter
7. Draft Ordinance

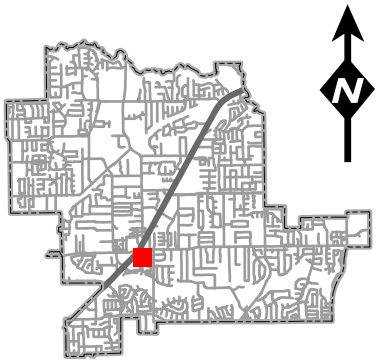
Aerial Map



CITY OF COLLEYVILLE TEXAS

ZC26-021

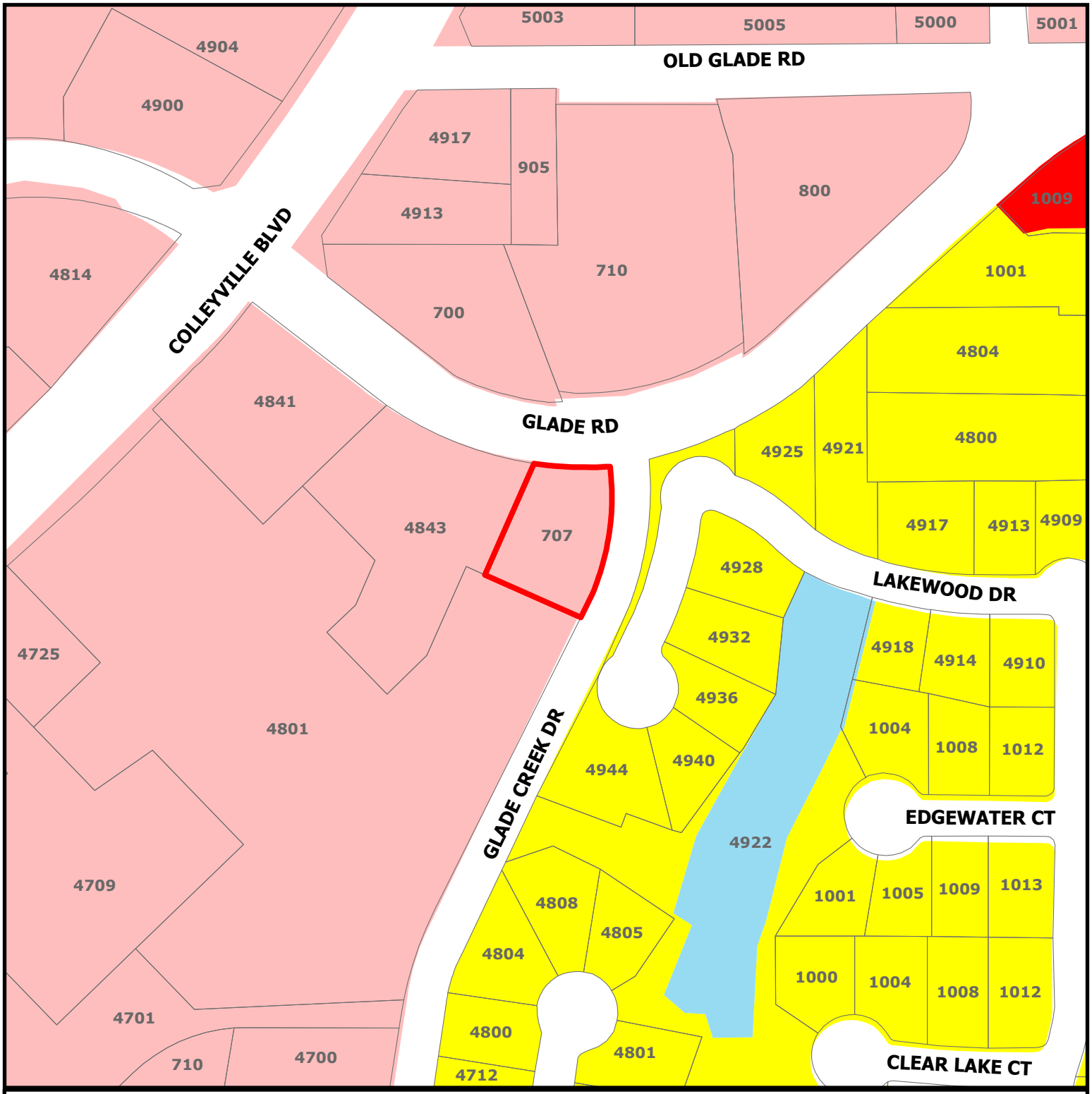
707 Glade Road



Subject Property

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Future Land Use Map

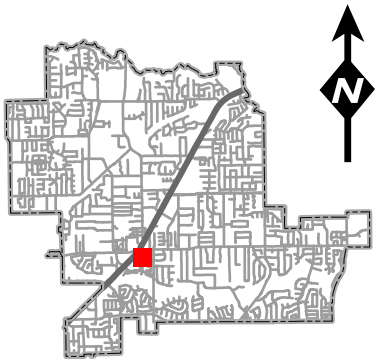


CITY OF COLLEYVILLE TEXAS

ZC26-021

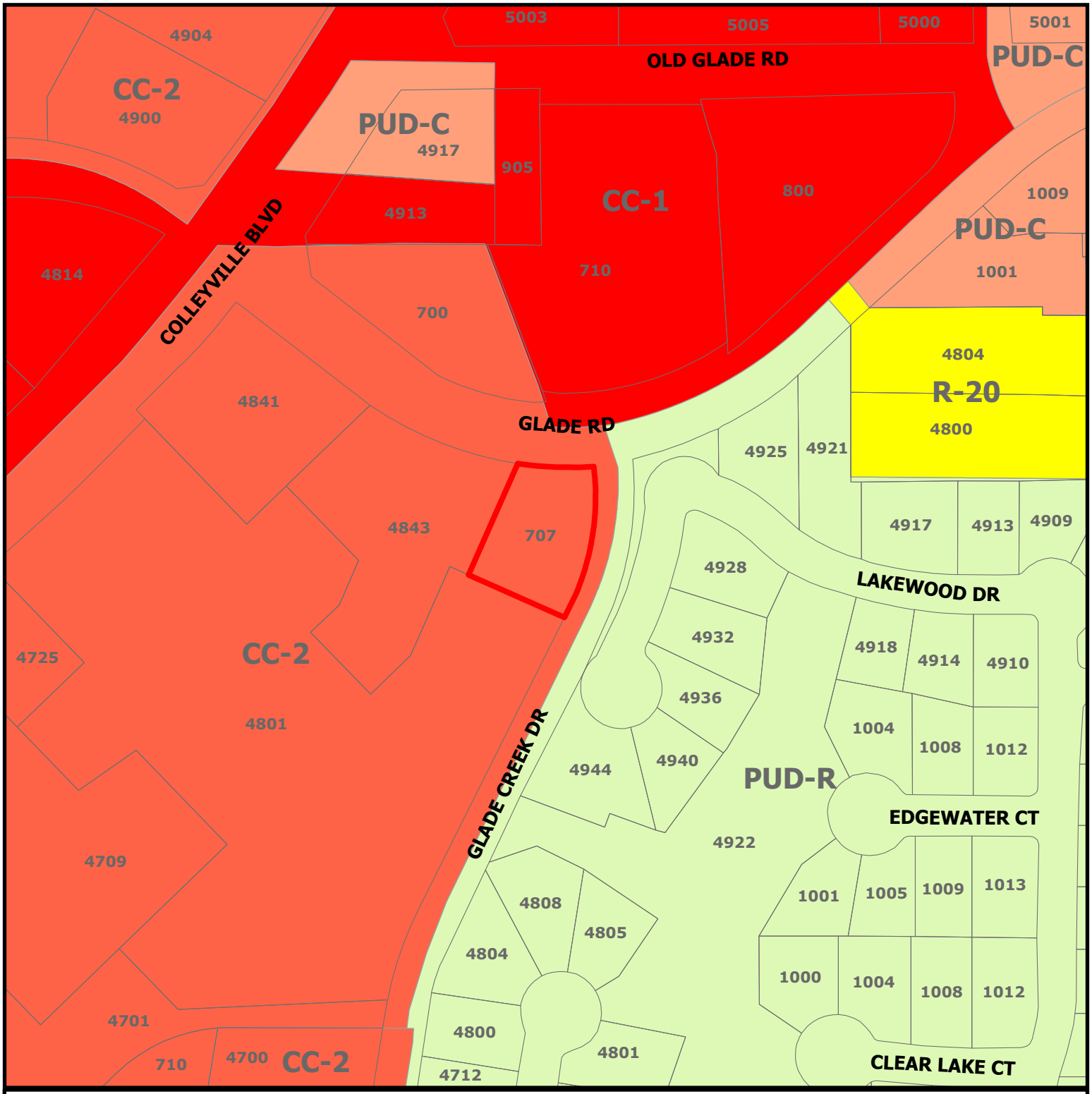
707 Glade Road

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



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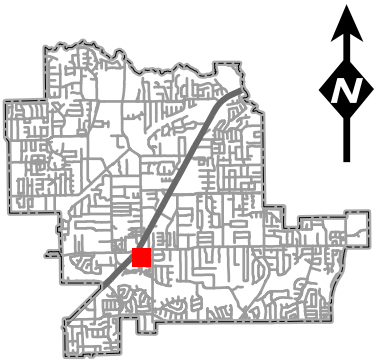
Zoning Map



CITY OF COLLEYVILLE TEXAS

ZC26-021

707 Glade Road



Subject Property

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Rick Figueroa
Chair

Thomas F. Butler
Vice Chair

TEXAS DEPARTMENT OF LICENSING & REGULATION

Gerald R. Callas, M.D., F.A.S.A.
Nora Castañeda
Sujeeth Draksharam
Lori High, R.N., N.P., Retired
Gary F. Wesson, D.D.S., M.S.

Licensed Massage Therapy Establishment

CR FITNESS GROUP, LLC

707 GLADE RD COLLEYVILLE

RACHELLE LIMOSNERO CYNTHIA GASTON

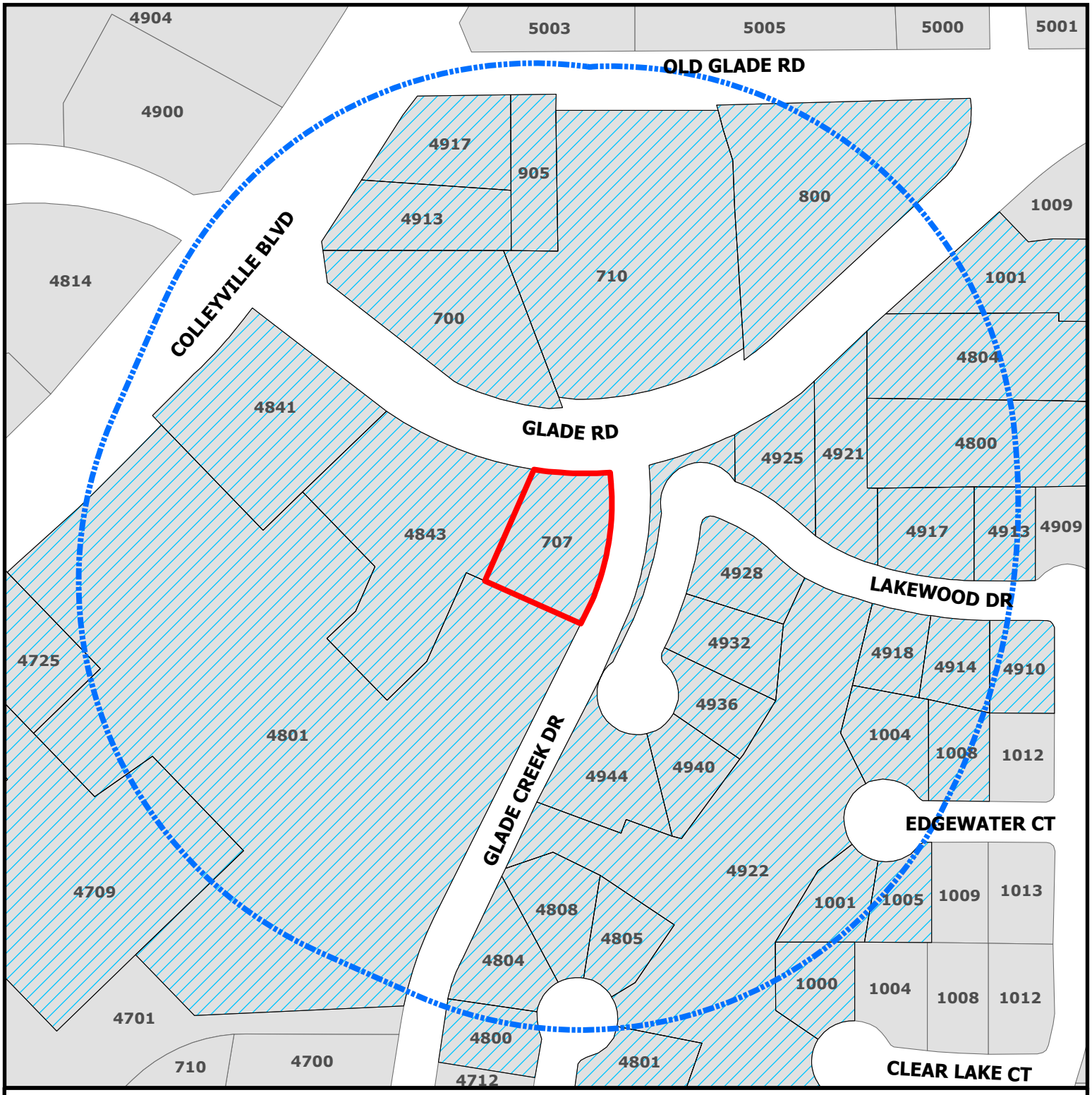
License Number: ME10067

The person named above is licensed by the Texas Department of Licensing and Regulation.

License Expires: September 23, 2027

Courtney Arbour
Executive Director

Notification Map



CITY OF COLLEYVILLE TEXAS

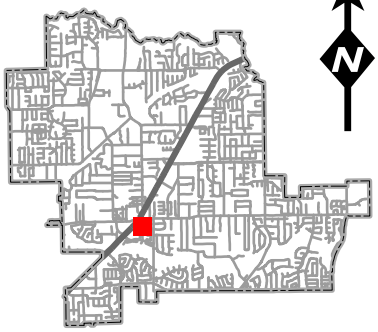
ZC26-021

707 Glade Road

Subject Property

Buffer

Parcels to be notified



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NOTICE OF PUBLIC HEARING

«Owner_Name»
«Owner_Address»
«Owner_City» «Owner_Zip»

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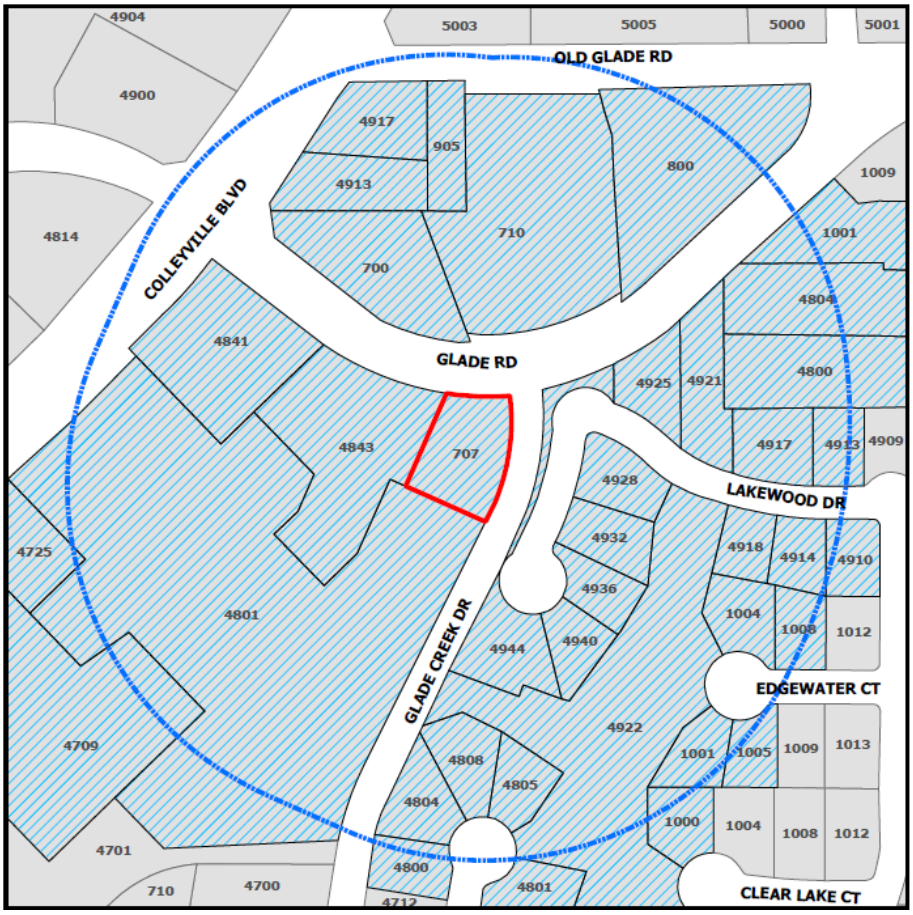
Request:	Consideration of a Special Use Permit (SUP) for a Massage Therapy use on Lot 8, Block 2, Village Park at Colleyville, zoned CC-2 Shopping Center, located at 707 Glade Road, Case ZC26-021. An SUP is required for all massage therapy uses.
Zoning Case:	ZC26-021
Applicant:	Cynthia Gaston
Location:	707 Glade Road
Property Description:	Lot 8, Block 2, Village Park at 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. Approval by the Planning and Zoning Commission serves as a recommendation to the City Council and is not a final action on the request. Denial of the proposal by the Commission is final, unless the applicant submits a written notice of appeal within 10 days from the date of action by the Commission. If appealed, the request will be placed on the next available City Council agenda as listed above. Rezoning requests, zoning amendments and conditions recommended by the Commission for approval by the City Council may be more restrictive than those described in this notice.

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



If the property owners of 20% or more of the land within the 200-foot notification area file a written protest prior to the public hearing, State law provides that the approval of the zoning change request shall require the approval of a super majority vote by City Council.

A brief project description can be found online on the 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

ORDINANCE O-26-XXXX

AMENDING THE ZONING ORDINANCE AND THE OFFICIAL ZONING MAP OF THE CITY OF COLLEYVILLE, TEXAS, BY CHANGING THE ZONING ON APPROXIMATELY 0.46 ACRES, BEING LOT 8, BLOCK 2, VILLAGE PARK AT COLLEYVILLE, LOCATED AT 707 GLADE ROAD, BY AUTHORIZING A SPECIAL USE PERMIT TO ALLOW FOR A MASSAGE THERAPY USE; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS ($2,000.00) AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Colleyville has received an application for a Special Use Permit to allow for a massage therapy use (Case ZC26-021); and

WHEREAS, the Subject Property is presently zoned CC-2 Shopping Center; and

WHEREAS, the Planning and Zoning Commission of the City of Colleyville, has considered and made recommendations on the request, having given the requisite notices, and having held due hearings and affording a full and fair opportunity for all persons interested in the matter to be heard; and

WHEREAS, after due deliberations and consideration of the recommendation of the Planning and Zoning Commission, the information received at a public hearing, and other relevant information and materials, the City Council finds that this amendment is in conformance with the Comprehensive Plan for the City of Colleyville and promotes the general health, safety, and welfare of this community.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF COLLEYVILLE, TEXAS:

Sec. 1. THAT the Comprehensive Zoning Ordinance of the City of Colleyville, Texas, be, and the same is hereby amended by authorizing a Special Use Permit to allow for a massage therapy use on 0.46 acres, being Lot 8, Block 2, Village Park at Colleyville, located at 707 Glade Road, as depicted on the attached as Exhibit "A".

Sec. 2. THAT the above described tract of land shall be used only in the manner and for the purposes provided by the Comprehensive

Zoning Ordinance of the City of Colleyville as heretofore amended, and as amended herein.

Sec. 3. THAT the above described tract of land shall be subject to the following conditions:

1. GENERAL

a. The Special Use Permit shall allow a massage therapy use.

b. The Special Use Permit shall automatically expire upon the abandonment of the business, a change in the use, or upon the extermination or termination of the Certificate of Occupancy.

c. All requirements of the Land Development Code shall be met, except where amended herein.

Sec. 4. THAT any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Comprehensive Zoning Ordinance of the City of Colleyville, and upon conviction shall be punishable by a fine not to exceed the sum of Two Thousand Dollars ($2,000.00) for each offense.

Sec. 5. THAT if any section, paragraph, subdivision, clause, phrase or provision of this ordinance shall be judged invalid or unconstitutional, the same shall not affect the validity of this ordinance as a whole or any portion thereof other than that portion so decided to be invalid or unconstitutional.

Sec. 6. THAT it has been found that there has been a change in conditions in the above described property, it is now necessary that it be given the above zoning classification in order to permit its proper development and in order to protect the public interest, comfort and general welfare, and requires that this ordinance shall take effect immediately from and after its passage.

Sec. 7. THAT in addition to and accumulative of all other penalties, the City shall have the right to seek injunctive relief for any and all violations of this ordinance.

Sec. 8. THAT this ordinance shall take effect immediately from and after its passage subject to the publication of the caption, as the law or charter in such cases may provide.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 1st day of September 2026.

The second reading and public hearing being conducted on the 15th day of September 2026.

PASSED AND APPROVED BY A VOTE OF __ AYES AND __ NAYS ON THIS THE 15TH DAY OF SEPTEMBER 2026.

Mayor Bobby Lindamood	_____	Mark Alphonso, Place 2	_____
Mayor Pro Tem Brandi Elder	_____	Ben Graves, Place 4	_____
Deputy Mayor Pro Tem Scotty Richardson	_____	Tim Raine, Place 6	_____
Kimberly Holt Gunderson, Place 5	_____		

ATTEST: **CITY OF COLLEYVILLE**

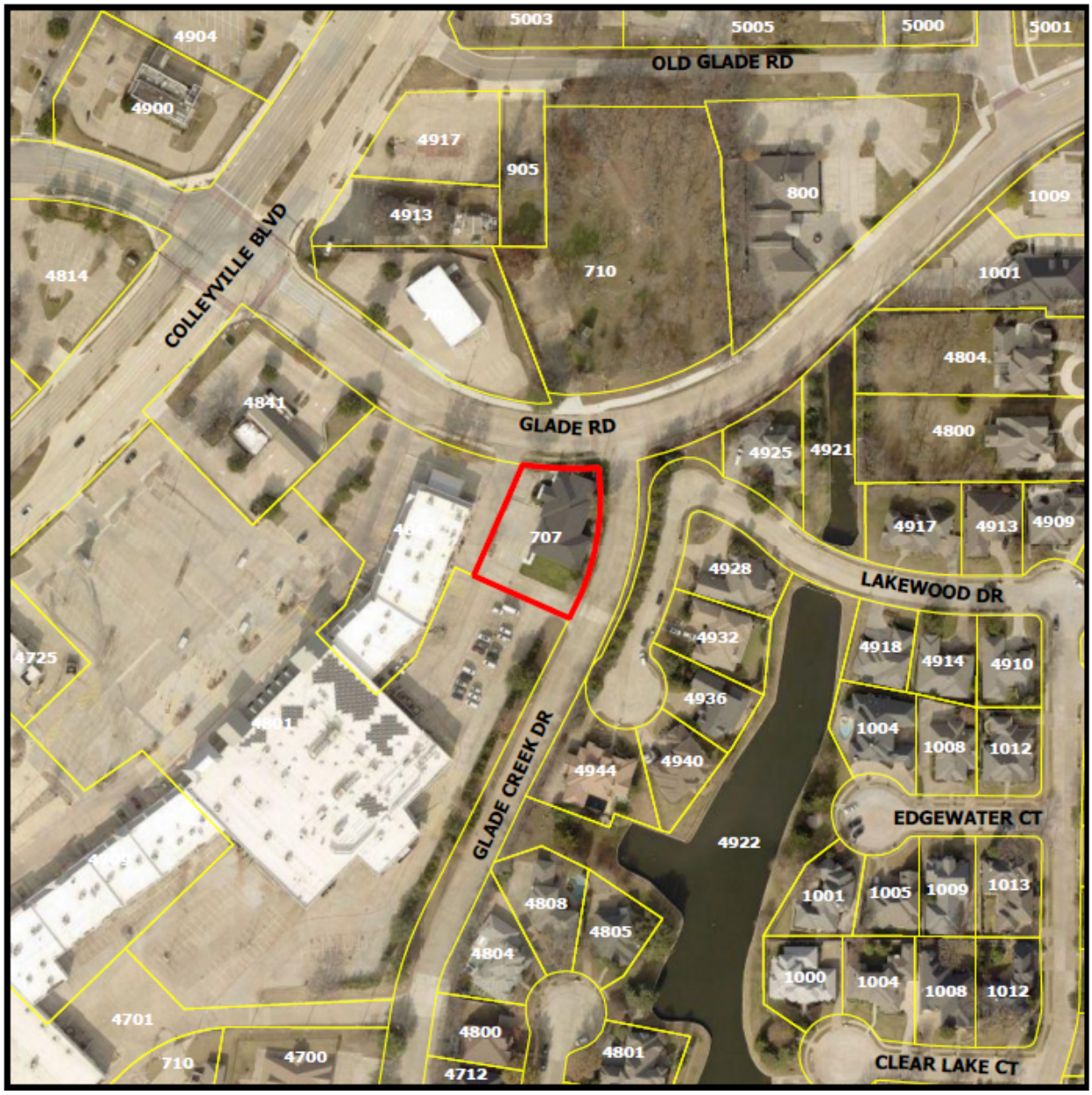
Christine Loven, TRMC
City Secretary

Bobby Lindamood
Mayor

APPROVED AS TO FORM:

Whitt Wyatt
City Attorney

Exhibit "A" - Aerial Map



CITY OF COLLEYVILLE
PLANNING AND ZONING COMMISSION BRIEFING

Agenda Number 3h **Agenda Date** 8/10/2026 **Number** -
Type Public Hearing Agenda Items
Department Community Development

Title
Consideration of a rezoning from PUD-C Planned Unit Development - Commercial to R-20 Single-Family Residential on Lot 1, Block 1, San Bar Square Addition, located at 105 Cheek-Sparger Road, Case ZC26-022

Explanation
Yogesh Patil, the applicant, has submitted a request for a rezoning from PUD-C Planned Unit Development – Commercial to R-20 Single-Family Residential on Lot 1, Block 1, San Bar Square Addition, being approximately 1.93 acres.

Analysis: The request is to allow a rezoning to R-20 Single-Family Residential to permit residential development on the property. The applicant is proposing 3 lots for single-family residential development.

Existing Conditions/Background: The subject property, 105 Cheek-Sparger Road, is zoned PUD-C Planned Unit Development – Commercial and is undeveloped. It is located southeast of the intersection of San Bar Lane and Cheek-Sparger Road.

Plat Status: The subject property is platted.

DRC Review: The DRC reviewed the request during their July 20, 2026, meeting and the case has been scheduled for the August 10, 2026, Planning and Zoning Commission meeting.

Surrounding Development: The property to the west is zoned PUD-C Planned Unit Development – Commercial and improved with commercial uses. The properties to the north and east are zoned R-20 Single-Family Residential and improved with single-family homes. The properties to the south are zoned R-15 Single-Family Residential and improved with single-family homes.

Comprehensive Plan: The City's comprehensive plan, *Destination Colleyville*, identifies the subject property for commercial development.

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.

Attachments

1. Aerial Map
2. Future Land Use Map
3. Zoning Map
4. Statement of Planning Objectives
5. Plat Exhibit
6. Zoning Exhibit
7. Notification Map
8. Notification Letter
9. Draft Ordinance

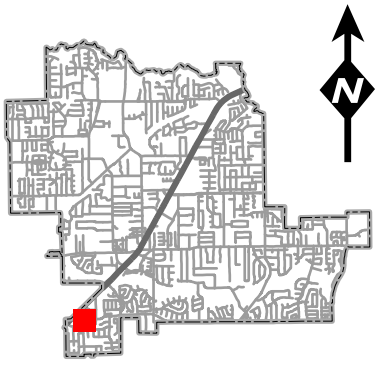
Aerial Map



CITY OF COLLEYVILLE TEXAS

ZC26-022

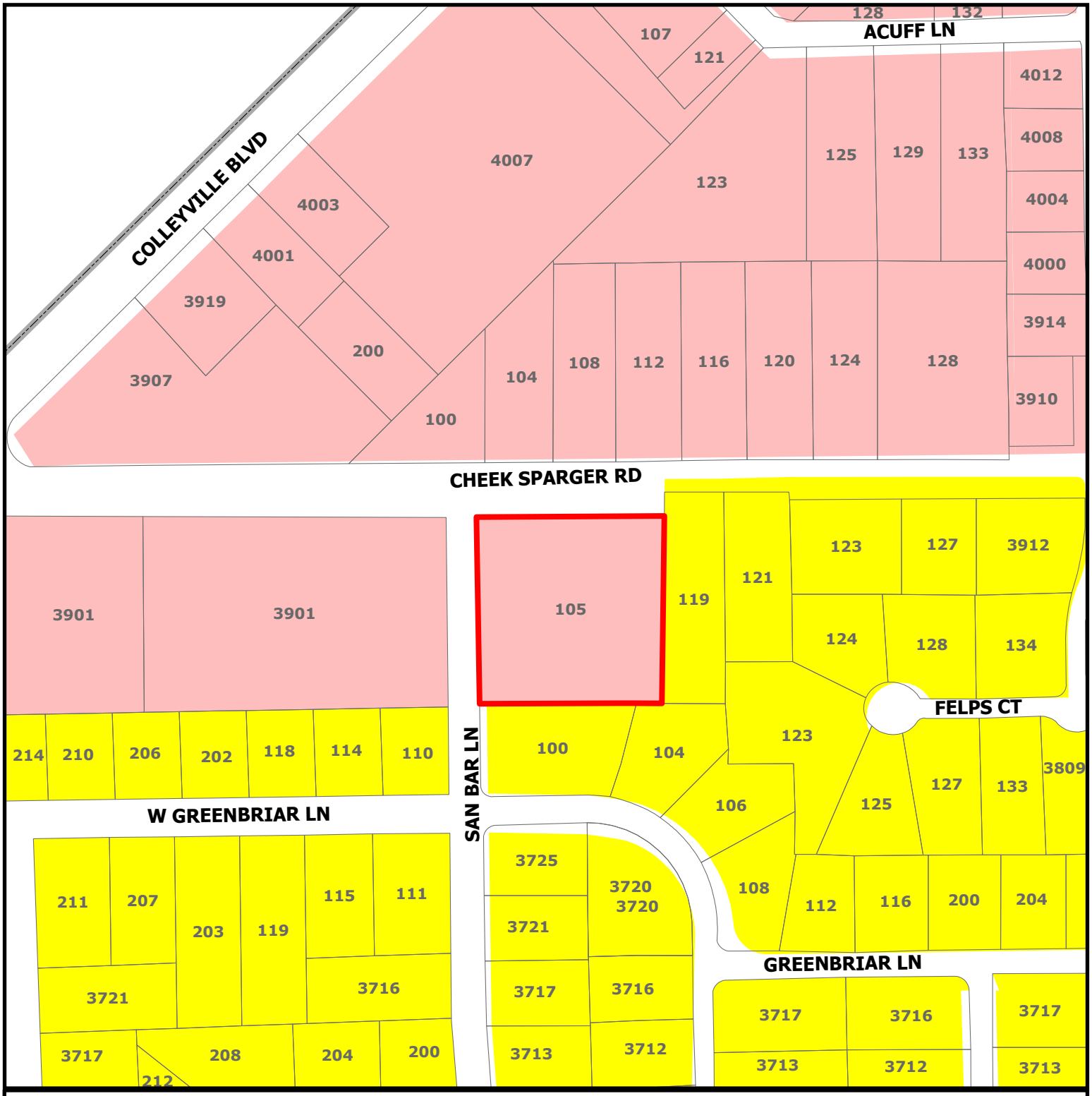
105 Cheek-Sparger Road



Subject Property

DISCLAIMER:
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Future Land Use Map



CITY OF COLLEYVILLE TEXAS

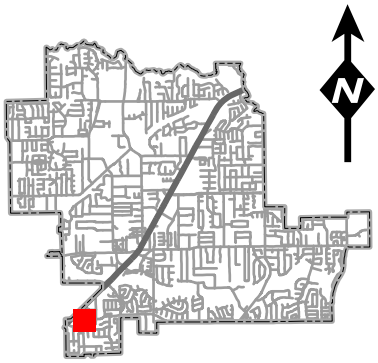
ZC26-022

105 Cheek-Sparger Road

Residential

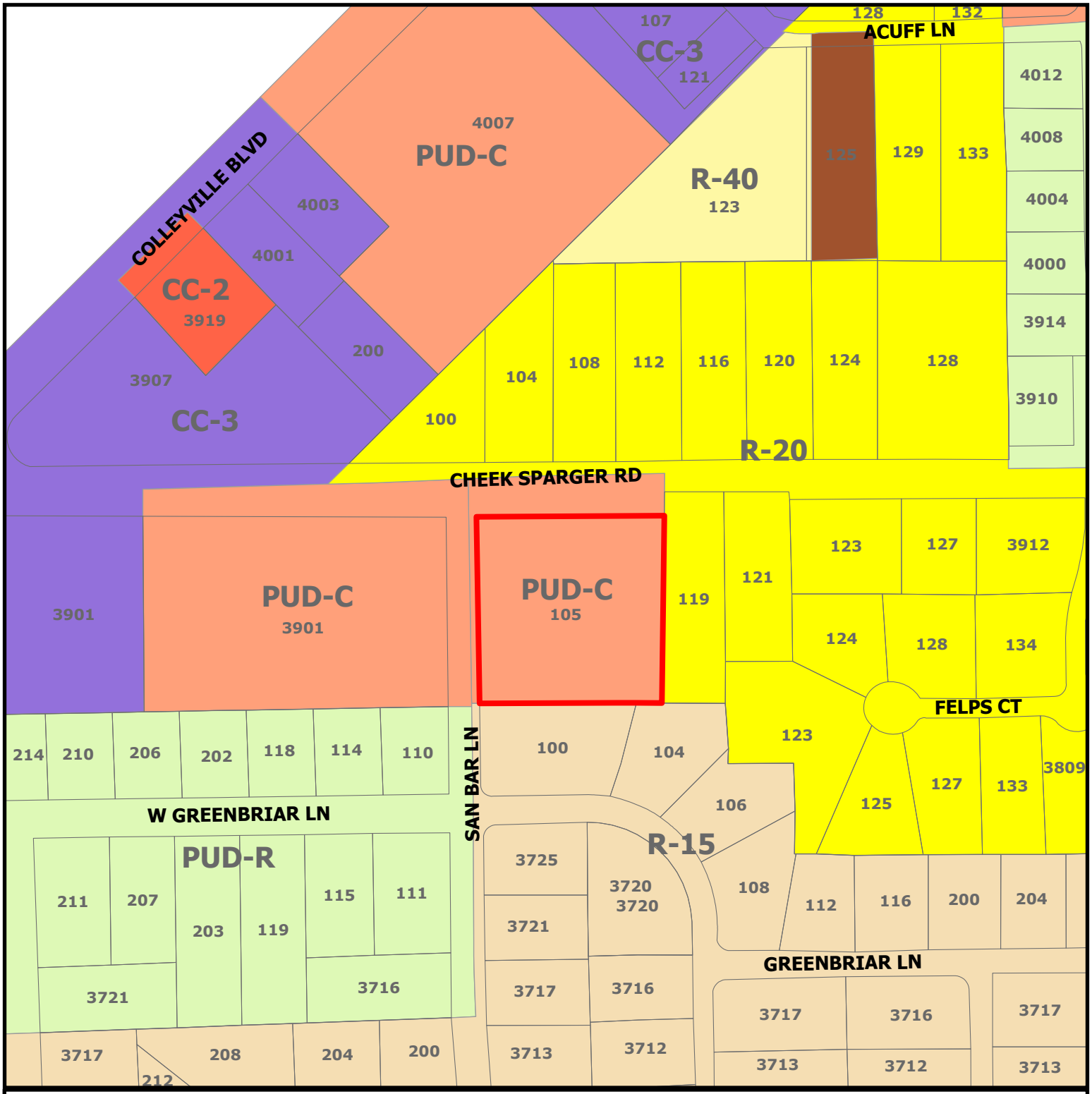
Colleyville Blvd Corridor

Subject Property



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Zoning Map



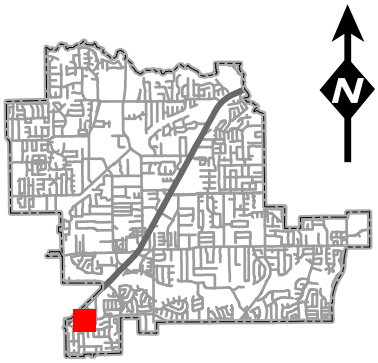
CITY OF COLLEYVILLE TEXAS

ZC26-022

105 Cheek-Sparger Road

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Subject Property



PROJECT NARRATIVE

Project Overview

The applicant requests approval of a rezoning of the subject property from its existing commercial zoning district **(PUD-C) to R-20 Single-Family Residential**, which allows single-family detached homes on a minimum 20,000-square-foot lot.

The intent of the request is to develop the property, meeting the R-20 requirements, as three lots with custom homes that is compatible with the surrounding residential area while preserving the site's existing mature tree canopy to the greatest extent practicable. The conceptual site plan and illustrative exhibits, on pages 3 and 4, demonstrate potential development scenario and are intended to illustrate the applicant's vision for the property.

Land Use Justification

Compatibility with Surrounding Development

The subject property is surrounded by established single-family residential neighborhoods on three sides. Given this context, residential development represents the most appropriate long-term land use for the property. The proposed R-20 zoning provides a natural continuation of the surrounding neighborhoods and creates a compatible transition that reinforces the existing residential character of the area.

Demonstrated Commercial Feasibility Challenges

Since the property was rezoned for commercial use, there have been two unsuccessful attempts to develop the site with commercial uses. These efforts demonstrate the practical challenges of attracting viable commercial development at this location.

The inability to successfully develop the property under its current zoning indicates that the existing commercial designation may not be the highest and best use of the property. Returning the site to residential zoning provides a realistic development opportunity that is better aligned with market conditions and the surrounding land use pattern.

Neighborhood Support

As part of the applicant's due diligence, they have been in conversations with few neighboring property owners and have understood that the previous commercial rezoning was not widely supported by the surrounding neighborhood. The nearby residents generally support returning the property to residential use, recognizing that single-family development is more compatible with the existing neighborhood and better reflects the character of the surrounding area.

Quality Residential Development

The applicant proposes to develop three custom homes on R-20 lots that will complement the quality and character of the surrounding residential neighborhoods.

A significant design objective is the preservation of the existing mature tree canopy wherever practical. The conceptual development plan has been prepared with the intent of respecting the site's natural features while creating an attractive, low-density residential neighborhood.

Infrastructure and Development Feasibility

The applicant has had preliminary discussions with City Staff regarding the proposed rezoning and conceptual layout. Based on those discussions, the proposed development concept appears feasible from a planning and zoning perspective, subject to approval of the requested rezoning. The property is served by the necessary public infrastructure to support the proposed residential development.

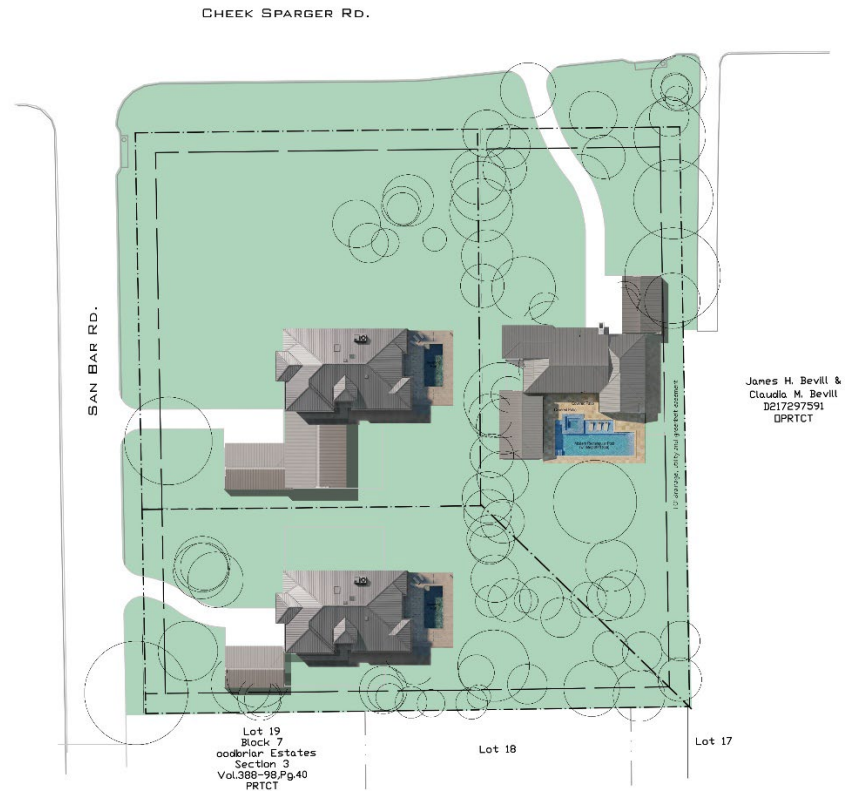
Conclusion

While the City's Comprehensive Plan, *Destination Colleyville*, identifies the subject property as part of the Colleyville Boulevard Corridor, the site's unique characteristics distinguish it from other properties with direct frontage and visibility along Colleyville Boulevard.

Since the property was designated for commercial use, multiple attempts to develop it commercially have been unsuccessful, indicating that the site has limited market viability for commercial development. Unlike properties with direct access and visibility from Colleyville Boulevard, this site lacks the exposure and accessibility typically necessary to support successful commercial uses.

Additionally, the property is surrounded by established single-family residential neighborhoods on three sides, making residential development a more compatible and logical land use. The applicant believes the area east of San Bar Lane is more appropriately suited for residential development, consistent with the existing neighborhood pattern and character. For these reasons, the requested rezoning to R-20 represents a reasonable and appropriate response to the site's physical constraints, surrounding land use context, and demonstrated market conditions.

CONCEPTUAL SITE PLAN AND EXHIBITS for Illustration Purpose:







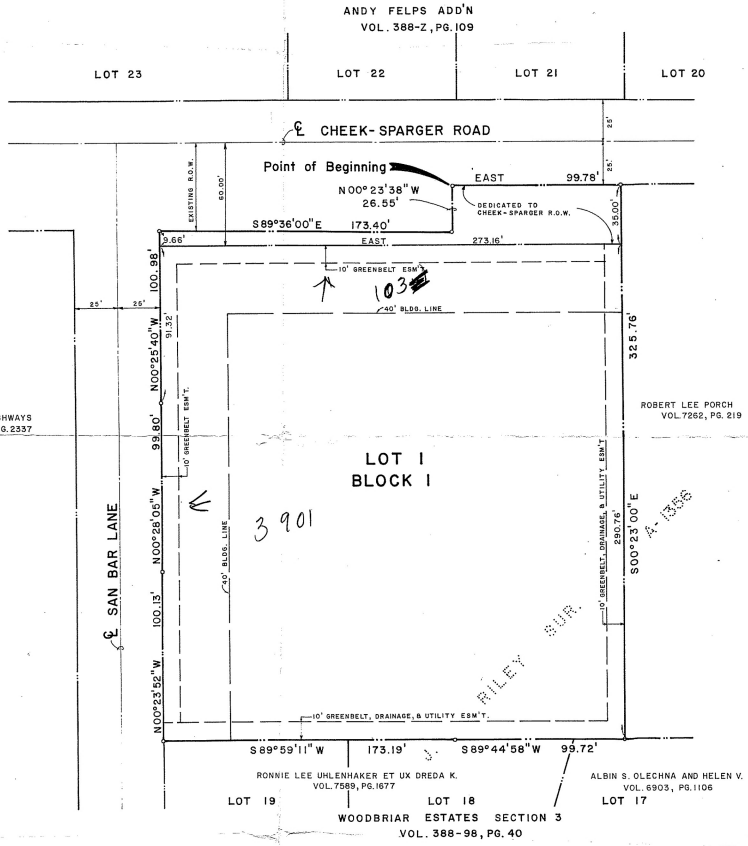


Illustrative Example of Home (Source: Zillow). These images are for illustration purpose only



0 20 40 75 100

GRAPHIC SCALE IN FEET

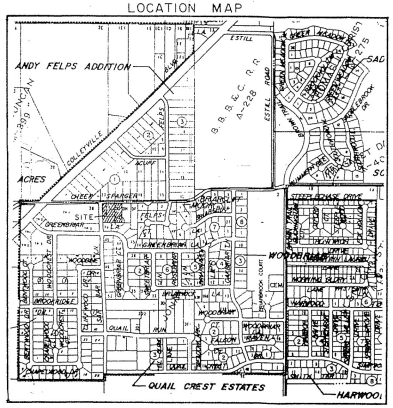


I, John L. Melton, Registered Public Surveyor, do hereby certify that the plat shown hereon accurately represents the property as determined by an on the ground survey, made under my direction and supervision, and that all corners are as shown.

There are no encroachments, easements, conflicts, or protrusions apparent on the ground, except as shown.

John L. Melton, R.P.S. No. 4268

LOCATION MAP



APPROVED BY PLANNING & ZONING COMMISSION
CITY OF COLLEYVILLE, TEXAS

CHAIRMAN DATE

SECRETARY DATE

FIELD NOTES

BEING a tract of land situated in the Jonathan R
Abstract 1356, in the City of Colleyville, Tarrant C
and being more particularly described as follows:

BEGINNING at an iron pin being in the south line of
Road, said point being 202.0 feet east and 25.0 feet
most westerly N.W. corner of said Jonathan R
according to deed recorded in Volume 5391, Page 613,
of Tarrant County, Texas, said point also being N
26.55 feet from the northeast corner of Lot 22 Wood
Section 4 as recorded in Volume 388-138, Page 41
Records of Tarrant County, Texas;

THENCE East, 99.78 feet with the south line of
Sparger Road to an iron pin at fence corn
northwest corner of an 0.747 acre tract
Volume 7262, Page 219 DRTCT, for corner;

THENCE S 00°23'00" E, 325.76 feet with the west
0.747 acre tract to an iron pin at fence
pin being in the north line of Lot
Woodbriar Estates Section 3 as recorded in
98, Page 40 PRTCT, also being the southw
said 0.747 acre tract for corner;

THENCE S 89°44'58" W, 99.72 feet with the north
Lot 17, and the north line of Lot 18 of
Estates Section 3 to an iron pin at fence
pin being the southeast corner of Lot 20
said Woodbriar Estates Section 4 for corne

THENCE S 89°59'11" W, 173.19 feet to an iron pi
right-of-way line of San Bar Lane;

THENCE N 00°23'52" W, 100.13 feet to an iron pi
right-of-way line;

THENCE N 00°28'05" W, 99.80 feet to an iron pi
right-of-way line;

THENCE N 00°25'40" W, 100.98 feet to a point be
section of the east right-of-way line of
and the existing south right-of-way li
Sparger Road;

THENCE S 89°36'00" E, 173.40 feet with said sout
line to a point for corner;

THENCE N 00°23'38" W, 26.55 feet to the POINT OF
containing 1.9409 acres (84,544 square fe

NOW THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

THAT, BOLLINGER C.M., INC. by and through the unders
duly authorized so to act, does hereby adopt this pl
ting the hereinabove described real property as SAN
an addition to the City of Colleyville, Tarrant Cou
and does hereby dedicate the streets and easements s
to the public's use forever.

WITNESS MY HAND AT _____, _____
Texas this the _____ day of _____, 19__

RON BOLLINGE

STATE OF TEXAS:

Before me, the undersigned, a Notary Public in a
State, on this day personally appeared RON BOLLINGE
to be the person whose name is subscribed to the f
strument and acknowledged to me that he executed the
purpose and consideration therein expressed.

GIVEN under my hand and Seal of Office this the _____
_____ 19____.

Notary Publi
the State

FINAL PLAT

OF

LOT 1, BLOCK 1, SAN BAR

A 1.9409 ACRE TRACT
OUT OF THE
JONATHAN RILEY SURVEY, ABSTRAC
IN THE
CITY OF COLLEYVILLE, TARRANT COU

10-9-84
2 Sh. Sty.
Bollinger

388-203
69

Prepared for:
BOLLINGER C.M., INC.
3301 AIRPORT FRWY. SUITE 112
BEDFORD, TEXAS 76021
(817) 571-1944

Prepared by:
WASHINGTON/WALLACE, I
ENGINEERS • PLANNERS • SURVEYORS
500 GRAPEVINE HWY. - SUITE 375
HURST, TEXAS 76054 817/485-

JULY 22, 1986 063-0

Cheek Sparger Rd.

San Bar Lane

10' drainage, utility and greenbelt easement

Lot 3
30.460 SF

10' drainage, utility and greenbelt easement

water to be drained through grading long ditch to back of teh lot

Lot 2
24.716 SF.

additional drainage easement if needed to drain water at back of the lot and maintain ditch to avoid any water in on East

10' drainage, utility and greenbelt easement

James H. Bevill &
Claudia M. Bevill
D217297591
OPRTCT

water to be drained through grading long ditch to back of teh lot

Lot 1
24.276 SF.

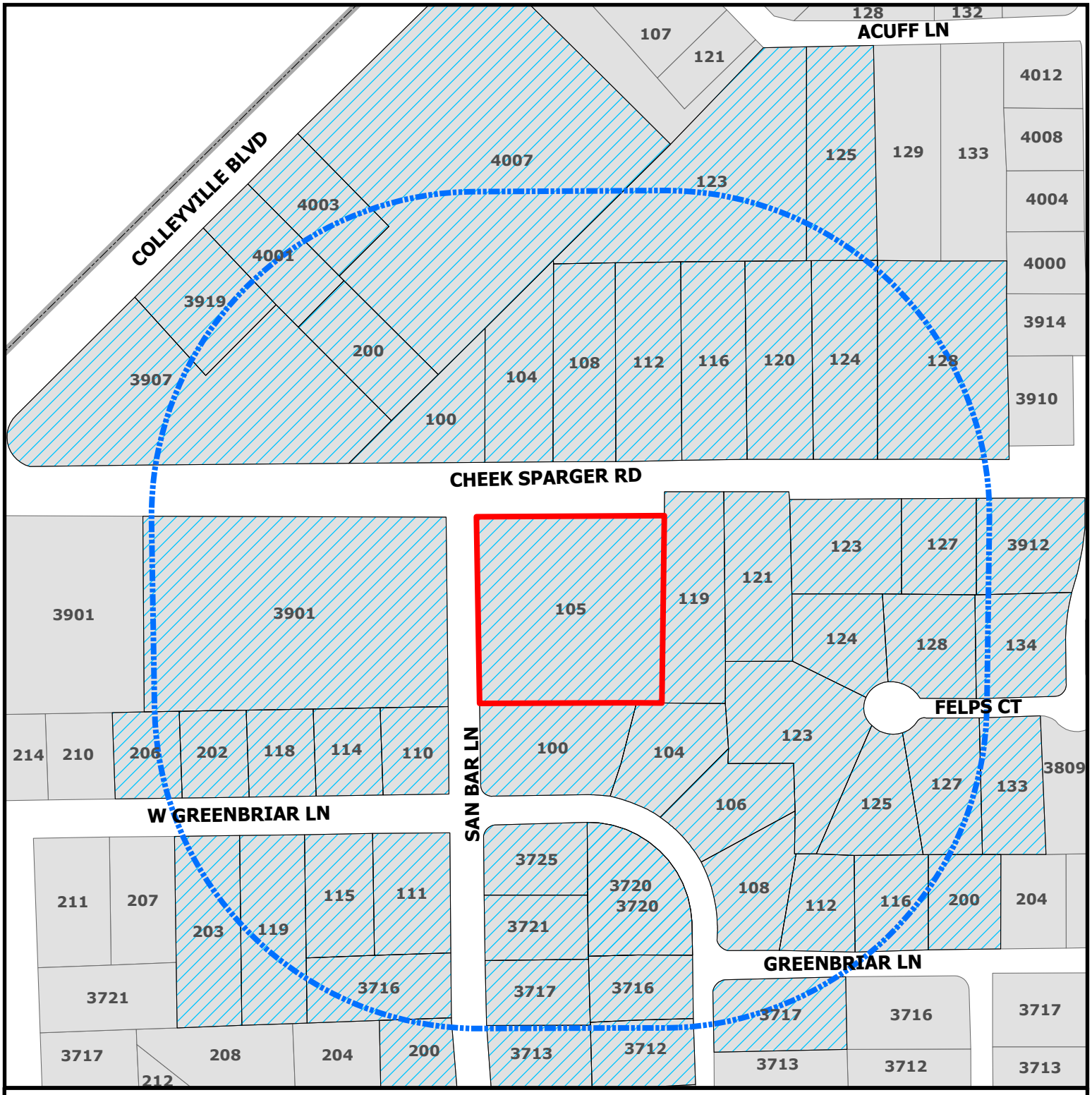
10' drainage, utility and greenbelt easement

Lot 19
Block 7
oodbriar Estates
Section 3
Vol.388-98,Pg.40
PRTCT

Lot 18

Lot 17

Notification Map



CITY OF COLLEYVILLE TEXAS

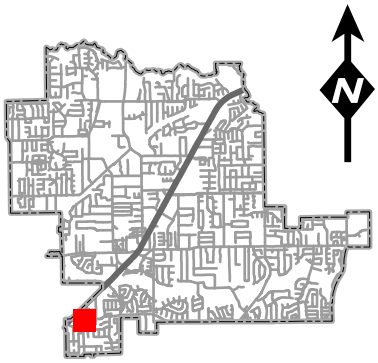
ZC26-022

105 Cheek-Sparger Road

Subject Property

Buffer

Parcels to be notified



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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:

Planning & Zoning Commission Meeting: Monday, August 10, 2026, at 7:00 p.m.
City Council Meetings: Tuesday, September 1, 2026 & Tuesday, September 15, 2026, at 7:00 p.m.
3rd floor of City Hall, 100 Main Street, Colleyville, Texas

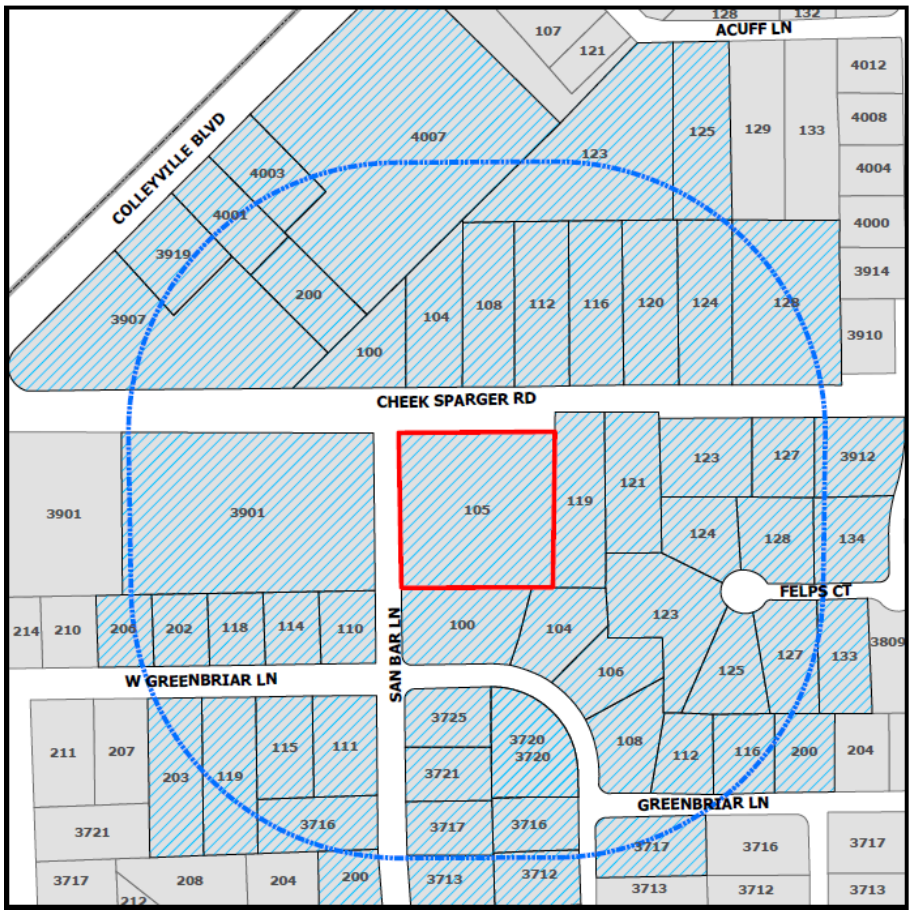
Request:	Consideration of a rezoning from PUD-C Planned Unit Development – Commercial to R-20 Single-Family Residential on Lot 1, Block 1, San Bar Square Addition, located at 105 Cheek-Sparger Road, Case ZC26-022.
Zoning Case:	ZC26-022
Applicant:	Yogesh Patil
Location:	105 Cheek-Sparger Road
Property Description:	Lot 1, Block 1, San Bar Square Addition
Present Zoning:	PUD-C Planned Unit Development - 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. Approval by the Planning and Zoning Commission serves as a recommendation to the City Council and is not a final action on the request. Denial of the proposal by the Commission is final, unless the applicant submits a written notice of appeal within 10 days from the date of action by the Commission. If appealed, the request will be placed on the next available City Council agenda as listed above. Rezoning requests, zoning amendments and conditions recommended by the Commission for approval by the City Council may be more restrictive than those described in this notice.

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



If the property owners of 60% or more of the land within the 200-foot notification area file a written protest prior to the public hearing, State law provides that the approval of the zoning change request shall require the approval of a super majority vote by City Council.

A brief project description can be found online on the 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

ORDINANCE O-26-XXXX

AMENDING THE ZONING ORDINANCE AND THE OFFICIAL ZONING MAP OF THE CITY OF COLLEYVILLE, TEXAS, BY CHANGING THE ZONING ON APPROXIMATELY 1.93 ACRES, BEING LOT 1, BLOCK 1, SAN BAR SQUARE ADDITION, LOCATED AT 105 CHEEK-SPARGER ROAD, BY AUTHORIZING A REZONING FROM PUD-C PLANNED UNIT DEVELOPMENT – COMMERCIAL TO R-20 SINGLE-FAMILY RESIDENTIAL; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS ($2,000.00) AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Colleyville has received an application for a rezoning from PUD-C Planned Unit Development – Commercial to R-20 Single-Family Residential (Case ZC26-022); and

WHEREAS, the Subject Property is presently zoned PUD-C Planned Unit Development – Commercial; and

WHEREAS, the Planning and Zoning Commission of the City of Colleyville, has considered and made recommendations on the request, having given the requisite notices, and having held due hearings and affording a full and fair opportunity for all persons interested in the matter to be heard; and

WHEREAS, after due deliberations and consideration of the recommendation of the Planning and Zoning Commission, the information received at a public hearing, and other relevant information and materials, the City Council finds that this amendment is in conformance with the Comprehensive Plan for the City of Colleyville and promotes the general health, safety, and welfare of this community.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF COLLEYVILLE, TEXAS:

Sec. 1. THAT the Comprehensive Zoning Ordinance of the City of Colleyville, Texas, be, and the same is hereby amended by authorizing a rezoning from PUD-C Planned Unit Development – Commercial to R-20 Single-Family Residential on 1.93 acres, being Lot 1, Block 1, San Bar Square Addition, located at 105 Cheek-Sparger Road, as depicted on the attached as Exhibit "A".

Sec. 2. THAT the above described tract of land shall be used only in the manner and for the purposes provided by the Comprehensive Zoning Ordinance of the City of Colleyville as heretofore amended, and as amended herein.

Sec. 3. THAT the above described tract of land shall be subject to the following conditions:

1. GENERAL

a. The Subject Property shall be zoned R-20 Single-Family Residential.

Sec. 4. THAT any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Comprehensive Zoning Ordinance of the City of Colleyville, and upon conviction shall be punishable by a fine not to exceed the sum of Two Thousand Dollars ($2,000.00) for each offense.

Sec. 5. THAT if any section, paragraph, subdivision, clause, phrase or provision of this ordinance shall be judged invalid or unconstitutional, the same shall not affect the validity of this ordinance as a whole or any portion thereof other than that portion so decided to be invalid or unconstitutional.

Sec. 6. THAT it has been found that there has been a change in conditions in the above described property, it is now necessary that it be given the above zoning classification in order to permit its proper development and in order to protect the public interest, comfort and general welfare, and requires that this ordinance shall take effect immediately from and after its passage.

Sec. 7. THAT in addition to and accumulative of all other penalties, the City shall have the right to seek injunctive relief for any and all violations of this ordinance.

Sec. 8. THAT this ordinance shall take effect immediately from and after its passage subject to the publication of the caption, as the law or charter in such cases may provide.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 1st day of September 2026.

The second reading and public hearing being conducted on the 15th day of September 2026.

PASSED AND APPROVED BY A VOTE OF __ AYES AND __ NAYS ON THIS THE 15TH DAY OF SEPTEMBER 2026.

Mayor Bobby Lindamood	_____	Mark Alphonso, Place 2	_____
Mayor Pro Tem Brandi Elder	_____	Ben Graves, Place 4	_____
Deputy Mayor Pro Tem Scotty Richardson	_____	Tim Raine, Place 6	_____
Kimberly Holt Gunderson, Place 5	_____		

ATTEST:

Christine Loven, TRMC
City Secretary

CITY OF COLLEYVILLE

Bobby Lindamood
Mayor

APPROVED AS TO FORM:

Whitt Wyatt
City Attorney

Exhibit "A" - Aerial Map



CITY OF COLLEYVILLE
PLANNING AND ZONING COMMISSION BRIEFING

Agenda Number 3i **Agenda Date** 8/10/2026 **Number** -
Type Public Hearing Agenda Items
Department Community Development

Title
Consideration of an amendment to the Land Development Code, Chapter 1, General Provisions, Case GC26-008

Explanation
Staff has prepared an amendment to the Land Development Code Chapter 1, General Provisions, which would amend sections of the code to comply with Texas House Bill 24.

Attachments
1. Chapter 1 General Provisions Text Changes
2. Draft Ordinance

Chapter 1
General Provisions

Rev. 08/21/2018

Section 1.1 Title

This document shall be known and may be cited as the Land Development Code of the City of Colleyville, Texas.

Section 1.2 Applicability

The provisions of this Land Development Code shall apply to all lots, parcels of land, rights-of-way, buildings and structures located within the Corporate Limits of the City of Colleyville.

Section 1.3 Authorization for Adoption of This Land Development Code

The regulations contained in the various chapters of this Land Development Code have been adopted upon approval of an ordinance, after public hearing, by the City Council of the City of Colleyville in accordance with the authority described within each chapter and the following:

1. *Chapter 51 – General Powers of Municipalities of the Texas Local Government Code*, which authorizes a municipality to adopt ordinances, rules, or police regulations that are for the good government, peace, or the trade and commerce of the municipality; and.

2. *The Home Rule Charter of the City of Colleyville*, which authorizes the City Council to exercise all powers granted to municipalities by the Constitution or the laws of the State of Texas.

Section 1.4 Purpose of the Land Development Code

The purpose of this Land Development Code is to promote the health, safety, and general welfare of the community and to:

1. combine zoning, subdivision and other regulations into a single document that can be used for development of property and public facilities in Colleyville, Texas;

2. establish reasonable standards of design and procedures for subdivisions in order to further the orderly layout and use of land, and to ensure proper legal descriptions of subdivided land;

3. provide that the cost of improvements which primarily benefit the tract of land being developed be borne by the owners or developers of the tract and that the cost of improvements which primarily benefit the entire community be borne by the community as a whole; and

4. avoid overlapping, conflicting or inconsistent regulations found in land use control systems consisting of separate zoning, subdivision, and other ordinances.

Section 1.5 Purpose of This Chapter

The purpose of this Chapter is to:

1. establish rules, regulations and procedures for the administration of this Land Development Code and to establish the process for amending this Code;

2. establish regulations which describe the process for considering waivers, variances and appeals regarding this Land Development Code; and

3. establish specific boards and commissions responsible for considering requests for a waiver or variance from a regulation or to hear an appeal of a decision of an Administrative Official authorized to enforce and administer this Land Development Code.

Section 1.6 Administration and Enforcement

The provisions of the Land Development Code shall be administered, interpreted and enforced by the City Manager, his designee, or by the administrator designated within this Code.

Section 1.7 Fees

The schedule of fees and charges associated with application filing, processing, plan review, or any other fee required by provisions of this Land Development Code, shall be established by the City Council. Furthermore, until all applicable fees, charges and expenses have been paid in full, no action shall be taken on any application or appeal authorized by this Land Development Code. Fees required by this Land Development Code shall not be refundable, except where a specific provision provides for refunding.

Section 1.8 Compliance Required

All land, buildings, structures or appurtenances thereon located within the City which are hereafter occupied, used, erected, altered or converted shall be used, placed and erected in conformance with the regulations prescribed herein. In their interpretation and application, the provisions of these regulations shall be construed to be the minimum requirements for the promotion of the public health, safety, convenience, comfort, morals and general welfare. Land used in meeting the requirements of this Land Development Code with respect to a particular use or building shall not be used to meet the requirements for any other use or building. No approval, authorization to proceed, or issuance of any certificate or permit shall be construed as an approval of a violation of the provisions of this document or of other ordinances of the City of Colleyville. Certificates presuming to give authority to violate or cancel the provisions of this document or of other ordinances of the jurisdiction shall be void.

Section 1.9 Certificate of Occupancy Required

1.9.A CERTIFICATE REQUIRED PRIOR TO OCCUPANCY

No building, or portion thereof, or parcel of land shall be occupied or used until a certificate of occupancy has been issued by the City. Furthermore, no non-residential building, or portion thereof, or parcel of land shall change in use or occupancy until a certificate of occupancy has been issued by the City. A current certificate of occupancy is required on all land, buildings, or portions thereof except non-habitable accessory buildings. Failure to comply with this provision may result in the issuance of a citation and/or constitute basis for denial of or disconnection from City utilities or to require a franchised utility company to do likewise.

1.9.B CONNECTION TO UTILITIES

No connection to the City utility systems shall be allowed unless and until a certificate of occupancy has been issued by the City Inspector. However, temporary connection of utilities for a specified duration may be authorized by the City Inspector for the purpose of clean up, construction or other such purposes.

1.9.C RECORDS

The Building Inspection Office shall maintain a record of all buildings or parcels of land for which a Certificate of Occupancy has been issued.

1.9.D CERTIFICATE OF OCCUPANCY APPLICATION

Application for a certificate of occupancy shall be made to the Building Inspection Office. No application for a certificate of occupancy shall be approved which does not, at a minimum, contain the following information: business name, business address, business phone number, type of proposed use, business owner, business owner's address, business owner's phone number and emergency phone number, applicant's driver's license number, applicant's date of birth, and applicant's signature.

1.9.E DISPLAY AND STATUS OF CERTIFICATE OF OCCUPANCY

1. All non-residential occupancies shall display a certificate of occupancy on the site and in a conspicuous place.

2. The holder of a certificate of occupancy for a non-residential occupancy is required to notify the Building Inspection Office of any change of address, name changes, or other pertinent information listed on the certificate of occupancy application.

Section 1.10 Project Under Construction at Time of Code Adoption

Nothing herein contained shall require any change in the plans, construction or designated use of a building actually under construction within the city on the effective date of this document and which entire building shall be completed within one (1) year from the effective date of the document or which building shall be maintained under continuous construction even though not completed within one (1) year. Nothing herein contained shall require any change in plan, construction or designated use of a building for which a building permit has been heretofore issued while such permit is valid and provided the building shall have been started within 180 days of the date of issuance of the permit and which entire building shall be maintained under continuous construction even though not completed within one (1) year.

Section 1.11 Compliance Required for Building Permits & Utility Services

No building or structure may be erected, constructed or installed on any lot, tract or parcel of land and public utilities shall not be extended or connected to a building or structure unless the lot, tract or parcel of land is in compliance with the provisions and requirements of this Land Development Code and all applicable Building Permits and authorizations to proceed are first obtained.

Section 1.12 Waivers and Appeals - Generally

Any person seeking approval of a development as required by this Land Development Code may request a waiver of or a variance from a requirement contained in this Code, or appeal a decision of an Administrative Official by submitting a request using the procedures described in this Chapter. Due to the unique arrangement and statutory organization of this Land Development Code, provisions for waivers, variances and appeals of administrative decisions vary from chapter to chapter. The following table shows the approval authority for waiver, variance and appeal requests for the specific chapters of this Land Development Code.

Approval Authority for Waiver, Variance and Appeal Requests					
Chapter Title	**City Council**	**P & Z Commission**	**ZBA**	**Sign Board**	**Staff**
Chapter 2 – Definitions	N/A	N/A	See Section 1.16	N/A	N/A
Chapter 3 – Land Use	See Section 1.13	N/A	See Section 1.16	N/A	N/A
Chapter 4 – Landscaping & Buffering	See Section 4.4	See Section 4.4	N/A	N/A	N/A
Chapter 5 – Tree Preservation	See Section 1.13	See Section 1.14	N/A	N/A	N/A
Chapter 6 – Building Design	See Section 1.13	See Section 1.14	N/A	N/A	N/A
Chapter 7 – Sign Regulations	See Section 1.13	N/A	N/A	See Section 1.15	N/A
Chapter 8 – Platting Procedures (except perimeter streets)	See Section 1.13	See Section 1.14 & 7.2	N/A	N/A	N/A
Perimeter streets	See Section 1.13	N/A	N/A	N/A	N/A
Chapter 9 – Subdivision Design & Required Facilities	See Section 1.13	N/A	N/A	N/A	N/A
Chapter 10 – Private Streets & Entrance Gates	See Section 1.13	N/A	N/A	N/A	N/A
Chapter 11 – Park Land Dedication	See Section 1.13	N/A	N/A	N/A	N/A
Chapter 12 – Erosion Control	See Section 1.13	N/A	N/A	N/A	N/A
Chapter 13 – Impact Fees	See Section 1.13	N/A	N/A	N/A	N/A
Chapter 14 – Engineering Design	See Section 1.13	N/A	N/A	N/A	N/A
Chapter 15 – Public Works Construction Details	See Section 1.13	N/A	N/A	N/A	N/A

Note to table above: N/A – Not Authorized

Section 1.13 Waivers and Appeals – City Council

A. Where specifically provided for in this Land Development Code, the City Council shall have the authority to consider requests for a waiver or to hear and decide an appeal from an administrative decision on a regulation. The City Council may approve, disapprove or modify such a request provided that such approval or modification will not be detrimental to the public safety, health, or welfare or injurious to other property. The applicant shall provide information to support a claim that there are extraordinary hardships or practical difficulties which may result from strict compliance with the regulation or that the public interest may be better served by an alternative proposal.

B. Notwithstanding any provision of this Land Development Code relating to waiver procedures contained herein, and to the extent not otherwise prohibited by State law, the City Council shall have the authority to directly consider requests for a waiver to any regulation contained herein in connection with the construction of a mutual access easement/drive adjacent to a Major Arterial as defined in the Master Thoroughfare Plan. The City Council may approved, disapprove or modify such a request provided that such approval or modification will not be detrimental to the public safety, health, or welfare or injurious to other property. The applicant shall provide information to support a claim that there are extraordinary hardships or practical difficulties which may result from strict compliance with the regulation or that the public interest may be better served by an alternative proposal.

C. The City Council shall have the authority to take action relative to the continuance or discontinuance of a nonconforming use. The City Council has jurisdiction to:

1. Initiate on its motion or cause presented by interested property owners an action to bring about the discontinuance of a nonconforming use in accordance with the following:

   a. Require the discontinuance of a nonconforming use under any plan whereby full value of the structure can be amortized within a definite period of time, taking into consideration the general character of the neighborhood and the necessity for all property to conform to the regulations of this ordinance.

2. Permit the change of occupancy of a nonconforming use to another nonconforming use in accordance with the provisions of Chapter 3 – Land Use of this Land Development Code.

3. Permit the enlargement of a nonconforming use in accordance with the provisions of Chapter 3 Land Use of this Land Development Code.

4. Permit the reconstruction of a nonconforming structure or building on the lot or tract occupied by such building, provided such reconstruction does not, in the judgment of the Board, prevent the return of such property to a conforming use or increase the nonconformity of a nonconforming structure and provided that such actions conform to the non-conforming provisions of Chapter 3 – Land Use of this Land Development Code.

D. Major Variances: Permit such variance of the front yard, side yard, rear yard, lot width, lot depth, coverage, minimum sidewalk or setback standards, or visibility obstruction regulations where the literal enforcement of the provisions of this ordinance would result in an unnecessary hardship, and where such variance is necessary to permit a specific parcel of land which differs from other parcels of land in the same district by being of such restricted area, shape or slope that it cannot be developed in a manner commensurate with the development permitted upon other parcels of land in the same district. A modification of the standards established by this ordinance shall not be granted to relieve a self-created or personal hardship, nor for financial reason only, nor shall such modification be granted to permit any person a privilege in developing a parcel of land not permitted by this ordinance to other parcels of land in the district. A deviation greater than ten percent (10%) of a regulation shall be considered a major variance request.

Section 1.14 Waivers and Appeals – Planning and Zoning Commission

Where specifically provided for in this Land Development Code, the Planning and Zoning Commission shall have the authority to consider a waiver or hear and decide an appeal from an administrative decision on a regulation. The Planning and Zoning Commission may approve, disapprove or modify such a request provided that such approval or modification will not be detrimental to the public safety, health, or welfare or injurious to other property. The applicant shall provide information to support a claim that there are extraordinary hardships or practical difficulties which may result from strict compliance with the regulation or that the public interest may be better served by an alternative proposal.

Section 1.15 Waivers and Appeals – Sign Board of Appeals

Note: Section 1.15 replaced in its entirety. (Ord. O-03-1414 / 09-02-2003)

A. Creation of Sign Board of Appeals – There is hereby created a Sign Board of Appeals consisting of five (5) members and two (2) alternate members, each to be appointed by the Council for a two year term, or until a successor is appointed. Three members of the Board and one (1) alternate member shall be selected in even numbered years and two members and one (1) alternate member in odd numbered years. In the event of a vacancy, the Council shall appoint a member to serve for the unexpired term. Alternate Board members shall serve in the absence of regular members. The Sign Board of Appeals shall consist of the same members and officers as the Zoning Board of Adjustment.

B. Authority of the Sign Board of Appeals – The Sign Board of Appeals shall have the authority to hear and decide on requests for a variance from the requirements contained in *Chapter 7 – Sign Regulations* of this Land Development Code. The Sign Board of Appeals shall also have the authority to hear and decide an

appeal of an administrative decision on a regulation contained in *Chapter 7 – Sign Regulations* of this Land Development Code. The authority established under this paragraph shall be applicable to a definition contained in *Chapter 2 – Definitions* of this Land Development Code required for the administration and enforcement of the provisions of *Chapter 7 – Sign Regulations*.

C. Quorum and Organization – Four members of the Sign Board of Appeals shall constitute a quorum. In the event of the absence of the Chairman and Vice-Chairman, the four members constituting the quorum shall elect for that meeting a member to preside as Acting Chairman and to assume all duties of the Chairman.

D. Meetings, Hearings and Rules of Procedures – The Board shall adopt rules of procedure for the conduct of its meetings. Meetings shall be held at the call of the Chairman or at such times as the Board may determine. All meetings and hearings shall be open to the public and shall be conducted in accordance with the procedure set forth in these regulations and the rules of procedure adopted by the Sign Board of Appeals. Such rules of procedure may be amended by the Sign Board of Appeals membership. The minutes of the meetings shall be recorded, showing the vote of each member upon the question, and shall be made a matter of public record. The concurring vote of four members of the Board shall be necessary to render a decision on any matter before the Board. The Sign Board of Appeals shall meet monthly, provided there has been an appeal or request for variance filed with the Administrative Official on or before the last date to receive applications prior to the scheduled meeting date. The Administrative Official shall publish a calendar establishing such final application dates.

E. Variance – A person may request a variance from a requirement contained in *Chapter 7 – Sign Regulations* by filing said request with the Administrative Official. A request for a variance shall be accompanied by a non-refundable filing fee. The filing fee shall be established by separate ordinance by the City Council. A request for variance shall be referred for consideration to the Sign Board of Appeals. 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.

F. Fees – No action shall be taken on any application submitted to the Sign Board of Appeals until all applicable fees have been paid in full. No refund of any application fee shall be made after the request has been advertised and scheduled for consideration by the Board.

G. Public Hearing and Written Notification – No action to approve or deny any application shall be taken until the Board has held a public hearing and received comment, and only after written notice of the public hearing of the date, time and place where the variance request is to be considered has been sent to the owners of real property lying within five hundred (500) feet of the property and all Home Owner's Associations (HOA's) lying within one thousand (1,000) feet of the property where the application is being considered. Such notice shall be given to each property owner as listed on the last approved tax roll not less than fifteen (15) days before the date set for hearing by depositing letters properly addressed and postage paid in the United States Post Office.

H. Appeal to City Council – The decision by the Sign Board of Appeals shall be final, unless the applicant submits a written notice of appeal within ten (10) days from the date of the action by the Board. The enforcement official shall re-notify all property owners lying within five hundred (500) feet of the property and all Home Owner's Associations (HOA's) lying within one thousand (1,000) feet of the property being considered and place the applicant's appeal request on the next available agenda for consideration by the City Council.

Section 1.16 Variances & Appeals – Zoning Board of Adjustment

The Zoning Board of Adjustment shall have the authority to consider requests for a variance of a zoning regulation or to hear an appeal from an administrative decision on a regulation in *Chapter 3 – Land Use Regulations.* The Zoning Board of Adjustment shall additionally have the authority to consider requests for an interpretation of any regulation or definition contained in this Land Development Code. The rules and procedures contained in this section shall be applicable to such request.

1.16. A ZONING BOARD OF ADJUSTMENT ESTABLISHED

A Zoning Board of Adjustment is hereby established, which shall consist of five (5) members and two (2) alternates, each to be appointed for a two (2) year alternate term by the City Council. All vacancies occurring on the Zoning Board of Adjustment shall be filled by appointment by the City Council. Each year after a new term begins members shall elect a Chairman and Vice-Chairman, a new term beginning at the first meeting in October. Members of the Zoning Board of Adjustment may be removed from office by the City Council for cause upon written charges and after a public hearing. Vacancies shall be filled by resolution of the City Council for the unexpired term of the member affected. The City Council shall appoint two (2) alternate Board members to serve in the absence of regular members.

1.16. B PROCEEDINGS

The Zoning Board of Adjustment shall adopt rules necessary to the conduct of its affairs and in keeping with the provisions of this ordinance. Meetings shall be held at the call of the Chairman or Vice-Chairman and at such other times as the Board may determine. The Chairman, or in his absence the Acting Chairman, may administer oaths and compel the attendance of witnesses. All meetings shall be open to the public.

Said Board shall keep minutes of its proceedings, showing the vote of each member upon each question, or if absent or failing to vote indicating such fact, and shall keep records of its examinations and other official actions, all of which shall be made a matter of public record and be immediately filed in the office of the City and maintained by the person acting as City Secretary.

1.16. C HEARINGS; APPEALS; NOTICE

Appeals to the Zoning Board of Adjustment concerning interpretation or administration of a regulation may be taken by any person aggrieved or by any officer, agency, department or commission of the governing body of the City affected by any decision of the Administrative Official Such appeals shall be taken within a reasonable time, not to exceed fifteen (15) days or such lesser period as may be provided by the rules of the Board, by filing with the Administrative Official on behalf of the Zoning Board of Adjustment a notice of appeal specifying the grounds thereof. The Administrative Official shall forthwith transmit to the Board all papers constituting the record upon which the action appealed from was taken.

The Board shall fix a reasonable time for the hearing of an appeal, give public notice thereof as well as written notice to the parties in interest, and decide the same within a reasonable time. At the hearing, any party may appear in person or by an agent or attorney.

1.16.D STAY OF PROCEEDINGS

An appeal stays all proceedings in furtherance of the action appealed from, unless the Administrative Official from whom the appeal is taken certifies to the Zoning Board of Adjustment after the notice of appeal is filed with the official that, by reason of facts stated in the certificate, a stay would, in the official's opinion, cause imminent peril to life and property. In such case, proceedings shall not be stayed other than by a court of record on application, on notice to the Administrative Official from whom the appeal is taken, and on due cause shown.

1.16.E JURISDICTION OF ZBA

When in its judgment the public convenience and welfare will be substantially served, the Zoning Board of Adjustment may issue appropriate orders to the Administrative Official to guard against future error; and to promulgate appropriate procedures in addition to that under which the Administrative Official already operates. When the appropriate use of the neighboring property will not be substantially or permanently injured, the Zoning Board of Adjustment may in specific cases, after public notice and public hearing, (subject to appropriate conditions and safeguards and in accordance with Section 211.009, Local Government Code, V.T.C.A.), authorize the following appeals and variances to the regulations herein established. Thus, the Zoning Board of Adjustment has jurisdiction to:

1. Hear and decide appeals where it is alleged there is error on any order, requirement, decision or determination made by the Administrative Official in the enforcement of this code.

2. Interpret the intent of the Zoning District Map where uncertainty exists because the physical features, on the ground vary from those on the Zoning District Map and none of the rules set forth in *Chapter 3 – Land Use, Section 3.5.C - "Rules For interpretation of District Boundaries"* apply.

3. Minor Variances: Permit such variance of the front yard, side yard, rear yard, lot width, lot depth, coverage, minimum sidewalk or setback standards, or visibility obstruction regulations where the literal enforcement of the provisions of this ordinance would result in an unnecessary hardship, and where such variance is necessary to permit a specific parcel of land which differs from other parcels of land in the same district by being of such restricted area, shape or slope that it cannot be developed in a manner commensurate with the development permitted upon other parcels of land in the same district. A modification of the standards established by this ordinance shall not be granted to relieve a self-created or personal hardship, nor for financial reason only, nor shall such modification be granted to permit any person a privilege in developing a parcel of land not permitted by this ordinance to other parcels of land in the district. A deviation up to ten percent (10%) of a regulation shall be considered a minor variance request.

1.16.F VARIANCES; CONDITIONS GOVERNING APPLICATIONS; PROCEDURES

The Zoning Board of Adjustment may authorize upon appeal in specific cases such variance from the terms of this ordinance as will not be contrary to the public interest where, owing to special conditions, a literal enforcement of the provisions of this ordinance would result in unnecessary hardship. A variance from the terms of this ordinance shall not be granted by the Zoning Board of Adjustment unless and until:

1. A written application for a variance is submitted demonstrating:

    a. That special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same district;

    b. That literal interpretation of the provisions of this ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this ordinance;

    c. That the special conditions and circumstances do not result from the actions of the applicant;

    d. That granting the variance requested will not confer on the applicant any special privilege that is denied by this ordinance to other lands, structures, or buildings in the same district;

    e. No nonconforming use of neighboring lands, structures, or buildings in the same district, and no permitted or nonconforming use of lands, structures, or buildings in other districts shall be considered grounds for the issuance of a variance.

2. Notice shall be given at least fifteen (15) days in advance of public hearing. The owner of the property for which requested variance is sought or his agent shall be notified by certified mail. Notice of such hearings shall be posted at the City Hall; and one time in the official publication of the City, stating the time, place and nature of such hearing, at least fifteen (15) days prior to the public hearing. All property owners within five hundred (500) feet of the property and all Home Owner's Associations (HOA's) lying within one thousand (1,000) feet of the property shall be notified by mail not less than fifteen (15) days prior to the date of the public hearing.

3. The public hearing shall be held. Any party may appear in person, or by an agent or by attorney.

4. The Zoning Board of Adjustment shall make findings that the applicant has met the requirements of paragraph 1 above.

5. The Zoning Board of Adjustment shall further make a finding that the reasons set forth in the application justify the granting of the variance, and that the variance is the minimum variance that

will make possible the reasonable use of the land, building, or structure.

6. The Zoning Board of Adjustment shall further make a finding that the granting of the variance will be in harmony with the general purpose and intent of this ordinance, and will not be injurious to the neighborhood, or otherwise detrimental to the public welfare.

   In granting any variance, the Zoning Board of Adjustment may prescribe appropriate conditions and safeguards in conformity with this ordinance. Violation of such conditions and safeguards, when made a part of the terms under which the variance is granted, shall be deemed a violation of this ordinance and punishable under the penalty section of this Land Development Code.

   Under no circumstances shall the Zoning Board of Adjustment grant a variance to allow a use not otherwise permissible under this section in the district involved, or any use expressly or by implication prohibited by the terms of this ordinance in said district.

1.16.G DECISION OF ZONING BOARD OF ADJUSTMENT

The concurring vote of four members of the Board shall be necessary to reverse any order, requirement, decision, or determination of the Administrative Official, or to decide in favor of the applicant on any matter upon which it is required to pass under this Land Development Code, or to effect any variation in the application of this ordinance.

1.16.H APPEAL PROCEDURES - ZBA

1. Any person or persons, or any board, taxpayer, department, commission or agency of the City aggrieved by any decision of the Zoning Board of Adjustment may seek review by a court of record of such decision, and under the time limit specified in Section 211.011, Local Government Code, V.T.C.A. If no appeal has been taken from the Zoning Board of Adjustment ruling within the time limit specified under the above mentioned Article, the Board's ruling shall be final.

2. It is the intent of this ordinance that all questions of interpretation and enforcement shall be first presented to the Administrative Official, and that such questions shall be presented to the Zoning Board of Adjustment only on appeal from the decision of the Administrative Official, and that recourse from the decisions of the Zoning Board of Adjustment shall be to the courts as provided by law.

3. It is further the intent of this ordinance that the duties of the City Council in connection with this section shall not include hearing and deciding questions of interpretation and enforcement that may arise. Under this ordinance the City Council shall have only the duties of considering and adopting or rejecting proposed amendments, or the repeal of this ordinance, as provided by law.

4. Conditions: The Zoning Board of Adjustment or City Council, as may apply, is empowered to impose upon any variance or special exception any condition reasonably necessary to protect the public interest and community welfare.

Section 1.17 Definitions

1.17.A DEFINITIONS

The following words, terms and phrases, when used herein, shall have the meanings ascribed to them in this section, except where the content clearly indicates a different meaning:

“Proposed comprehensive zoning change” means a municipal proposal to:

a. Change an existing zoning regulation in a way that:

   i. Allows more residential development than before; and

ii. Applies uniformly to each parcel in one or more zoning districts.

b. Adopt a Land Development Code amendment or zoning map that applies citywide; or

c. Adopt a zoning overlay district that:

i. Allows more residential development; and

ii. Applies along a major roadway, highway, or transit corridor.

Section 1.18 Amending the Land Development Code

The regulations and restrictions imposed by this Land Development Code and the districts and boundaries created by the Official Zoning Map may be amended from time to time using the procedures provided in this section.

1.18.A AMENDING A SUBDIVISION PLAT REGULATION

A subdivision plat regulation as contained in Chapters 8, 9, 10, 11, 12, 14 & 15 of this Land Development Code may be amended upon adoption of an ordinance approved by the City Council after public hearing. Notice of said public hearing to be given in a newspaper having general circulation in the city not less than fifteen (15) days prior to the hearing. The City Council may request the recommendation of the Planning and Zoning Commission on any proposed amendment to a plat regulation. Said amendment shall be additionally subject to the standard rules, regulations and procedural requirements established *in Chapter 212 – Local Government Code* and *Article VI – Charter of the City of Colleyville*.

1.18.B AMENDING A ZONING REGULATION OR THE OFFICIAL ZONING MAP

The City Council may from time to time amend, supplement, change, modify or repeal the regulations and restrictions imposed in *Chapter 1 – General Provisions; Chapter 2 – Definitions*; or *Chapter 3 – Land Use*, of this Land Development Code, and the districts and boundaries described on the Official Zoning Map, using the procedures described in this section. Such amendment shall additionally be subject to the rules and procedures *in Chapter 211 – Local Government Code*, and *Article VI of the Charter of the City of Colleyville*.

1. Zoning Regulation Amendments – Any person or corporation may petition the City Council for a change or amendment to the provisions of these regulations; or the Planning and Zoning Commission or City Council may, on its own motion, initiate study and proposal for changes or amendments to a zoning regulation in the public interest.

2. Zoning District Boundary Changes – Any person or corporation having a proprietary interest in a parcel of land may request a change in zoning on such property; or the Planning and Zoning Commission or City Council may, on its own motion, initiate proceedings to consider a change in zoning on a parcel of land. All requests for a change in zoning shall be submitted, together with the required fee, to the Administrative Official, which officer shall cause notices to be sent and the request placed on the Planning and Zoning Commission agenda. Only one application for a zoning change will be considered at any one time on a parcel of land. No additional rezoning application on a parcel of land will be considered until final action of any pending application has been completed, subject to the time limits imposed elsewhere in these regulations.

3. Fees – Until all applicable fees, charges, expenses and delinquent city, county, and school taxes have been paid in full, no action shall be taken on any zoning application. No refund of any application fee shall be made after the request has been scheduled for consideration by the Commission.

4. Commission Public Hearing and Written Notification - Before making report of an application for a planned development, special use permit, or proposed amendment to a zoning regulation or zoning

district boundary, the Planning and Zoning Commission shall hold a public hearing and receive comment in accordance with the following:

a. No less than fifteen (15) days' notice of the time, place and nature of the public hearing shall be published in publication having general circulation in the city of Colleyville.

b. When a proposed change affects a specific tract of land, written notice of the public hearing shall be sent to all owners of real property lying within five hundred (500) feet of the property and all Home Owner's Associations (HOA's) lying within one thousand (1,000) feet of the property being considered. Such notice to be given to each property owner as listed on the last approved tax roll not less than fifteen (15) days before the day set for hearing by depositing letters properly addressed and postage paid in the United States Post Office. The applicant will be sent notice by certified mail. The land area within 200 feet of the proposed request shall be used to calculate whether a protest against the request would require a super-majority vote of the City Council to approve the request.

i. Alcohol and Package Store SUP Requests – When a rezoning application includes a provision for a Special Use Permit for the sale of alcoholic beverages or a package store, the written notification of the public hearing stated in the preceding paragraph shall be sent to all owners of real property lying within five hundred (500) feet of the area being considered. The land area within 200 feet of the proposed Special Use Permit shall be used to calculate whether a protest against the request would require a super-majority vote of the City Council to approve the Special Use Permit. (Ord. O-03-1399 / 04-15-2003).

c. Proposed Comprehensive Zoning Changes:

i. The notice set forth in Land Development Code Section 1.18.B(4)(a) is also required to be posted on the City's website at least fifteen (15) days before the public hearing; and

ii. Notice must be provided directly to property owners and occupants if the proposed change would cause a current conforming use to become nonconforming.

5. Sign Posting - The Administrative Official is directed to cause a sign (at least 2 feet by 4 feet) to be placed upon the property, or in a public right-of-way if the City initiated a zoning change, clearly visible to passersby, which states that the property is the subject of a rezoning application (or words of like intent). The sign shall be posted at least ten (10) days prior to the hearing and shall remain posted until the hearing. Failure to perform this particular notice provision shall, however, in no way prevent the Planning and Zoning Commission from hearing the application and disposing of the issues involved on the hearing date.

6. Report of Commission – After a public hearing, the Planning and Zoning Commission shall vote on the proposal and report its recommendation to the City Council. The proposal. as recommended by the Commission, shall be place on the next available City Council agenda, provided proper notice has been given.

a. *Amended Proposals:* The Planning and Zoning Commission may consider a request from the applicant to amend the proposal without additional notification of adjacent property owners, provided that the amended request is determined by the Commission as being more restrictive than the initial request and the boundary or content of the amended request is not expanded.

b. *Notice of Appeal:* Denial of the proposal by the Planning and Zoning Commission shall be final, unless the applicant submits a written notice of appeal within ten (10) days from the date of the action by the Commission. The Administrative Official shall re-notify all property owners lying within five hundred (500) feet of the property and all Home Owner's Associations (HOA's) lying within one thousand (1,000) feet of the property being considered and place the applicant's rezoning request on the next available agenda for consideration by the City Council.

c. *Failure to Act Provision:* Failure by the Commission to act on an amendment within sixty (60) days of the first date of public hearing shall be considered a recommendation for denial of the amendment.

7. City Council Public Hearing and Newspaper Notice - A zoning regulation or a zoning district boundary may be amended by the City Council upon adoption of an ordinance, but no amendment shall be made without public hearing before the City Council. No less than fifteen (15) days notice of the time, place and nature of such hearing shall be published in publication having general circulation in the City of Colleyville. No amendment to a regulation or to a district boundary shall be considered by the City Council until a report of the proposed amendment has been made by the Planning and Zoning Commission. Unless denied by the Planning and Zoning Commission, every rezoning request receiving final approval of the Commission shall be forwarded to the City Council for consideration, unless the applicant has requested the proposal be withdrawn. The City Council may refer any amended rezoning request back to the Planning and Zoning Commission for further study and recommendation.

   For Proposed Comprehensive Zoning Changes:

   a. The notice set forth in Land Development Code Section 1.18.B(4)(a) is also required to be posted on the City's website at least fifteen (15) days before the public hearing before the City Council.

8. Special City Council Voting Requirements - No change of which the Planning and Zoning Commission has recommended denial or in case of a protest against such change, signed by the owners of twenty (20) percent or more of either the area of lots or land included in such proposed change, or lots or land immediately adjoining same and extending two hundred (200) feet therefrom, filed with the City Secretary, shall be passed except by a favorable vote of three-fourths (3/4) of all members of the City Council. In computing the percentage of land area, the area of streets and alleys shall be included in the computation.

   To file a valid protest for zoning changes that are not considered a proposed comprehensive zoning change, property owners must submit a written petition signed by:

   a. Owners of at least 20% of the area within the proposed zoning change boundary; or

   b. Owners of at least 20% of the area immediately adjacent to and extending 200 feet from the proposed zoning change boundary; or

   c. Owners of at least 60% of the area immediately adjacent to and extending 200 feet from the proposed zoning change boundary:

      i. Allows more residential development; and

      ii. Does not allow additional commercial or industrial uses, unless the additional use is limited to the first floor of a residential development and does not exceed 35% of the development's total area.

   If a valid protest is filed pursuant to Land Development Code Section 1.18.B(8)(c), only a simple majority vote of the City Council is needed to approve the proposed change.

9. Withdrawal – Any proposal or application that is withdrawn by the applicant before a vote is considered by the City Council shall not be subject to the time limit for submittal of a new application.

10. Time Limit for Re-submittal - No one shall request a zoning change on the same parcel of property more often than once every twelve (12) months. However, a request for a change of zoning of a parcel of property to a different zoning classification than that previously requested may be filed as frequently as desired.

11. Submittal Requirements for Zoning District Change - Every petition for a zoning district change shall be accompanied by supporting documents of the area petitioned for a zone change. In general the petitioners shall submit a drawing and supporting documents as follows:

    Concept Plan – The Concept Plan, which may be conceptual and general in nature, but in sufficient detail appropriate for the type of development being proposed and shall at a minimum include the following items, where applicable:

    a. Proposed layout, indicating the approximate size and dimensions of all residential lots
    b. Proposed land uses and building locations
    c. Landscaping, lighting, fencing and screening of common areas
    d. General locations of existing tree clusters
    e. Location and construction type of perimeter fencing
    f. Design of ingress and egress with description of any special pavement treatments
    g. Location and description of subdivision signs and landscaping at entrance areas
    h. Street names on all proposed streets
    i. *Drainage Analysis* – The applicant shall submit a Preliminary Drainage Analysis to determine the need for drainage facilities. The Preliminary Drainage Analysis shall be prepared in accordance with drainage analysis requirements contained in *Chapter 14 – Engineering Design Standards* of the Land Development Code.
    j. For properties with significant slope, cross section exhibits shall be required showing the impact of the proposed development with adjacent properties.

    Exception: A change of zoning application may be submitted and approved without a Concept Plan if the scale of the request does not justify preparation of the plan.

12. Special Application Requirements - Site Plan and Supporting Documents Required - Every petition for a zoning district change to R-D, R-MF, MH, C-PO, CN, C-C and M-L and all Special Use Permit requests shall additionally be accompanied by a site plan and supporting documents of the area petitioned for a zone change. The purpose of the site plan is to illustrate the logical arrangement of the elements on the land and to show relationships of elements to each other.

    The petitioner is encouraged to meet with the appropriate city staff member in an informal work session to ascertain the extent of plans and documents required, if any, prior to the City initiating the advertisement for public hearing on the petition. The Administrative Official may waive the site plan requirement altogether when appropriate.

    The general type and extent of site plans and supporting documents which may be required of the petitioner include, but are not necessarily limited to:

    a. Site Plan, meeting all of the requirements of Section 3.31.D Site Plan Approval Required as described in the City's Land Use chapter, except that topographic and drainage map information provisions may be waived by the reviewing body when the inclusion of such data would not materially contribute to the necessary evaluation of the project petition. Additional site plan drawing information which the reviewing body may require include:

        1. Existing and proposed zoning district classifications and boundaries;

        2. General outline of extensive tree cover areas;

        3. Drainage ways and 100-year flood plain limits;

        4. Proposed treatment for screening the perimeter of the land embraced by the petition, including screening of internal separations of land use where required;

        5. Proposed internal non-vehicular circulation linkages, such as: pedestrian paths and hike trails; bike trails; and equestrian bridle paths, where applicable, including their

interrelationships with vehicular circulation systems and proposed handling of points of conflict;

6. A graphic illustration showing the location of proposed buildings, driveways and all physical elements and a tabular summary schedule indicating:

   a) The gross acreage and percent of each type of zoning category proposed;

   b) The gross acreage and percent of each type of land use proposed, with streets and open space categories listed separately, and residential uses further stratified as to type, i.e., single family, two-family, multifamily, townhouse, etc., including the total gross project acreage;

   c) The gross residential density of each type of residential land use proposed, expressed in dwelling units per acre; and based on net residential land use plus one-half of any abutting street, only;

   d) The quantitative number of dwelling units proposed for each residential dwelling type, i.e., single family, two-family, etc.;
   e) Proposed maximum lot coverage by building types (i.e., one-family, multifamily, commercial, office, industrial, etc.) expressed in terms of percent or floor area ratio of the lot or site.

b. Architectural Drawings, such as elevations, concept sketches or renderings depicting building types and other significant proposed improvements including the treatment and use of open spaces, etc., where the submission of such drawings would more clearly portray the nature and character of the applicant's land use and development proposals.

c. Written Documents, in narrative form on 8-1/2” X 11” sheets, including:

   1. Statement(s) on planning objectives to be achieved in the land use/development proposal, including a narrative description of the character of the proposed development and rationale behind the assumptions and choices made by the applicant, including use and ownership of open spaces, etc.

   2. Legal description of the total site area proposed for rezoning, development or special use permit.

   3. A development schedule, if any, indicating the approximate date(s) when construction of the proposed development, and subsequent stages or phases can be expected to begin and be completed, to the best of the applicant's knowledge and belief.

   4. A statement as to the present and proposed ownership of the site or parcels thereof embraced by the application.

   5. Statement(s) as to how and when the applicant proposes to provide water and sewer to the development.

   6. Signature(s) and title(s) of the applicant(s) and preparer(s) of the written documents certifying the information presented in all of the plans and supporting documents reflect a reasonably accurate portrayal of the general nature, character and feasibility of the applicant's proposals. All signatures will be dated.

13. Traffic Impact Analysis - When a proposed development is projected to generate more than 1000 vehicle trips per day, a traffic impact analysis shall be required with the rezoning request. The traffic impact analysis shall be prepared in accordance with the requirements of the Director of Public Services. The purpose of the traffic impact analysis is to determine the need for traffic mitigation measures which may include, but are not limited to, dedication of additional right-of-way, construction of turning lanes, or construction of traffic control facilities.

1.18.C RESERVED

1.18.D AMENDING ALL OTHER REGULATIONS

A regulation contained in any of the other Chapters of this Land Development Code that have not been previously mentioned may be amended upon adoption of an ordinance approved by the City Council after public hearing. Notice of said public hearing to be given in a newspaper having general circulation in the city not less than fifteen (15) days prior to the hearing. The City Council may request the recommendation of the Planning and Zoning Commission on any proposed amendment. Amendments shall be additionally subject to the standard rules, regulations and procedural requirements established in *Chapter 51 – Local Government Code* and *Article VI of the Charter of the City of Colleyville*.

For Proposed Comprehensive Zoning Changes:

a. The notice set forth in Land Development Code Section 1.18.B(4)(a) is also required to be posted on the City's website at least fifteen (15) days before the public hearing; and

b. Notice must be provided directly to property owners and occupants if the proposed change would cause a current conforming use to become nonconforming.

Section 1.19 Violations and Penalties

Any person, firm or corporation violating any of the provisions of this Land Development Code shall be guilty of a misdemeanor and upon conviction thereof shall be fined in a sum not to exceed two thousand dollars ($2,000.00), unless a lessor fine is provided for in the section of the Code so violated. Each and every day such violation continues shall constitute a separate offense and shall be punishable as such.

The owner or tenant of any building, structure, premises, or part thereof, and any architect, builder, contractor, engineer, planner, agent, or other person who commits, participates in, assists in, or maintains such violation may each be found guilty of a separate offense and suffer the penalties herein provided.

Section 1.20 Relationship to Other Laws and Restrictions

It is not intended by this Land Development Code to interfere with or abrogate or annul any other resolution or rule, regulation or permit, previously adopted or issued or which shall be adopted or issued, not in conflict with any of the provisions contained herein; nor is it intended by this Land Development Code to interfere with or abrogate or annul any easements, covenants or other agreements between parties; provided, however, that where this Land Development Code imposes a greater restriction upon land, buildings, or structures than is imposed by other ordinances, covenants, restrictions or agreements, then the provisions of this Code shall govern. If other ordinances are more strict than this Code, then the more strict provisions shall prevail.

Section 1.21 Repeal of Conflicting Ordinances

All ordinances or parts of ordinances in conflict herewith are repealed to the extent of the conflict only.

Section 1.22 Severability Clause

It is hereby declared to be the intention of the City Council of the City of Colleyville, that the sections, paragraphs, sentences, clauses and phrases of this Code are severable, and if any phrase, clause, sentence, paragraph, or section of this Code shall be declared unconstitutional, such unconstitutionality or invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs or sections of this Code since the

same would have been enacted by the City Council without the incorporation in this Code of any such unconstitutional or invalid phrase, clause, sentence, paragraph or section.

Section 1.23 Amendments to This Chapter

Reserved for listing of amendments to this Chapter.

Ord. Number	Date	Subject
O-03-1399	04/15/2003	500 foot notification for alcohol SUP requests
O-03-1414	09/02/2003	Sign Board of Appeals authority
O-10-1750	05-04-2010	Addition of Package Store SUP Requirements
O-17-2006	02/21/2017	Council approval for certain Mutual Access Easements
O-18-2053	08/21/2018	Several amendments as part of a total LDC review

ORDINANCE O-26-XXXX

AN ORDINANCE AMENDING CHAPTER 1, SECTION 1.17.A DEFINITIONS, SECTION 1.18.B AMENDING A ZONING REGULATION OR THE OFFICIAL ZONING MAP, AND SECTION 1.18.D AMENDING ALL OTHER REGULATIONS, OF THE LAND DEVELOPMENT CODE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR INJUNCTIVE RELIEF; PROVIDING FOR A PENALTY OF FINE NOT TO EXCEED TWO THOUSAND DOLLARS ($2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City Council of the City of Colleyville approved Ordinance O-00-1214 on April 18, 2000, adopting the Land Development Code; and

WHEREAS, the City of Colleyville desires to amend Chapter 1, Section 1.17.A Definitions, Section 1.18.B Amending a Zoning Regulation or the Official Zoning Map, and Section 1.18.D Amending All Other Regulations of the Land Development Code; and

WHEREAS, notice of a public hearing before the City Council was published in a newspaper of general circulation in Colleyville at least 15 days before such hearing.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF COLLEYVILLE, TEXAS:

Sec. 1. THAT *Section 1.17.A Definitions, Section 1.18.B Amending a Zoning Regulation or the Official Zoning Map, and Section 1.18.D Amending All Other Regulations* of the Land Development Code are hereby amended and replaced in its entirety as attached.

Sec. 2. THAT any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Comprehensive Zoning Ordinance of the City of Colleyville, and upon conviction shall be punishable by a fine not to exceed the sum of Two Thousand Dollars ($2,000.00) for each offense.

Sec. 3. THAT if any section, paragraph, subdivision, clause, phrase or provision of this ordinance shall be judged invalid or

unconstitutional, the same shall not affect the validity of this ordinance as a whole or any portion thereof other than that portion so decided to be invalid or unconstitutional.

Sec. 4. THAT in addition to and accumulative of all other penalties, the City shall have the right to seek injunctive relief for any and all violations of this ordinance.

Sec. 5. THAT this ordinance shall take effect immediately from and after its passage subject to the publication of the caption, as the law or charter in such cases may provide.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 1st day of September 2026.

The second reading and public hearing being conducted on the 15th day of September 2026.

APPROVED BY A VOTE OF __ AYES AND __ NAYS ON THIS THE 15TH DAY OF SEPTEMBER 2026.

Mayor Bobby Lindamood	_____	Mark Alphonso, Place 2	_____
Mayor Pro Tem Brandi Elder	_____	Ben Graves, Place 4	_____
Deputy Mayor Pro Tem Scotty Richardson	_____	Tim Raine, Place 6	_____
Kimberly Holt Gunderson, Place 5	_____		

ATTEST:

Christine Loven, TRMC
City Secretary

CITY OF COLLEYVILLE

Bobby Lindamood
Mayor

APPROVED AS TO FORM:

Whitt L. Wyatt
City Attorney

Section 1.17 Definitions

1.17.A DEFINITIONS

The following words, terms and phrases, when used herein, shall have the meanings ascribed to them in this section, except where the content clearly indicates a different meaning:

"Proposed comprehensive zoning change" means a municipal proposal to:

a. Change an existing zoning regulation in a way that:

i. Allows more residential development than before; and

ii. Applies uniformly to each parcel in one or more zoning districts.

b. Adopt a Land Development Code amendment or zoning map that applies citywide; or

c. Adopt a zoning overlay district that:

i. Allows more residential development; and

ii. Applies along a major roadway, highway, or transit corridor.

Section 1.18 Amending the Land Development Code

1.18.B AMENDING A ZONING REGULATION OR THE OFFICIAL ZONING MAP

4. Commission Public Hearing and Written Notification

c. Proposed Comprehensive Zoning Changes:

i. The notice set forth in Land Development Code Section 1.18.B(4)(a) is also required to be posted on the City's website at least fifteen (15) days before the public hearing; and

ii. Notice must be provided directly to property owners and occupants if the proposed change would cause a current conforming use to become nonconforming.

5. Sign Posting - The Administrative Official is directed to cause a sign (at least 2 feet by 4 feet) to be placed upon the property, or in a public right-of-way if the City initiated a zoning change, clearly visible to passersby, which states that the property is the subject of a rezoning application (or words of like intent). The sign shall be posted at least ten (10) days prior to the hearing and shall remain posted until the hearing. Failure to perform this particular notice provision shall, however, in no way prevent the Planning and Zoning Commission from hearing the application and disposing of the issues involved on the hearing date.

6. Report of Commission - After a public hearing, the Planning and Zoning Commission shall vote on the proposal and report its recommendation to the City Council. The proposal. as recommended by the Commission, shall be place on the next available City Council agenda, provided proper notice has been given.

7. City Council Public Hearing and Newspaper Notice - A zoning regulation or a zoning district boundary may be amended by the City Council upon adoption of an ordinance, but no amendment shall be made without public hearing before the City Council. No less than fifteen (15) days' notice of the time, place and nature of such hearing shall be published in publication having general circulation in the City of Colleyville. No amendment to a regulation or to a district boundary shall be considered by the City Council until a report of the proposed amendment has been made by the Planning and Zoning Commission. Unless denied by the Planning and Zoning Commission, every rezoning request receiving final approval of the Commission shall be forwarded to the City Council for consideration, unless the applicant has requested the proposal be withdrawn. The City Council may refer any amended rezoning request back to the Planning and Zoning Commission for further study and recommendation.

   For Proposed Comprehensive Zoning Changes:

   a. The notice set forth in Land Development Code Section 1.18.B(4)(a) is also required to be posted on the City's website at least fifteen (15) days before the public hearing before the City Council.

8. Special City Council Voting Requirements - No change of which the Planning and Zoning Commission has recommended denial or in case of a protest against such change, signed by the owners of twenty (20) percent or more of either the area of lots or land included in such proposed change, or lots or land immediately adjoining same and extending two hundred (200) feet therefrom, filed with the City Secretary, shall be passed except by a favorable vote of three-fourths (3/4) of all members of the City Council. In computing the percentage of land area, the area of streets and alleys shall be included in the computation.

   To file a valid protest for zoning changes that are not considered a proposed comprehensive zoning change, property owners must submit a written petition signed by:

   a. Owners of at least 20% of the area within the proposed zoning change boundary; or

   b. Owners of at least 20% of the area immediately adjacent to and extending 200 feet from the proposed zoning change boundary; or

   c. Owners of at least 60% of the area immediately adjacent to and extending 200 feet from the proposed zoning change boundary:

      i. Allows more residential development; and

      ii. Does not allow additional commercial or industrial uses, unless the additional use is limited to the first floor of a residential development and does not exceed 35% of the development's total area.

   If a valid protest is filed pursuant to Land Development Code Section 1.18.B(8)(c), only a simple majority vote of the City Council is needed to approve the proposed change.

1.18.D AMENDING ALL OTHER REGULATIONS

A regulation contained in any of the other Chapters of this Land Development Code that have not been previously mentioned may be amended upon adoption of an ordinance approved by the City Council after public hearing. Notice of said public hearing to be given in a newspaper having general circulation in the city not less than fifteen (15) days prior to the hearing. The City Council may request the recommendation of the Planning and Zoning Commission on any proposed amendment. Amendments shall be additionally subject to the standard rules, regulations and procedural

requirements established in *Chapter 51 – Local Government Code* and *Article VI of the Charter of the City of Colleyville*.

For Proposed Comprehensive Zoning Changes:

a. The notice set forth in Land Development Code Section 1.18.B(4)(a) is also required to be posted on the City's website at least fifteen (15) days before the public hearing; and

b. Notice must be provided directly to property owners and occupants if the proposed change would cause a current conforming use to become nonconforming.

CITY OF COLLEYVILLE
PLANNING AND ZONING COMMISSION BRIEFING

Agenda Number 3j **Agenda Date** 8/10/2026 **Number** -
Type Public Hearing Agenda Items
Department Community Development

Title
Consideration of an amendment to the Land Development Code, Chapter 3, Table 3.24(B) Schedule of Permitted Principal Uses, which includes the addition of 'data centers' as a use and related standards, Case GC26-011

Explanation
Staff has prepared an amendment to the Land Development Code Chapter 3, Land Use which would amend sections of the code regarding data centers. The purpose of the amendment is to introduce data centers as a land use.

Attachments
1. Proposed Chapter 3 Amendment
2. Draft Ordinance

Section 3.24 Schedule of Permitted Uses

A. General Requirement and Symbols Used – Land and buildings may be used in accordance with Table 3.24.C, *Schedule of Permitted Principal Uses* and the additional requirements of this section. The following symbols are used in Table 3.24.C, *Schedule of Permitted Principal Uses*:

1. *Permitted Uses* – A "P" in a cell indicates that the use is allowed by right as the principal use in the applicable zoning district in accordance with Table 3.24.C, *Schedule of Permitted Principal Uses*.

2. *Specific Uses* – An "S" in a cell indicates that the use may be allowed with the approval by the City Council of a Special Use Permit following the applicable review and approval procedures.

3. *Prohibited Uses* – An empty cell indicates that the land use is prohibited in the applicable zoning district, unless otherwise allowed with the approval by the City Council of an ordinance establishing a Planned Unit Development District, or authorized by a Special Use Permit, or in conformance with the provisions contained in Section 3.6.B-*Classification of New and Unlisted Uses*.

Table 3.24.B- - Schedule of Permitted Principal Uses

J. HEAVY COMMERCIAL, INDUSTRIAL & MANUFACTURING USES

Table 3.24.B- - Schedule of Permitted Principal Uses

Land Use Classification	Residential District									Non-Residential Districts						Special Land Use Standards	Parking Group
	AG	RE	R40	R30	R20	R15	RD	RMF	MH	CPO	CN	CC1	CC2	CC3	ML		
Appliance Repair Shops														S	S		8
Building Material Sales with outside storage														S	S		7
Commercial Laundry														S	S		24
Contractor Office with storage yard														S	S		24
Contractor Office without storage yard														P	P		8
Data Center														S	S		
Electronic Assembly or Manufacturing															P		25
Exterminator Shop														S	S		24
Food Packaging and Manufacturing															S		24
Furniture and Cabinet Manufacturing															P		25
Office Showroom															P		25
Oil and Gas Extraction	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	See Ch. 3.1	24
Plumbing, HVAC and Electrical Trades Shops														P	P		8
Printing and Publishing - Commercial															P		8
Research and Development Labs															P		8
Scientific Instrument Assembly and Manufacturing															P		8
Self-Storage Facilities (mini warehouse)															S		24
Upholstery and Furniture Repair Shops														P	P		8
Warehouse and Distribution Facilities															S		24

Wood, Paper or Leather Products															**P**		25
Manufacturing not elsewhere listed															***S***		24
Welding or Machine Shop															**P**		25
Wholesale Store/Supply															**P**		25
Wholesale Store/Supply with outdoor storage															***S***		24

ORDINANCE O-26-XXXX

AN ORDINANCE AMENDING CHAPTER 3, TABLE 3.24(B) SCHEDULE OF PERMITTED PRINCIPAL USES; OF THE LAND DEVELOPMENT CODE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR INJUNCTIVE RELIEF; PROVIDING FOR A PENALTY OF FINE NOT TO EXCEED TWO THOUSAND DOLLARS ($2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City Council of the City of Colleyville approved Ordinance O-00-1214 on April 18, 2000, adopting the Land Development Code; and

WHEREAS, the City of Colleyville desires to amend Chapter 3, Table 3.24(B) Schedule of Permitted Principal Uses of the Land Development Code; and

WHEREAS, notice of a public hearing before the City Council was published in a newspaper of general circulation in Colleyville at least 15 days before such hearing.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF COLLEYVILLE, TEXAS:

Sec. 1. THAT *Table 3.24(B) Schedule of Permitted Principal Uses* of the Land Development Code are hereby amended and replaced in its entirety as attached.

Sec. 2. THAT any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Comprehensive Zoning Ordinance of the City of Colleyville, and upon conviction shall be punishable by a fine not to exceed the sum of Two Thousand Dollars ($2,000.00) for each offense.

Sec. 3. THAT if any section, paragraph, subdivision, clause, phrase or provision of this ordinance shall be judged invalid or unconstitutional, the same shall not affect the validity of this ordinance as a whole or any portion thereof other than that portion so decided to be invalid or unconstitutional.

Sec. 4. THAT in addition to and accumulative of all other penalties, the City shall have the right to seek injunctive relief for any and all violations of this ordinance.

Sec. 5. THAT this ordinance shall take effect immediately from and after its passage subject to the publication of the caption, as the law or charter in such cases may provide.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 1st day of September 2026.

The second reading and public hearing being conducted on the 15th day of September 2026.

APPROVED BY A VOTE OF __ AYES AND __ NAYS ON THIS THE 15TH DAY OF SEPTEMBER 2026.

Mayor Bobby Lindamood	_____	Mark Alphonso, Place 2	_____
Mayor Pro Tem Brandi Elder	_____	Ben Graves, Place 4	_____
Deputy Mayor Pro Tem Scotty Richardson	_____	Tim Raine, Place 6	_____
Kimberly Holt Gunderson, Place 5	_____		

ATTEST:

Christine Loven, TRMC
City Secretary

CITY OF COLLEYVILLE

Bobby Lindamood
Mayor

APPROVED AS TO FORM:

Whitt L. Wyatt
City Attorney

Section 3.24 Schedule of Permitted Uses

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1. *Permitted Uses* – A "P" in a cell indicates that the use is allowed by right as the principal use in the applicable zoning district in accordance with Table 3.24.C, *Schedule of Permitted Principal Uses*.

2. *Specific Uses* – An "S" in a cell indicates that the use may be allowed with the approval by the City Council of a Special Use Permit following the applicable review and approval procedures.

3. *Prohibited Uses* – An empty cell indicates that the land use is prohibited in the applicable zoning district, unless otherwise allowed with the approval by the City Council of an ordinance establishing a Planned Unit Development District, or authorized by a Special Use Permit, or in conformance with the provisions contained in Section 3.6.B-*Classification of New and Unlisted Uses*.

Table 3.24.B- - Schedule of Permitted Principal Uses

J. HEAVY COMMERCIAL, INDUSTRIAL & MANUFACTURING USES

Table 3.24.B- - Schedule of Permitted Principal Uses

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Office Showroom															P		25
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Self-Storage Facilities (mini warehouse)															S		24
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Warehouse and Distribution Facilities															S		24

Wood, Paper or Leather Products															**P**		25
Manufacturing not elsewhere listed															***S***		24
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