



City of Colleyville Zoning Board of Adjustment Agenda

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

Tuesday, April 8, 2014

City Council Chambers

**7:00 PM
CITY COUNCIL CHAMBERS
THIRD FLOOR**

**CALL TO ORDER
PLEDGE OF ALLEGIANCE**

1. APPROVAL OF MINUTES

February 11, 2014

2. REGULAR PUBLIC HEARING ITEMS

2a Approval of the updated bylaws for Zoning Board of Adjustment

3. PUBLIC HEARING AGENDA ITEMS

3a Request for a variance to the rear yard setback requirements of the Land Development Code on Lot 5, Block 6, of the Bridlewood Estates Addition, located at 405 Bridlewood South, Case VC14-003

4. ADJOURNMENT

I hereby certify this agenda was posted on City Hall bulletin boards April 4, 2014 by 5:00 p.m.

Taci Wrisley
Planning and Zoning Assistant

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

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

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



City of Colleyville Zoning Board of Adjustment Minutes

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Tuesday, February 11, 2014

City Council Chambers

Call to Order

The Sign Board of Appeals meeting of the City of Colleyville was called to order by Board member McNosky on February 11, 2014 at 7:01 p.m.

Roll Call

Present: Board members Mike Patino (Alternate 2), Jason Elms, Mark Collier, and Dee McNosky

Absent: Board member Larry Kainer (Alternate 1), Mike Leathers, and Judson Orlando

Staff Present: Ron Ruthven, Mary Elliott, and Taci Wrisley

1. APPROVAL OF MINUTES

Board member Elms moved to approve the January 14, 2014 meeting minutes as written. Board member Patino seconded.

The motion carried by the following vote:

Aye: 4 – Patino, Elms, Collier, and McNosky

2. CONTINUED PUBLIC HEARING AGENDA ITEM

2a Request for a variance to the fence requirements in Section 3.26 in the Land Development Code on Tract 5B02, Abstract 294, of the Robert C. Chowning Survey, located at 5810 Pool Road, Case VC13-013

Mary Elliott presented the case and briefed the Board.

The public hearing was opened at 7:04 p.m.

William Stearman, the property owner, came forward and briefed the Board.

Board member Elms questioned Mr. Stearman regarding the height difference from where his fence would meet the other subdivision's fences. Mr. Stearman replied on the Highland Park Subdivision fence his fence would meet it at eight (8) feet and on the Highland Meadows Subdivision his fence would meet it at six (6) feet.

Board member Elms questioned Mr. Stearman regarding whether there would be a color difference from the fence and the fence columns. Mr. Stearman replied yes.

Discussion occurred between staff and the Board regarding fence requirements.

Todd Stearnfield, the contractor, came forward and briefed the Board.

Discussion occurred between Mr. Stearnfield, staff and the Board regarding fence requirements.

Board member Elms questioned Mr. Stearnfield regarding the spacing of the fence columns for the Highland Meadows Subdivision. Mr. Stearnfield replied they are 20 feet apart.

Board member Patino questioned Mr. Stearnfield and Mr. Stearman if they were okay with the 20 foot spacing option. Mr. Stearnfield and Mr. Stearman replied yes.

Board member McNoskey questioned Mr. Stearnfield regarding the exhibits and if the exhibits were to show spacing options. Mr. Stearnfield replied yes.

There being no one else wishing to speak, the public hearing was closed at 7:13 p.m.

Board member Elms stated there was clearly not a hardship for this case.

Board member Elms made a motion to approve Case VC13-013 with the following condition: 1) columns spaced at 20 foot intervals with fence being composed of masonry material. Board member Patino seconded.

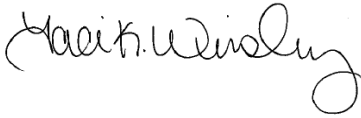
The motion to approve Case VC13-013 with the following condition: 1) columns spaced at 20 foot intervals with fence being composed of masonry material carried by the following vote:

Aye: 4 – Patino, Elms, Collier, and McNosky

3. ADJOURNMENT

The meeting adjourned at 7:14 p.m.

Minutes were written and prepared by:

A handwritten signature in black ink, appearing to read "Taci Wrisley". The signature is fluid and cursive, with a large loop at the end.

Taci Wrisley
Planning and Zoning Assistant

The meeting minutes were approved on April 8, 2014 by a vote of _____.



City of Colleyville Zoning Board of Adjustment Agenda Briefing

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

Agenda Number	Agenda Date	Number
2a	04/08/2014	
Type Regular Agenda Items		
Department Community Development		
Title		
Approval of the updated bylaws for Zoning Board of Adjustment		

Explanation

All boards, commissions and committees were asked to review and update their current bylaws and to submit them in a new uniformed template provided by the City Secretary's office.

Since the Zoning Board of Adjustment did not have specific bylaws outlined, staff has worked with the City Attorney's office to ensure the Zoning Board of Adjustment Rules of Procedure (attached to this agenda briefing) are incorporated into this new bylaw template. Statute refers to rules outlined by the Zoning Board of Adjustment as "regulations" or "rules of procedure"; however, most cities refer to them as "bylaws". It is not so important as to what the rules are called, as long as the statute is followed in regard to what the rules, or bylaws, say and how they are adopted. Additionally, upon the City Attorney's advice, some of the rules of procedure, as previously adopted, have been updated to conform to proper terminology set forth by state law.

A draft of the updated bylaws for the Zoning Board of Adjustment is attached for the consideration of approval. Once approved, the new bylaws will be presented to City Council for their approval.

Attachments

1. Zoning Board of Adjustment Rules of Procedure
2. Zoning Board of Adjustment DRAFT Bylaws

ZONING BOARD OF ADJUSTMENT RULES OF PROCEDURE

I. ORGANIZATION AND OFFICERS

101. Organization

A Board of Adjustment is hereby established which shall consist of five members and two alternates to be appointed by the City Council. The term of office of said members and alternates shall be two (2) years. All vacancies occurring on the Board of Adjustment shall be filled by appointment of the City Council. Members and alternates of the Board of Adjustment may be removed from office by the City Council for just cause upon receipt of written charges and after public hearing. Vacancies shall be filled by appointment of the City Council for the unexpired term of the member or alternate affected.

102. Officers

A Chairman and Vice-Chairman shall be elected from among the Board's membership at the annual meeting of the Board and at such other times as an officer position may become vacant. The Board shall designate a city staff member to serve the Board as Recording Secretary.

103. Duties

- A. The Chairman, or in his absence the Vice-Chairman, shall preside at all meetings and shall decide all points of order or procedure.
- B. The Recording Secretary shall be custodian of the minutes and other official records, shall attend to the correspondence of the Board, and shall cause to be given such notices as are required and in the manner prescribed by law.

104. Rules of Order

Roberts Rules of Order, latest revision, are hereby adopted and said rules shall govern the procedures of the Board unless otherwise provided for by statute, ordinance or these rules.

II. MEETINGS

201. Quorum

A quorum shall consist of four members. If a regular member is absent, the senior alternate will fill the position. If two regular members are absent, the second alternate will fill in as a regular member. Prior to the opening of the public hearing on the first application request being considered, the Board

shall indicate the voting members to the audience by show of hands. Any regular or alternate member arriving after the opening of a public hearing shall not make motions, seconds or vote on the agenda item being considered, but may participate in the discussion.

202. Agenda

An agenda shall be prepared by the Recording Secretary for each meeting of the Board. The agenda shall include appeals and other matters scheduled for consideration by the Board. A copy of the agenda shall be posted in the City Hall seventy-two hours prior to the meeting as required by the Texas Open Meetings law. The agenda packets shall include all materials available pertaining to items on the agenda.

203. Meetings

Regular meetings shall be held on the 2nd Tuesday of each month at 7:00 p.m. at City Hall, unless otherwise provided for by the Board, or unless no application has been scheduled for consideration by the Board.

203. Special Meetings

Special meetings for any purpose may be held (1) on the call of the Chairman, or (2) on request of three or more regular members and by giving written notice to all members deposited in the mail at least 72 hours before the meeting, or (3) as may be scheduled by a majority of the Board at any previous meeting. All meetings shall be open to the public.

205. Public Meetings

All meetings shall be held in full compliance with the provisions of state law, the Zoning Ordinance of the city and these Rules of Procedure. Any party in interest may appear in his own behalf or be represented by council or agent.

III. OFFICIAL RECORDS

301. Definition

The official records shall include these rules and regulations, and minutes of the Board together with all findings, decisions, and other official actions. Stenographic notes of the Recording Secretary and recordings of proceedings and discussions shall constitute the official record of the Board.

302. Recording of Vote

The minutes of the Board's proceedings shall show the vote of each member on each decision of the Board, or if absent or failing to vote shall indicate that fact.

303. Notice of Decision

Written notice of all decisions of the Board shall be sent to the petitioner by regular mail within 10 days of the meeting.

304. Files-Retention

All appeals and other matters coming before the Board shall be filed in the city's records. Original papers of all appeals shall be retained along with other special matters as the Recording Secretary deems essential for permanent record.

305. Public Record

The official record, appeals accepted for filing, and other matters presented to the Board in regular or special meeting shall be on file in the City Hall and shall be open to public inspection during customary working hours.

IV. APPEAL PROCEDURES**401. Review of Decision**

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 with section 211.011 Texas Local Government Code. 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.

402. Refusal Required

No appeal shall be taken to the Board until and unless the Enforcing Officer has first refused a permit for plans submitted or has rendered an interpretation of the Zoning Ordinance. When needed and at the Chairman's request, the City Manager and/or appointed official shall be present at the public hearing. The Board may consider a waiver of this requirement when the Board determines that the cost of such plans would be an unnecessary burden.

403. Application Requirements

Every appeal shall be filed on application forms provided by the City, shall be accompanied by the prescribed fee, and shall be complete in all respects before being accepted for filing. The application shall bear the signature of the owner of the property under appeal or shall be accompanied by a letter from the owner acknowledging taking of appeal. An incomplete application or a communication purporting to be an application and not made in the form

prescribed shall be regarded only as a notice of intent to appeal, and shall not be considered or acted upon by the Board.

404. Guidelines for Application

Every appeal shall be prepared by the applicant according to the guidelines continued in the Appendices for the type of appeals by statutes or ordinances. Where two or more different types of appeals are included in the same application, each set of guidelines shall apply.

405. Filing Deadline

An appeal shall be filed with the Board within ten (10) days after the date of decision of the Enforcing Officer. Every appeal shall be filed with the Recording Secretary of the Board no less than twenty (20) days prior to the scheduled meeting date of the Board. Appeals filed after the deadline shall be scheduled for the next regular meeting. When the filing deadline falls on a city holiday the following workday shall be observed as the filing deadline.

406. Notice

- A. Public notice of any appeal affecting a specific property shall be given as prescribed in the Land Development Code by means of a written notice deposited in the United States Mail, postage prepaid, not less than fifteen (15) days prior to the date of the scheduled hearing. The notice shall identify the applicant, the location of the property in question, and the nature of the request.
- B. All property owners within two hundred (200) feet of the property seeking the appeal shall be notified.
- C. Public notice of any appeal seeking an interpretation on applicable Land Development Code regulations which would apply throughout the city, shall be given by means of a legal advertisement appearing in the official newspaper of the city not less than fifteen (15) days prior to the date of the scheduled hearing. Written notice shall also be given to the applicant and his agent. The notices shall identify the affected provisions of the Land Development Code.

407. Submission of Evidence

Evidence supporting the grant or denial of an appeal shall be submitted only through the Recording Secretary or to the Board in public meeting.

408. Withdrawal of Appeal

Any appeal may be withdrawn upon written notice to the Recording Secretary; but no appeal shall be withdrawn after giving of public notice and prior to the Board action thereon without formal consent of the Board.

409. Expiration of Time

In each decision of appeal, the Board will include a specific expiration time for compliance.

V. HEARING AND DECISIONS**501. Public Hearings**

Hearings on all matters on which a decision of the Board is required by law shall be open to the public. The applicant may appear in his own behalf or be represented by counselor agent.

502. Order of Business

The Chairman shall call the Board to order and the Recording Secretary shall record the members present and absent. The Chairman shall publicly advise those present of the procedures followed in the hearing and disposition of appeals; the Chairman shall call each appeal and shall announce the name of the applicant, the location of the property involved, and the nature of the request. Each case may be taken under advisement until all have been heard.

503. Procedure for Hearing

- A. The Chairman shall ask staff to outline the applicant's request, advise the Board of any communications received and present copies of any supporting evidence for or against each case.
- B. The Chairman shall call upon the applicant to present his case and all evidence supporting his plea. The Chairman shall then call on those to speak who support the appeal.
- C. The Chairman shall next call on those opposed to the granting of the appeal to present their arguments. The applicant shall then have the right of rebuttal to arguments presented by the opposition. Following the rebuttal, the Chairman shall order the hearing closed.
- D. Each side shall proceed without interruption by the other and all arguments and pleading shall be addressed to the Board. No questioning or arguments between individuals will be permitted. During the hearing, no member shall debate or argue an issue with the applicant, nor indicate his probable vote on the appeal.
- E. The Board may not continue hearing on any appeal for which the applicant fails to appear unless the applicant has requested that the Board act without his being present at the hearing; provided however, the Board may hear those persons appearing in response to the notice of hearing.

504. Board's Questions

The Chairman may direct any question to the applicant or any persons speaking in order to bring out all relevant facts, circumstances and conditions affecting the appeal, and will call for questions from other members of the Board and from the staff.

505. Decision

After all appeals have been heard, each appeal shall be reviewed and acted upon. The Board shall make such findings as required by law.

506. Disposition of Appeals

The Board may approve, approve with modifications, or deny an appeal. The Board may also defer action on any appeal whenever it concludes that additional evidence is needed or that alternate solutions need further study. An appeal may be dismissed when the Board finds that the appeal has been improperly filed or upon notification by the Enforcing Officer that permits have been issued for a conforming use or development of the property.

507. Vote Required

The concurring vote of four members shall be necessary to approve, or to approve conditionally, any matter appealed to the Board. When a motion in favor of an applicant fails to receive a second or four affirmative votes, the Recording Secretary shall record that fact and shall include in the minutes an entry stating that the Board has denied the appeal.

VI. CERTIFICATION AND AMENDMENTS

601. Certified Copy

A certified copy of these Rules and Regulations and of any amendments thereto will be placed on record in the office of the City Secretary within ten (10) days following their day of adoption.

602. Repealing Clause

All previously adopted rules and regulations of the Board shall be and the same are hereby expressly repealed.

603. Amendment Procedure

Amendments to these Rules and Regulations may be made by the Board at any meeting, upon the affirmative vote of four members.

ADOPTED:

ATTESTED:

This 9th day of November, 2004

s/Dee McNosky
Chairman

s/Amy Shelley
Recording Secretary

**APPENDIX A
TO THE BOARD OF ADJUSTMENTS
RULES OF PROCEDURE:**

INTERPRETATION APPEALS

A-1. INTERPRETATION: BASIS FOR FILING

Whenever it is alleged that there is an error in any determination or application of the requirements of an applicable Section of the Land Development Code an appeal for interpretation of the regulations or map designations may be filed with the Board.

A-2. INTERPRETATION: PAPERS REQUIRED

An appeal shall include a STATEMENT by the applicant describing the way it is alleged the Regulation should be interpreted, together with diagrams and charts illustrating the erroneous and the proper application of the map or text provisions.

A-3. INTERPRETATION: ADDITIONAL PAPERS REQUIRED

A letter by the administrative official shall be forwarded in the packet giving the section and page number of the Colleyville Land Development Code that was used as a basis for the denial of the request.

**APPENDIX B
TO THE BOARD OF ADJUSTMENT
RULES OF PROCEDURE:**

SPECIAL EXCEPTIONS

B-1. SPECIAL EXCEPTION: BASIS FOR FILING

Whenever the Land Development Code requires specific approval by the Board for the development or use of property, an application for a special exception shall be approved by the Board before the Enforcing Officer shall issue a permit for the proposed construction or use.

B-2. SPECIAL EXCEPTION: PAPERS REQUIRED

An application for a special exception shall include a site plan, drawn to scale, showing all lot dimensions, and the location and dimensions of all existing and proposed lot improvements.

B-3 INTERPRETATION: ADDITIONAL PAPERS REQUIRED

A letter by the administrative official shall be forwarded in the packet giving the section and page number of the Colleyville Land Development Code that was used as a basis for the denial of the request.

**APPENDIX C
TO THE BOARD OF ADJUSTMENT
RULES OF PROCEDURE:**

VARIANCES

C-1. VARIANCE: BASIS FOR FILING

Whenever, owing to exceptional and extraordinary conditions, the literal enforcement of the provisions of a zoning regulation will result in unnecessary hardship in the development of the property, an appeal for a variance may be filed with the Board of Adjustment.

C-2. VARIANCE: PAPERS REQUIRED

An appeal for variance shall include:

- 1) a site plan, drawn to scale, showing the location and dimension of the lot and of all existing and proposed improvements; and
- 2) a statement of facts and reasons why the zoning regulation should not be applied to the property in question.

C-3. INTERPRETATION: ADDITIONAL PAPERS REQUIRED

A letter by the administrative official will be forwarded in the packet giving the section and page number of the Colleyville Land Development Code that was used as a basis for the denial of the request.

C-4. VARIANCE: SPECIAL INFORMATION REQUIRED

When an appeal is based upon hardship resulting from shape changes in topography or unusual terrain features, the site plan shall include topographic information related to know base points or surveys, and profiles of the particular problem involved, including relationship to topographic features of adjoining properties.

DRAFT

ZONING BOARD OF ADJUSTMENT BYLAWS

ARTICLE I – Identification and Purpose

The Zoning Board of Adjustment was established by the City Council of Colleyville, Texas, by Ordinance number 500 on March 8, 1966; however, several amendments to this ordinance have been approved and codified through the Colleyville Charter and the Colleyville Code of Ordinances. The purpose of the Zoning Board of Adjustment is 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; Chapter 4 – Landscaping and Buffering; and Chapter 6 – Building Design (except for requests regarding tree mitigation request which are considered by the Planning and Zoning Commission). The Zoning Board of Adjustment shall additionally have the authority to consider requests for an interpretation of any regulation or definition contained in the Land Development Code.

ARTICLE II – Membership

- 2.1 The Zoning Board of Adjustment shall consist of five (5) members and two (2) alternates, who shall be appointed by the City Council for a two (2) year term. Places on the Zoning Board of Adjustment shall be numbered one (1) through five (7), and Alternates one (1) and two (2).
- 2.2 Members must be residents of Colleyville, Texas unless City Council waives the residency requirement.
- 2.3 Members shall serve without compensation and until their successors are appointed.
- 2.4 Members and alternates of the Zoning Board of Adjustment may be removed from office by the City Council for just cause upon receipt of written charges and after public hearing.
- 2.5 Vacancies which are created by resignation, or for any other reason, shall be filled by the City Council for the remainder of the term of the member or alternate affected.
- 2.6 If a member of the Zoning Board of Adjustment fails to maintain a seventy-five percent (75%) attendance record for all regularly scheduled meetings, the Chair or staff liaison will notify the City

Secretary. City Council may, at its discretion, declare a vacancy, advertise the open position, or appoint a replacement without advertising.

ARTICLE III – Officers

- 3.1 The officers of the Zoning Board of Adjustment shall be the Chairman and the Vice-Chairman.
- 3.2 The Zoning Board of Adjustment shall elect the Chairman and Vice-Chairman from among the members once a year, at its first regular meeting following the appointment of its new members, or as deemed necessary.
- 3.3 The Chairman shall preside at all meetings and be a voting member.
- 3.6 The Vice-Chairman shall preside at Zoning Board of Adjustment meetings in the absence of the Chairman, and shall fulfill all of the duties of the Chairman. Should the Chairman resign, or that office become vacant for other reasons, the Vice-Chairman shall act as Chairman until the election of a new Chairman.
- 3.7 The Zoning Board of Adjustment shall appoint a Recording Secretary to record the minutes of the proceedings of every meeting. The Recording Secretary shall be the custodian of the minutes and other official records, shall attend to the correspondence of the Zoning Board of Adjustment, and shall cause to be given such notices as are required and in the manner prescribed by law. The Recording Secretary appointment shall be made at the time of the election of the officers. The Recording Secretary is usually a staff member.

ARTICLE IV – Duties and Responsibilities

- 4.1 Zoning Board of Adjustment shall 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; Chapter 4 – Landscaping and Buffering; and Chapter 6 – Building Design (except for requests regarding tree mitigation request which are considered by the Planning and Zoning Commission).
- 4.2 The Zoning Board of Adjustment shall additionally have the authority to consider requests for an interpretation of any regulation or definition contained in the Land Development Code.

- 4.3 The Zoning Board of Adjustment members will take the Attorney General Texas Open Meetings Act on-line training course, available at this link: http://www.oag.state.tx.us/open/og_training.shtml#22; or the member may obtain a DVD of the training course from the City Secretary, and provide a copy of the Certificate of Course Completion to the City Secretary. The training must be completed no later than the 90th day, after the date the member takes the oath of office, or otherwise assumes responsibilities as a member of the governmental body.
- 4.4 The Zoning Board of Adjustment shall follow these Rules of Procedure and these Rules shall govern the procedures of the Zoning Board of Adjustment unless otherwise provided for by statute.

ARTICLE V – Meetings

- 5.1 Regular meetings shall be held on the 2nd Tuesday of each month at 7:00 p.m., at City Hall, unless otherwise provided for by the Zoning Board of Adjustment, or unless no application has been scheduled for consideration by the Zoning Board of Adjustment.
- 5.2 Special meetings for any purpose may be held (1) on the call of the Chairman, or (2) on request of three or more regular members, and by giving written notice to all members deposited in the mail at least 72 hours before the meeting, or (3) as may be scheduled by a majority of the Zoning Board of Adjustment at any previous meeting.
- 5.3 Except as legally permitted executive session discussions, all deliberations of the Zoning Board of Adjustment shall be conducted, and all of its decisions shall be made, at a meeting that is open to the public.
- 5.4 All meetings shall be held in full compliance with the provisions of state law, the Zoning Ordinance of the City, and these bylaws. Any party in interest shall appear before the Zoning Board of Adjustment in person, by agent, or by attorney.
- 5.3 A quorum shall consist of four (4) members. If a regular member is absent, the senior alternate will fill the position. If two regular members are absent, the second alternate will fill in as a regular member. Prior to the opening of the public hearing on the first application request being considered, the Zoning Board of Adjustment shall indicate the voting members to the audience by show of hands. Any regular or alternate

member arriving after the opening of a public hearing shall not make motions, seconds, or vote on the agenda item being considered, but may participate in the discussion.

- 5.4 Meeting agendas will be posted on the City Hall bulletin boards, and the City's website 72 hours prior to a meeting. Meeting agenda packets will be available to the public on the City's website 72 hours prior to a meeting.
- 5.5 Additionally, the approved meeting minutes will be included in the City Council agenda packets under Reports.
- 5.6 The Chairman shall secure from staff all such materials and analyses as may be useful to the Zoning Board of Adjustment in considering any matter before it.

ARTICLE VI – Official Records

- 6.1 Definition:
The official records shall include these bylaws, and minutes of the Board, together with all findings, decisions, and other official actions. Stenographic notes of the Recording Secretary and recordings of proceedings and discussions shall constitute the official record of the Board.
- 6.2 Recording of Vote:
The minutes of the Board's proceedings shall show the vote of each member on each decision of the Board, or if absent or failing to vote shall indicate that fact.
- 6.3 Notice of Decision:
All decisions of the Zoning Board of Adjustment shall be in writing, in a format provided by the City Secretary, and shall be filed in the Board's office immediately after the meeting in which the matter was decided. For the purpose of this rule, the Office of Community Development shall be designated as the Board's office.
- 6.4 Files – Retention:
All appeals and other matters coming before the Board shall be filed in the City's records. Original papers of all appeals shall be retained along with other special matters as the Recording Secretary deems essential for permanent record.

6.5 Public Record:

The official records, appeals accepted for filing, and other matters presented to the Board in regular or special meeting shall be on file in the City Hall, and shall be open to public inspection during customary working hours.

ARTICLE VII – Appeal Procedures

7.1 Refusal Required:

No appeal shall be taken to the Board until and unless the Enforcing Officer has first refused a permit for plans submitted or has rendered an interpretation of the Zoning Ordinance. When needed and at the Chairman's request, the City Manager and/or appointed official shall be present at the public hearing. The Board may consider a waiver of this requirement when the Board determines that the cost of such plans would be an unnecessary burden.

7.3 Application Requirements:

Every appeal shall be filed on application forms provided by the City, shall be accompanied by the prescribed fee, and shall be complete in all respects before being accepted for filing. The application shall bear the signature of the owner of the property under appeal or shall be accompanied by a letter from the owner acknowledging taking of appeal. An incomplete application or a communication purporting to be an application and not made in the form prescribed shall be regarded only as a notice of intent to appeal, and shall not be considered or acted upon by the Board.

7.4 Guidelines for Application:

Every appeal shall be prepared by the applicant according to the guidelines continued in the Appendices for the type of appeals by statutes or ordinances. Where two or more different types of appeals are included in the same application, each set of guidelines shall apply.

7.5 Filing Deadline:

An appeal shall be filed with the Board within ten (10) days after the date of decision of the Enforcing Officer. Every appeal shall be filed with the Recording Secretary of the Board no less than twenty (20) days prior to the scheduled meeting date of the Board. Appeals filed after the deadline shall be scheduled for the next regular meeting. When the filing

deadline falls on a city holiday the following workday shall be observed as the filing deadline.

7.6 Notice:

A. Public notice of any appeal affecting a specific property shall be given as prescribed in the Land Development Code by means of a written notice deposited in the United States Mail, postage prepaid, not less than fifteen (15) days prior to the date of the scheduled hearing. The notice shall identify the applicant, the location of the property in question, and the nature of the request.

B. All property owners within two hundred (200) feet of the property seeking the appeal shall be notified.

C. Public notice of any appeal seeking an interpretation on applicable Land Development Code regulations which would apply throughout the city, shall be given by means of a legal advertisement appearing in the official newspaper of the city not less than fifteen (15) days prior to the date of the scheduled hearing. Written notice shall also be given to the applicant and his agent. The notices shall identify the affected provisions of the Land Development Code.

7.7 Submission of Evidence:

Evidence supporting the grant or denial of an appeal shall be submitted only through the Recording Secretary or to the Board in public meeting.

7.8 Withdrawal of Appeal:

Any appeal may be withdrawn upon written notice to the Recording Secretary; but no appeal shall be withdrawn after giving of public notice and prior to the Board action thereon without formal consent of the Board.

7.9 Expiration of Time:

In each decision of appeal, the Board will include a specific expiration time for compliance.

ARTICLE VIII – Hearing and Decisions

8.1 Public Hearings:

Hearings on all matters on which a decision of the Board is required by law shall be open to the public. The applicant may appear in his own behalf or be represented by counsel or agent.

8.2 Order of Business:

The Chairman shall call the Board to order and the Recording Secretary shall record the members present and absent. The Chairman shall publicly advise those present of the procedures followed in the hearing and disposition of appeals; the Chairman shall call each appeal and shall announce the name of the applicant, the location of the property involved, and the nature of the request. Each case may be taken under advisement until all have been heard.

8.3 Procedure for Hearing:

A. The Chairman shall ask staff to outline the applicant's request, advise the Board of any communications received and present copies of any supporting evidence for or against each case.

B. The Chairman shall call upon the applicant to present his case and all evidence supporting his plea.

C. The applicant shall then have the right of rebuttal to arguments presented by the opposition. Following the rebuttal, the Chairman shall order the hearing closed.

D. Each side shall proceed without interruption by the other and all arguments and pleading shall be addressed to the Board. No questioning or arguments between individuals will be permitted.

E. The Board may not hear an appeal when the applicant fails to appear unless the applicant has requested that the Board act without the applicant's presence at the hearing; provided, however, the Board may hear those persons appearing in response to the notice of hearing.

8.4 Board's Questions:

The Chairman may direct any question to the applicant or any persons speaking in order to bring out all relevant facts, circumstances and conditions affecting the appeal, and will call for questions from other members of the Board and from the staff.

8.5 Decision:

After all appeals have been heard, each appeal shall be reviewed and acted upon. The Board shall make such findings as required by law.

8.6 Disposition of Appeals:

The Board may approve, approve with modifications, or deny an appeal. The Board may also defer action on any appeal whenever it concludes that additional evidence is needed or that alternate solutions need further study. An appeal may be dismissed when the Board finds that the appeal has been improperly filed or upon notification by the Enforcing Officer that permits have been issued for a conforming use or development of the property.

8.7 Vote Required:

The concurring vote of four members shall be necessary to approve, or to approve conditionally, any matter appealed to the Board. When a motion in favor of an applicant fails to receive a second or four affirmative votes, the Recording Secretary shall record that fact and shall include in the minutes an entry stating that the Board has denied the appeal.

ARTICLE IX – Appeal from the Board

9.1 Review of Decision:

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 with section 211.011 Texas Local Government Code. 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.

ARTICLE X – Certification and Amendments

10.1 Certified Copy:

A certified copy of these Rules and Regulations and of any amendments thereto will be placed on record in the office of the City Secretary within ten (10) days following their day of adoption.

10.2 Repealing Clause:

All previously adopted rules and regulations of the Board shall be and the same are hereby expressly repealed.

10.3 Amendment Procedure:

Amendments to these Rules and Regulations may be made by the Board at any meeting, upon the affirmative vote of four members; however,

Chapter 211 of the Local Government Code requires the regulations be adopted by the governing body.

**APPENDIX A
TO THE ZONING BOARD OF ADJUSTMENTS
BYLAWS:**

INTERPRETATION APPEALS

A-1. INTERPRETATION: BASIS FOR FILING

Whenever it is alleged that there is an error in any determination or application of the requirements of an applicable Section of the Land Development Code an appeal for interpretation of the regulations or map designations may be filed with the Board.

A-2. INTERPRETATION: PAPERS REQUIRED

An appeal shall include a STATEMENT by the applicant describing the way it is alleged the Regulation should be interpreted, together with diagrams and charts illustrating the erroneous and the proper application of the map or text provisions.

A-3. INTERPRETATION: ADDITIONAL PAPERS REQUIRED

A letter by the administrative official shall be forwarded in the packet giving the section and page number of the Colleyville Land Development Code that was used as a basis for the denial of the request.

**APPENDIX B
TO THE ZONING BOARD OF ADJUSTMENT
BYLAWS:**

SPECIAL EXCEPTIONS

B-1. SPECIAL EXCEPTION: BASIS FOR FILING

Whenever the Land Development Code requires specific approval by the Board for the development or use of property, an application for a special exception shall be approved by the Board before the Enforcing Officer shall issue a permit for the proposed construction or use.

B-2. SPECIAL EXCEPTION: PAPERS REQUIRED

An application for a special exception shall include a site plan, drawn to scale, showing all lot dimensions, and the location and dimensions of all existing and proposed lot improvements.

B-3 INTERPRETATION: ADDITIONAL PAPERS REQUIRED

A letter by the administrative official shall be forwarded in the packet giving the section and page number of the Colleyville Land Development Code that was used as a basis for the denial of the request.

**APPENDIX C
TO THE ZONING BOARD OF ADJUSTMENT
BYLAWS:**

VARIANCES

C-1. VARIANCE: BASIS FOR FILING

Whenever, owing to exceptional and extraordinary conditions, the literal enforcement of the provisions of a zoning regulation will result in unnecessary hardship in the development of the property, an appeal for a variance may be filed with the Board of Adjustment.

C-2. VARIANCE: PAPERS REQUIRED

An appeal for variance shall include:

- 1) A site plan, drawn to scale, showing the location and dimension of the lot and of all existing and proposed improvements; and
- 2) A statement of facts and reasons why the zoning regulation should not be applied to the property in question.

C-3. INTERPRETATION: ADDITIONAL PAPERS REQUIRED

A letter by the administrative official will be forwarded in the packet giving the section and page number of the Colleyville Land Development Code that was used as a basis for the denial of the request.

C-4. VARIANCE: SPECIAL INFORMATION REQUIRED

When an appeal is based upon hardship resulting from shape changes in topography or unusual terrain features, the site plan shall include topographic information related to know base points or surveys, and profiles of the particular problem involved, including relationship to topographic features of adjoining properties.



City of Colleyville Zoning Board of Adjustment Agenda Briefing

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

Agenda Number 3a	Agenda Date 04/08/2014	Number
Type Public Hearing Agenda Items		
Department Community Development		

Title

Request for a variance to the rear yard setback requirements of the Land Development Code on Lot 5, Block 6, of the Bridlewood Estates Addition, located at 405 Bridlewood South, Case VC14-003

Explanation

Travis Motley is requesting a variance to the rear yard setback requirements found in Section 3.24 of the Land Development Code to build a covered patio. The property is located at 405 Bridlewood South, on the south side of Bridlewood, east of Steeplechase Drive. The property is currently zoned R-MF-Multi-Family Residential and includes a single family residence.

Variance Request. According to the Land Development Code, Section 3.24.B, the minimum rear yard setback for the R-MF zoning district is twenty-five (25) feet. The variance request is for a 12 foot by 12 foot covered patio with a three (3) foot roof overhang. the outdoor living area will be open on three sides. The two exterior columns will be steel pipe encased in brick, and the patio will be covered with a hipped roof with shingles. All materials will match the existing exterior of the house. The outdoor living area will encroach into the rear yard setback by fifteen (15) feet. The roof eaves will encroach into the twelve (12) foot drainage and utility easement by about two (2) feet.

The request also includes a grill counter and outdoor fire feature, constructed of stone and brick. Both features will also encroach into the twenty-five (25) foot rear yard setback by twelve (12) feet, and may be included with this request. There are additional building code requirements for these structures. For example, the fire feature must be gas operated, not wood burning. Any decision of the board will still require building permit approval and conformance to all applicable building codes.

Previous Request. There was a previous request for this property for a twenty (20) foot encroachment into the rear yard setback, case number VC13-007. The request was denied at the May 15, 2013 Zoning Board of Adjustment meeting since a hardship was not established.

Land Development Code Requirements. The Land Development Code (LDC) includes a twelve (12) inch allowance for non-structural projections into setbacks.

However, there is not an allowance for projections into easements in the LDC.

LDC, Chapter 8, Section 8-185 "Easement and Right-of-Way Encroachments" states: no building permit shall be issued for any structure that encroaches into or over a public drainage and/or utility easement or public right-of-way, unless an easement encroachment and joint use agreement has been approved in accordance with the procedures contained in this Section. A separate application will need to be made through Public Works for the proposed drainage and utility easement encroachment. The applicant has been informed of this requirement, and may propose an alternate that does not include the easement encroachment.

Land Development Code, Chapter 1, Section 1.16.E.10 permits the Zoning Board of Adjustment to grant variances to the rear yard setback 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.

The subject property does not differ from the other parcels of land in the same district by area, shape or slope. The site is restricted by a large pool structure, which was created by a past or current owner. In addition, the applicant is proposing drainage improvements as part of the variance request. Drainage is considered to be part of the public interest and is subject to review during the building permit process, separate from the Zoning Board of Adjustment process.

Texas Local Government Code. Section 211.009(a)(3) of the Texas Local Government Code specifies the elements that must be shown to authorize the Zoning Board of Adjustment (ZBA) to approve a variance:

authorize, in specific cases, a variance from the terms of a zoning ordinance if the variance is not contrary to the public interest and, due to special conditions, a literal enforcement of the ordinance would result in unnecessary hardship, so that the spirit of the ordinance is observed and that substantial justice is done.

Although the applicant has decreased the amount of encroachment to lessen the impact on adjacent property owners, a hardship has still not been established.

Public Notification. Staff mailed notices to twenty-five (25) property owners within 200 feet of the site. Notice was published in the Fort Worth Star Telegram as required by state law and the Land Development Code. Staff has received no correspondence

regarding this request.

Summary. Staff does not recognize a hardship with regard to the rear yard setback encroachment; thus, staff recommends denial of this request. If the request is denied, the applicant will be allowed to construct a patio with free-standing grill outside of the drainage and utility easement.

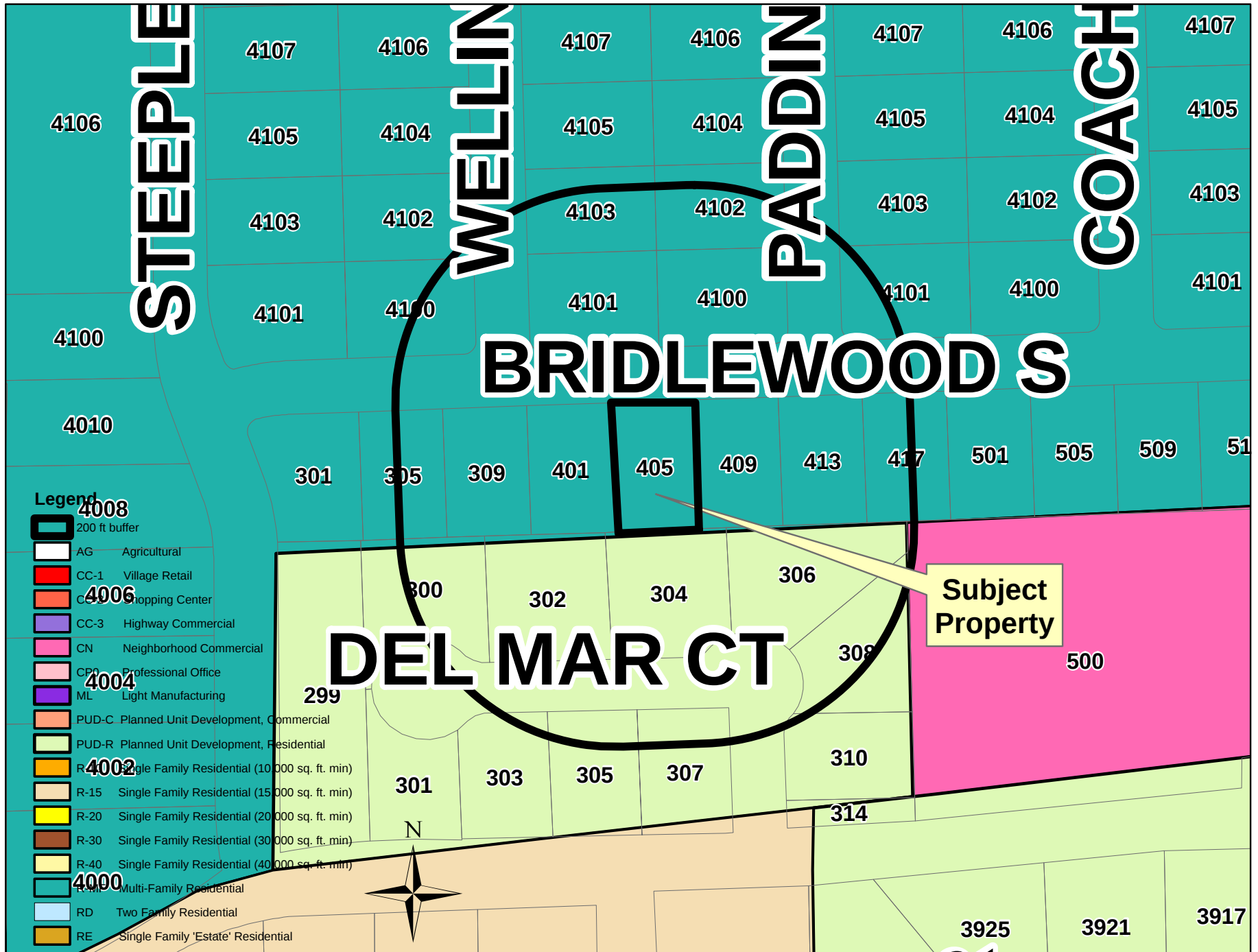
Recommendation

Denial

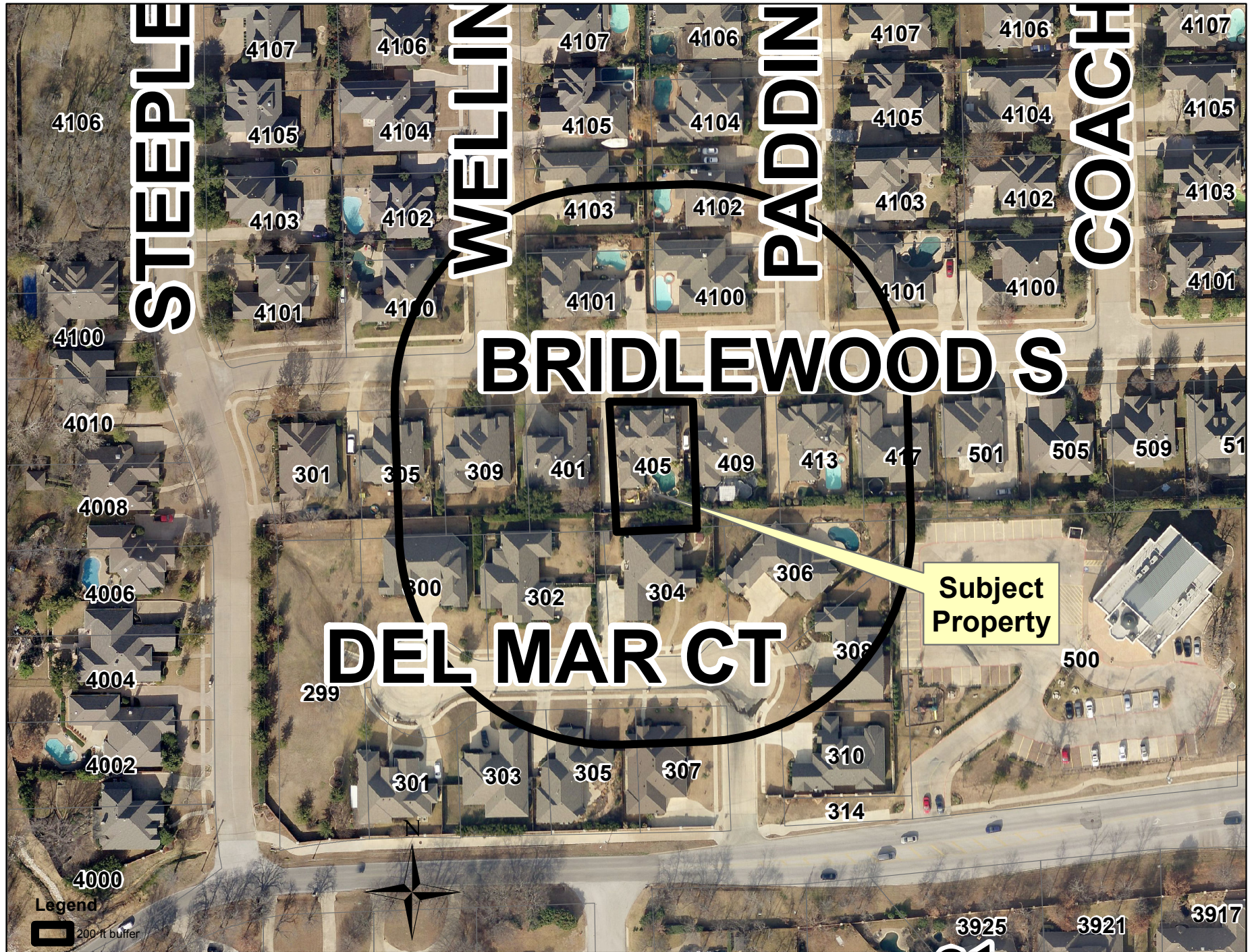
Attachments

1. Location and Zoning Map
2. Aerial
3. Buffer Map
4. Notification List
5. Application
6. Aerial Zoom In
7. Bridlewood Estates Addition
8. Foundation Plan
9. Site Survey
10. Construction Plans

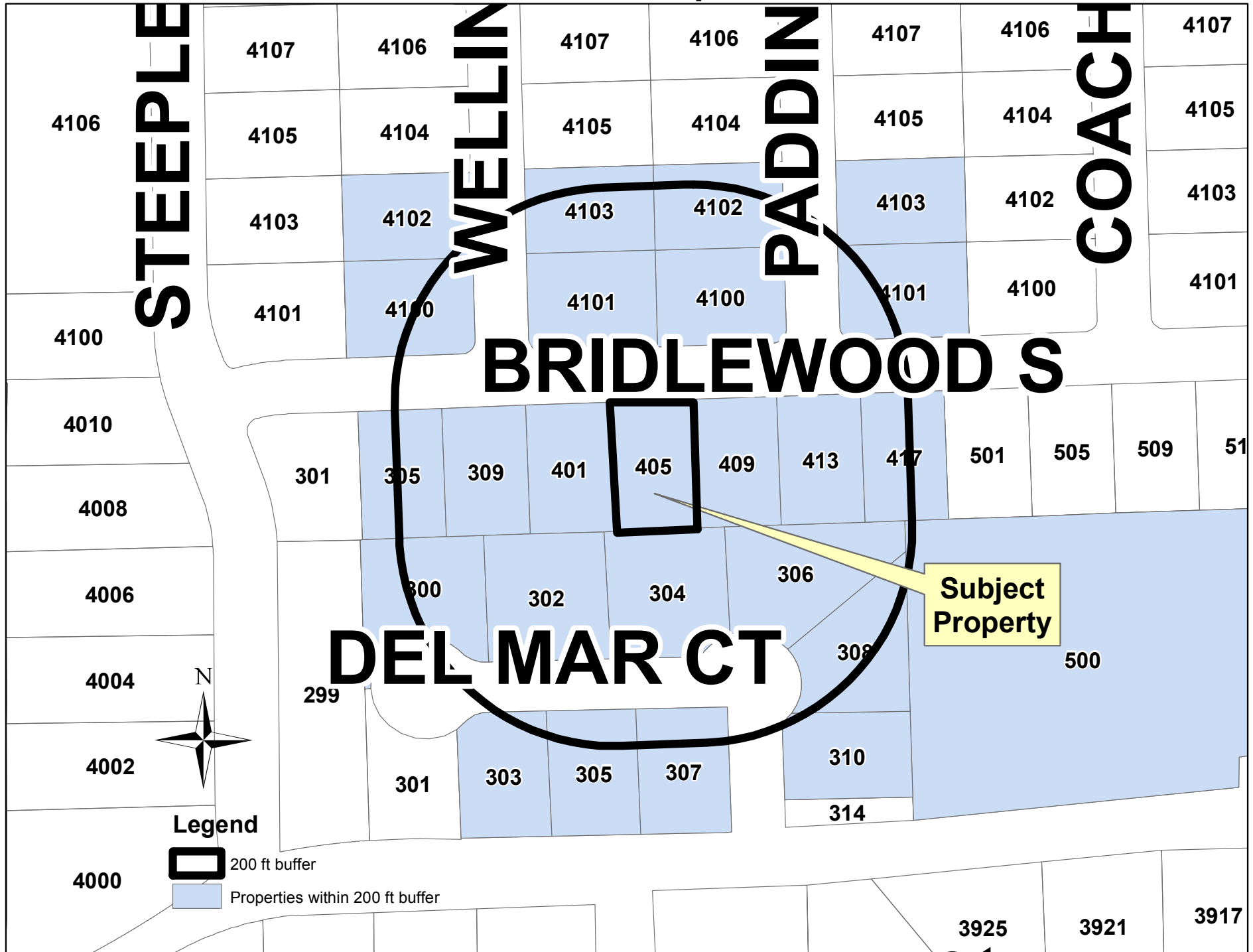
Location and Zoning Map



Aerial



Buffer Map



Notification List

Owner Name	Owner Address	Owner City	Owner State	Owner Zip	Situs Address
BAZALDUA, CARLOS ETUX SUSAN D	305 BRIDLEWOOD S	COLLEYVILLE	TX	76034	000305 BRIDLEWOOD SOUTH
NICELY, THOMAS J ETUX MARTHA O	300 DEL MAR CT	COLLEYVILLE	TX	76034	000300 DEL MAR CT
HINES, JANET R	401 BRIDLEWOOD S	COLLEYVILLE	TX	76034	000401 BRIDLEWOOD SOUTH
KEITH, S PALMER ETUX JUDITH	409 BRIDLEWOOD S	COLLEYVILLE	TX	76034	000409 BRIDLEWOOD SOUTH
ISLAMIC ASSOC OF MID CITIES	1245 KARLA DR	HURST	TX	76053	000500 CHEEK SPARGER RD
LORIA, LEONARD P ETUX JACKIE B	304 DEL MAR CT	COLLEYVILLE	TX	76034	000304 DEL MAR CT
JOHNMEYER, LESLEY ETVIR EDWARD	309 BRIDLEWOOD S	COLLEYVILLE	TX	76034	000309 BRIDLEWOOD SOUTH
SEWELL, HARVEY W & LILA J	310 DEL MAR CT	COLLEYVILLE	TX	76034	000310 DEL MAR CT
GORE, DAVID E ETUX LINDA	PO BOX 1828	COLLEYVILLE	TX	76034	000308 DEL MAR CT
MARTIN, GLORIA M ETVIR RUBEN	306 DEL MAR CT	COLLEYVILLE	TX	76034	000306 DEL MAR CT
DE SARNO, ROGER B ETUX JOYCE	302 DEL MAR CT	COLLEYVILLE	TX	76034	000302 DEL MAR CT
SAGMAN, MAZIN ETUX BESMA	303 DEL MAR CT	COLLEYVILLE	TX	76034	000303 DEL MAR CT
GILBEY, JACK G JR	305 DEL MAR CT	COLLEYVILLE	TX	76034	000305 DEL MAR CT
BROYLES, MIRIAM P	307 DEL MAR CT	COLLEYVILLE	TX	76034	000307 DEL MAR CT
BROOKS, RITA	4103 WELLINGTON DR	COLLEYVILLE	TX	76034	004103 WELLINGTON DR
MERRIFEILD, WILL ETUX JESSICA	4103 PADDINGTON LN	COLLEYVILLE	TX	76034	004103 PADDINGTON LN
GALLAGHER, ELLEN KIESEL	4100 PADDINGTON LN	COLLEYVILLE	TX	76034	004100 PADDINGTON LN
O'HEARN, BRIAN M ETUX KAREN	4102 PADDINGTON LN	COLLEYVILLE	TX	76034	004102 PADDINGTON LN
MANN, MONTE W	4101 WELLINGTON DR	COLLEYVILLE	TX	76034	004101 WELLINGTON DR
SWAIN, ANN P ETVIR JEFFERY G	4102 WELLINGTON DR	COLLEYVILLE	TX	76034	004102 WELLINGTON DR
RAMOS, MARY L ETVIR SAMUEL	4100 WELLINGTON DR	COLLEYVILLE	TX	76034	004100 WELLINGTON DR
WILSON, CLIFFORD E ETUX CYNTHI	4101 PADDINGTON LN	COLLEYVILLE	TX	76034	004101 PADDINGTON LN
FISHER, WILLIAM F ETUX SHARON	413 BRIDLEWOOD S	COLLEYVILLE	TX	76034	000413 BRIDLEWOOD SOUTH
MACMILLAN, TANYA	417 BRIDLEWOOD S	COLLEYVILLE	TX	76034	000417 BRIDLEWOOD SOUTH
Bridlewood Estates HOA	4107 PADDINGTON LANE	COLLEYVILLE	TX	76034	COURTESY NOTICE
Grapevine-Colleyville ISD	3051 IRA E WOODS AVENUE	GRAPEVINE	TX	76051	COURTESY NOTICE
MOTLEY, TRAVIS ETUX TIFFANY	405 BRIDLEWOOD S	COLLEYVILLE TX	TX	76034	APPLICANT

Public hearing notices were mailed Fri.,
Mar. 21, 2014 by Taci Wrisley

Application

Community Development Services Application

City of Colleyville
100 Main Street
Colleyville TX 76034
817.503.1050

APPLICATION TYPE

PLEASE CHECK THE APPROPRIATE BOX BELOW.

- | | | |
|---|---|---|
| ☐ Zoning Change | ☐ Preliminary Plat | ☒ Zoning Variance (ZBA) |
| ☐ Special Use Permit | ☐ Final Plat | ☐ Sign Variance (SBA) |
| ☐ Planned Unit Development | ☐ Minor Plat | ☐ Sidewalk / General Waiver |
| ☐ Site & Landscape Plan | ☐ Amended Plat | ☐ Interpretation Appeal |

PROPERTY INFORMATION

Project Name: Rear Setback Variance

Project Address (Location): 405 Bridlewood S.

Legal Description: Bridlewood Estates, Lot 5, Block 6

Proposed Number of Lots: N/A Gross Acres: N/A Neighborhood District: N/A

Existing Zoning: R-MF Proposed Zoning: N/A

Existing Use: single-family Proposed Use: N/A

Application Requirements: The applicant is required to submit sufficient information that describes and justifies the proposal. See appropriate checklist and fee schedule for minimum requirements. Incomplete applications will not be processed.

APPLICANT - OWNER INFORMATION

Applicant: Travis Motley Company: _____

Address: 405 Bridlewood S. Tel: 817-577-0817 Fax: N/A

City: Colleyville State: TX ZIP: 76034 Email: ttmotley@yahoo.com

Applicant's Status: (check one) ☒ Owner ☐ Representative ☐ Tenant ☐ Prospective Buyer

Property Owner: Travis Motley Company: _____

Address: 405 Bridlewood S. Tel: 817-577-0817 Fax: N/A

City: Colleyville State: TX ZIP: 76034 Email: ttmotley@yahoo.com

Ownership Status: (check one) ☒ Individual ☐ Trust ☐ Partnership ☐ Corporation

SIGNATURE OF APPLICANT (SIGN AND PRINT OR TYPE NAME)

SIGNATURE: [Signature] Date: 3/9/14

SIGNATURE OF PROPERTY OWNER (SIGN AND PRINT OR TYPE NAME)

SIGNATURE: [Signature]
(Letter of authorization required if signature is other than property owner)

The property owner must sign the application or submit a notarized letter of authorization.

Rev: 5/10

For Departmental Use Only

Case #: VC 14-003

Total Fee(s): \$175.00

Receipt #: B 16034

Date Submitted: 3/10/14

Accepted By: Kgm

Public Hearing Date: _____

Application

VARIANCE OR APPEAL APPLICATION

City of Colleyville
100 Main Street
Colleyville TX 76034
817.503.1050

REQUEST INFORMATION

Please answer the following questions as completely as possible. Failure to outline fully the situation by answering these questions could cause unnecessary delay in evaluating your appeal. Additional pages may be attached if necessary.

Have you applied for a building permit? ☐ Yes ☒ No

Have you filed an appeal or petition on this property before? ☐ No ☒ Yes (for different reason - 12' DRG + NE)

1. Completely describe the variance you are requesting. variance from 25' build line from south lot line to allow space for outdoor/family area. This variance request also includes addressing drainage issues that occur with rain.

2. Do similar conditions exist in the area? Explain. Yes, many neighbors have structures within 25' of back property line

3. Describe how the unique conditions or circumstances do not result from your actions. From the shape of the backyard, there is only space to accommodate an outdoor living area near the garage and driveway.

4. Is there any way to do what you want without this request? NO, currently garage is 25' from back property line and there is no other area to add family/outdoor space

Acknowledgments

I certify that the above information is correct and complete to the best of my knowledge and ability and that I am now or will be fully prepared to present the above proposal at the Zoning Board of Adjustment hearing.

I understand that in the event that I am not present or represented at the public hearing, the Board shall have the power to dismiss this proposal either at the call of the case or after the hearing, and that such dismissal shall constitute a denial.

I reserve the right to withdraw this proposal at any time upon written request filed with the Community Development Department, and such withdrawal shall immediately stop all proceedings. I understand the filing fee is not refundable upon withdrawal of the proposal after public notice.

I understand that if the request is approved, I must obtain a building permit from the City before any work is started on the property, and that the Board's action does not constitute the approval of a building permit.

Applicant's Initials dh Date 3/9/14

Aerial Zoom In



STEPPLECHAS

WELLINGTON

PADDINGTON

COACHMAN

BRIDLEWOOD SOUTH

BRIDLEWOOD NORTH

BLOCK 1

BLOCK 2

BLOCK 3

BLOCK 4

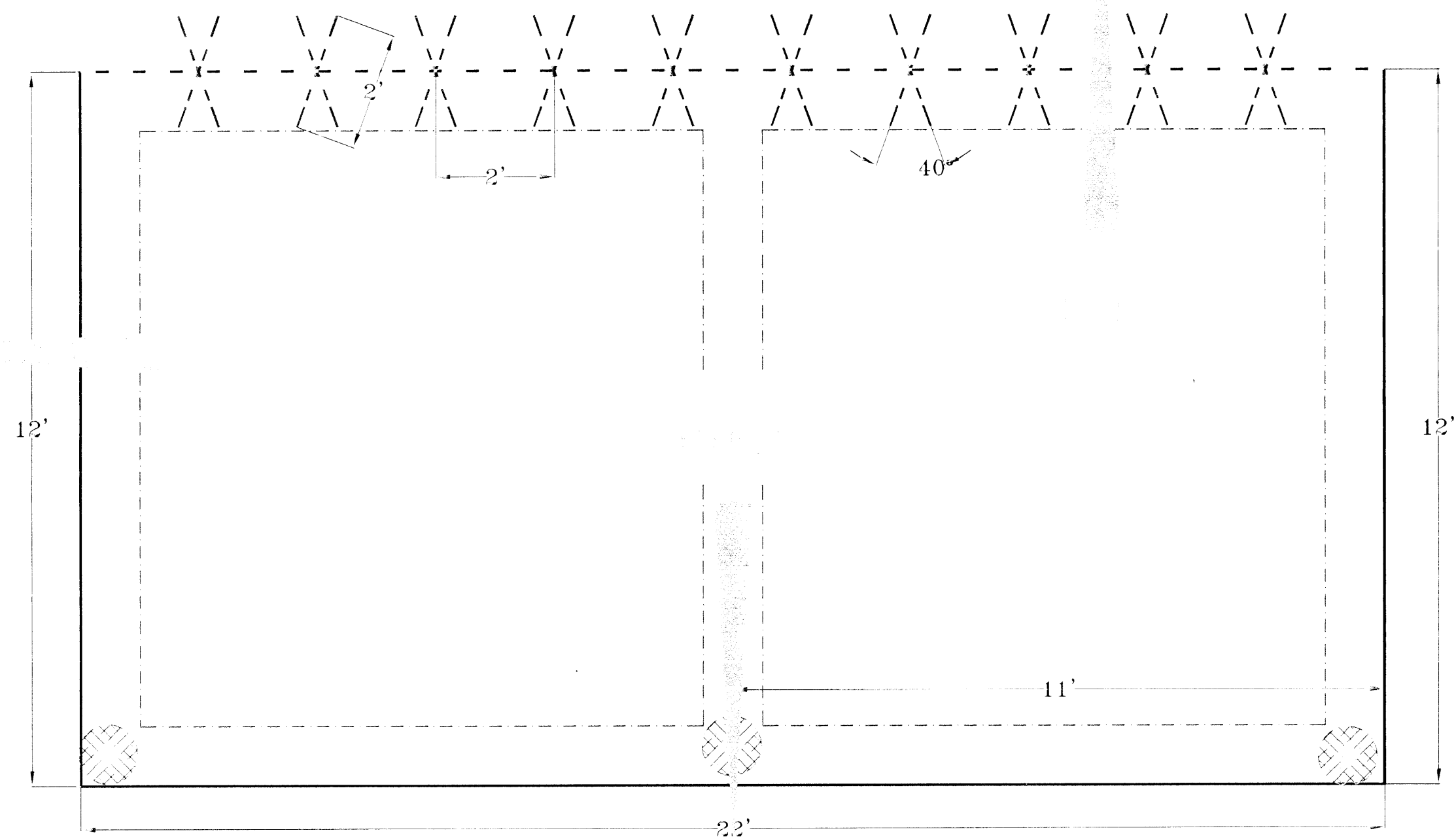
BLOCK 5

BLOCK 6

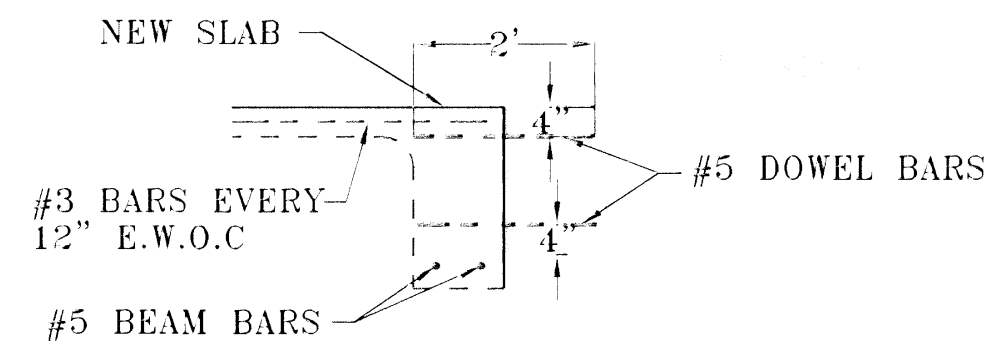
CHARLES L. OWEN, CURTIS E. RAMEY & JOAN K. WHIGHAM
V. 6107 P. 339
D.R.T.C.T.

Foundation Plan

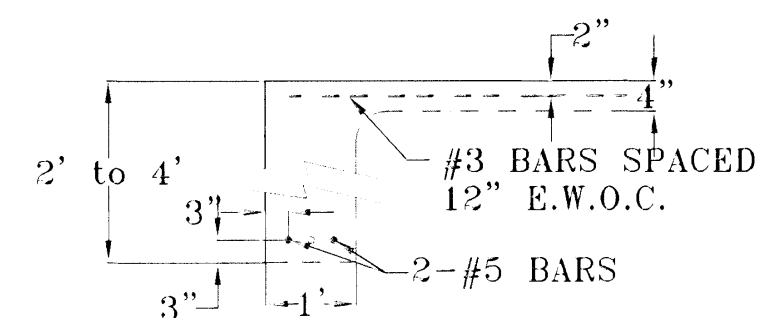
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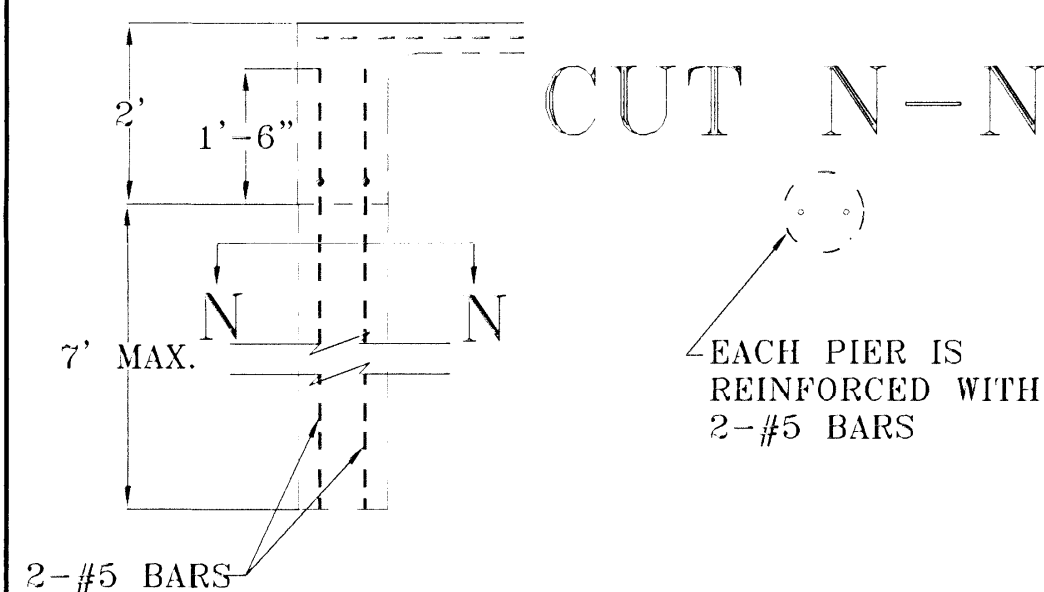
SECTION I-F



SECTION A-A



SECTION PIER CUT N-N



SPECIFICATIONS FOR THE FOUNDATION for PATIO ADDITION AT 405 BRIDLEWOOD SOUTH COLLEYVILLE, TEXAS

1. All concrete used in this foundation shall have a 28 (twenty eight) day compressive strength of at least 3,000 (three thousand) psi.
2. Steel reinforcing bars used in this foundation will be deformed and have a yield strength of at least 40,000 (forty thousand) psi.
3. All reinforcing steel used in this foundation will be clean and free from corrosion.
4. The floor surfaces of this foundation shall be at least 3 (three) inches above the grade level. Grade shall slope away from the edges of this foundation by at least 5 (five) percent for a distance of 5 (five) feet, a drop of 3" in 5'. The bottom of the foundation beams shall be at least 12 (twelve) inches below the grade level.
5. Vertical and horizontal placement tolerances of reinforcing steel shall be plus or minus 1/2 (one half) of an inch.
6. All fill shall be compacted to 95% (ninety five percent) of standard Proctor maximum dry density (ASTM D 698) and within the range of plus or minus 3 (three) percentage points of the optimum moisture content. Any fill should have a plasticity index between 5 and 15.
7. All foundation beams shall extend to 2 (two) feet below the foundation floor surface. The beams shall be 12 (twelve) inches wide except as noted on appropriate drawings.
8. Steel reinforcement in the bottoms of the foundation beams shall be 3 #5 (three number five) deformed bars. These bars shall be placed as noted on the appropriate section drawings.
9. Piers for this foundation shall be 12 (twelve) inches in diameter. They shall be drilled into a solid subsurface formation. Piers need not be drilled more than one foot beyond the depth where a hard subsurface formation is reached. It will not be necessary to drill any pier depth beyond 7 (seven) feet below beam bottoms. Piers shall be reinforced with 2 #5 (two number five) bars. These reinforcing bars shall extend to the bottom of the pier holes. THE PIER REINFORCEMENT BARS SHALL EXTEND 18 (EIGHTEEN) INCHES ABOVE THE TOP OF THE PIERS INTO THE BEAMS.

10. The floor slab for this foundation shall be 4 (four) inches thick. The slab for this foundation shall be reinforced with #3 (number three) bars spaced every 12 (twelve) inches each way on center (E.W.O.C.). This slab reinforcement shall extend to within 3 (three) inches of the foundation edges. The slab reinforcement bars will be 2 (two) inches below the slab upper surface.
11. Dowel bars will tie the new foundation to the existing house foundation. These dowel bars will be 2 (two) feet long. They will be made of #5 (number five) steel reinforcing bars. Two dowel bars will be placed every 2 (two) feet along the interface between the two foundations. One dowel bar will be placed about 4 (four) inches below the upper surface of the addition floor, and one dowel bar will be placed about 4 (four) inches above the bottom of the beam of the house foundation or the addition beam, whichever is higher. Holes will be drilled into the existing house foundation large enough to permit inserting the dowel bars into it and at least 1 (one) foot deep. Each dowel bar hole will be drilled into the existing foundation at alternating angles of + or - 20 (twenty) degrees off perpendicular to the existing house foundation. These dowel bars will extend approximately 1 (one) foot into the addition foundation. No dowel bars will be placed closer than 1 (one) foot to any existing or new foundation corner. Upper dowel bars will be approximately parallel to the floor surfaces. NO DOWEL BARS WILL BE PLACED CLOSER THAN EIGHT INCHES TO ANY POST-TENSIONING CABLE END, AND THE HORIZONTAL SPACING CAN BE ADJUSTED TO PREVENT INTERFERENCE WITH A CABLE END.
12. Continuity of reinforcing steel will be retained for this foundation. Corner bars, overlapping the bottom of the beam bars by 20 (twenty) inches will be used if beam rebars are not bent around corners. Any overlaps will be at least 12 (twelve) inches for #3 (number three) rebars and 20 (twenty) inches for #5 (number five) rebars.

DRAWING LINE CODE

- BASIC FLOOR SLAB
- LOWER SLAB/BEAM
- SURFACES
- REINFORCING STEEL
- PIER WALLS



TBPE No. F-1037		
FOUNDATION DESIGNS FOR PATIO ADDITION, 405 BRIDLEWOOD S COLLEYVILLE, TEXAS		
for Venado Construction		
BKM ASSOCIATES, INC. 2201 OAK KNOLL COURT COLLEYVILLE, TEXAS 76034 Metro 817 287 8848, Mobile 817 925 7528		
DATE: Feb 2014	SCALE: 1"=2'	DRAWN BY: KRM
DRAWING NUMBER kcoo14b1.dwg	SHEET NUMBER 1 of 1	REVISION NUMBER ORIGINAL

Site Survey

ATTN: Mary Elliott
(817) 503-1056

SURVEY PLAT		
TO ALL PARTIES INTERESTED IN PREMISES SURVEYED: THIS IS TO CERTIFY THAT I HAVE THIS DATE MADE A CAREFUL AND ACCURATE SURVEY ON THE GROUND OF PROPERTY LOCATED AT 405 BRIDLEWOOD SOUTH, IN THE CITY OF COLLEYVILLE, TEXAS, HEREIN DESCRIBED AS FOLLOWS: LOT 5, BLOCK 6, BRIDLEWOOD ESTATES, AN ADDITION TO THE CITY OF COLLEYVILLE, TARRANT COUNTY, TEXAS, ACCORDING TO THE REVISED PLAT RECORDED IN CABINET A, SLIDE 3877, MAP/PLAT RECORDS, TARRANT COUNTY, TEXAS. CHARLES L. OWEN, CURTIS E. RAMEY & JOAN K. WHIGHAM VOL. 8107, PG. 339 D.R.T.C.T. ZONED CN NORTH SCALE 1"=20'		
120' DRAINAGE & UTILITY EASEMENT POOL WAS COVERED UNABLE TO DRAW CONCRETE DRIVE CONCRETE DRIVE 25' BUILDING LINE LOT 6 LOT 5 LOT 4 405 BRIDLEWOOD SOUTH TWO STORY BRICK RESIDENCE S 89°24'22" W 78.00' S 00°35'38" E 120.00' N 89°24'22" E 78.00' N 00°35'38" W 120.00' "X" FND (C.M.) "X" FND (C.M.) BRIDLEWOOD SOUTH (60' R.O.W.)		
LEGEND: --- WOOD FENCE --- CHAIN LINK FENCE --- GENERAL FENCE	FIP FOUND IRON PIPE FIR FOUND IRON ROD C.M. CONTROL MONUMENT B/L BUILDING SETBACK LINE	NOTES: THIS LOT IS SUBJECT TO VOLUME 7348, PAGE 1108, AND VOLUME 11213, PAGE 268, RPRTCT.
TO NORTH AMERICAN TITLE CO. THE PLAT HEREON IS A TRUE, CORRECT AND ACCURATE PRESENTATION OF THE PROPERTY AS DETERMINED BY SURVEY, THE LINE AND DIMENSIONS OF SAID PROPERTY BEING, AS INDICATED BY THE PLAT; THE SIZE, LOCATION AND TYPE OF BUILDING, AND IMPROVEMENTS, ARE SHOWN, ALL IMPROVEMENTS BEING WITHIN THE BOUNDARIES OF THE PROPERTY SETBACK FROM THE PROPERTY LINES THE DISTANCES INDICATED, AS SHOWN ON SAID PLAT. THERE ARE NO VISIBLE PROTRUSIONS EXCEPT AS SHOWN.		
PROPOSED BORROWER: TRAVIS & TIFFANY MOTLEY		
DATE 1-29-07 GF. NO. TX087300388 JOB NO. 270188R	THIS PROPERTY IS LOCATED IN AN AREA WITHIN ZONE X, OUTSIDE THE 100-YEAR FLOOD PLAIN, ACCORDING TO THE FLOOD INSURANCE RATE MAP FOR THE CITY OF COLLEYVILLE. © COPYRIGHT 2007	
MARANOT Xavier Chapa Engineering/Surveying A MARANOT SUBSIDIARY P.O. Box 163311 Irving, Texas 75016		

On this drawing
inch = 0.0625mm

Roof overhang → only part over
D+U easement is
roof line (overhang)

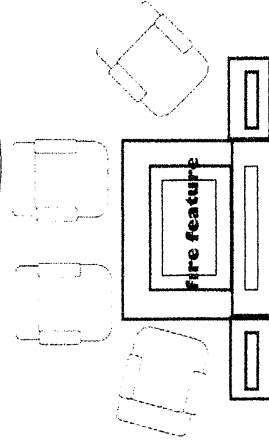
All foundation
is out of D+U Easement

**Motley
405 Bridlewood South
Colleyville**



fire feature

Clint - small circled numbers
correspond to my ideas -
let me know your thoughts



Fire feature

edge of foundation

ELEVATED

○ CAB ○
52 1/2"

②

12 makes

6017
36" grille
E2219

30" Access provided

Heat

14

area drains

7



existing fence

footprint

1907
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 1909
 1910
 1911
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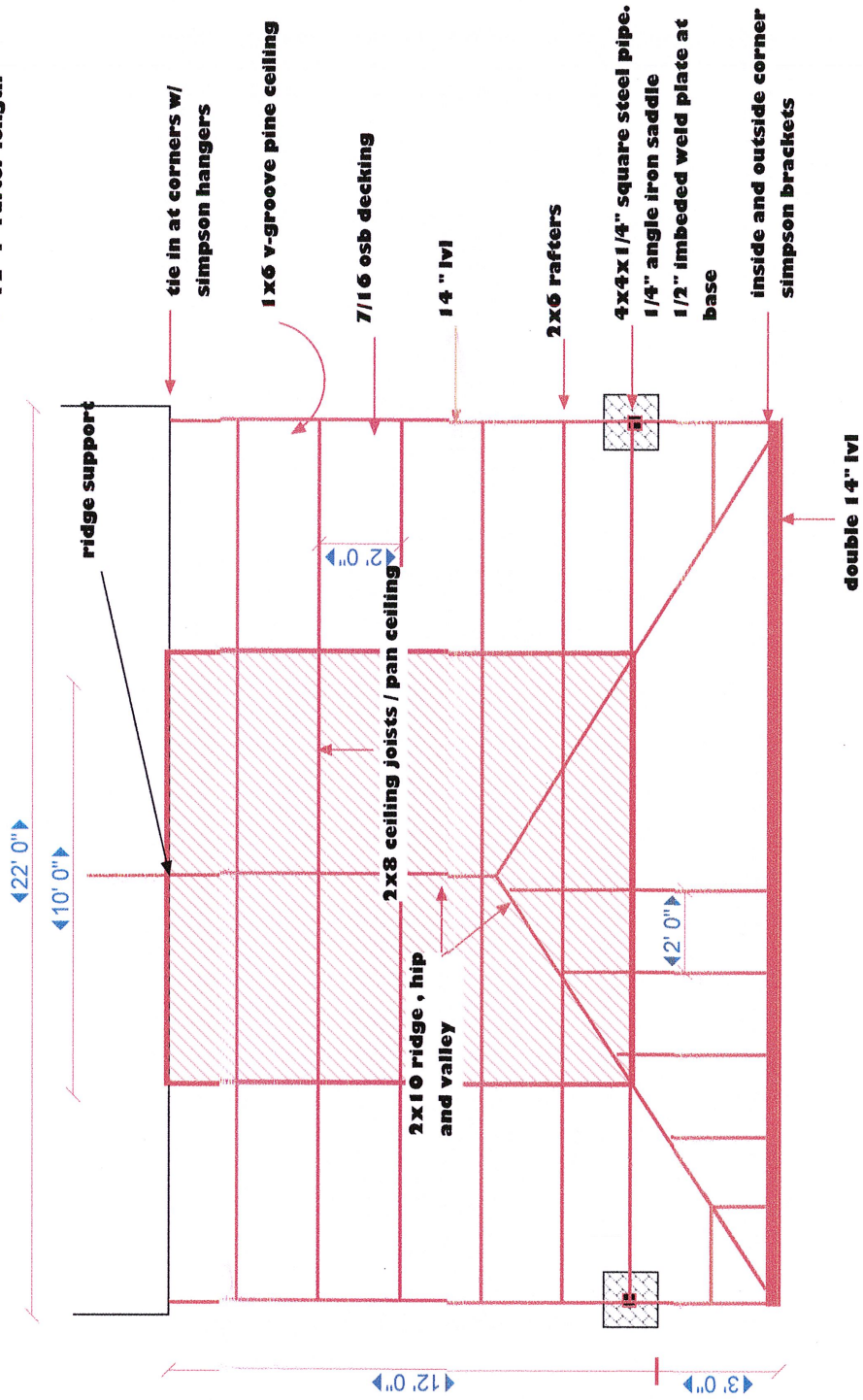
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Construction Plans

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 Clint Hart
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 Fax: 817-577-0484
 www.venadocanstruction.com

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Colleyville

* 12' 4" rafter length



framing

Construction Plans

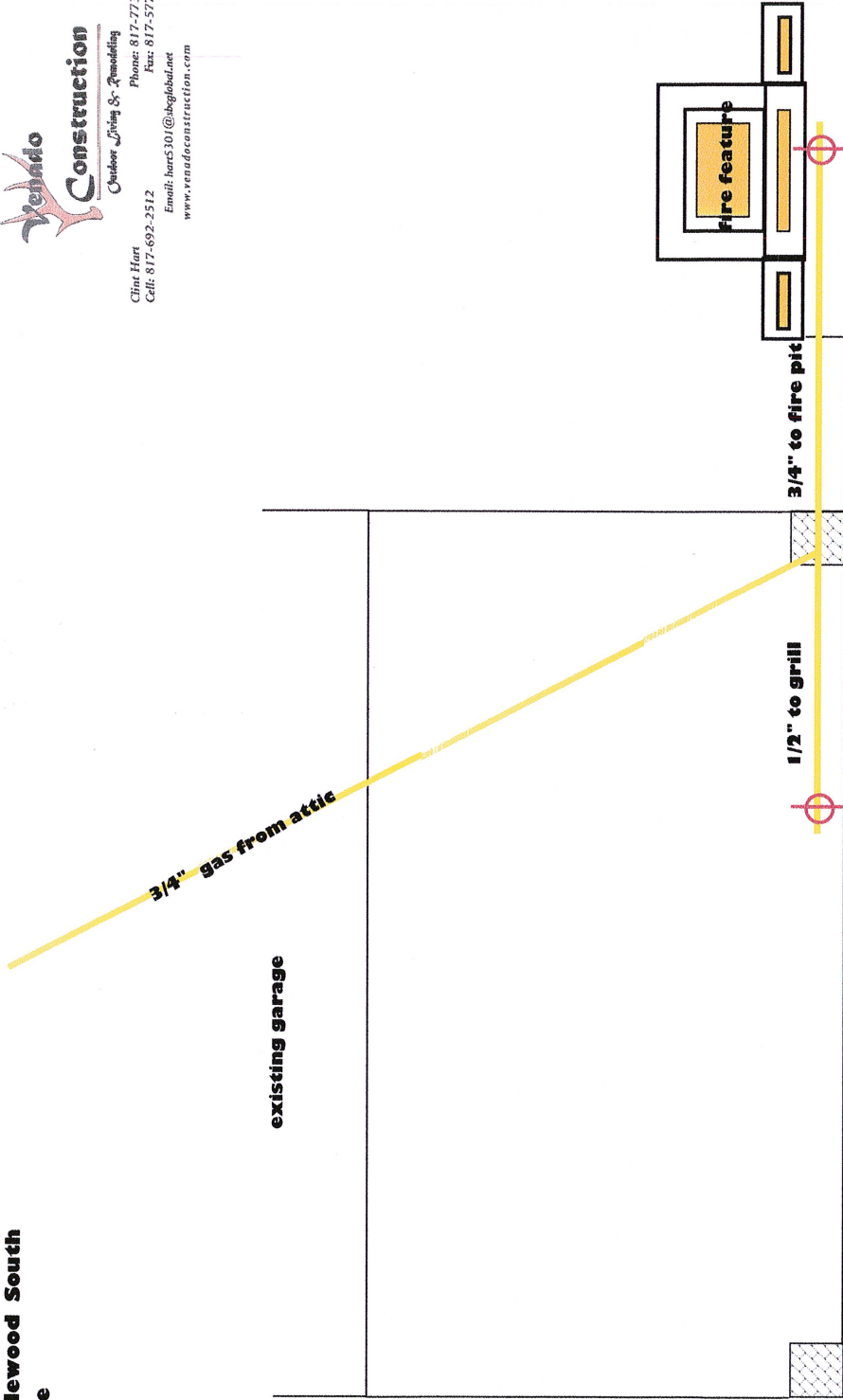
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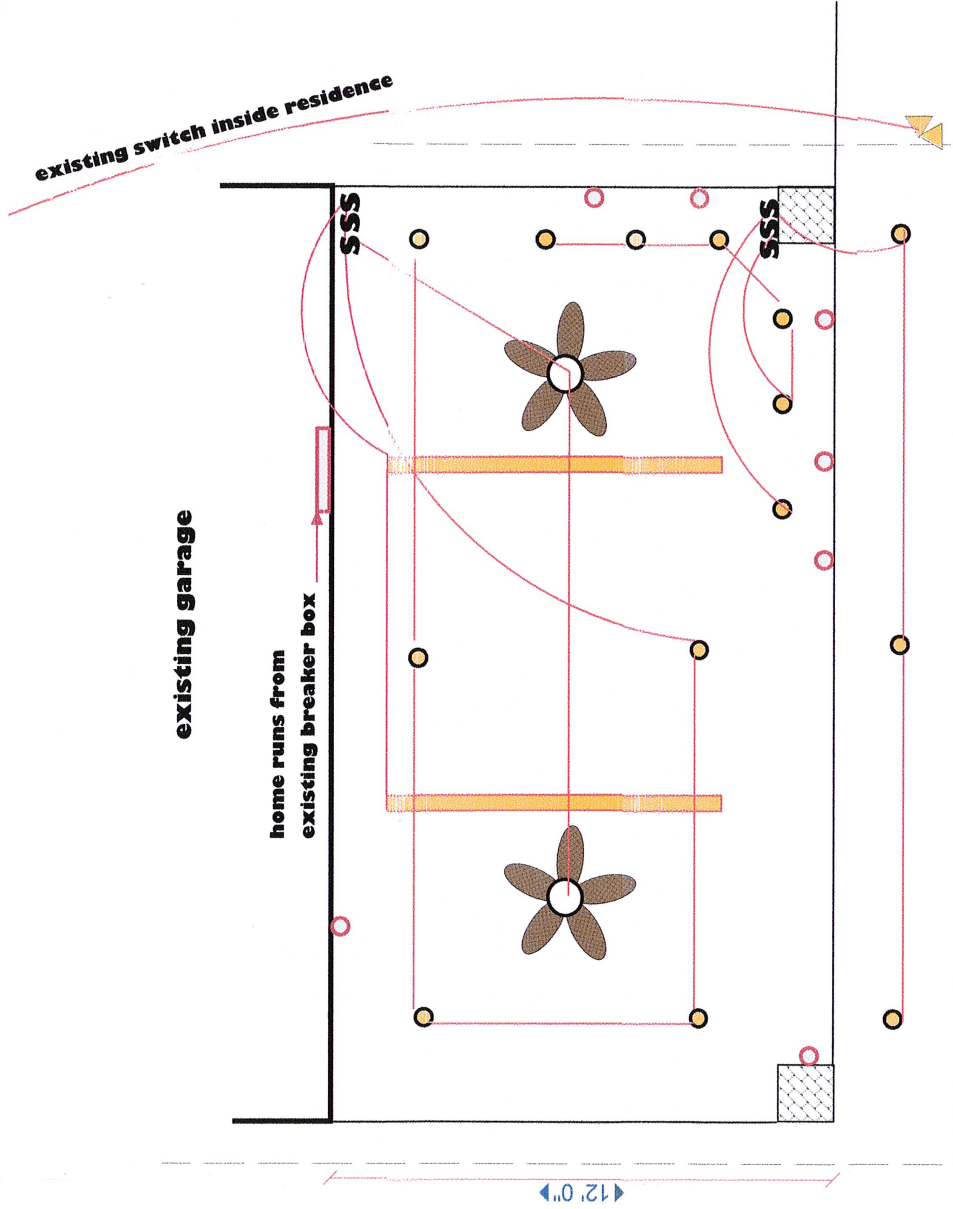
stops and risers to code

plumbing

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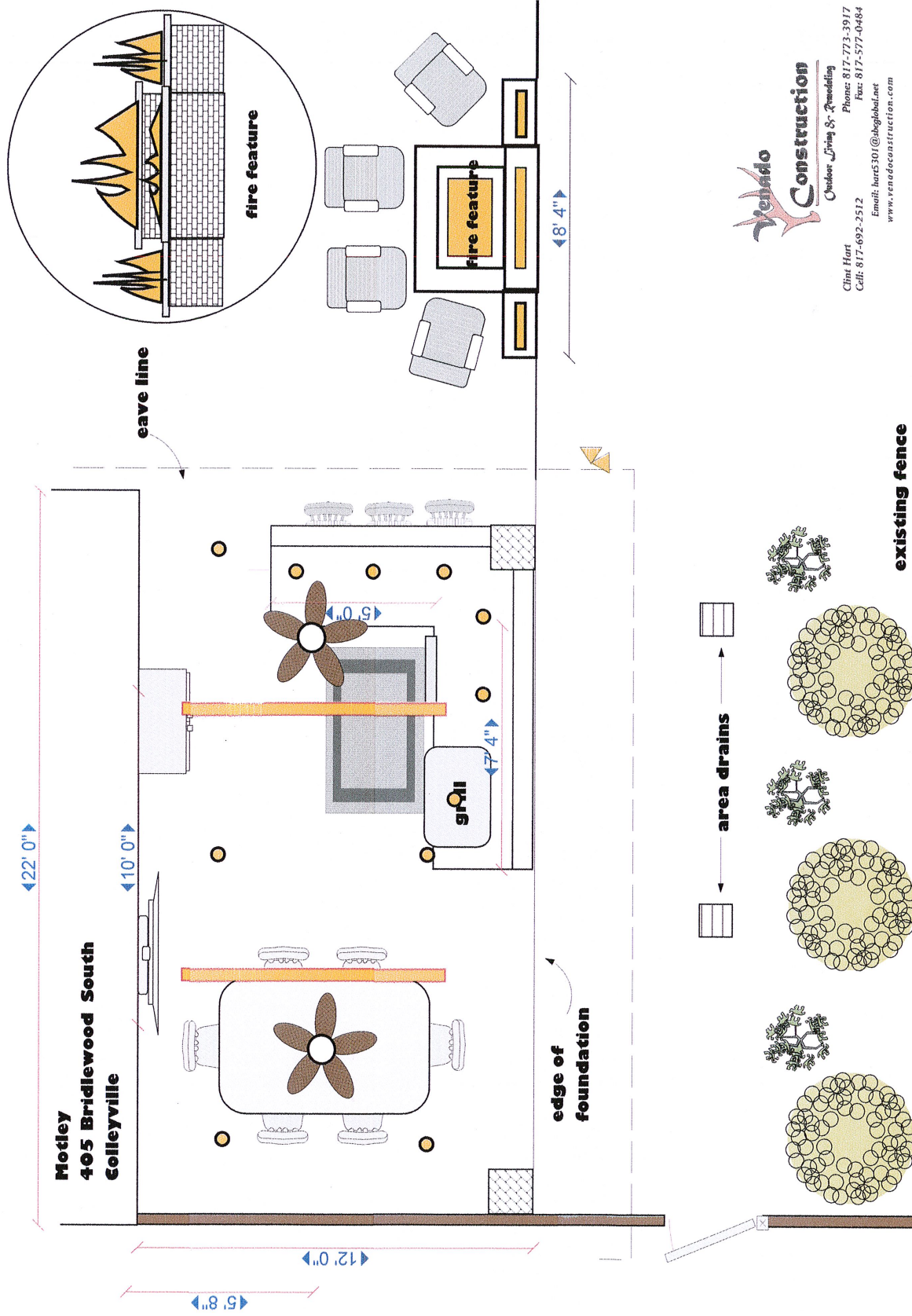
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-  **220v electric heater**
-  **ceiling fan**
-  **s switch**
-  **ceiling light**
-  **110 v outlet**

electrical

Construction Plans



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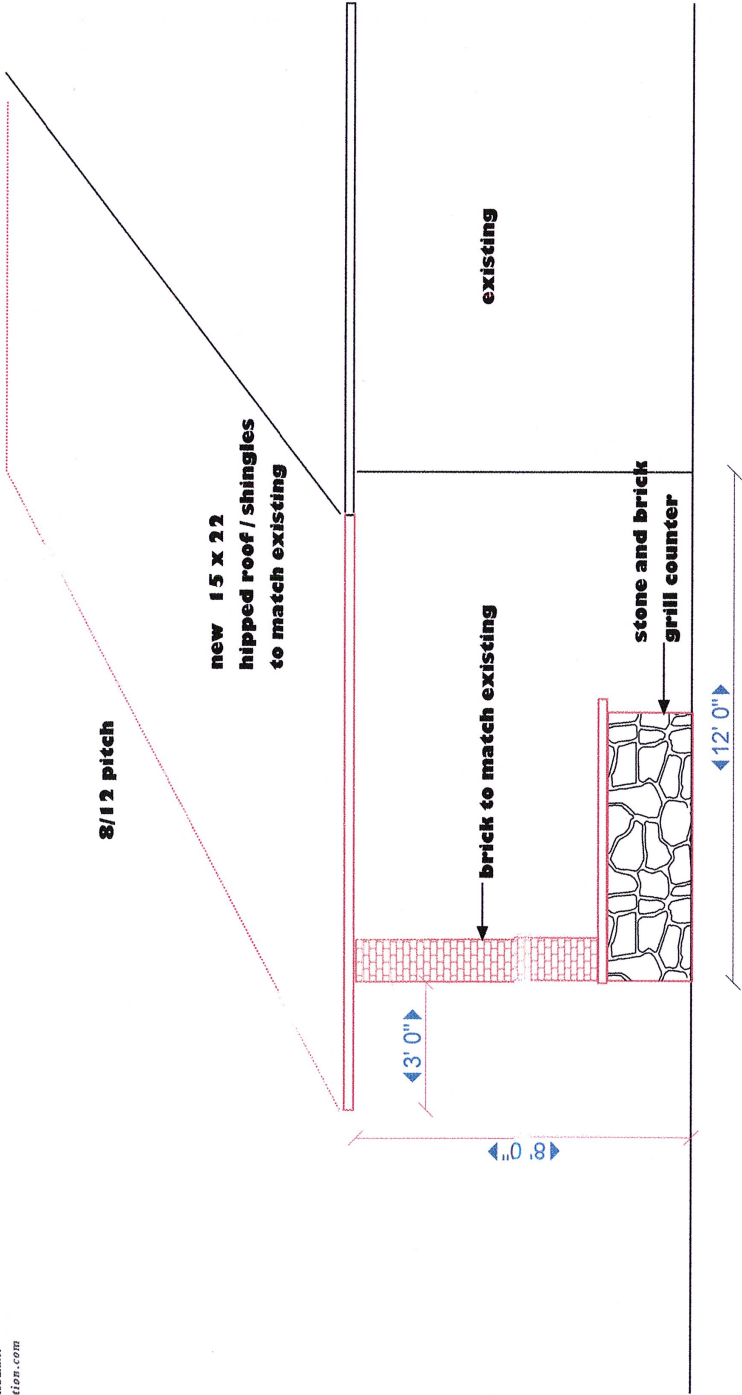
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side elevation