



City of Colleyville Architectural Review Commission Agenda

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

Monday, December 1, 2014
6:00 p.m.

Executive Conference Room
Third Floor – City Hall

1. CALL TO ORDER

2. APPROVAL OF MINUTES

May 5, 2014

3. REGULAR AGENDA ITEMS

3a Review and adoption of the Architectural Review Commission Bylaws

4. PUBLIC HEARING AGENDA ITEMS

4a Request for a variance to the provisions of Chapter 6-Commercial Design Standards in the Land Development Code on Lot 1A, Block 1, of the Braum's Inland Addition located at 4500 Colleyville Blvd, ARC14-003

5. ADJOURNMENT

I hereby certify this agenda was posted on City Hall bulletin boards November 26, 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 Economic Development Marketing Coordinator at least 48 hours in advance at 817.503.1050, and reasonable accommodations will be made to assist you.



City of Colleyville Architectural Review Commission Minutes

City Hall
100 Main Street
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Monday, May 5, 2014

Executive Conference Room

CALL TO ORDER

The Architectural Review Commission meeting was called to order at 7:00 p.m. by Chairman Alan Greer.

Present: Jeff Ground, John Hines, Jim Makens, Christina Talley, Gerald Ward, Curtis Young, and Chairman Alan Greer

Staff present: Ron Ruthven and Marty Wieder

1. PUBLIC HEARING AGENDA ITEMS

- 1a** Request for a variance to the provisions of Chapter 6-Commercial Design Standards in the Land Development Code on Lot 6A, Block 2, of the Village Park Addition located at 4725 Colleyville Blvd, Case ARC14-001

Ron Ruthven presented the case and briefed the Commission.

Amy Cho, on behalf of the architect, and Scott Woodruff, the applicant, briefed the Commission.

Discussion occurred amongst the group regarding the possibility of adding features to the building in order to increase the score.

Chairman Greer stated he liked the roof proposed on the first option.

Discussion occurred regarding adding stone to the rear of the building.

Mr. Woodruff stated the stone and paint on this building would match the exterior of the Whole Foods building.

There was a consensus among the Commission that the buildings rear should be treated as a building front due to the building being visible on from Glade Road. With this being the case, it was determined stone should be added to the rear of the building.

Discussion occurred regarding the potential for creating points with the windows in the seating area of the proposed restaurant.

Commissioner Ground made a motion to approve Case ARC14-001 with the following condition: 1) the accent stone on the rear of the building must be consistent with the accent stone on the front of the building. Commissioner Young seconded.

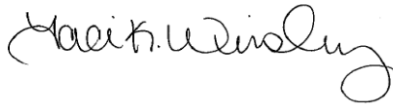
The motion to approve Case ARC14-001 with the following condition: 1) the accent stone on the rear of the building must be consistent with the accent stone on the front of the building carried by the following vote:

Aye: 7 - Ground, Hines, Makens, Talley, Ward, Young, and Greer

2. ADJOURNMENT

The meeting adjourned at 7:55 p.m.

The minutes were written and prepared by:



Taci Wrisley
Planning and Zoning Assistant

The meeting minutes were approved on December 1, 2014 by a vote of _____.



City of Colleyville Architectural Review Commission Agenda Briefing

City Hall
100 Main Street
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Agenda Number 3a	Agenda Date 12/01/2014	Number
Type Regular Agenda Items		
Department City Secretary		
Title		

Review and adoption of the Architectural Review Commission Bylaws

Explanation

On January 18, 2011, the City Council established and appointed seven members to serve on the Architectural Review Commission as outlined and approved by Resolution R-11-3313, attached to this agenda briefing.

This item allows the opportunity for the Architectural Review Commission to review and adopt the attached proposed bylaws. Upon approval, these bylaws will be presented to City Council for their approval.

Attachments

1. Resolution R-11-3313
2. Proposed Bylaws

RESOLUTION R-11-3313

A RESOLUTION ESTABLISHING AN ARCHITECTURAL REVIEW COMMISSION

WHEREAS, the City of Colleyville has a new set of Economic Development Incentive Guidelines and Criteria, which City Council unanimously adopted through Resolution R-10-3286 on November 3, 2010; and

WHEREAS, this program includes a provision that applications related to façade improvements or pole signage removal and replacement be reviewed by an Architectural Review Commission; and

WHEREAS, Colleyville is home to numerous residents who are architectural, planning or engineering design professionals, or who work in development-related fields, who consider design issues on a daily basis and who have the expertise to benefit the City's future development and redevelopment; and

WHEREAS, the creation of an Architectural Review Commission will further engage the Colleyville community in the City's economic development efforts; and

WHEREAS, an Architectural Review Commission will provide an analysis of issues such as the quality and effectiveness of Colleyville's Commercial Design Standards and the possibility of an Overlay District within the core of the Colleyville Boulevard corridor.

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

- Sec. 1. THAT the Colleyville City Council hereby establishes an Architectural Review Commission, to be appointed by the City Council.
- Sec. 2. THAT the Architectural Review Commission shall serve in an advisory role to the Colleyville City Council and is hereby charged with the following responsibilities:
- a. To evaluate and make recommendations on matching grant program applications for facade improvements and/or pole signage replacements
 - b. To evaluate the quality and effectiveness of Colleyville's Commercial Design Standards
 - c. To evaluate the possibility of an Overlay District within the core of the Colleyville Business Corridor, as well as oversee recommendations on any related Design Guidelines which may be subsequently adopted

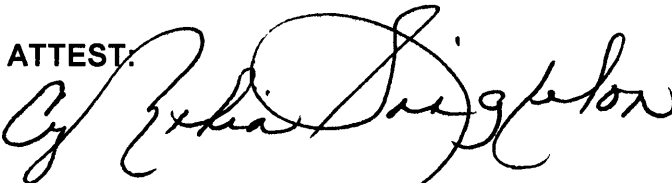
d. To conduct other architectural and design-related studies as requested by the City Council

- Sec. 3. THAT the Architectural Review Commission shall be composed of seven (7) members. Three (3) members shall be appointed by the City Council for an initial term of one (1) year and four (4) members shall be appointed by the City Council for a term of two (2) years, with subsequent appointees serving two year terms.
- Sec. 4. THAT any Commission member who has designed, worked on or consulted with a matching grant program applicant or agenda subject, shall recuse themselves from voting in those circumstances.
- Sec. 5. THAT any member with unexcused absences from three (3) consecutive meetings or not exhibiting interest in the work of the Commission shall be reported to the City Council, which may at their discretion remove the Commission member and appoint a replacement.

AND IT IS SO RESOLVED.

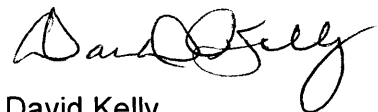
APPROVED BY A VOTE OF 6 AYES, 0, NAYS AND 0
ABSTENTIONS ON THIS THE 18th DAY OF January 2011.

ATTEST.



Cynthia Singleton, TRMC, CMC
City Secretary

CITY OF COLLEYVILLE



David Kelly
Mayor

ARCHITECTURAL REVIEW COMMISSION BYLAWS

ARTICLE I – Identification and Purpose

The Architectural Review Commission was established by the City Council of Colleyville, Texas, by Resolution R-11-3313 on January 18, 2011. The purpose of the Architectural Review Commission is to review applications related to façade improvements or pole signage removal and replacement. The Architectural Review Commission helps to further engage the Colleyville community in the City's economic development efforts by providing an analysis of issues, such as the quality and effectiveness of Colleyville's Commercial Design Standards, and the possibility of an Overlay District within the core of the Colleyville Boulevard corridor.

ARTICLE II – Duties and Responsibilities

- 2.1 The Architectural Review Commission shall serve in an advisory role to the City Council and has been charged with the following:
 - A. To evaluate and make recommendations on matching grant program applications for façade improvements and/or pole signage replacements; and
 - B. To evaluate the quality and effectiveness of Colleyville's Commercial Design Standards as outlined in Chapter 6 – Commercial Design Standards of the Land Development Code; and
 - C. To evaluate the possibility of an Overlay District within the core of the Colleyville Business Corridor, as well as oversee recommendations on any related Design Guidelines which may be subsequently adopted; and
 - D. To conduct other architectural and design-related studies as requested by the City Council.
- 2.2 The Architectural Review Commission members will take the Attorney General Texas Open Meetings Act on-line training course or 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 not 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.

ARTICLE III – Membership

- 3.1 The Architectural Review Commission shall consist of seven (7) members. Three (3) members shall be appointed by the City Council for an initial term of one (1) year, and four (4) members shall be appointed by City Council for a term of two (2) years, with subsequent appointees serving two year terms.
- 3.2 Members shall serve without compensation and until their successors are appointed.
- 3.3 Members must be residents of Colleyville, Texas unless City Council waives the residency requirement.
- 3.4 Vacancies on the Architectural Review Commission shall be reported to the City Secretary, and filled by appointment of the City Council for the length of the unexpired term.
- 3.5 Any member with unexcused absences from three (3) consecutive meetings, or not exhibiting interest in the work of the Commission shall be reported to the City Council, which may at their discretion remove the Commission member and appoint a replacement.

ARTICLE IV – Officers

- 4.1 The officers of the Architectural Review Commission shall be the Chair and the Vice Chair.
- 4.2 The Architectural Review Commission shall elect the Chair and Vice Chair from among the members annually. The officers shall serve one-year terms or until a successor is elected.
- 4.3 In the event of resignation or incapacity of the Chair, the Vice Chair shall serve as the Chair for the unexpired portion of the term.
- 4.4 Staff liaison shall take minutes of the meeting and serve as custodian of Architectural Review Commission records.

ARTICLE V – Meetings

- 5.1 Meetings are held on an as needed basis. If an applicant is requesting a variance to a requirement outlined in Chapter 6 – Commercial Design Standards of the Land Development Code, the Commission shall convene not later than 30 days from date of the application, and a quorum of the Architectural Review Commission shall review the variance request.
- 5.2 Any Commission member who has designed, worked on, or consulted with a matching grant program applicant or agenda subject, shall recuse themselves from voting in those circumstances.
- 5.3 No action to approve or deny any application shall be taken until the Commission has held a public hearing and received comment, and only after written notice of the public hearing of the date, time, and place where the variance request is to be considered has been sent to the owners of real property lying within 200 hundred feet of the property where the application is being considered. Such notice shall be given to each property owner as listed on the last approved tax roll not less than 10 days before the date set for hearing by depositing letters property addressed and postage paid in the United States Post Office.
- 5.4 A majority of the voting Architectural Review Commission shall constitute a quorum to conduct business of the Architectural Review Commission. The act of the Architectural Review Commission members, present at a meeting, at which a quorum is in attendance, shall constitute the act of the Architectural Review Commission.
- 5.5 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, and distributed to each member 72 hours prior to a meeting.
- 5.6 Approved meeting minutes will be included in City Council agenda packets under Reports.

ARTICLE VI – Appeal Procedures

- 6.1 The decision by the Commission shall be final, unless the applicant submits a written notice of appeal within 10 days from the date of the action by the Commission. The administrative official shall re-notify all property owners lying within 200 feet of the area being considered and

place the applicant's request on the next available agenda for consideration by the City Council.

ARTICLE VII – Amendments

- 7.1 These bylaws may be amended by a majority vote at any regular meeting, if all members have been notified of the proposed amendment 72 hours prior to such meeting. Amendments must be in compliance with applicable City ordinances.



City of Colleyville Architectural Review Commission Agenda Briefing

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Agenda Number 4a	Agenda Date 12/01/2014	Number
Type Regular Agenda Items		
Department Community Development		
Title		

Request for a variance to the provisions of Chapter 6-Commercial Design Standards in the Land Development Code on Lot 1A, Block 1, of the Braum's Inland Addition located at 4500 Colleyville Blvd, ARC14-003

Explanation

Harris Wilson, representing Braum's Ice Cream, has submitted an application for a variance from the provisions of Chapter 6-Commercial Design Standards in the Land Development Code for the Braum's restaurant located at 4500 Colleyville Boulevard, which is currently being remodeled.

Background. Braum's was originally built at its current location in 1987. The City had no commercial design requirements in place at this time. On February 19, 2014, a building permit was issued for improvements, totaling \$600,000, to the restaurant including a complete remodel of the interior and exterior and a 290 square foot addition to the building. As of the date of this briefing, the project is 75 percent complete.

Variance Request. The applicant is requesting a variance to the prohibition on fluorescent colors found Chapter 6-Commercial design Standards. Section 6.5(B) states:

"Color: Primary exterior wall colors shall contain natural colors that reflect the natural environment of the cross-timbers prairie including soils and vegetation. Fluorescent colors are prohibited. Building elevations showing the proposed exterior wall color shall be submitted with the site plan application at the time of new construction as provided for by this chapter. Any applicant for a building that does not meet the requirement of this section as determined by the Community Development Director may request a variance to the Director's interpretation per Section 6.6 below."

There is no definition of a fluorescent color in the Land Development Code. However, the attached chart shows the range used by staff in determining a fluorescent color, which is generally an unnatural, very bright color that has the effect of amplifying light when illuminated directly onto the surface.

Based on the attached rendering of the building improvements, the proposed colors for the portions of the roof that do not contain asphalt shingles are pink on top (PMS Pink 232-C) with blue trim (PMS Blue 281-C). According to the attached color exhibit,

these colors are considered fluorescent colors and are, therefore, prohibited based on the provisions of Section 6.5(B) noted above. The roof portions in question would have the fluorescent colors painted onto the metal material.

Based on an email sent to the applicant on December 13, 2013 (attached), it was agreed that the portions of the roof noted above that would contain fluorescent colors would be painted brown instead. A recent remodel of a Braum's in Euless (attached) was used as an example and the plans were modified to change the colors in question to brown from the fluorescent colors.

However, the applicant met with City staff in August expressing a desire to maintain the corporate colors, which includes the fluorescent colors, on the building. Staff informed the applicant that a variance would be necessary.

The other portions of the building meet the requirements of Chapter 6-Commercial Design Standards in the Land Development Code including building articulation.

Public Notification. Staff mailed notices to 14 property owners within 200 feet of the property regarding this request. Notices were mailed to all homeowner's associations within 500 feet and school districts within the City of Colleyville. Notice was published in the Fort Worth Star-Telegram. No correspondence has been received regarding this request.

Recommendation. Denial

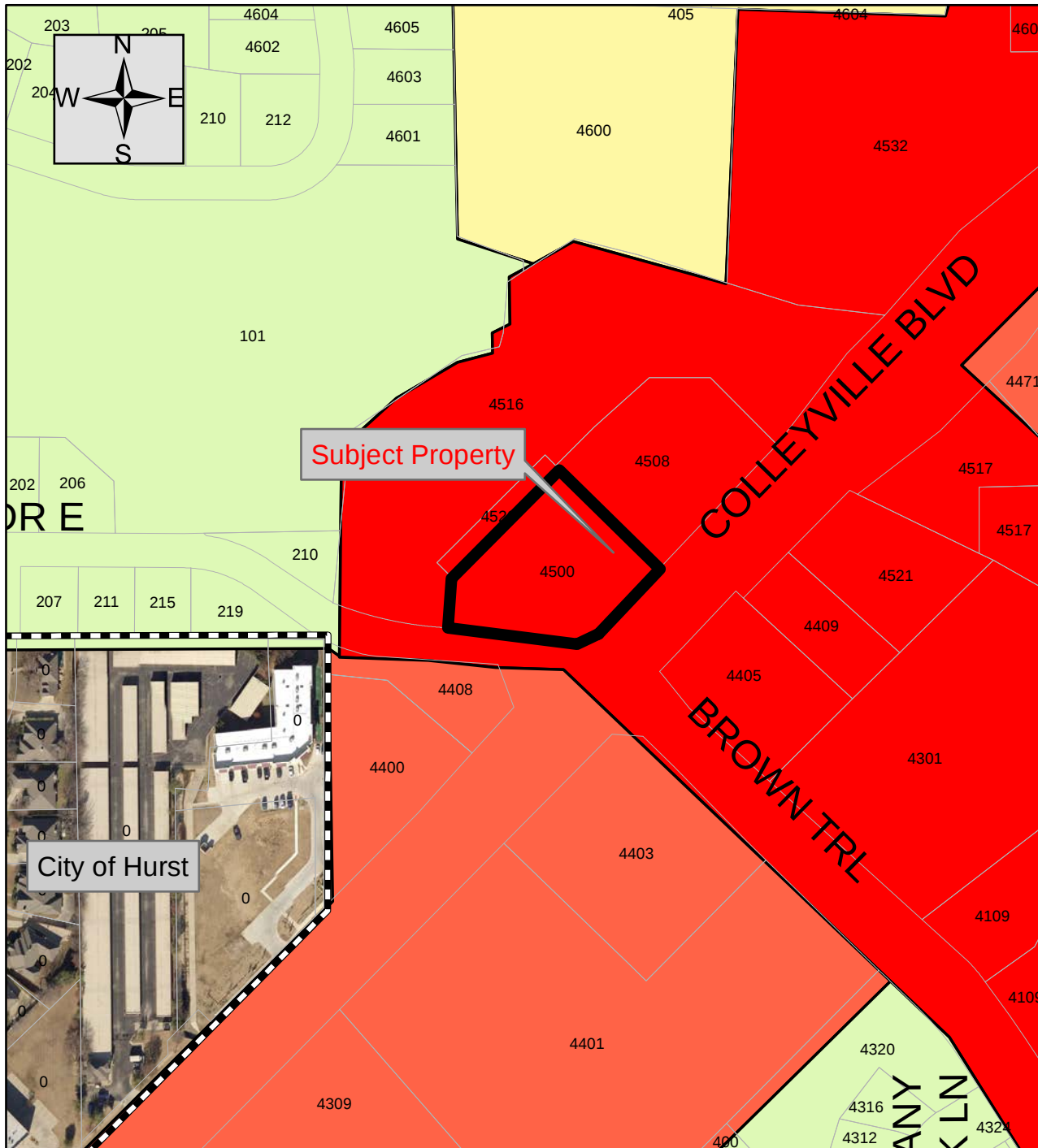
Attachments

1. Location and Zoning Map
2. Aerial
3. Buffer Map
4. Proposed Roof Colors
5. Exhibit Provided by Applicant
6. Fluorescent Color Exhibit - 4500 Colleyville Blvd.
7. Braum's Euless Location on Euless Main Street - 2013
8. Email Sent on 12/13/2013

Location and Zoning Map

Case ARC14-003

4500 Colleyville Boulevard

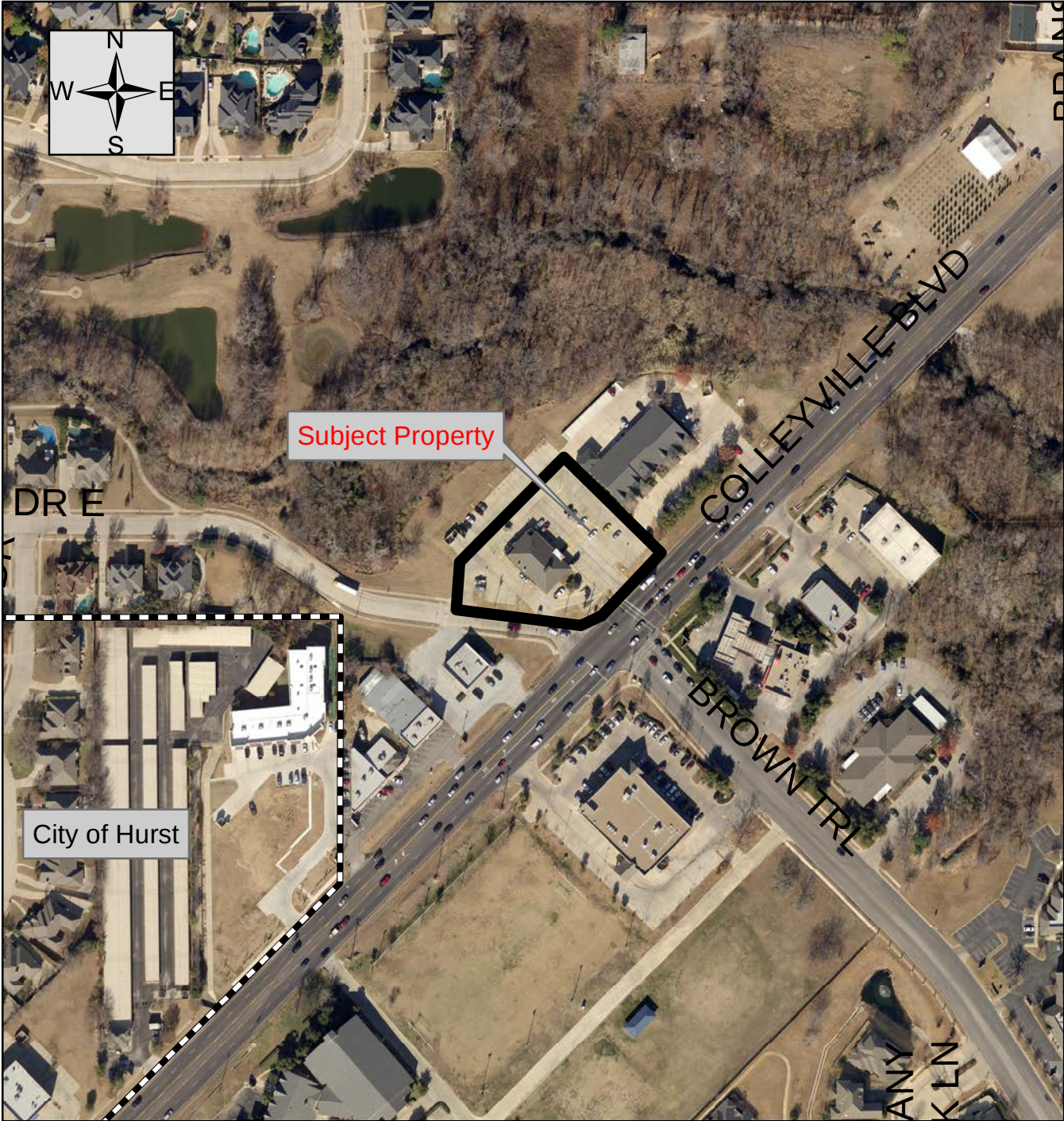


Legend

- Subject Property
- Parcels
- City Limit
- AG Agricultural
- CC-1 Village Retail
- CC-2 Shopping Center
- CC-3 Highway Commercial
- CN Neighborhood Commercial
- CP0 Professional Office
- ML Light Manufacturing
- PUD-C Planned Unit Development, Commercial
- PUD-R Planned Unit Development, Residential
- R-10 Single Family Residential (10,000 sq. ft. min)
- R-15 Single Family Residential (15,000 sq. ft. min)
- R-20 Single Family Residential (20,000 sq. ft. min)
- R-30 Single Family Residential (30,000 sq. ft. min)
- R-40 Single Family Residential (40,000 sq. ft. min)
- R-MF Multi-Family Residential
- RD Two Family Residential
- RE Single Family 'Estate' Residential



Aerial



Case ARC14-003

4500 Colleyville Boulevard

Legend

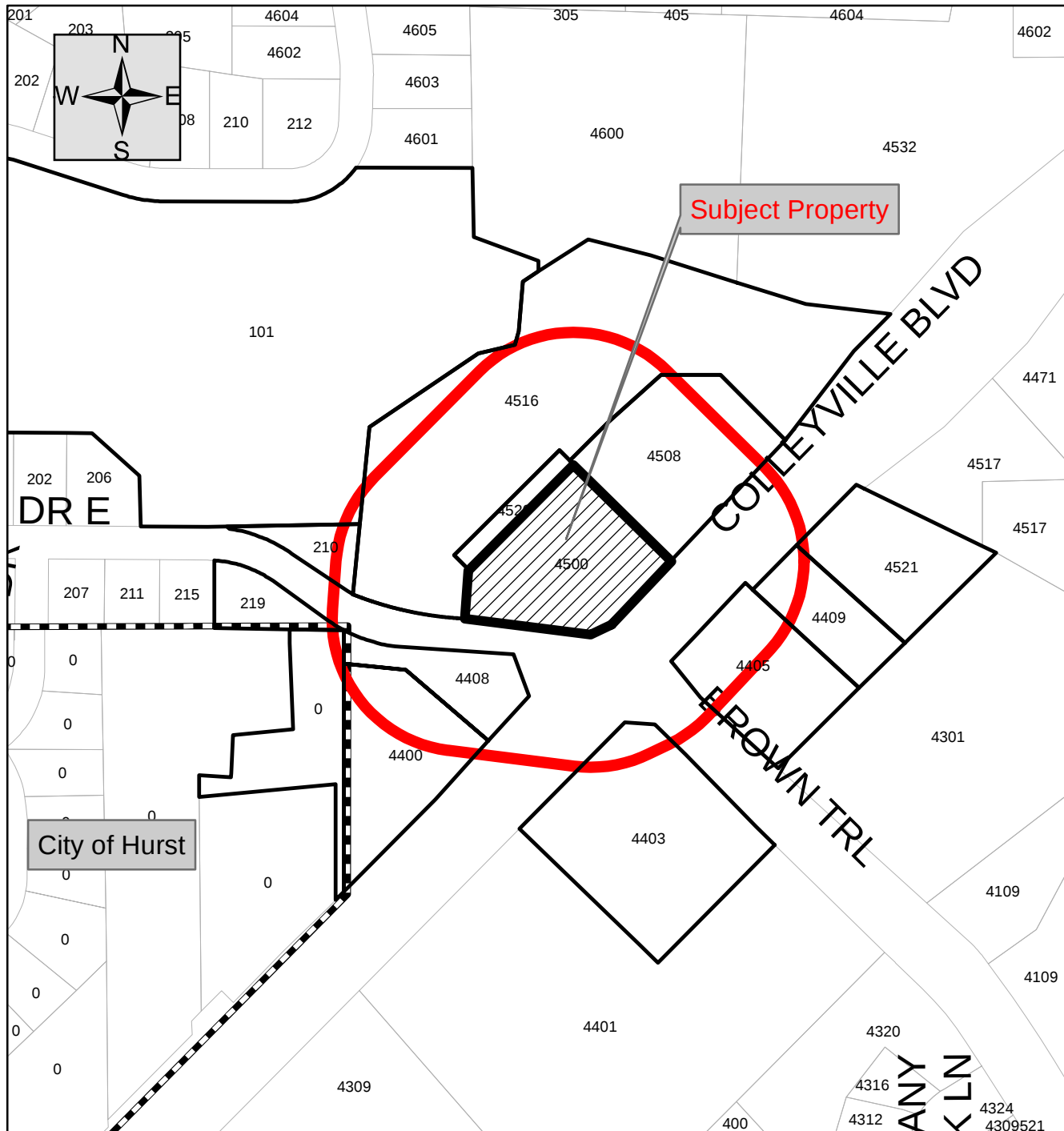
-  Subject Property
-  City Limit



Buffer Map

Case ARC14-003

4500 Colleyville Boulevard



Legend

-  Properties within 200 feet
 Subject Property
 Parcels
 City Limit



Proposed Roof Colors



Exhibit Provided by Applicant



Exhibit Provided by Applicant



McDonald's Restaraunt

Colleyville, TX

Exhibit Provided by Applicant

McDonald's corporate colors.



Google earth

© 2014 Google

Colleyville Blvd (St Hwy 26) Exhibit Provided by Applicant

Adjacent business to Braum's,
south side of road.

O'Reilly's corporate colors.

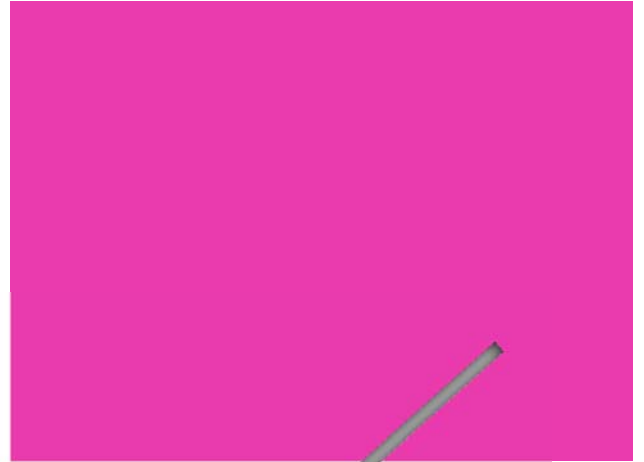
Exxon corporate colors.



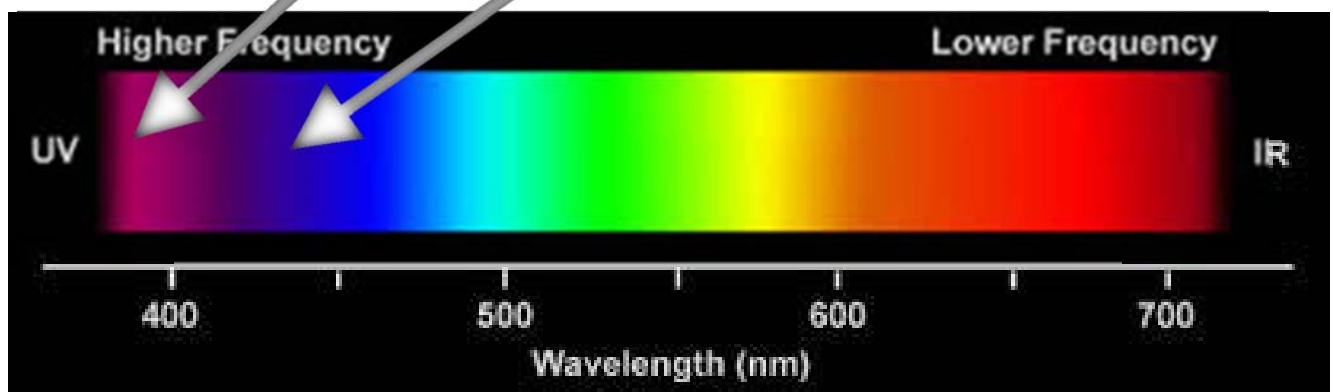
Fluorescent Color Exhibit

4500 Colleyville Blvd.

Proposed
Metal Roof Color
PMS Pink 232-C



Proposed
Metal Roof Trim
PMS Blue 281-C



Fluorescent Color Range Chart

Braum's Euless Location on Euless Main Street - 2013



Email Sent to Applicant on 12/13/2013

From: [Ron Ruthven](#)
To: [REDACTED]
Cc: [Bill Elliott](#); [Kelly D. Minor](#)
Subject: Plan Review Status 4500 Colleyville Blvd (Braums addition/renovation)
Date: Friday, December 13, 2013 11:58:00 AM
Attachments: [B2.JPG](#)
[B1.JPG](#)
[Zoning Application Packet 2014.pdf](#)

Mr. Pulis,

Per our phone discussion this morning, regarding the issuance of the building permit for the Braum's renovation, given the length of time that the permit has sat under review, we are going to go ahead and issue the permit subject to the conditions below based on terms sent in an email to you on July 11, 2013:

1. LANDSCAPING: The site must comply with all landscaping requirements of Chapter 4-Landscaping and Buffering in the Land Development Code. Therefore, landscape plan showing tree/shrub plantings that comply with Chapter 4, stamped by a landscape architect and an irrigation plan stamped by a State licensed irrigator, must be submitted with this permit. – **Update: The building permit will be issued subject to the submission of a landscape plan no later three months from the date of issue for the permit.**
2. BUILDING DESIGN: The building must meet all requirements of Chapter 6-Building Design in the Land Development Code. This includes requirements on color standards, masonry requirements and building articulation scores. - **Update: Based on the attached pictures, the color of the building will generally match the building shown in the pictures with no "blue" or "pink" roof or siding materials.**
3. SIGNAGE: The existing pylon sign must be removed as pylon signs are no longer allowed except on State Highway 121. - **Update: The existing pylon sign may remain as it currently exists.**
4. SIDEWALKS: A five foot sidewalk is required along SH26 and a four foot sidewalk is required along Mill Valley. - **Update: Per our conversation, if you wish to request a waiver to the sidewalk requirement and pay into escrow instead, please complete the attached application and return it to me no later than two months before the anticipated date of the final inspection.**

We will notify you when the permit is ready, which should be very soon. Please let me know if you have any questions.

Ron Ruthven, AICP, Director
Community Development Department
City of Colleyville
100 Main Street
Colleyville, TX 76034
(817)503-1052
fax (817)503-1059

Email Sent to Applicant on 12/13/2013



www.colleyville.com

We value your opinion. Please take a moment to take our survey, [click here](#)