



City of Colleyville Sign Board of Appeals Agenda

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

Wednesday, May 14, 2014

City Council Chambers

**7:15 PM
CITY COUNCIL CHAMBERS
THIRD FLOOR**

CALL TO ORDER

1. APPROVAL OF MINUTES

March 11, 2014

2. PUBLIC HEARING AGENDA ITEMS

- 2a** Request for a variance to the provisions of Chapter 7-Sign Regulations in the Land Development Code on Lot 3, Block 1, of the Fountains at Riverwalk Addition located at 1304 Glade Road , Case VC14-006

3. ADJOURNMENT

I hereby certify this agenda was posted on City Hall bulletin boards May 9, 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 Sign Board of Appeals Minutes

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

Tuesday, March 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 March 11, 2014 at 7: 28 p.m.

Roll Call

Present: Board members Mike Patino (Alternate 2), Larry Kainer (Alternate 1), Mark Collier, and Dee McNosky

Absent: Board members Jason Elms, Mike Leathers, and Judson Orlando

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

1. APPROVAL OF MINUTES

Board member Collier made a motion to approve the minutes as written. Board member Patino seconded.

The motion to approve the minutes as written carried by the following vote:

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

2. PUBLIC HEARING AGENDA ITEMS

- 2a** Request for multiple variances to the provisions of Chapter 7-Sign Regulations in the Land Development Code on Lot 1, Block 1, of the Highland Meadows Christian Church Addition located at 2600 Hall-Johnson Road, Case VC14-001

Mary Elliott presented the case and briefed the Board.

The public hearing was opened at 7:35 p.m.

Hannah Bartee, applicant, and Luis Murillo, on behalf of Compass Church, came forward and presented the case.

Board member Collier questioned Mr. Murillo regarding whether the proposed sign would be in the same location as the existing sign. Mr. Murillo replied correct.

There being no one else wishing to speak, the public hearing was closed at 7:37 p.m.

Board member Kainer made a motion to approve Case VC14-001. Board member Collier seconded.

The motion to approve Case VC14-001 carried by the following vote:

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

- 2b** Request for multiple variances to the provisions of Chapter 7-Sign Regulations in the Land Development Code on Lots 1R1, 4, 5a, 6a, 7a and 9R, Block 2, Village Park Addition located at 4701, 4709, 4717, 4725, 4801 and 4843 Colleyville Blvd, Case SC14-001

Mary Elliott presented the case and briefed the Board.

The public hearing was opened at 7:42 p.m.

Matt Wilson, on behalf of the applicant, came forward and presented the case.

Board member Patino questioned Mr. Wilson regarding whether the signs were illuminated and would they be on 24 hours a day. Mr. Wilson replied the signs will be on timers and he did not anticipate the signs being on after hours.

Board member McNosky stated she feels the signs are appropriate for the size of the buildings.

Board member McNosky questioned Mr. Wilson regarding who the monument signs were intended for. Mr. Wilson replied the monument signs would be shared between tenants.

Discussion occurred between staff and the board regarding other tenants and signage.

There being no one else wishing to speak, the public hearing was closed at 7:47 p.m.

Board member Patino made a motion to approve Case SC14-001. Board member Kainer seconded.

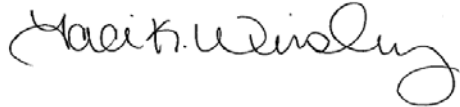
The motion to approve Case SC14-001 carried by the following vote:

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

3. ADJOURNMENT

The meeting adjourned at 7:48 p.m.

The minutes were written and prepared by:



Taci Wrisley
Planning and Zoning Assistant

The meeting minutes were approved on May 14, 2014 by a vote of _____.



City of Colleyville Sign Board of Appeals Agenda Briefing

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

Agenda Number 2a	Agenda Date 05/14/2014	Number
Type Public Hearing Agenda Items		
Department Community Development		

Title

Request for a variance to the provisions of Chapter 7-Sign Regulations in the Land Development Code on Lot 3, Block 1, of the Fountains at Riverwalk Addition located at 1304 Glade Road, Case VC14-006

Explanation

The applicant is requesting to place a monument sign along Glade Road on property located at 1304 Glade Road. The following variances are requested by the applicant:

Setback Variance. The applicant is requesting a variance to the eight (8) foot setback requirement for a monument sign along a public street. The applicant is requesting to place the sign up to one foot from the front property line along Glade Road per the attached exhibit. Chapter 7-Sign Regulations in the Land Development Code requires a minimum eight (8) foot setback from an abutting street right-of-way for a monument sign. The proposed sign would meet all other provisions of the Land Development Code.

Sign Board of Appeals Waiver. The applicant is requesting a waiver from a previous decision by the Sign Board of Appeals regarding the existing monument sign located at 1301 Glade Road.

On December 14, 2004, the Sign Board of Appeals approved a variance to allow the monument sign, shown on the attached exhibit, at 1301 Glade Road, which is located at the northwest corner of Glade Road and Riverwalk Drive. This sign is a multi-tenant sign that advertises all of the businesses located in the Fountains of Riverwalk development, where the subject property is located. Given that the buildings in the Fountains at Riverwalk are all located on separate individual lots, the sign variance granted in 2004 was to allow the off-site buildings in the development to advertise on a single, multi-tenant sign given that off-premise signs are prohibited in the City.

However, as a condition of approving the variance, the Sign Board of Appeals added a stipulation stating that no other monument signs would be permitted on Lots 1, 2, 3 and 4 in the Fountains at Riverwalk Addition. Therefore, the applicant is requesting a waiver to this condition in order to place the proposed monument sign on the subject property. A copy of the original case briefing and the meeting minutes for the 2004 request are attached.

Visibility Triangle. The placement of the sign is in compliance with Chapter 7 – Sign

Regulations of the Land Development Code with regard to the visibility triangle.

Public Notification. Staff mailed notices to 18 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 to this request.

Summary. Given the previous action by the Sign Board of Appeals described above, staff recommends denial of the variance and waiver requests. In terms of hardships, the property owner has the option to place a wall sign on the building facing Glade Road. Therefore staff does not recognize a hardship with regard to this request.

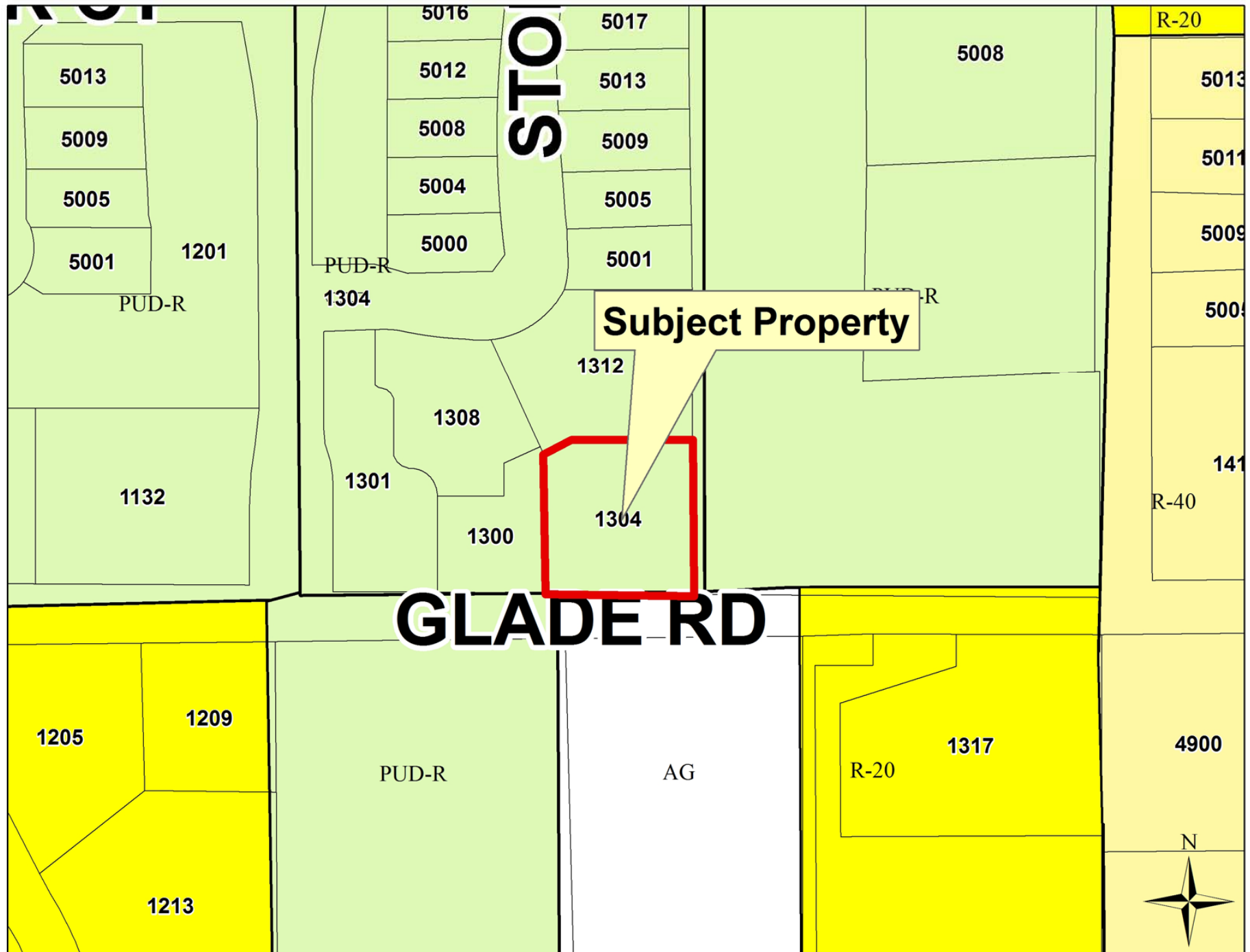
Recommendation

Denial

Attachments

1. Location and Zoning Map
2. Aerial
3. Notification List
4. Buffer Map
5. Site Plan
6. Proposed Monument Sign
7. Existing Sign at 1301 Glade Road
8. Sign Board of Appeals Packet - December 14, 2004
9. Sign Board of Appeals Meeting Minutes - December 14, 2004

Location and Zoning Map



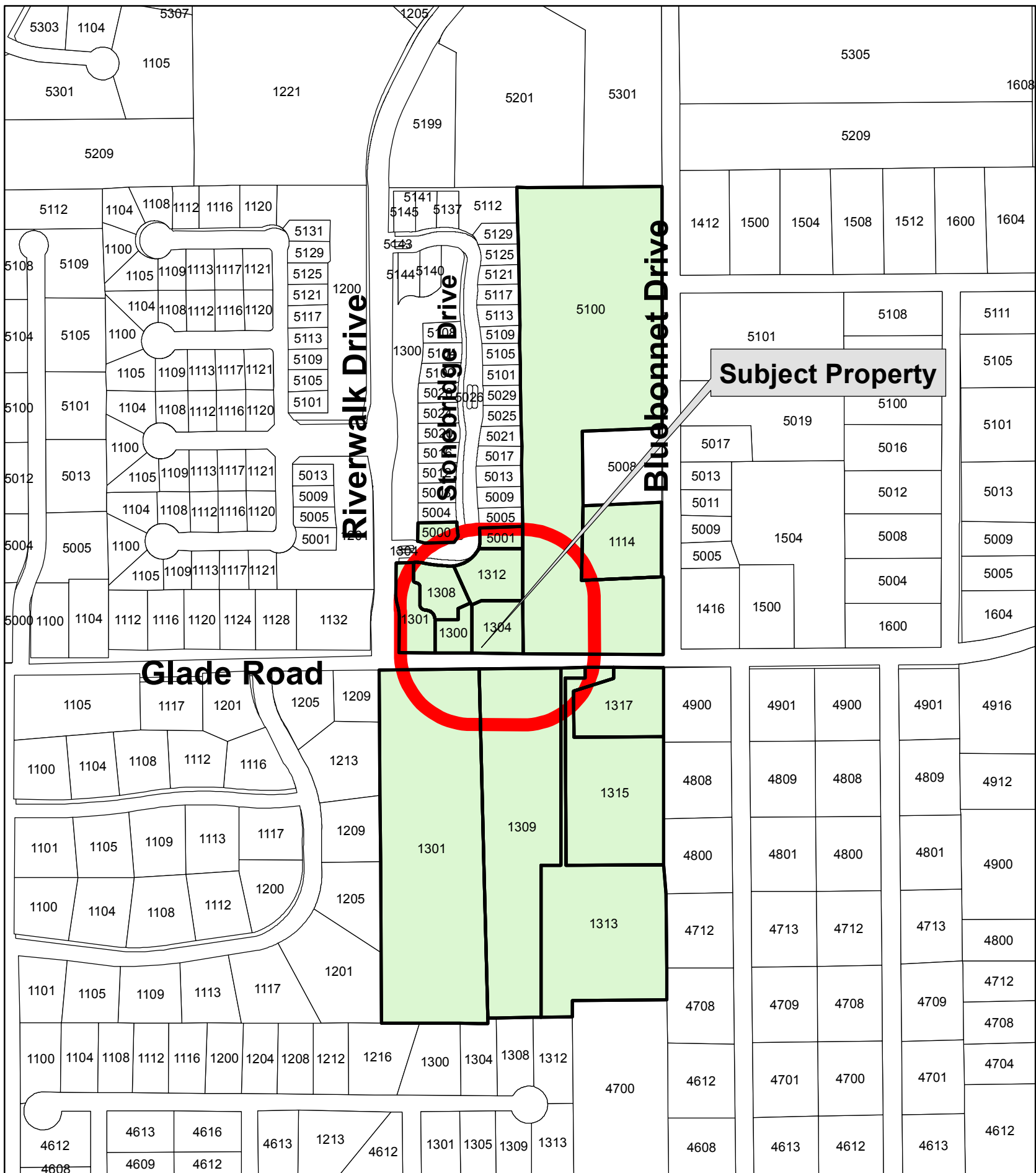
Aerial



Notification List

Owner Name	Owner Address	Owner City	Owner State	Owner Zip	Situs Address
HUBBARD, ROBERT GENE	PO BOX 494	COLLEYVILLE	TEXAS	76034	001309 GLADE RD
CHELIND LLC	1312 GLADE RD	COLLEYVILLE	TEXAS	76034	001312 GLADE RD
ARCLAND INVESTMENTS LLC	1300 GLADE RD	COLLEYVILLE	TEXAS	76034	001300 GLADE RD
HSV RETREAT LLC	5132 POST OAK TRL	COLLEYVILLE	TEXAS	76034	001308 GLADE RD
FOUNTAINS AT RIVERWALK OFFICE	704 KENT CT	SOUTHLAKE	TEXAS	76092	001301 STONEBRIDGE DR
IDOL INVESTMENTS LLC	4900 JIM MITCHELL TRL W	COLLEYVILLE	TEXAS	76034	001304 GLADE RD
DILL, ALLEN ETUX CYNTHIA LOU	5001 STONEBRIDGE DR	COLLEYVILLE	TEXAS	76034	005001 STONEBRIDGE DR
BERRY, MARY JUDITH PAYNE	5000 STONEBRIDGE DR	COLLEYVILLE	TEXAS	76034	005000 STONEBRIDGE DR
TERRA MANNA PRESERVATION LLC	395 W STATE HIGHWAY 114	SOUTHLAKE	TEXAS	76092	001114 GLADE RD
LANSFORD, CHAS W JR ETUX STACY	1313 GLADE RD	COLLEYVILLE	TEXAS	76034	001313 GLADE RD
HICKSON, HEATHER J	1315 GLADE RD	COLLEYVILLE	TEXAS	76034	001317 GLADE RD
HICKSON, STEVEN A ETUX CONNIE	1315 GLADE RD	COLLEYVILLE	TEXAS	76034	001315 GLADE RD
CADG CARMEL PLACE LLC	1221 N INTERSTATE 35E # 200	CARROLLTON	TEXAS	75006	001301 GLADE RD
TERRA MANNA PRESERVATION LLC	395 W STATE HIGHWAY 114	SOUTHLAKE	TEXAS	76092	005100 BLUEBONNET DR
GRAPEVINE COLLEYVILLE ISD	3051 IRA E. WOODS AVE.	GRAPEVINE	TEXAS	76051	COURTESY NOTICE
BRIDGES AT RIVERWALK	PO BOX 1183	COLLEYVILLE	TEXAS	76034	COURTESY NOTICE
RIVERWALK AT COLLEYVILLE	1108 NUECES COURT	COLLEYVILLE	TEXAS	76034	COURTESY NOTICE
LYNN BURAL, APPLICANT	5104 CHELSEA DRIVE	COLLEYVILLE	TEXAS	76034	APPLICANT

Public hearing notices were mailed
Friday, Apr. 25, 2014 by Taci Wrisley



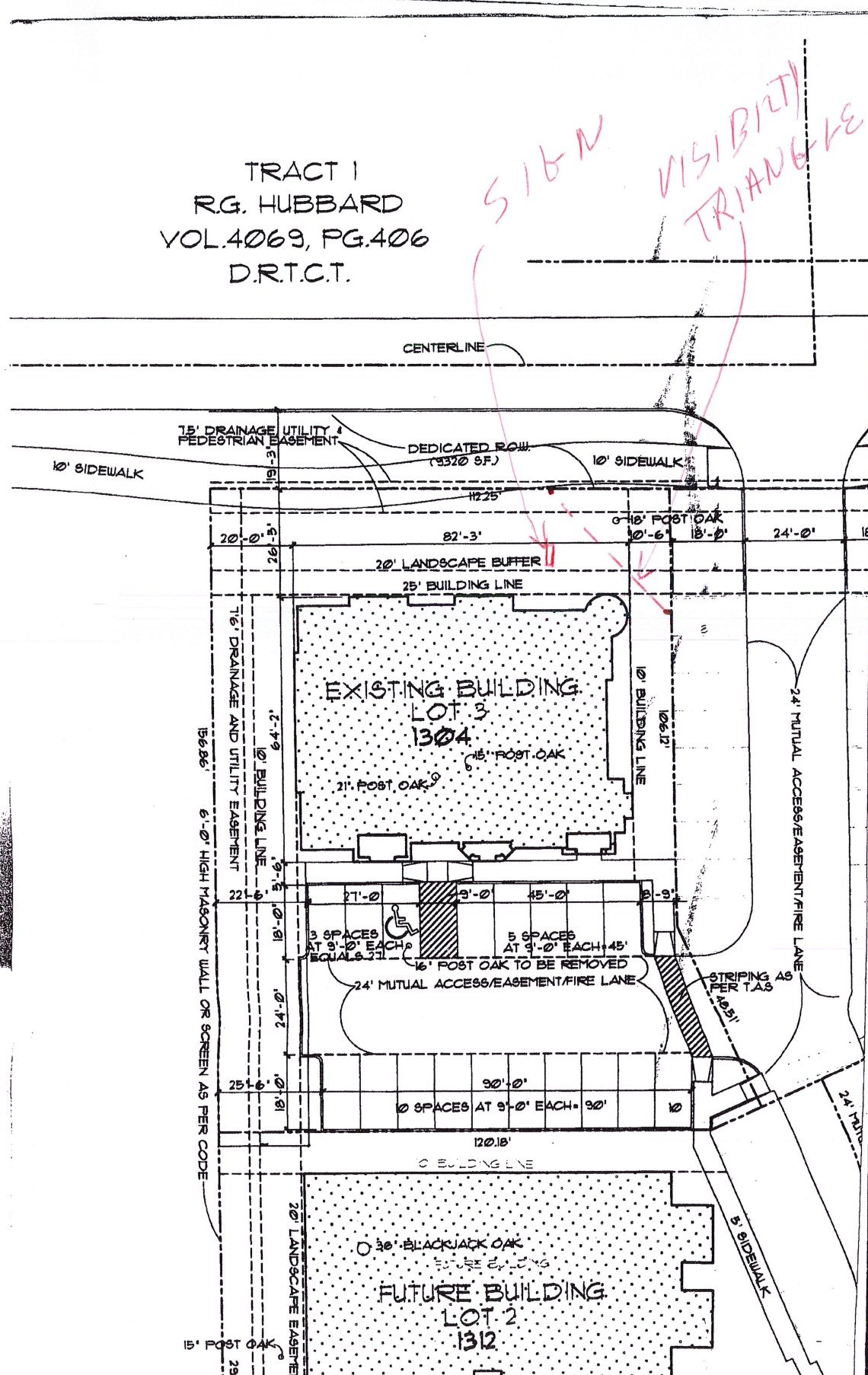
Legend

- 200 ft Buffer
- Parcels selection

Case VC14-006



TRACT 1
R.G. HUBBARD
VOL.4069, PG.406
D.R.T.C.T.



Proposed Monument Sign



5115 Colleyville Blvd.
Colleyville, Tx 76034
817-329-1945
fax 817-488-4191
www.allstarsignsdfw.com

@ Peace Flotation Spa
1304 Glade Rd. Ste 300
Colleyville, TX 76034

CUSTOMER	Donna O'Brien 817-793-8816
SALESMAN	Deanna
PROJ. MGR.	Deanna
DESIGNER	

TYL SQ. FT.
PAGE
ORIG. DATE

NO.	DATE	BY	DESCRIPTION

Bids are good if accepted within 30 days of proposal. This drawing is the property of All Star Signs DFW which reserves all rights to its reproduction and display.

Existing Sign at 1301 Glade Road





AGENDA

SIGN BOARD OF APPEALS

City Hall Council Chambers – 100 Main Street
Tuesday, December 14, 2004

REGULAR MEETING

7:15 P.M.

CALL TO ORDER

Chairman Dee McNosky

ROLL CALL

Rich Munson, Lisa Kenney, Skip Reynolds, Dee McNosky, Ed Moore,

APPROVAL OF MINUTES

September 14, 2004

AGENDA ITEMS

1. **Case G-04-029** – PUBLIC HEARING – Request by RSD Equity Partners, Ltd. for a variance from the Sign Regulations regarding a monument sign on Lot 2, Block 1, The Bridges at Riverwalk, located at 1300 Glade Road
2. **Review and Discuss** - Amendment of the rules and procedures for the Sign Board of Appeals

CITIZEN COMMENTS

ADJOURNMENT

Posted: Friday, December 10, 2004, 4:30 p.m.

A handwritten signature in cursive script that reads "Amy Shelley".

Amy Shelley
Planning & Zoning Assistant

SIGN BOARD OF APPEAL

MINUTES OF MEETING – SEPTEMBER 14, 2004

REGULAR MEETING: Chairman McNosky called the regularly scheduled meeting to order at 7:15 p.m. on September 14, 2004.

Roll Call

Present: Rich Munson, Skip Reynolds, Dee McNosky, Larry Henry, Ed Moore, Pat Davis

Absent: Butch Bercher

Staff: Barry LeBaron, Clayton Husband, Jan Levy

The five voting members for the items on the agenda are: Board Members Rich Munson, Skip Reynolds, Dee McNosky, and Larry Henry and Ed Moore.

Approval of Minutes February 10, 2004

Board Member Moore made motion to approve the minutes as written. Board Member Reynolds seconded. The motion passed by acclamation.

Agenda Items

1. **Case G-04-019 – PUBLIC HEARING** – Request by Guest Monticello Partners Ltd. for a variance from the Sign Regulations regarding a monument sign on Lot 5, Block 2, Towne Square Addition, located at 1205 Hall Johnson Road

Clayton Husband presented the case and briefed the board members.

Jimmie Archie with Realty Capital Corporation, 32 Village Lane Suite 200 Colleyville- Wants to do one sign instead of each lot doing an individual sign.

Chairman Dee McNosky opened the public hearing.

Randy Johnson, 5606 Hidden Oaks Drive, Questioned the board if the intent to advertise for building 4 and building 5, for different projects. Chairman McNosky responded the intent is to place all the buildings that are currently there and the two that are proposed. They want to have one sign for all 5 buildings. Mr. Johnson questioned if there is anything in place to prevent offsite advertising. Staff member Barry LeBaron stated current code prohibits any offsite advertising. Business signs can only advertise for what is on that site. The businesses that are off this premise are asking to advertise on this sign because they have no frontage. Mr. Johnson questioned what constitutes a premise. Barry LeBaron stated the platted lot. Mr. Johnson stated as it stands there would be no restrictions for them to go to other buildings at other locations. Barry LeBaron stated only be applicable to businesses on those lots.

There being no one else wishing to speak, Chairman McNosky closed the public hearing.

Chairman McNosky stated this sign would condense three signs in to one and would look more appealing.

Board member Moore made motion to approve Case G-04-019 with a stipulation stated to limited sign to only those five lots by number. Board member Reynolds seconded.

The vote being:

Ayes: Munson, Reynolds, McNosky, Henry and Moore

Nays: None

2. Case G-04-022 – PUBLIC HEARING – Request by Jesse Schroeder for a variance from the Sign Regulations regarding a monument sign on Lot 2R, Block 2, Towne Square Addition, located at 5708 Colleyville Boulevard

Clayton Husband presented the case and briefed the board members.

Board member Reynolds questioned staff if all signs meet the current requirements? Clayton Husband stated correct.

Board member Moore questioned staff about who owns the property. Clayton Husband stated this property is currently platted with the dental office at the corner. Property has changed hands but this property is the owner of the lot with the building on this particular lot. Board member Moore questioned staff if the requestor has received permission to construct the sign on someone else's property? Clayton Husband responded there is a contingency in the contract to allow for the sign to be constructed. Board member Moore stated he would think the requestor would need approval from the property owner. Clayton Husband responded no objections have been received for this request from the current property owner.

Jesse Schroeder, applicant, 1201 Hall Johnson, Colleyville stated there are two parts to the request, one being the sign design and the other being the offsite location. Mr. Schroeder stated they have redesigned the sign to meet the current sign criteria and he provided copies to the Board members. Chairman McNosky stated the 18 inch part would change. Mr. Schroeder stated having copied the sign that was just approved, they have changed the names. Mr. Schroeder stated the other part of the request being the offsite location and provided a current letter from the land owner stating permission to build sign.

Mr. Schroeder also stated he wanted to have a new office off of Hwy 26 and wanting signage to face Hwy 26, if he had known he couldn't have a sign, he would not have bought the property. On the sign we put together, there are other names on it other than mine.

Chairman McNosky opened the public hearing.

Jimmie Archie with Realty Capital Corporation, 32 Village Lane Suite 200 Colleyville- Briefed the Board members with history in reference to the PUD ordinance in 1998. It was our decision to take Hall Johnson Road through the property to extend to Bogart road and knowing then at the time, those businesses behind would need signage for visibility. We are taking the required steps from the PUD ordinance to get the sign approved.

Board member Reynolds questioned Mr. Archie if they are wishing to use the existing site that was approved but erect a sign on a location that has not been there before? Mr. Archie

responded we are using the ordinance that had the proposed location and erect a new sign. Board member Reynolds questioned there had not been a sign there before? Mr. Archie responded no. Board member Reynolds state the location you want to use is the approved site and will Dr. Schroeder be on the sign. Mr. Archie stated yes and two other tenants would be on the sign as well from the Tivoli office park and two tenants in the office building adjacent to ours, Dr. Keith Metger and Colleyville Vision Associates will be participating. Board member Reynolds questioned participating how? Mr. Archie stated by being on the sign. Board member Reynolds questioned who owned the property now? Dr. Schroeder? Mr. Archie responded yes. Board member Reynolds questioned the significance of the letter from the property owner Dr. Schroeder presented. Mr. Archie responded that property owner owns the hard corner lot where the sign would be constructed. The letter is provided to insure the construction of the sign as an agreement made when the properties were being sold. Board member Reynolds questioned again the approved location is the place the sign is to be constructed and the current variance is to allow for other businesses to be placed on the sign, adjacent but not located on the lot. Mr. Archie responded correct. Board member Reynolds questioned why Dr. Schroeder presented the case and not anyone else that would be affected by the use of the sign. Mr. Archie stated he is the one that wants the sign done quickly. Board member Reynolds questioned that all who will be on the sign are all in agreement. Mr. Archie responded correct.

Board member Moore stated Dr. Metger and the Colleyville Vision Associates currently have a monument sign. Are they also going to be listed on this sign as well? Mr. Archie stated yes, they want frontage for Hwy 26 as well. Dr. Schroeder replied as well, I do not know if they will leave their current monument sign. Because the sign will be constructed on another property, if they want to have their name on that sign is fine. I am requesting to have the ability to build the sign and if the actual property owner wants to be on the sign, that is fine with me. Board member Moore questioned the property owner adjacent to Dr. Schroeder, is that you? Dr. Schroeder stated no, I only own my building. Board member Moore questioned if Dr. Schroeder would be the only tenant in the building? Dr. Schroeder stated yes, only me. Board member Moore stated that some of these tenants would have dual signage because the previous sign approved tonight contained some of those tenants. Mr. Archie stated correct, however, the signs serve two different purposes, visibility for Hwy 26 and the sign in the back would be for directory only.

Board member Moore questioned staff if dual signage would be allowed? Barry LeBaron responded that each lot can have its own monument sign, therefore there could potentially be 6 monument signs here and the corner lot would be allowed 2. However, they are trying to only have all businesses on 2 monument signs. Board member Moore stated they want 3 monument signs all with the same names on them. Board member Reynolds stated the one monument sign, previously approved, is on a different street.

Chairman McNosky stated they do have a monument sign on Hall Johnson Road; however, the applicant wants to have the monument sign on Colleyville Boulevard as well. But, they could have had six signs. Board member Moore stated the two lots in the back are the same as the sign approved in the case previously, correct? Chairman McNosky stated correct, those tenants could have had their own sign, but wants to be on these monument signs instead.

Board member Munson stated the one we just approved is for 5 buildings, correct? And the

request now is for 6 buildings, correct? Dr. Schroeder stated correct, in 1998 the City Council approved the PUD-C for Tivoli office park with the signage proposed, we are simply trying to get the approval for this sign.

Board member Reynolds questioned staff about the pictures presented.

Board member Munson questioned if there is an existing sign? Mr. Archie stated currently there is not a sign.

Dr. Schroeder stated he is the one to spear head this request because he understood when he purchased the property a sign could be constructed.

George Jenson, 1211 Wyndham Hill Lane, Southlake, we also purchased lot 3 adjacent to Hall Johnson and Hwy 26 and understood we would have signage. We endorse support for this request.

Don Welch, 1005 Dogwood Court, subdivision directly behind – president of the HOA, and stated having an issue with the location of this sign and all 16 people on the petition were opposed to the placement of the sign. They are concerned with the issue of safety and will how the sign will obstruct the view of the intersection. The current code states placement of such sign should be 25 feet off of each road; however, in this case, it will be up against the side walk, therefore, not meeting that requirement. This 12 foot wide sign will obstruct the view. The aesthetics will not look good as well, 4 signs in too short of an area creates "sign pollution."

Jeff Dicen, 909 Dogwood Court - An additional concern is that people not knowing where to go will be looking at signs, not following directions.

Dr. Schroeder stated new patients do not currently have a sign to know where to go.

Randy Johnson, 5606 Dogwood Court - Stated Dr. Schroeder's name is in big letters on the second floor and concur with Don Welch of the safety issue. It will become cluttered and I think the visibility is there for Dr. Schroeder.

Jeff Dicen stated again there is visibility from Hwy 26.

Dr. Schroeder stated looking right at the building you can not see what is there. Mr. Archie stated once again that in 1998, we always understood were the sign would go and it is included in the ordinance.

Pat Batten – Stated this is an excellent idea, personally, I know how important it is to have signage. I feel the signs are very attractive.

There being no one else wishing to speak, Chairman McNosky closed the public hearing.

Board member Munson stated according to photos the proposed spot where the sign is to be placed, is well off from the intersection and not having seen the proposals for Hwy 26, where is the future ROW? Barry LeBaron stated they had dedicated an extra 10 feet. Normally, this side of the street would not require a deceleration lane needing the extra feet. Board member Munson stated a car in that last parking space would create just as much a safety issue as would a sign; however, the sign would be placed far enough back.

Board member Reynolds questioned staff if the proposed sign would have the same set back requirements as the signs already in place? Barry LeBaron responded that because this proposed sign would be constructed on the corner, it would probably have more set back requirements. Staff considers all issues about sign placement, whether the visibility triangles are acceptable, and in this case it is. Board member Reynolds stated that a sign could be constructed as long as it is in compliance with the sign requirements. Barry LeBaron stated correct. Board member Reynolds stated the ordinance already states the sign was approved and who could revoke that decision? Barry LeBaron stated the property owner could. However, the permission exists for the sign to be constructed.

Chairman McNosky questioned staff if this request will go before City Council? Barry LeBaron stated correct.

Board member Bercher stated having discussed this numerous times and this seems to be reasonable request and recommends approval of this case.

Board member Reynolds questioned staff as to why this would need to go to City Council. Barry LeBaron responded stating the 1998 ordinance states the sign would have to be approved by the Sign Board of Appeals and City Council. However, since then, the City Council has given the Sign Board of Appeals the authority to approve such requests. But, because of the wording of the ordinance, staff recommended taking to Sign Board of Appeals and City Council for approval. Board member Reynolds stated clarification of Barry LeBaron's statement.

Board member Munson questioned staff for clarity if the property owner of the corner of Hall Johnson and Hwy 26 could also build a monument sign? However, the applicant stated the owner of the property on the corner of Hall Johnson and Hwy 26 was going to be listed on the sign, why would that property owner need to build separate sign? Barry LeBaron stated we are talking about the same sign. Board member Munson concurred.

Board member Bercher made motion to approve case G-04-022 as modified by the petitioner. Board member Munson seconded.

The vote being:

Ayes: Munson, Reynolds, McNosky, Henry and Moore

Nays: None

CITIZEN COMMENTS

None.

ADJOURNMENT

Board member Bercher made motion to adjourn. Board member Reynolds seconded. The meeting was adjourned by acclamation.

Respectfully Submitted,

Amy Shelley
Planning & Zoning Assistant

Approved on: -----

Note: As a matter of public record, an audio recording of this Sign Board of Appeals meeting is available upon request.



SIGN BOARD OF APPEALS AGENDA BRIEFING

Agenda Date: December 14, 2004

Subject: **G-04-029** – Request by RSD Equity Partners, Ltd. for a variance from the Sign Regulations regarding a monument sign on Lot 2, Block 1, The Bridges at Riverwalk, located at 1300 Glade Road

SUMMARY & COMMENT

David Hannah, representing RSD Equity Partners Ltd., has submitted a request for a variance from the sign regulations regarding a monument sign for an office development. The proposed monument sign will be located at the northeast corner of Glade Road and Riverwalk Drive.

The proposed sign is for a new office development called The Fountains at Riverwalk. The development consists of four lots for the construction of office buildings and one open space lot. One of the lots has a building that is nearly complete. The open space lot contains a pond with a fountain, and there is not room to construct a building on the lot. The lot on which the sign is proposed is the open space lot.

The variance request relates to two items. The first is whether the proposed sign may advertise businesses that are not located on the same lot as the sign. The second is that the design of the sign does not meet the requirements for general business signs. These items are explained in detail below.

Off Site Sign. Off premises signs, including billboards, are prohibited in Colleyville, except where specifically allowed by the sign regulations. The proposed sign intends to advertise for the owners and tenants of The Fountains at Riverwalk development. However, the sign would be located on a different lot than any of the businesses. A variance is required to allow the off site signs.

Sign Design. The structure on which the signs would be located is an ornamental tower rather than a typical monument sign. The tower is 7 feet wide, 7 feet deep, and 27 feet in overall height to the top of the roof. The plans for the tower indicate it would be constructed of stone with a slate tile roof, similar in design to the houses in the adjacent subdivision. The signs would be located on the east and west elevations of the tower. The ornamental tower could be constructed on the site without a variance, but signs could not be placed on the tower without approval of a variance. Drawings of the tower are attached.

The applicant proposes to use the sign to advertise the businesses located in The Fountains at Riverwalk. There are four lots in the development that would be eligible to advertise on the sign. Under the current sign regulations, each lot would be allowed to have a separate monument sign. The allowed size of a monument sign structure is 112 square feet, with an allowed advertising area of 71.5 square feet. If each lot had its own

monument sign, the total advertising area would be 286 square feet. The proposed off-site sign would provide a total advertising area of 60 square feet.

The Board may consider conditions of approval for the variance. These conditions could include disallowing the construction of additional monument signs on the other four lots and limiting the allowed advertising area on the proposed sign.

Staff is of the opinion that the request is reasonable and generally consistent with the intent of the sign regulations, which is to provide signage for the overall development. The staff recommendation is based on the information available at the time this agenda briefing was prepared. Any additional information presented during public hearing testimony on this agenda item may alter any final staff recommendation.

According to Land Development Code, the decision of the Sign Board of Appeals is final. However, the applicant may appeal a decision of the Board to the City Council within ten days of the date of the decision of the Board.

Staff notified 11 adjacent property owners regarding the sign variance. No comments have been received regarding this variance request.

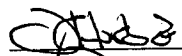
RECOMMENDATION

Approval as requested, subject to any conditions required by the Board

ATTACHMENTS

- Variance Application
- Location Map
- Information from Applicant
- List of Property Owners Notified

Prepared by:


Clayton Husband AICP
Development Coordinator



SIGN BOARD OF APPEALS

APPLICATION FOR SIGN VARIANCE

City of Colleyville
100 Main Street
Colleyville TX 76034
817.503.1050

APPLICANT ♦ PROPERTY OWNER INFORMATION

♦ APPLICANT OWNER Telephone No. _____ Fax No. _____

Address _____

City _____ State _____ Zip Code _____

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

♦ PROPERTY OWNER RSD EQUITY PARTNERS, LTD. Telephone No. 817/421-3388 Fax No. 817/485-7111

Address 704 KENT CT.

City SOUTHLAKE State TX Zip Code 76092

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

Same _____ David Hannah 11/19/04
Applicant Signature Date Owner Signature Date

The property owner must sign the application or submit a notarized letter of authorization. Please initial the acknowledgments on the second page before signing this application.

PROPERTY INFORMATION

Street Address or Location 1300 GLADE ROAD

Legal Description BLOCK 1, LOT 2, THE BRIDGES AT RIVERWALK

Present Zoning PUD Present Land Use OFFICE / OPEN SPACE

Status of Project: ☐ Proposed ☒ Under Construction ☐ Existing

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

Have you applied for a variance on this property before? ☐ Yes ☒ No

SIGN BOARD OF APPEALS OFFICIAL USE ONLY

Case Number 5-04-029 Hearing Date 12/14/04

Action ☐ Approved ☐ Approved with Conditions ☐ Denied

Conditions _____

Sign Board of Appeals Chair

Attest: Sign Board of Appeals Secretary

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.

PROPOSED SIGNAGE FOR THE FOUNTAINS OFFICE PARK: 1300, 1304, 1308 & 1312
BLADE ROAD

1. Completely describe the variance you are requesting.

A. HEIGHT & DESIGN VARIANCE PER THE ATTACHED DRAWINGS.

B. REPLACE 3 POSSIBLE MONUMENT SIGNS WITH UP TO 336 SQ. FT. OF STRUCTURE SIZE & 214.5 SQ. FT. OF SIGN FACE PER SIDE WITH 1 LANDMARK, RESIDENTIAL SIGN WITH 140 SQ. FT. OF STRUCTURE SIZE AND 60 SQ. FT. OF SIGN FACE

2. What unique conditions exist in the area that make a variance necessary?

A. PUD ZONING

B. DIFFICULT SIGN PLACEMENT GIVEN THE UNIQUE, PUD SITE PLAN.

C. ON-SITE ELEVATION CHANGES. THE PROPOSED SIGN LOCATION IS 3 FT. BELOW THE ADJACENT INTERSECTION & 6 FT. BELOW THE NEAREST BUILDING PAD.

3. Is there any way to do what you want without this request? NO. WE WANT TO:

A. CONSOLIDATE SIGNAGE FOR 4 BUILDINGS ON 1 SIGN.

B. CREATE A RESIDENTIAL APPEARING SIGN COMPLETE WITH SLATE ROOF.

C. MAINTAIN ARCHITECTURAL INTEGRITY WITH THE RESIDENCES, OFFICE BUILDING & NORTH ENTRANCE TO THE PUD ALREADY CONSTRUCTED.

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 Sign Board of Appeals 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 understand that the decision of the Board shall be final, unless I submit a written notice of appeal within ten (10) days from the date of the action by the Board, at which time, after required notification of public hearing, the appeal request will be placed on the next available City Council agenda for consideration.

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 Sign Board of Appeals action does not constitute the approval of a sign permit.

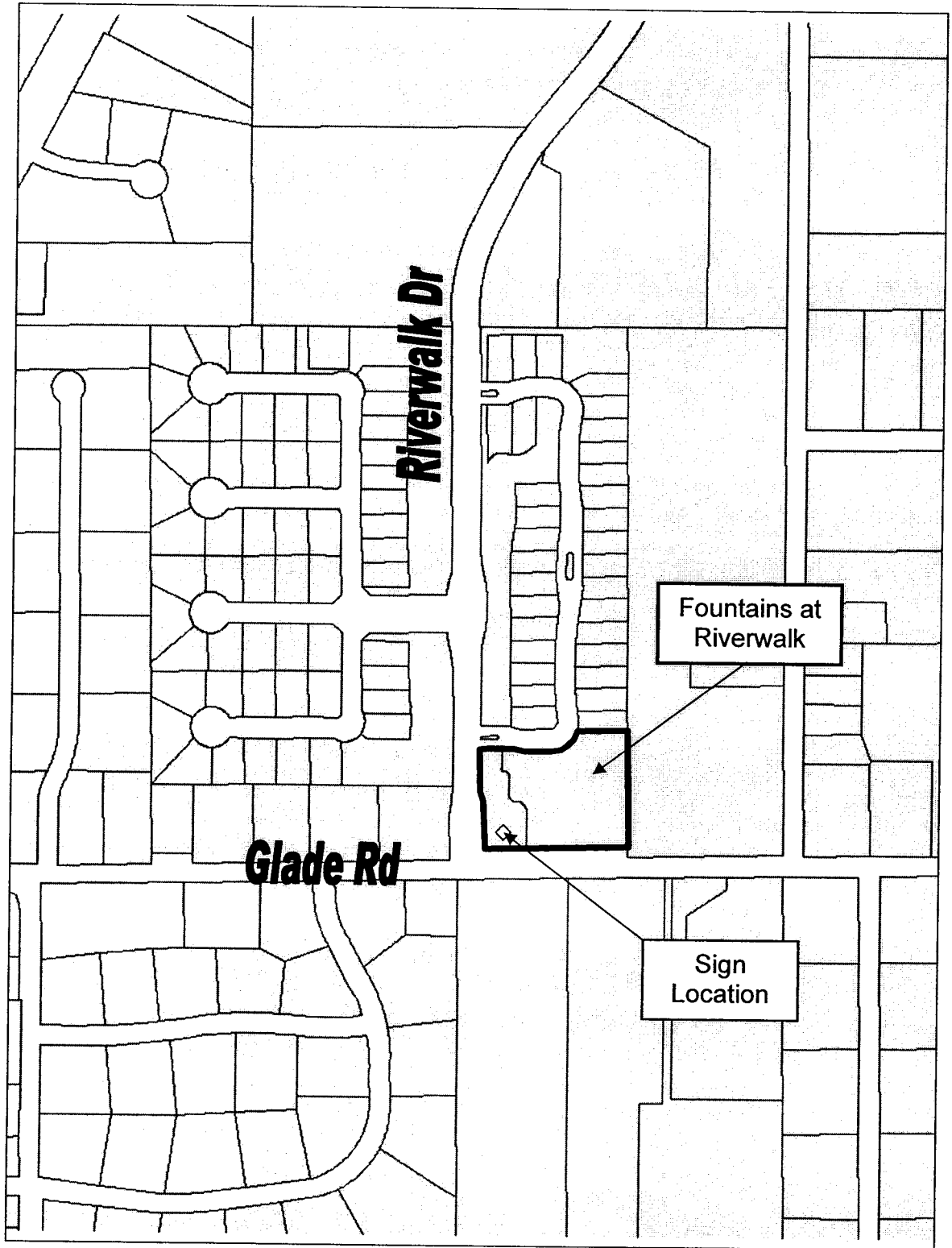
Applicant's Initials



Date

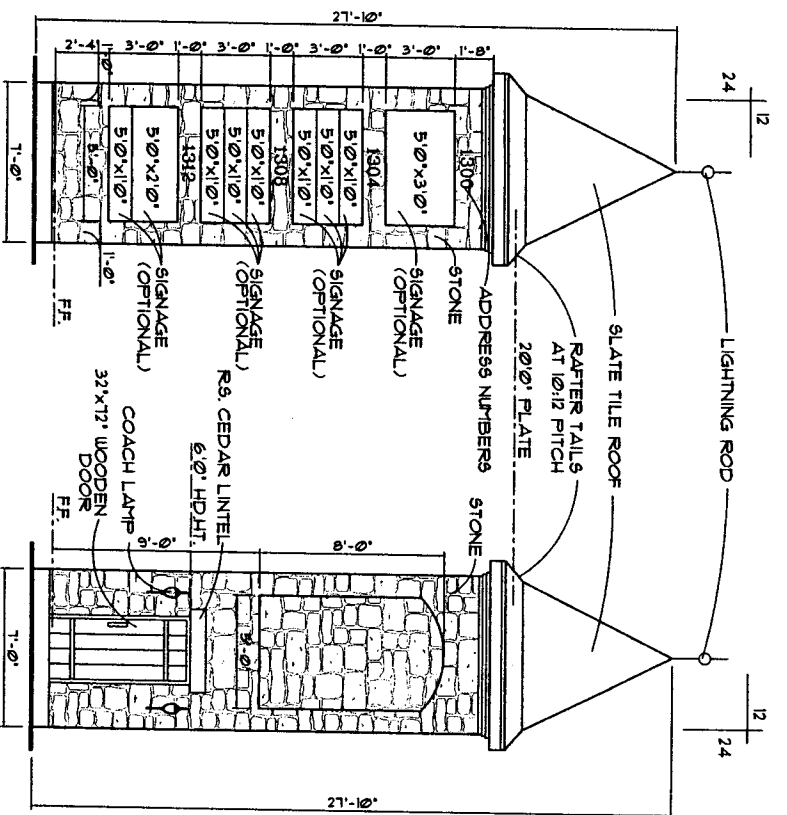
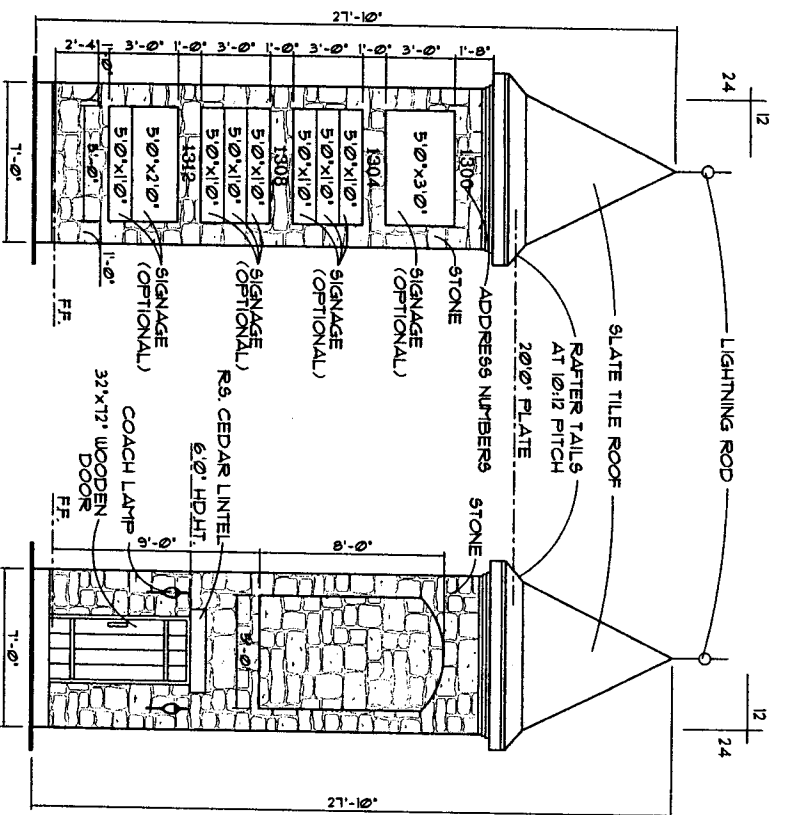
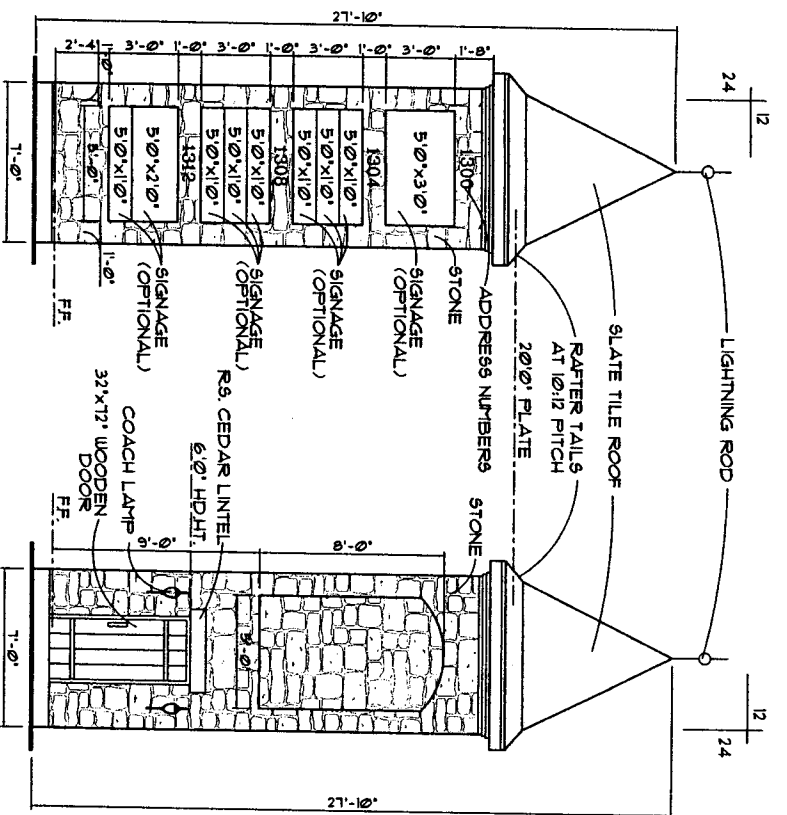
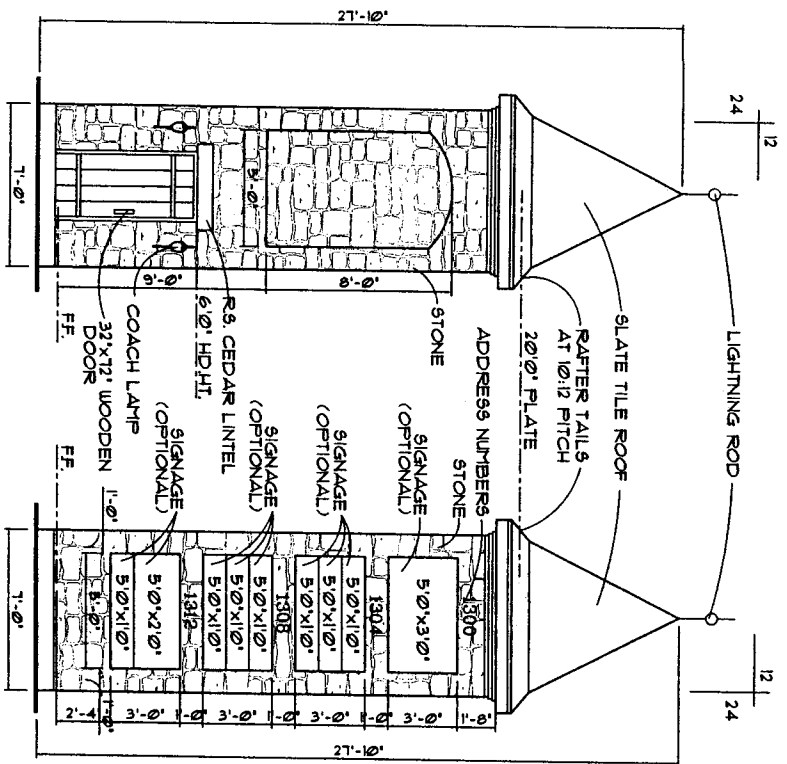
11/19/04

Location Map



CLIFTON R DUKE & WIFE
VOL.6318, PG.328
DISTRICT
THE BRIDGES AT RIVERWALK
CAB. A, SLIDE 1149, P.R.T.C.T.





1 MONUMENT SIGN DETAIL
A2 3/16" = 1'0"

A2

$$3/16 = 1/8$$

G-04-029

D R Horton Texas Ltd
1901 Ascension Blvd. Ste 200
Arlington, TX 76006

Riverwalk Owners Assn.
PO Box 260997
Plano, TX 75026

Berry, Mary Judith
5000 Stonebridge Dr.
Colleyville, TX 76034

Campanella, Donald M Etux Linda
5008 Stonebridge Drive
Colleyville, TX 76034

Cambridge Homes Inc.
2828 Trinity Mills Ste 300
Carrollton, TX 75240

Michale E Craft
5004 Stonebridge Drive
Colleyville, TX 76034

RSD Equity Partners Ltd, applicant
704 Kent Court
Southlake, TX 76092

R G Hubbard
PO Box 494
Colleyville, TX 76034

Clifton R Duke
1301 Glade Road
Colleyville, TX 76034

The Bridges @ Riverwalk HOA
3401 Amherst Circle Apt. 127
Bedford, TX 76021

George, Aby Etux Rosamma
1209 Glade Road
Colleyville, TX 76034

Notices dated November 24, 2004.

According to the last published tax rolls, individuals who own property that is within 200 feet of the proposed request are listed above. I certify that the parties listed above have been notified of the proposed variance request as required by the Texas Local Government Code and the Colleyville Land Development Code.

Amy Shelley
Planning & Zoning Assistant



SIGN BOARD OF APPEALS AGENDA BRIEFING

Agenda Date: December 14, 2004

Subject: **Review and Discuss** - Amendment of the rules and procedures for the Sign Board of Appeals

Because the Zoning Board of Adjustment adopted amendments to the Rules of Procedure of the Zoning Board of Adjustment at the regular meeting held on November 9, 2004, staff deemed it necessary that the Rules of Procedure for the Sign Board of Appeals be amended. Attached is a copy of the Rules of Procedure adopted by the Board on October 14, 2003. Staff has marked suggested changes for your consideration, which are explained as follows:

1. Page 1, Section 102 – Delete the last sentence regarding the city's chief executive officer shall designate his representative to serve the Board as Executive Secretary and replace with "The Board shall designate a city staff member to serve the Board as Recording Secretary."
2. Page 1, Section 103 – Replace the word "Executive" with "Recording".
3. Page 2, Section 202 and 301 – Replace the word "Executive" with "Recording".
4. Page 4, Sections 405, 407, 408 and 502 - Replace the word "Executive" with "Recording".
5. Page 5, Section 505 - Replace the word "Executive" with "Recording".

The Board may wish to discuss other changes to the Rules of Procedure. It will require formal action of the Board to approve any changes to the Rules of Procedure.

RECOMMENDATION

Approval as presented, subject to any additional changes proposed by the Board

ATTACHMENTS

- Rules of Procedure

Prepared by:

Barry LeBaron, AICP
Development Director

SIGN BOARD OF APPEALS RULES OF PROCEDURE

I. ORGANIZATION AND OFFICERS

101. Organization

The Sign Board of Appeals shall be established by ordinance and shall consist of five (5) members and two (2) alternates each to be appointed by the City Council. The term of office of said members and alternates shall be two (2) years, or until a successor is appointed. Three (3) members of the Board and one (1) alternate member shall be selected in even number years and two members and one (1) alternate member in odd number 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.

102. Officers

The Sign Board of Appeals shall consist of the same officers as the Zoning Board of Adjustment. ~~The city's chief executive officer shall designate his representative to serve the Board as Executive Secretary.~~ **(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 ~~Executive~~ **(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.

105. Authority of the Sign Board of Appeals

The authority of the Sign Board of Appeals is established by the Colleyville Land Development Code and is repeated in these Rules of Procedure for point of information. 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 the 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 the Land Development Code. The authority shall be applicable to a definition contained in *Chapter 2 – Definitions* of the Land Development Code required for the administration and enforcement of the provisions of *Chapter 7 – Sign Regulations*.

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 ~~Executive~~ **(Recording)** Secretary for each meeting of the Sign Board of Appeals. 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 on the call of the Chairman. 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 City of Colleyville Land Development Code 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 Sign Board of Appeals together with all findings, decisions, and other official actions. Stenographic notes of the ~~Executive~~ **(Recording)** Secretary and tape recordings of proceedings and discussions shall constitute the official record of the Board.

302. Recording of Vote

The minutes of the Sign Board of Appeals' 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.

304. Files-Retention

All requests for action and other matters coming before the Board shall be filed in the city's records. Original papers of all applications shall be retained along with other special matters as required by state law for permanent record.

305. Public Record

The official record, applications 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

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 two hundred (200) feet of the area being considered and place the applicant's appeal request on the next available agenda for consideration by the City Council.

402. Refusal Required

No application 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 City of Colleyville Land Development Code. 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 request for action by the Board shall be filed on application forms provided by the City, shall be accompanied by the prescribed non-refundable 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 the application submittal. 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 file application, and shall not be considered or acted upon by the Board.

404. Guidelines for Application

Every application 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

Every application shall be filed with the ~~Executive~~ **(Recording)** Secretary of the Board no less than twenty (20) days prior to the scheduled meeting date of the Board. Applications 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. Upon receipt of an application filed prior to the filing deadline, the administrative official shall place the application on the agenda for consideration by the Board.

406. Notice

- A. Public notice of any application 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, the nature of the request, and the applicable requirements.
- B. All property owners within two hundred (200) feet of the property seeking the application shall be notified.

407. Submission of Evidence

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

408. Withdrawal of Appeal

Any application may be withdrawn upon written notice to the ~~Executive~~ **(Recording)** Secretary; but no application 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 application, the Sign Board of Appeals 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 Sign Board of Appeals 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.

502. Order of Business

The Chairman shall call the Sign Board of Appeals to order and the ~~Executive~~ **(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 applications; he shall call each application 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 open the public hearing and call upon the applicant to present his request and all supporting evidence.
- C. The Chairman shall then call on those to speak who support the application.
- D. The Chairman shall then call on those opposed to the application to speak or those who may have questions.
- E. The applicant shall be given opportunity to respond to arguments presented by the opposition. Following the rebuttal, the Chairman shall order the hearing closed.
- F. The Chairman shall ask for discussion from members of the Board or a motion for action. The Chairman or any member of the Board may direct a question to the applicant, to any person speaking or to staff in order to obtain relevant facts, circumstances or conditions affecting the applicant's request.
- G. During the public hearing, all parties shall be given equal opportunity to speak without interruption. Only testimony presented at the speaker's stand shall be entered into the public record. Questions or arguments between individuals seated in the audience will not be permitted or entered into the public record.
- H. The Board may defer action on an application for which the applicant fails to appear unless the applicant has requested 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. Disposition of Appeals

After each application has been heard, the Sign Board of Appeals may approve, approve with modifications, or deny an application. In approving a request, the Board may impose such conditions as appropriate. The Board may also defer action on any application whenever it determines that additional evidence is needed or that alternate solutions require further study. An application may be dismissed when the Board finds that the application has been improperly filed or upon notification by the Enforcing Officer that permits have been issued for a sign, which conforms to the regulations.

505. Vote Required

The affirmative vote of four members shall be necessary to approve, or to approve conditionally, any matter before the Board. Any motion in favor of an applicant failing to receive a second or four affirmative votes shall be considered a denial, unless a subsequent motion is offered and approved. When an application fails to receive a second or four affirmative votes, the ~~Executive~~ **(Recording)** Secretary shall record in the minutes an entry stating that the application was denied.

506. Appeal to the City Council

The decision of 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 action by the Board. The enforcement official shall re-notify all property owners lying within two hundred (200) feet of the area being considered and place the applicant's appeal request on the next available agenda for consideration by the City Council.

VI. CERTIFICATION AND AMENDMENTS601. 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 days following the 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 day of, 2004

s/Dee McNosky
Chairman

s/Amy Shelley
Recording Secretary

SIGN BOARD OF APPEAL

MINUTES OF MEETING – DECEMBER 14, 2004

REGULAR MEETING: Chairman McNosky called the regularly scheduled meeting to order at 7:35 p.m. on December 14, 2004

ROLL CALL

Present: Rich Munson, Lisa Kenney, Skip Reynolds, Dee McNosky and Ed Moore
Alternates: Larry Knox and Uton Delloso
Staff: Barry LeBaron and Amy Shelley

APPROVAL OF MINUTES

Skip Reynolds made motion to approve the minutes of the September 14, 2004 meeting seconded by Ed Moore. The motion passed by acclamation.

AGENDA ITEMS

- 1. Case G-04-029 – PUBLIC HEARING** – Request by RSD Equity Partners, Ltd. For a variance from the Sign Regulations regarding a monument sign on Lot 2, Block 1, The Bridges at Riverwalk, located at 1300 Glade Road.

City staff member, Barry LeBaron presented the case and briefed the Board members.

Chairman McNosky opened the public hearing and asked the applicant to come forward to speak.

David Hannah, 3401 Amherst Circle, Bedford, the applicant, briefed the Board members about his request. Mr. Hannah stated wanting an attractive and creative way to display signs the compliment the development. Mr. Hannah stated this monument sign will also enclose the water meter with access to the meter through the doors on each side of the tower. Mr. Hannah stated the tower would be engineered.

Chairman McNosky asked if there was anyone else wishing to speak regarding this variance request. There being none, the public hearing closed at 7:50 P.M.

Lisa Kenney questioned applicant if small signs would be limited or non-existent? Mr. Hannah responded correct, this tower would serve as the tenant's way of advertising. Lisa Kenney stated the tower is very attractive and would like for the variance language to reflect the placement of small signs not permitted on Lots 1, 2, 3 and 4. Mr. Hannah concurred.

Chairman McNosky questioned if applicant's purpose of the tower is to create a landmark for those tenants. Mr. Hannah responded these tenants will be local people whose clients are from the area.

Rich Munson questioned the applicant if the lot lines are there for those tenants and if those parcels could be sold individually; therefore would be taken from the developer's control?

Mr. Hannah stated those lot lines were done for the parking of those buildings. A property owner's association will maintain the landscaping and pond.

Rich Munson questioned staff if these lots are sold what assurances would we have on the conditions of Lots 1, 2, 3 and 4 to carry forth to the future owners? Barry LeBaron stated those conditions would be fixed to each lot so that when permits are issued those conditions would be imposed.

Ed Moore questioned applicant if there is only one entrance off of Glade Road? Mr. Hannah replied there are two entrances, Glade Road and in the future the easiest way to come up Riverwalk and Stonebridge. Glade Road should be used for right turn in and right turn out. Ed Moore stated it is gated. Mr. Hannah stated we put gates up to discourage the cut through of the residents.

Ed Moore questioned the applicant if the HOA would be storing equipment in the tower? Mr. Hannah stated there would be a little additional room, not necessarily storage area.

Ed Moore questioned staff if, this tower or structure, there are requirements of this nature? Barry LeBaron responded we would permit this as a tower, but because the applicant wants to put signs on it, there has to be a variance. These structures create ornamental statements that are unique in Colleyville and by using this particular tower to cover a water meter station makes good use of this structure.

Rich Munson questioned if Stonebridge Drive is a public ROW and is there any point when the HOA may request to abandon the ROW? Mr. Hannah replied Stonebridge Drive is public ROW and I do not know if the homeowner's will want to petition in the future, I have told them the requirements could not be met if gates were put at the north end of this development and it benefits them more because then they would not have to maintain those streets. We have met all city requirements on the gates.

Mr. Hannah stated for clarification on the two sides with doors, there are archways above those doors and we would like to use cast iron lettering stating, "The Fountains." Chairman McNosky responded the wording would set this apart from any other development.

Rich Munson questioned staff if this tower would be less square footage compared to if all lots had their own monument signs. Barry LeBaron responded correct, far less.

Lisa Kenney made motion to approve case G-04-029 with stipulation stating no other monument signs would be permitted on Lots 1, 2, 3 and 4. Skip Reynolds seconded. The vote being:

Ayes: Kenney, Reynolds, McNosky, Munson

Nay: Moore

2. Review and Discuss – Amendment of the rules and procedures for the Sign Board of Appeals.

Barry LeBaron presented the amendments and briefed the Board.

Skip Reynolds made motion to approve the Sign Board of Appeals rules and procedures with staff's suggested changes. Rich Munson seconded. The motion passed by acclamation.

REPORTS AND COMMENTS

Ed Moore commented to staff needing clarification about the towers, structures or follies. What means do we have to limit the signage? Chairman McNosky replied the Sign Board of Appeals is that control factor. Barry LeBaron concurred; all variances will have to be presented to the Sign Board of Appeals.

ADJOURNMENT

Skip Reynolds made motion to adjourn. Rich Munson seconded. Vote was unanimous. The meeting adjourned at approximately 8:15 p.m.

Amy Shelley
Planning & Zoning Assistant
Approved on: March 14, 2006

Note: As a matter of public record, an audio recording of this Zoning Board of Adjustment meeting is available upon request.