



# City of Colleyville Sign Board of Appeals Agenda

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

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Tuesday, February 9, 2016

City Council Chambers

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

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**1. SWEARING IN OF NEWLY APPOINTED MEMBERS**

Wayne Maynard, Place 3  
Raymond Allee, Place 5  
Dee Kamerman, Alternate 1

**2. ELECTION OF OFFICERS**

Chairperson  
Vice-Chairperson

**3. APPROVAL OF MINUTES**

October 14, 2014

**4. REGULAR AGENDA ITEMS**

Approval of the updated bylaws for Sign Board of Appeals

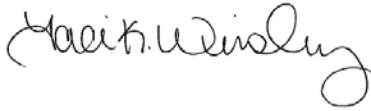
**5. PUBLIC HEARING AGENDA ITEMS**

**5a** Request for a variance to certain provisions of Chapter 7 (Sign Regulations) of the Land Development Code, on Lot 3R2, Block A, of the Colleyville Shopping Village Addition, located at 6209 Colleyville Blvd (The Benefit Link), Case SC15-003

**5b** Request for an appeal of interpretation, and variance to certain provisions of Chapter 7 (Sign Regulations) of the Land Development Code, on Lot 2A, Block 1, of the KISD Addition, located at 8170 Precinct Line Road (Taco Bell), Case SC15-004

**6. ADJOURNMENT**

*I hereby certify this agenda was posted on City Hall bulletin boards February 5, 2016 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  
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Tuesday, October 14, 2014

City Council Chambers

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## Call to Order

The Sign Board of Appeals meeting of the City of Colleyville was called to order by Board member McNosky on October 14, 2014 at 7:00 p.m.

## Roll Call

**Present:** Board members Jason Elms, Mike Leathers, Mark Collier, Larry Kainer (Alternate 1), and Dee McNosky

**Absent:** Board members Judson Orlando, and Mike Patino (Alternate 2)

**Staff Present:** Ron Ruthven and Taci Wrisley

### 1. SWEARING IN OF NEWLY APPOINTED MEMBER

Taci Wrisley swore in newly appointed member Dee Kamerman, Alternate 2

### 2. ELECTION OF OFFICERS

Dee McNosky was elected Chairman of the Sign Board of Appeals.  
Mike Leathers was elected as Vice-Chairman of the Sign Board of Appeals.

### 3. APPROVAL OF MINUTES

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

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

**Aye: 6** –Kamerman, Elms, Leathers, Collier, Kainer, and McNosky

### 4. PUBLIC HEARING AGENDA ITEMS

- 4a** Request for a variance to the provisions of Chapter 7-Sign Regulations in the Land Development Code on Abstract 936 of the J. M. Looney Survey, located at 5100 Bluebonnet Drive, Case SC14-003

Ron Ruthven presented the case and briefed the Board.

The public hearing was opened at 7:10 p.m.

David Kalhoefer, the applicant, came forward and briefed the Board.

Board member Collier questioned staff regarding whether the sign, if approved, would be in the way of any Glade Road expansions. Ron Ruthven replied no.

Discussion occurred regarding turn lane possibilities for Glade Road.

Board member Leathers questioned Mr. Kalhoefer regarding whether their other proposed sign had been approved. Mr. Kalhoefer replied yes.

Board member Leathers questioned Mr. Kalhoefer whether the sign could be modified in order to be in compliance with the sign code. Mr. Kalhoefer replied no.

There being no one else wishing to speak, the public hearing was closed at 7:16 p.m.

Board member Leathers made a motion to approve Case SC14-003. Board member Kainer seconded.

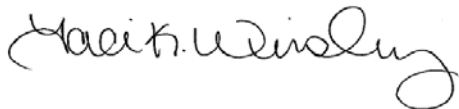
The motion to approve Case SC14-003 carried by the following vote:

**Aye: 5** – Elms, Leathers, Collier, Kainer, and McNosky

## 5. ADJOURNMENT

The meeting adjourned at 7:17 p.m.

The minutes were written and prepared by:



Taci Wrisley  
Planning and Zoning Assistant

*The meeting minutes were approved on February 9, 2016 by a vote of \_\_\_\_\_.*



# City of Colleyville Sign Board of Appeals Agenda Briefing

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

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|-----------------------------------------|-------------------------------|---------------|
| <b>Agenda Number</b>                    | <b>Agenda Date</b> 02/09/2016 | <b>Number</b> |
| <b>Type</b> Regular Agenda Items        |                               |               |
| <b>Department</b> Community Development |                               |               |

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## Title

Approval of the updated bylaws for Sign Board of Appeals

## Explanation

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

The Sign Board of Appeals did not have bylaws, but did operate under Rules of Procedure. Staff has incorporated the current Sign Board of Appeals Rules of Procedure (attached to this agenda briefing) into the proposed attached bylaws. Statute refers to rules outlined by the Sign Board of Appeals 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.

The following is a brief summary of the changes staff made while incorporating the Rules of Procedures into the bylaw format:

Section 102 – Officers state, *"The city's chief executive officer shall designate his representative to serve the Board as Executive Secretary"*; however, it also states that the officers shall consist of the same officers as the Zoning Board of Adjustment; therefore, the bylaws will now reflect a Recording Secretary rather than an Executive Secretary throughout. The Recording Secretary is a staff member.

As outlined by state statute, Board members are required to take the Texas Open Meetings Act training and provide such certificate of completion to the City Secretary's office. The Rules of Procedure did not outline this requirement; therefore, staff has included a section to incorporate this in Article IV – Duties and Responsibilities – 4.3.

The Rules of Procedure also did not have a section regarding the public notice of an administrative appeal relative to regulations outlined in Chapter 7; staff has included a section to incorporate this in Article VII – Appeal Procedures – 7.5(c).

Sections 401-Review of Decision and 506 – Appeal to the City Council, of the Rules of Procedure, contain the same language; therefore, staff has created a separate section to include this in one location, Article IX – Appeal from the Board – 9.1.

Section 402 – Refusal Required, states, *"No application shall be taken to the Board*

*until and unless the Enforcing Officer has first refused a permit...";* however, there has been no clear definition as to who the Enforcing Officer may be. For the purposes of the bylaws, the Enforcing Officer is the Building Official or his designee. This has been included in the section, now numbered as Article VII – Appeal Procedures – 7.1, and is also updated throughout the bylaws when “Enforcing Officer” is mentioned.

A draft of the proposed bylaws is attached for consideration of approval. Upon approval, the bylaws will be presented to City Council for their subsequent approval.

**Recommendation**

Approve

**Attachments**

1. Rules of Procedure
2. Proposed Bylaws



## **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.

#### 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 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 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 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 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 Secretary or to the Board in public meeting.

#### 408. Withdrawal of Appeal

Any application may be withdrawn upon written notice to the Executive 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 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 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 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 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.

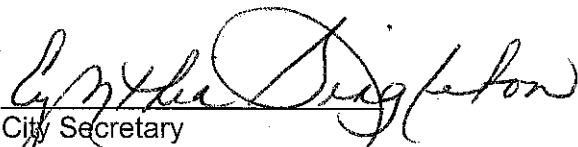
603. Amendment Procedure

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 14<sup>th</sup> day of October, 2003Chairman Board Secretary Filed in the Office of the City Secretary this 10<sup>th</sup> day of February, 2008.

  
City Secretary  
City of Colleyville, Texas

## **Proposed Bylaws**

### **SIGN BOARD OF APPEALS BYLAWS**

#### **ARTICLE I – Identification and Purpose**

The Sign Board of Appeals was established by the City Council of Colleyville, Texas, by Ordinance O-13-1414 on September 2, 2003. The purpose of the Sign Board of Appeals is to consider requests for variances from the requirements outlined in Chapter 7 – *Sign Regulations* of the Land Development Code.

#### **ARTICLE II – Membership**

- 2.1 The Sign Board of Appeals shall consist of five (5) members and two (2) alternates, each 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 (2) members and one (1) alternate member in odd number years. Alternate Board members shall serve in the absence of regular members. The Sign Board of Appeals shall consist of the same members and officers of the Zoning Board of Adjustment.
- 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 Sign Board of Appeals 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 Sign Board of Appeals 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.

## **Proposed Bylaws**

Sign Board of Appeals Bylaws

Page 2 of 8

### **ARTICLE III – Officers**

- 3.1 The officers of the Sign Board of Appeals are the same as for the Zoning Board of Adjustment, Chairman and the Vice-Chairman.
- 3.2 The Sign Board of Appeals officers are elected once a year, at the Zoning Board of Adjustment's 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.
- 3.4 The Vice-Chairman shall preside at Sign Board of Appeals 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.
- 3.5 The Recording Secretary, of the Sign Board of Appeals, shall be the same person who fulfills those duties for the Zoning Board of Adjustment. The Recording Secretary is 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 Sign Board of Appeals, and shall cause to be given such notices as are required and in the manner prescribed by law.

### **ARTICLE IV – Duties and Responsibilities**

- 4.1 Sign Board of Appeals shall have the authority to hear and decide on requests for a variance from the requirements outlined in Chapter 7 – *Sign Regulations* of the Land Development Code.
- 4.2 The Sign Board of Appeals shall also have the authority to hear and decide an appeal of an administrative decision on a regulation outlined in Chapter 7. The authority shall be applicable to a definition outlined in Chapter 2 – *Definitions* of the Land Development Code required for the administration and enforcement of the provisions of Chapter 7.
- 4.3 The Sign Board of Appeals members will take the Attorney General Texas Open Meetings Act on-line training course, available on the Office of the Attorney General's website, 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 90<sup>th</sup> day, after the date the member

## **Proposed Bylaws**

### **Sign Board of Appeals Bylaws**

Page 3 of 8

takes the oath of office, or otherwise assumes responsibilities as a member of the governmental body.

- 4.4 The Sign Board of Appeals shall follow these bylaws, and these bylaws shall govern the procedures of the Sign Board of Appeals unless otherwise provided for by statute.

## **ARTICLE V – Meetings**

- 5.1 Regular meetings shall be held on the 2<sup>nd</sup> Tuesday of each month at 7:00 p.m., at City Hall, unless otherwise provided for by the Sign Board of Appeals, or unless no application has been scheduled for consideration by the Board.
- 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; or (3) as may be scheduled by a majority of the Sign Board of Appeals at any previous meeting.
- 5.3 Except as legally permitted executive session discussions, all deliberations of the Sign Board of Appeals 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, and these bylaws. Any party in interest shall appear before the Sign Board of Appeals in person, by agent, or by attorney.
- 5.5 A quorum shall consist of four (4) members. If a regular member is absent, the senior alternate will fill the position. If two (2) 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 Sign Board of Appeals 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.
- 5.6 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.

## **Proposed Bylaws**

Sign Board of Appeals Bylaws

Page 4 of 8

- 5.7 Additionally, the approved meeting minutes will be included in the City Council agenda packets under Reports.
- 5.8 The Chairman shall secure from staff all such materials and analyses as may be useful to the Sign Board of Appeals 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. 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:  
Written notice of all decisions of the Board shall be sent to the petitioner by regular mail within 10 days.
- 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 required by state law 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 application shall be taken to the Board until and unless the Building Official, or his designee, has first refused a permit for plans submitted or has rendered an interpretation of the Land Development Code. The

## **Proposed Bylaws**

Board may consider a waiver of this requirement when the Board determines that the cost of such plans would be an unnecessary burden.

### **7.2 Application Requirements:**

Every request for action by the Board shall be filed on application forms provided by the City, and 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 property 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.

### **7.3 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.

### **7.4 Filing Deadline:**

Every application appeal shall be filed with the administrative official 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.

### **7.5 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, and the nature of the request, and the applicable requirements.
- B. All property owners within two hundred (200) feet of the property seeking the appeal shall be notified.

## **Proposed Bylaws**

### **Sign Board of Appeals Bylaws**

Page 6 of 8

C. Public notice of any appeal seeking an interpretation on applicable Chapter 7 – Sign Regulations of the Land Development Code 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.

**7.6 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.

**7.7 Withdrawal of Appeal:**

Any application may be withdrawn upon written notice to the 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.

**7.8 Expiration of Time:**

In each decision of application, 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 on his own behalf or be represented by counselor 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 applications; the Chairman 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.

**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.

## **Proposed Bylaws**

### **Sign Board of Appeals Bylaws**

Page 7 of 8

- 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 speakers' 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 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 Disposition of Appeals:**

After each application has been heard, the Board may approve, approve with modifications, or deny an appeal. 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 appeal has been improperly filed, or upon notification by the Building Official, or his designee, that permits have been issued for a sign, which conforms to the regulations.

## **Proposed Bylaws**

Sign Board of Appeals Bylaws

Page 8 of 8

### **8.5 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 Recording Secretary shall record in the minutes an entry stating that the application was denied.

## **ARTICLE IX – Appeal from the Board**

### **9.1 Review of Decision:**

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 the action by the Board. The Recording Secretary shall re-notify all property owners lying within 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.

## **ARTICLE X – Certification and Amendments**

### **10.1 Certified Copy:**

A certified copy of these bylaws, 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 bylaws 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.



# City of Colleyville Sign Board of Appeals Agenda Briefing

City Hall  
100 Main Street  
Colleyville, Texas 76034  
[www.colleyville.com](http://www.colleyville.com)

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|                                         |                               |               |
|-----------------------------------------|-------------------------------|---------------|
| <b>Agenda Number</b> 5a                 | <b>Agenda Date</b> 02/09/2016 | <b>Number</b> |
| <b>Type</b> Public Hearing Agenda Items |                               |               |
| <b>Department</b> Community Development |                               |               |

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## Title

Request for a variance to certain provisions of Chapter 7 (Sign Regulations) of the Land Development Code, on Lot 3R2, Block A, of the Colleyville Shopping Village Addition, located at 6209 Colleyville Blvd (The Benefit Link), Case SC15-003

## Explanation

The applicant, Lynn Bural, of All Star Signs is requesting a variance to certain requirements of Chapter 7 (Sign Regulations) of the Land Development Code on approximately 1.04 acres located at 6209 Colleyville Boulevard. The applicant is requesting multiple variances to allow a large wall sign for The Benefit Link, a business that assists seniors with Medicare.

**Existing Conditions/Background:** The subject property is generally located on the east side of Colleyville Boulevard, south of Tinker Road and north of Hardage Lane. The subject property is zoned CC-2 Shopping Center District and is platted as Lot 3R2, Block A, of the Colleyville Shopping Village Addition.

The subject property is developed with one commercial building, which is located within a larger commercial and office center along Colleyville Boulevard. The previous tenant on the subject property (AMCAP Mortgage Ltd.) operated with a sign meeting the regulations of Chapter 7 (Sign Regulations).

Upon receipt of the original sign application, staff expressed concerns related to the safety and structural integrity of the sign as proposed. Staff requested the applicant resubmit plans stamped by a licensed engineer, verifying the structural integrity of the sign and its proposed placement which spans a 10- foot recessed wall. The applicant has provided the engineered plans which are attached for review.

The proposed application deviates from three of the four standards required for wall signs in Chapter 7. The current proposal will require a variance from the maximum area, maximum width, and horizontal projection provisions of Chapter 7; each of these variances have been detailed below.

**Requested Variances to Wall Signs:** The applicant is requesting a variance to multiple provisions of Chapter 7 (Sign Regulations) of the Land Development Code to allow for a large sign (23 feet, six inches), which is proposed to span across three distinct and separate wall planes of the building; the center plane is recessed approximately six feet. The attached "Building Façade and Sign Details" illustrates the

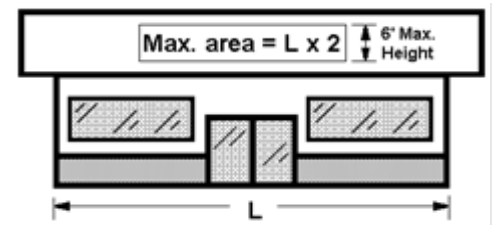
proposed placement of the sign and the proposed manner of attachment to the building. The applicant has indicated that a larger sign should be permitted due to the articulations on the front building façade and the presence of large trees along Colleyville Boulevard.

#### Maximum Area:

*Request* – The applicant is requesting a variance to the maximum area requirements for a wall sign. The total area of the proposed wall sign is 68 square feet.

*Ordinance* – Section - 7.175.D.1 of the Land Development Code states:

“The total area of all wall signs on a single tenant building or occupancy space of a multi-tenant building shall not exceed the product of two times the lineal width of the wall on which such signs are located. For purpose of this regulation, on multi-tenant buildings, the width of each lease space shall be used to calculate each sign width.”

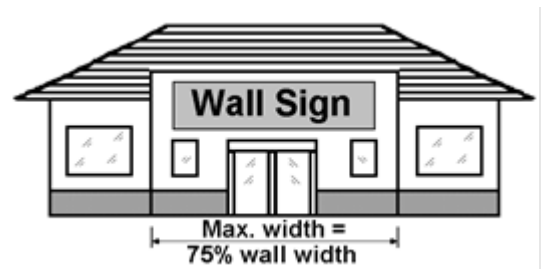


*Analysis* – Staff interprets the preceding ordinance language to require the wall sign to be attached to one wall. This interpretation is based on the following language: “shall not exceed the product of two times the lineal width of the wall on which such signs are located.” The proposed sign exceeds the maximum allowable area on each of the 12 foot faces (24 square feet) by approximately 183 percent, and exceeds the maximum allowable area of the 10 foot face (20 square feet) by approximately 240 percent. The degree of the requested variance is significant and could set a precedent for future sign requests.

#### Maximum Width:

*Request* – The applicant is requesting a variance to the maximum width requirements for a wall sign. The proposed sign would be attached to two separate faces and would span one face without being attached. The total width of the proposed sign is 23 feet, six inches.

*Ordinance* – Section - 7.175.D.3 of the Land Development Code states: “Seventy-five percent (75%) of the width of the wall area to which it is attached. When more than one wall sign is used, the combination of the sign widths, when placed side by side, shall not exceed seventy-five (75%) of the width of the wall to which they are attached.”



*Analysis* – Staff interprets the above referenced ordinance language to require a sign to be attached to only one wall face. Revisiting the language, it states: “Seventy-five percent (75%) of the width of the wall area to which it is attached.” In the current proposal, the sign is attached to two 12-foot wall faces, and spans one 10-foot wall in the middle to which it is not attached. The ordinance language does not readily provide

a method to calculate the maximum width of a sign attached in this manner. However, to illustrate the deviation using staff's interpretation, the width of the sign (23 feet, six inches) exceeds the 75 percent maximum width (9 feet) of the 12 foot face to which it is attached by approximately 161 percent. This deviation is further compounded when calculated for both wall faces. Staff recognizes the unique design characteristics of building and the desire of the business owner to have highly visible signage. The degree of the requested variance is significant and could set a precedent for future sign requests.

#### Horizontal Projection:

**Request** – The applicant is requesting a variance to the maximum projection from the vertical plane of the wall. The proposed wall sign will project approximately six feet from the center wall face. This projection is approximately 300 percent greater than the permitted projection (18 inches) from a wall.

**Ordinance** – Section - 7.175.D.3 of the Land Development Code states: “No wall sign shall project from the vertical plane of the wall more than eighteen inches (18”).”

**Analysis** –The applicant has provided engineered drawings to support the installation and integrity of the sign, however, the proposed projection could present safety issues over time. The degree of the requested variance is significant and could set a precedent for future sign requests.

**Surrounding Development:** The table below reflects the surrounding zoning and existing land uses for the subject property as further illustrated on the attached location map:

|                                                                       |                                                                                    |                                                      |
|-----------------------------------------------------------------------|------------------------------------------------------------------------------------|------------------------------------------------------|
| PUD-C Planned Unit Development Commercial (Llano Sales and Marketing) | CC-2 Shopping Center District (Cornerstone Lending)                                | CC-2 Shopping Center District (Commercial Offices)   |
| CN Neighborhood Commercial (State Farm)                               | <b><i>Subject Property</i></b><br>CC-2 Shopping Center District (The Benefit Link) | CC-2 Shopping Center District (Diversified Mortgage) |
| CPO Professional Office (Alamo Title)                                 | CC-2 Shopping Center District (Reunion Title)                                      | CC-2 Shopping Center District (Commercial Offices)   |

**Public Notification:** Staff mailed notices to 21 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.

**Staff Recommendation:** The applicant is requesting multiple variances to the provisions for wall signs established in Chapter 7 (Sign Regulations) of the Land

Development Code. Staff interprets the ordinance language to only permit a wall sign to be attached to one wall. Based on this interpretation, the proposed sign far exceeds the standards for maximum area, maximum width, and horizontal projection. While staff recognizes the unique design characteristics of the building, the degree of the requested variances are significant and could set a precedent for future sign requests. Staff recommends denial of all three variance requests.

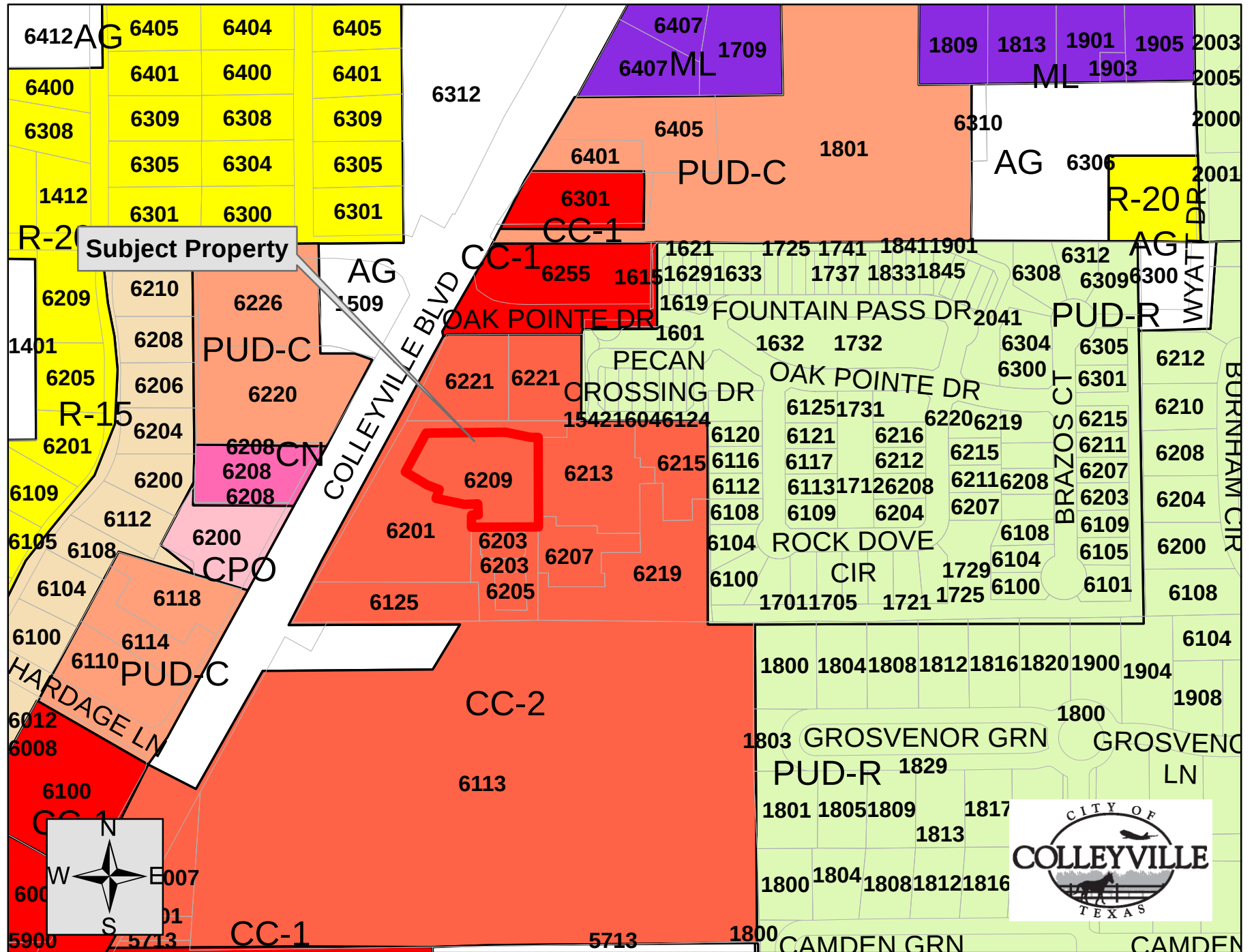
**Recommendation**

Denial

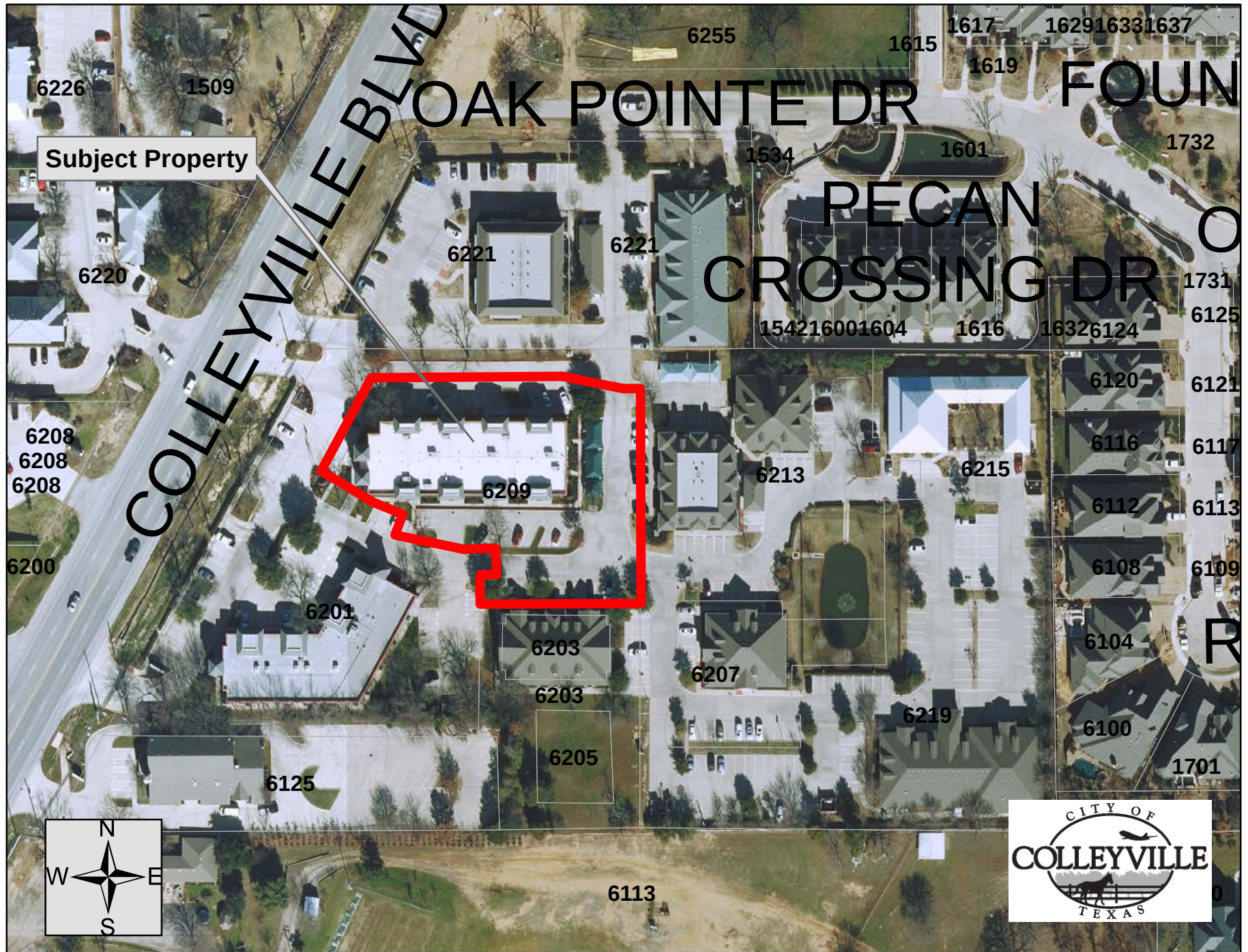
**Attachments**

1. Zoning Map
2. Aerial Map
3. Statement of Planning Objectives
4. Building Facade and Sign Details
5. Public Notification Map
6. Public Notification List

# Zoning Map



# Aerial Map





The  
Benefit  
Link Inc.  
Assisting Seniors

**The Benefit Link, Inc.**  
**6209 Colleyville Blvd.**  
**Colleyville, TX 76034**  
**Phone: 817-539-0626**  
**Fax: 817-717-7173**  
**Toll Free: 866-630-0626**

Tuesday, December 15, 2015

City of Colleyville

100 Main Street

Colleyville, TX 76034

RE: The Benefit Link building sign (hardship case)

Dear Sirs,

The Benefit Link is currently under review for a hardship case for our building sign. As a matter of explanation, we are a business that services the senior community. We help the senior community navigate through the maze known as Medicare. We explain, guide and then service these clients. It is extremely important that our clients can see our building to obtain the help they so desperately need.

Presently, the building at 6209 Colleyville Blvd sits back from Colleyville Blvd and is lined by trees that obstruct visibility. A sign significant in size as we have requested would help alleviate this problem. We thank you in advance for your help in this matter.

Sincerely,

Stewart Scothorn

CEO

RECEIVED

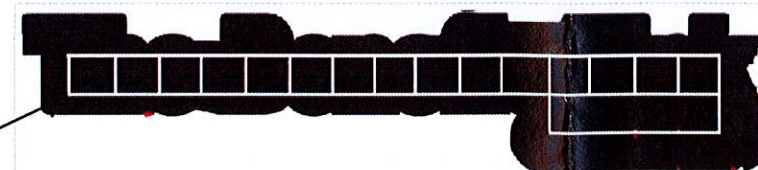
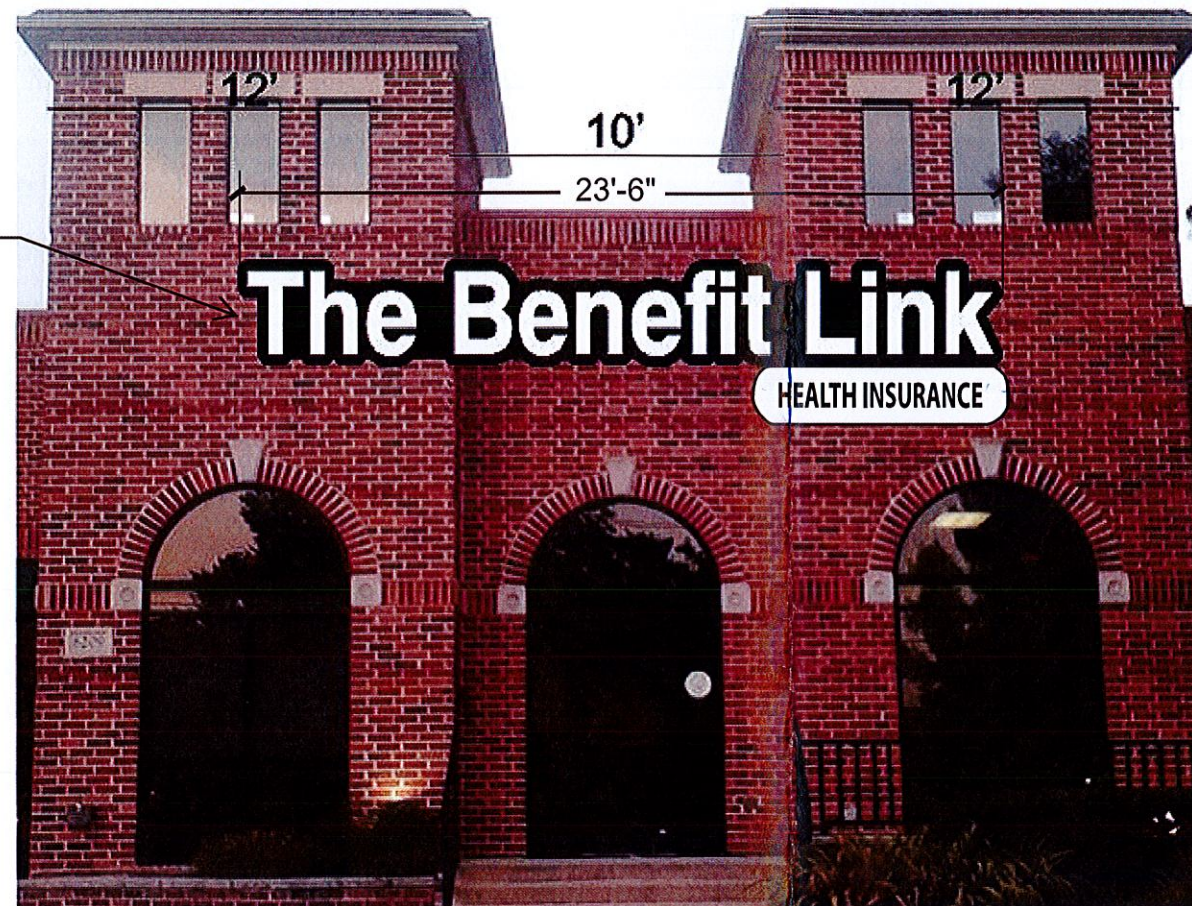
DEC 21 2015

Per *[Signature]*



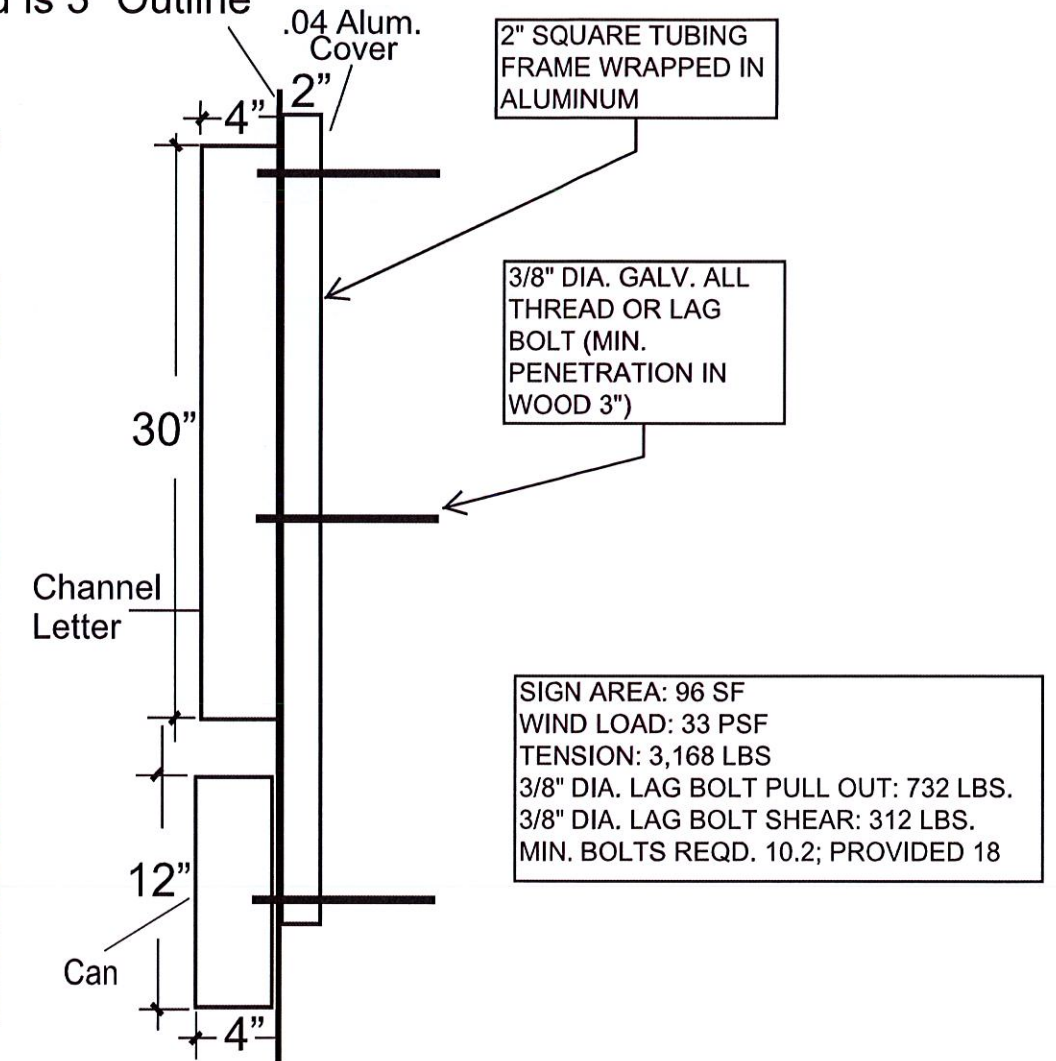
\*2X4 ADDITIONAL  
BLOCKING

ATTACH SQUARE  
TUBING RACEWAY TO  
BLDG. WITH 3/8" DIA.  
GALV. ALL THREAD  
(INCL. WASHERS AND  
LOCK WASHERS AND  
LOCK NUTS ON  
CORNERS) OR 3/8"  
DIA. GALV. LAG BOLT  
IF IN WOOD STUD  
(MIN. 8 TURNS), EACH  
SIDE, EQUALLY  
SPACED (3 VERT, 3  
TOP RAIL, 3 BOTTOM  
RAIL). PROVIDE 2X4  
BLOCKING ON INSIDE  
FACE BTWN STUDS  
WHERE NECESSARY\*.



11 GA. 2" SQUARE TUBING, 2'X2' FRAME  
W/ 1/8" ALUMINUM BACKPLATE (CLOUD)

Cloud is 3" Outline



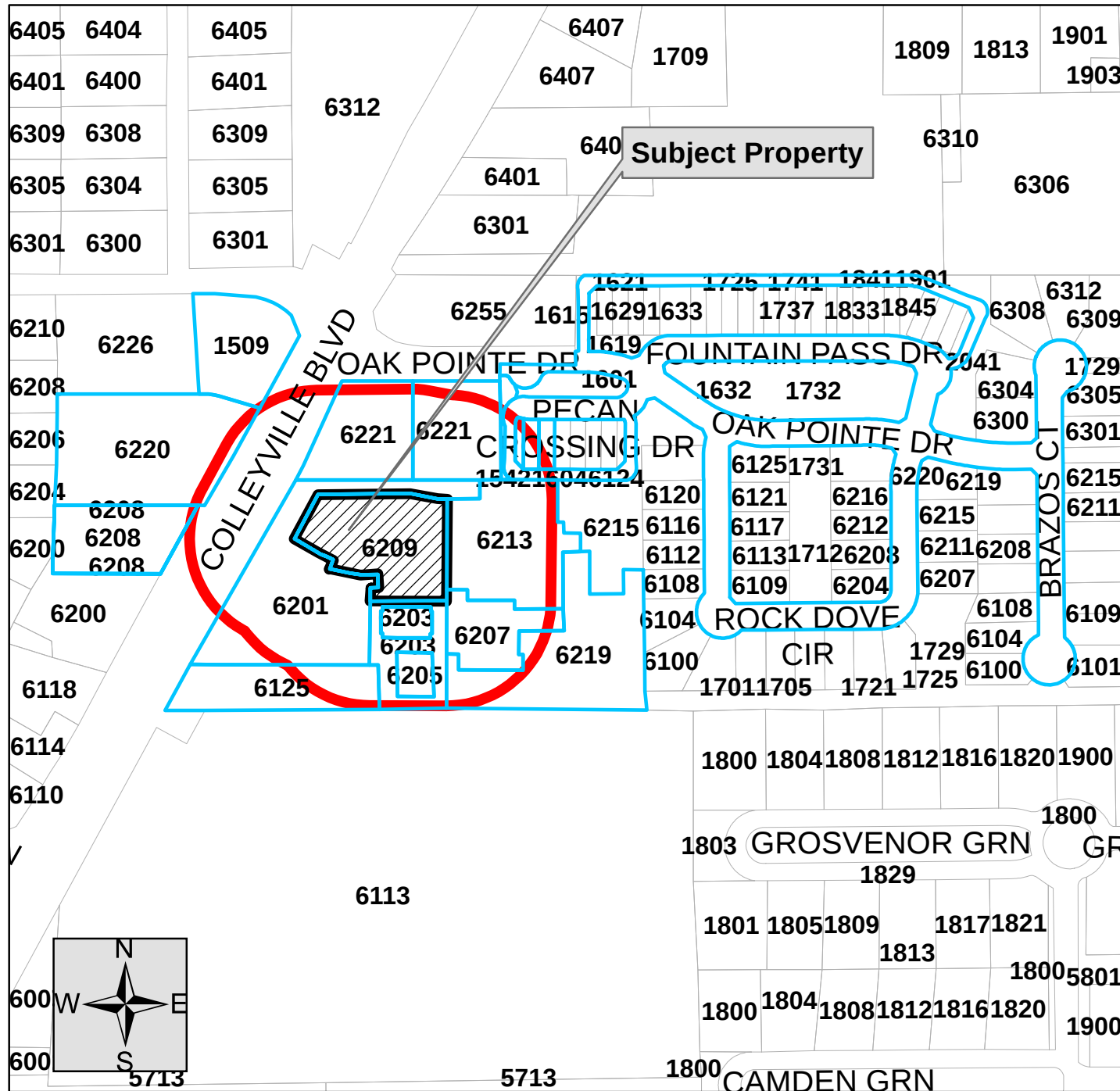
**CONTRACTOR:**  
ALLSTAR SIGNS  
5104 CHELSEA DR.  
COLLEYVILLE, TX 76034  
(817) 528-0614

**OWNER/LOCATION:**  
BENEFIT LINK  
6209 COLLEYVILLE BLVD.



**PREPARED BY:**  
J. S. GROUND ENGINEERING, LLC  
4108 DUNDEE CT.  
COLLEYVILLE, TX 76034  
(817)320-5330  
FIRM REGISTRATION NO. F-1276

# Notification Map



Case SC15-003

6209 Colleyville Blvd.

## Legend

-  Properties within 200 feet
-  Subject Property
-  Parcels



# Notification List

| Owner Name                   | Owner Address                | Owner City    | Owner State | Owner Zip | Situs Address             |
|------------------------------|------------------------------|---------------|-------------|-----------|---------------------------|
| STRICTLAND, DOUG             | 6208 COLLEYVILLE BLVD        | COLLEYVILLE   | TX          | 76034     | 6208 COLLEYVILLE BLVD # B |
| PECAN GARDENS ESTATES LP     | 901 JOHN MCCAIN RD           | COLLEYVILLE   | TX          | 76034     | 6220 COLLEYVILLE BLVD     |
| AVALON COMM PROPERTIES LLC   | 3145 GEARY BLVD STE 737      | SAN FRANCISCO | CA          | 94118     | 6219 COLLEYVILLE BLVD     |
| JACE PROPERTIES LLC          | 3241 HORSESHOE DR            | GRAPEVINE     | TX          | 76051     | 6208 COLLEYVILLE BLVD # A |
| JACE PROPERTIES LLC          | 3241 HORSESHOE DR            | GRAPEVINE     | TX          | 76051     | 6208 COLLEYVILLE BLVD     |
| COLLEYVILLE PROPERTIES LLC   | 3145 GEARY BLVD STE 737      | SAN FRANCISCO | CA          | 94118     | 6213 COLLEYVILLE BLVD     |
| CAMPO SAN ANTONIO LLC        | PO BOX 15697                 | NEWPORT BEACH | CA          | 92659     | 6207 COLLEYVILLE BLVD     |
| COLLEYVILLE PROPERTIES LLC   | 3145 GEARY BLVD STE 737      | SAN FRANCISCO | CA          | 94118     | 6221 COLLEYVILLE BLVD     |
| VILLAS AT OAK POINTE HOA INC | 6308 WESTCOAT DR             | COLLEYVILLE   | TX          | 76034     | 1731 FOUNTAIN PASS DR     |
| COLLEYVILLE PROPERTIES LLC   | 3145 GEARY BLVD STE 737      | SAN FRANCISCO | CA          | 94118     | 6221 COLLEYVILLE BLVD     |
| FALI HOLDINGS INC            | 2326 W AIRPORT FWY           | IRVING        | TX          | 75062     | 6205 COLLEYVILLE BLVD     |
| DREILING REALTY LLC          | 6308 WESTCOAT DR             | COLLEYVILLE   | TX          | 76034     | 1542 PECAN CROSSING DR    |
| 4 H REAL ESTATE LLC          | 6125 COLLEYVILLE BLVD        | COLLEYVILLE   | TX          | 76034     | 6125 COLLEYVILLE BLVD     |
| VILLAS AT OAK POINTE HOA INC | 6308 WESTCOAT DR             | COLLEYVILLE   | TX          | 76034     | 1534 PECAN CROSSING DR    |
| R H LENDING INC              | 6209 COLLEYVILLE BLVD        | COLLEYVILLE   | TX          | 76034     | 6209 COLLEYVILLE BLVD     |
| PMT PARTNERS IX LTD          | 1585 KAPIOLANI BLVD STE 1110 | HONOLULU      | HI          | 96814     | 6201 COLLEYVILLE BLVD     |
| COLLEYVILLE SQUARE PTNRS II  | 99 MAIN ST STE 200           | COLLEYVILLE   | TX          | 76034     | 6203 COLLEYVILLE BLVD     |
| OSK INVESTMENTS LP           | 902 TURNBERRY LN             | SOUTHLAKE     | TX          | 76092     | 6203 COLLEYVILLE BLVD     |
| BUFE, MARTHA                 | 1509 TINKER RD               | COLLEYVILLE   | TX          | 76034     | 1509 TINKER RD            |
| VILLAS AT OAK POINTE HOA INC | 6308 WESTCOAT DR             | COLLEYVILLE   | TX          | 76034     | 1536 PECAN CROSSING DR    |
| HALLEN, P                    | 1600 PECAN CROSSING DR       | COLLEYVILLE   | TX          | 76034     | 1600 PECAN CROSSING DR    |
|                              |                              |               |             |           |                           |
| LYNN BURAL                   | 5104 CHELSEA DRIVE           | COLLEYVILLE   | TX          | 76034     | APPLICANT                 |

Public hearing notices were mailed  
Friday, January 22, 2016 by Tac  
Wrisley



# City of Colleyville Sign Board of Appeals Agenda Briefing

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

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|                                         |                               |               |
|-----------------------------------------|-------------------------------|---------------|
| <b>Agenda Number</b> 5b                 | <b>Agenda Date</b> 02/09/2016 | <b>Number</b> |
| <b>Type</b> Public Hearing Agenda Items |                               |               |
| <b>Department</b> Community Development |                               |               |

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## Title

Request for an appeal of interpretation, and variance to certain provisions of Chapter 7 (Sign Regulations) of the Land Development Code, on Lot 2A, Block 1, of the KISD Addition, located at 8170 Precinct Line Road (Taco Bell), Case SC15-004

## Explanation

The applicant, Taco Bell, is requesting to install a set of six illuminated aluminum strips/accents ("illuminated slat wall panels") on their new building at 8170 Precinct Line Road, as part of their sign permit package consisting of 15 total signs (the others of which have been approved and installed). Staff has determined that the proposed slats are indeed signs per the Land Development Code.

The applicant is appealing the determination that the illuminated slat wall panels are signs. If the slats are considered signs, there are two options for classification in the Land Development Code, in terms of what regulations would apply; if the slats are not considered signs, there are two other options for classification in the Land Development Code, in terms of what regulations would apply. The appeal regarding the illuminated slat wall panels being considered signs and the potential regulatory classifications have been detailed throughout the report below.

1. Are the illuminated slat wall panels "signs"?
  - a. Yes
    - i. Wall Signs (then two proposed variances)
    - ii. Other Signs
  - b. No
    - i. Exterior Building Material
    - ii. Exterior Lighting

**Existing Conditions/Background:** The property is currently platted as Lot 2A, Block 1, of the KISD Addition, and developed with a new restaurant building, Taco Bell. The subject property is zoned CC2 – Shopping Center District.

**Applicant's Appeal Request:** The applicant is proposing to install a set of six illuminated slat wall panels along the top of the new building, along the north, west, and south sides. The illuminated slat wall panels would be aluminum, painted a bronze color, and would contain white LED lighting behind the second and fourth slats on each horizontal five-slat wall panel. Pictures of the fully lit illuminated slat wall panels have been attached for reference. The applicant contends that the illuminated slat wall

panels should be considered as an exterior building material, “building accents,” instead of “signs” as classified during the sign permitting process.

*Ordinance –*

- Chapter 2 (Definitions) of the Land Development Code defines “sign” as: “Any device designed to inform or attract the attention of persons not on the premises on which the sign is located. A sign may include, but is not limited to, flag, banner, pennant, beacon, light, logo, insignia, name, number, identification, illuminated strip or accent, and outdoor display of merchandise.”
- Section 6.5 (Exterior Building Colors and Materials) of the Land Development Code states the following regarding “building accents”: “The exterior walls of all commercial and institutional buildings constructed as provided for in this chapter shall be composed of 100% percent masonry, glass, or other equivalent material. However, building accents such as wood, EIFS, Hardie Plank or decorative metal trim are permitted such they do not exceed 15 percent of the total exterior wall surface area.”

*Analysis –* The six illuminated slat wall panels submitted as part of the applicant’s sign package are designed to attract the attention of persons not on the premises on which the sign is located, namely traffic on Precinct Line Road. The panels are strips or accents, and the panels are illuminated. Staff considered the applicant’s point of view, but Section 6.5 (as provided above) does not expressly state that decorative metal trim can be illuminated if considered an exterior building material.

The definition of a sign expressly contains “illuminated strip or accent” and contains an applicable function to the proposed panels by stating signs are designed to “attract attention of persons not on the premises on which the sign is located.” Based on these findings of fact, the illuminated slat wall panels were classified as “signs.”

**Potential Regulatory Classifications:** If considered a sign by the Sign Board of Appeals, there are two potential regulatory classifications that would determine what regulations would apply to the proposal: wall signs or other signs. If not considered a sign by the Sign Board of Appeals, there are two other potential regulatory classifications that would determine what regulations would apply to the proposal: exterior building material or exterior lighting. The four potential regulatory classifications and “decision tree” are detailed below:

1. Are the illuminated slat wall panels “signs”?

a. Yes

- i. Wall Signs: Chapter 2 (Definitions) of the Land Development Code defines “sign, wall” as: “A sign erected flat against an exterior wall, supported by the wall, and having the sign face parallel to and not more than twelve inches from the wall surface. Neon tubing attached directly to a wall surface shall be considered a wall sign.”

The six illuminated slat wall panels would comply with two of the four standards for wall signs in the Land Development Code (Section 7-175 – Permanent Attached Signs – Classification and Regulations, D. Wall Signs). The two standards that are inconsistent with the Land Development Code (maximum area and maximum width) would require approval of two variances to Chapter 7 (Sign Regulations) prior to the approval of the associated sign permits. The two proposed variances are detailed further below (see “Proposed Variances”).

**OR**

- ii. Other Signs: Chapter 7 (Sign Regulations) of the Land Development Code contains Section 7-130 (General Conditions Applicable to All Signs) which applies to all signs, regardless of classification. Should the sign not be considered a “wall sign,” but still a “sign,” these regulations could apply. These regulations would require an engineered design, permitting, installation by a registered sign contractor, and inspection, amongst other items. The six illuminated slat wall panels would comply with this Section as proposed by the applicant and would require sign permits.

b. No

- i. Exterior Building Material: Section 6.5 (Exterior Building Colors and Materials) of the Land Development Code states the following regarding “building accents” as exterior building materials: “The exterior walls of all commercial and institutional buildings constructed as provided for in this chapter shall be composed of 100% percent masonry, glass, or other equivalent material. However, building accents such as wood, EIFS, Hardie Plank or decorative metal trim are permitted such they do not exceed 15 percent of the total exterior wall surface area.” The six illuminated slat wall panels would comply with this Section as proposed by the applicant and would not require a permit.

**OR**

- ii. Exterior Lighting: The Land Development Code is generally silent on exterior lighting. The installation of can lights on buildings, light poles in parking lots, and lights on commercial properties is typical. A photometric plan (i.e. lighting plan) is required with building permit submittals, but exterior lighting is only regulated when indirect standards apply such as zoning district height, required zoning setbacks, etc. The six illuminated slat wall panels would comply with the City’s codes and regulations as proposed by the applicant and would not require a permit.

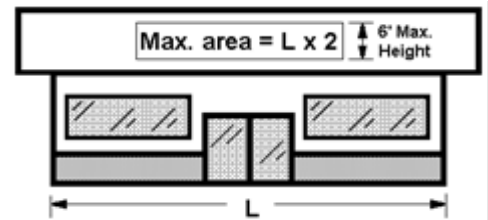
## Proposed Variances if Wall Signs:

### Maximum Area:

*Request* – The applicant is proposing an increase of approximately 12 percent above the maximum area permitted for a wall sign for each sign (illuminated slat wall panel).

*Ordinance* – Section - 7.175.D.1 of the Land Development Code states:

“The total area of all wall signs on a single tenant building or occupancy space of a multi-tenant building shall not exceed the product of two times the lineal width of the wall on which such signs are located. For purpose of this regulation, on multi-tenant buildings, the width of each lease space shall be used to calculate each sign width.”

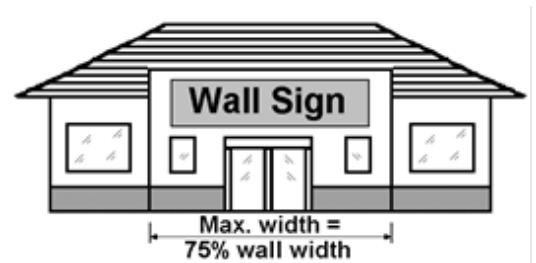


*Analysis* – The proposed increase in maximum area is not consistent with the intent and/or requirements of Chapter 7 (Sign Regulations) of the Land Development Code. Additionally, each building elevation on which the illuminated slat wall panels are proposed to be located contains a minimum of two approved wall signs. The addition of the illuminated slats will increase the amount of signage for each elevation and produce more ambient light on the subject property. Staff does not recognize the need to grant a variance to the maximum area requirements since a significant amount of signage is already provided, and the slats can be left on the building as accents if not illuminated.

### Maximum Width:

*Request* – The applicant is proposing an increase of approximately 25 to 33 percent above the maximum width permitted for a wall sign for each sign (illuminated slat wall panel).

*Ordinance* – Section - 7.175.D.3 of the Land Development Code states: “Seventy-five percent (75%) of the width of the wall area to which it is attached. When more than one wall sign is used, the combination of the sign widths, when placed side by side, shall not exceed seventy-five (75%) of the width of the wall to which they are attached.”



*Analysis* – Similarly to the maximum wall area variance request, the proposed increase in maximum width is not consistent with the intent and/or requirements of Chapter 7 (Sign Regulations) of the Land Development Code. As previously stated, each building elevation on which the illuminated slat wall panels are proposed to be located contains a minimum of two approved wall signs. The requested deviations from the current standards would set a precedent for future sign variance requests where a sign is

proposed to exceed the standard in excess of 25 percent. Staff does not recognize the need to grant a variance to the maximum width requirements since a significant amount of signage is already provided, and the slats can be left on the building as accents if not illuminated.

**Surrounding Development:** The table below reflects the surrounding zoning and existing land uses for the subject property as further illustrated on the attached location map:

|                                                   |                                                                             |                                                           |
|---------------------------------------------------|-----------------------------------------------------------------------------|-----------------------------------------------------------|
| City of North Richland Hills (Kroger)             | CC-1 Village Retail District (B&W Cabinets)                                 | CC-2 Shopping Center District (Liberty Elementary)        |
| City of North Richland Hills (Kroger)             | <b><i>Subject Property</i></b><br>CC-2 Shopping Center District (Taco Bell) | CC-2 Shopping Center District (Liberty Elementary)        |
| City of North Richland Hills (Single Family Home) | PUD-C – Planned Unit Development-Commercial (Met Life)                      | PUD-C – Planned Unit Development-Commercial (Memory Care) |

**Public Notification:** Staff mailed notices to seven 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.

**Staff Recommendation:** The applicant is appealing the determination that the set of six illuminated slat wall panels are signs and asserts that they should be considered exterior building materials. Staff recommends that they be considered signs and further recommends that they be classified as wall signs. Should they be considered wall signs and the two variances be considered, staff recommends denial of the variance to maximum width and denial to the variance to maximum area. Denial of both variances would result in the slat wall panels remaining on the building, but the slat wall panels would not be illuminated.

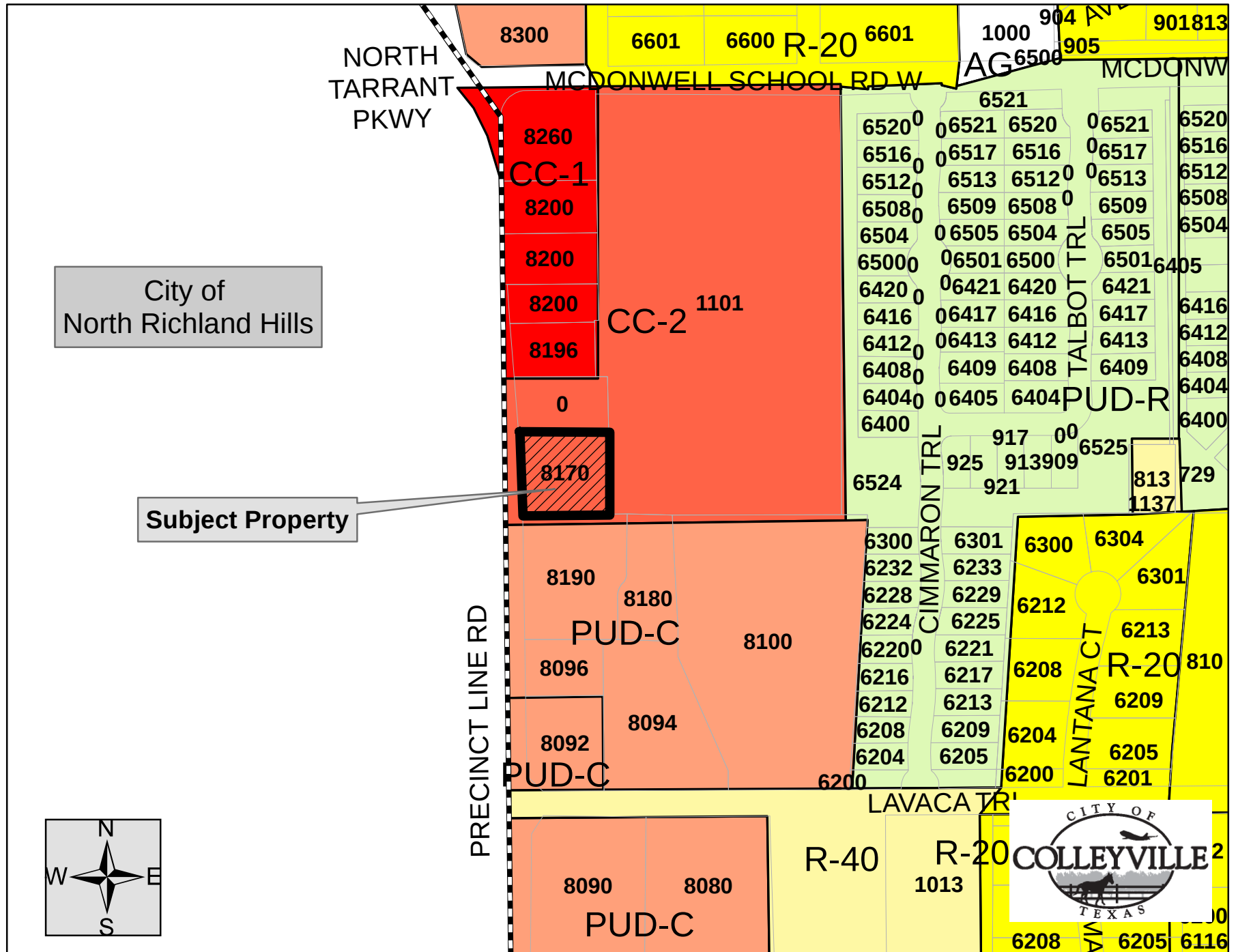
### **Recommendation**

Denial

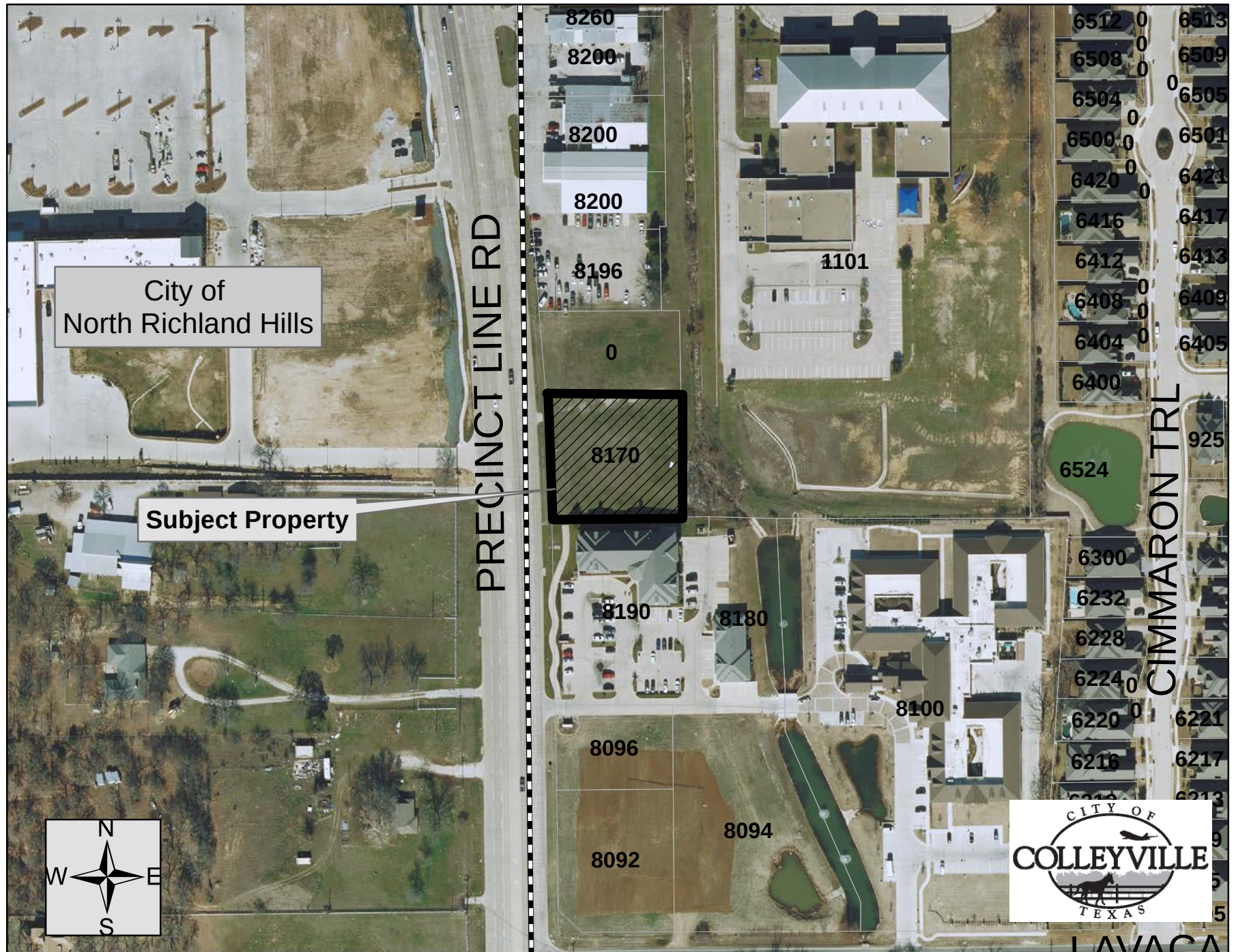
**Attachments**

1. Zoning Map
2. Aerial Map
3. Interpretation of Appeal Letter
4. Sign Photos
5. Elevation Plans and Sign Details
6. Public Notification List
7. Public Notification Map

# Zoning Map



# Aerial Map





**Southern Multifoods, Inc.  
Metroplex Multifoods, Inc.**

A Franchisee of Yum! Brands, Inc.  
Telephone (903) 586-1524 • Fax (903) 586-9644  
101 East Cherokee • Jacksonville, Texas 75766

January 13, 2016

City of Colleyville  
Attn: Community Development  
100 Main Street  
**Via Electronic Mail**

**RE: Taco Bell at 8170 Precinct Line, Interpretation Appeal**

To Whom it May Concern:

Please allow this letter to serve as Piney Woods Restaurants, LP's ("PWR") Application of an Administrative Interpretation from the Zoning Board of Adjustments for the Taco Bell located at 8170 Precinct Line, Colleyville, Texas. Specifically, PWR is requesting an Interpretation of Sections 7-175.D.1 and 7-175.D.3 of the Colleyville Land Development Code. Please find below the items required pursuant to Section 1.14.E of the Colleyville Land Development Code.

- a. The degree of variance—According to PWR's calculations, there is no degree of variance in the maximum area or maximum width of the wall sign;
- b. The reason for the variance requested—The slat wall system is a building accent that creates a more aesthetically pleasing building;
- c. The location of the variance request—City Staff has indicated that an interpretation is needed for the side elevations of the building;
- d. The duration of the requested variance—The building slats with back lighting will be on the building so long as the building is operated as a Taco Bell;
- e. The effect on public safety—There is no effect on public safety;
- f. The protection of neighborhood property—There is no neighborhood property that is effected;
- g. The degree of hardship or injustice involved—Without the requested lighting and slat wall system, the building will not meet franchisor requirements; and
- h. The effects of the variance on the general plan of regulation of signs within the City--None.

Thank you for your assistance with this matter. Should you have any questions, please do hesitate to contact me at 903-586-1524, ext. 112.

Regards,

A handwritten signature in blue ink, appearing to read "M. Stansberry".

Michael A. Stansberry  
General Counsel

**Photo of Lights Turned on at Night**



**Photo of Lights Turned on at Night**



## Detail of Light Strips Behind Slats



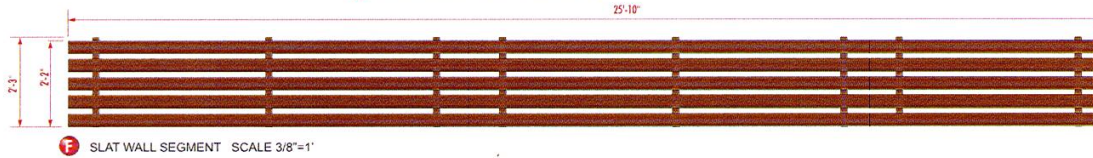
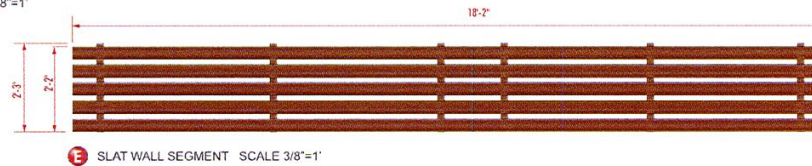
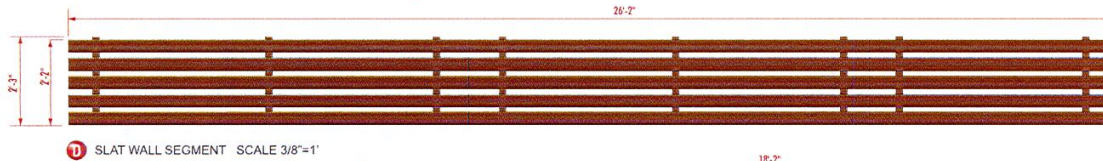
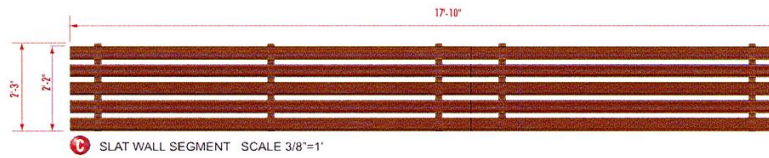
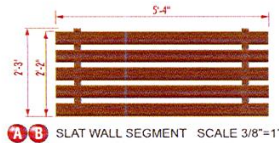


# Slat Details

**V-356**

**6 REQUIRED**

**CUSTOM BRONZE SLAT WALL PANELS (LED WALL WASH)**



| MODIFIED BUILDING - M54 - V-356 |                            |        |         |            |                    | MODULES NEEDED |         |         |     |    |    |
|---------------------------------|----------------------------|--------|---------|------------|--------------------|----------------|---------|---------|-----|----|----|
|                                 | M-SERIES                   | HEIGHT | LENGTH  | # OF SLATS | MIN. VERT. BRACING | LED QTY.       | SECTION | LENGTHS | 10' | 8' | 5' |
| A                               | FRONT ELEVATION SLAT WALLS | 27"    | 5'-4"   | 5 slats    | 2                  |                | A       | 5'-4"   | 0   | 1  | 0  |
| B                               | FRONT ELEVATION SLAT WALLS | 27"    | 5'-4"   | 5 slats    | 2                  |                | B       | 5'-4"   | 0   | 1  | 0  |
| C                               | RIGHT ELEVATION SLAT WALLS | 27"    | 17'-10" | 5 slats    | 6                  |                | C       | 17'-10" | 1   | 1  | 0  |
| D                               | RIGHT ELEVATION SLAT WALLS | 27"    | 26'-2"  | 5 slats    | 8                  |                | D       | 26'-2"  | 2   | 1  | 0  |
| E                               | LEFT ELEVATION SLAT WALLS  | 27"    | 18'-2"  | 5 slats    | 6                  |                | E       | 18'-2"  | 2   | 0  | 0  |
| F                               | LEFT ELEVATION SLAT WALLS  | 27"    | 25'-10" | 5 slats    | 8                  |                | F       | 25'-10" | 2   | 1  | 0  |

**FEDERAL HEATH**  
SIGN COMPANY  
www.federalheath.com  
2300 North Highway 121  
Euless, Texas 76039  
(817) 685-9077 (800) 527-9495  
Fax (817) 685-9103

Manufacturing Facilities:  
Oceanside, CA • Euless, TX • Jacksonville, FL • Delmar, DE  
Dulles, VA • St. Louis, MO  
Office Locations:  
Orem, UT • Las Vegas, NV • Laughlin, AZ  
San Jose, CA • Dallas, TX • San Antonio, TX • San Diego, CA  
Houston, TX • Corpus Christi, TX • Indianapolis, IN  
Lawrence, KS • Knoxville, TN • Lincoln, NE • Delaware, OH  
Milwaukee, WI • Tulsa, OK • Atlanta, GA  
Savannah, GA • Dayton, OH • Chicago, IL

**Building Quality Signage Since 1901**

Revisions:  
1. REVISED FOR UPDATE SIGN IT TO CITY  
2.  
3.  
4.  
5.  
6.

ACCOUNT BY: MICHELLE BUSING  
PROJECT MANAGER: CARLETTA GRANADO  
DESIGN BY: J. CARPENTER  
PROJECT / LOCATION:

**TACO BELL**  
8170 PRECINCT LINE RD.  
COLLEYVILLE, TX 76034

**Underwriters Laboratories Inc.** **nfc** **UL**  
ELECTRICAL TO USE ALL LISTED COMPONENTS AND WIRING MUST ALL BE UL LISTED  
ALL ELECTRICAL WORK MUST BE IN ACCORDANCE WITH THE NATIONAL ELECTRICAL CODE (NEC) AND ALL APPLICABLE LOCAL, STATE AND FEDERAL CODES.  
**WARRANTY NOTICE**  
Certain electrical components of signs are not warranted if they are not used for a purpose other than that for which they were designed. We warrant that signs for a period of one year from the date of installation, provided that signs are maintained in accordance with the manufacturer's instructions. This warranty does not cover damage to the sign or its components caused by fire, flood, lightning, or other causes. Some lighting fixtures will automatically affect the electrical components of the sign or its wiring, including wiring, and may cause damage to the sign or its wiring. In the sign, without your consultation with Federal Heath Signage, we warrant nothing.

Client Approval/Date:

Landlord Approval/Date:

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Colors Depicted in This Rendering May Not Match Actual Material Finishes. Refer to Product Samples For Exact Color Match.

Job Number: 23-32731-10

Date: SEPTEMBER 16, 2015

Sheet Number: 4 OF 14

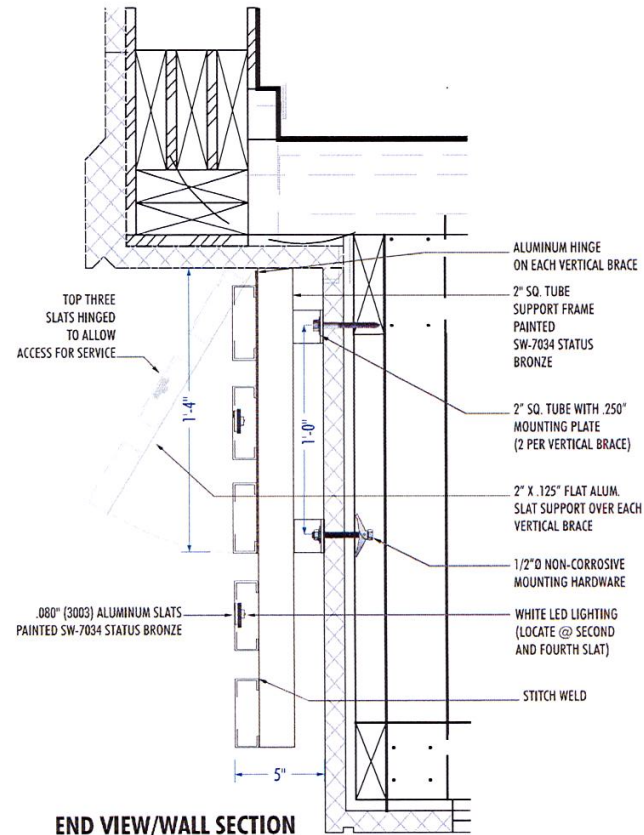
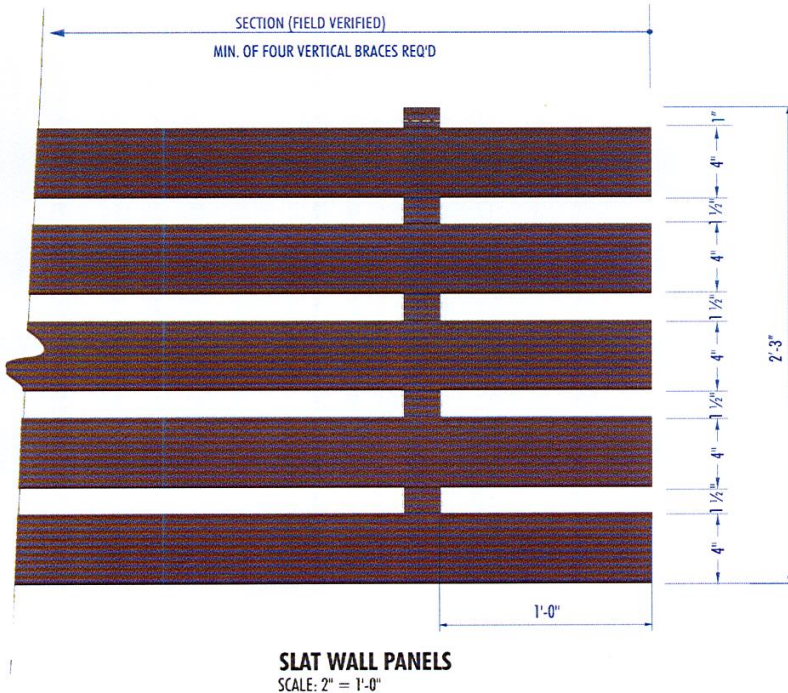
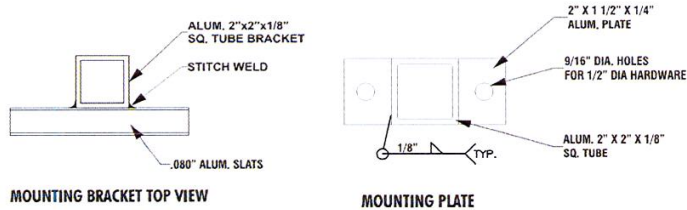
Design Number: 23-32731-10R2

# Slat Details

**V-356**

**6 REQUIRED**

**CUSTOM BRONZE SLAT WALL PANELS (LED WALL WASH)**



**FEDERAL HEALTH SIGN COMPANY**  
www.federalhealth.com  
2300 North Highway 121  
Eutaw, Texas 76039  
(817) 685-9077 (800) 527-9495  
Fax (817) 685-9103

Manufacturing Facilities:  
Orem, UT • Eutaw, TX • Jacksonville, FL • Dallas, TX  
Denton, TX • St. Louis, MO  
Office Locations:  
Channahon, IL • Las Vegas, NV • Longtin, AZ  
Lafayette, LA • Dallas, TX • Jacksonville, FL • San Antonio, TX  
Houston, TX • Corpus Christi, TX • Indianapolis, IN  
Louisville, KY • Knoxville, TN • Columbia, SC • Tallahassee, FL  
Wichita, KS • Tulsa, OK • Raleigh, NC  
Tampa, FL • O'Fallon, MO • Orlando, FL

**Building Quality Signage Since 1901**

Revisions:

|   |                                        |
|---|----------------------------------------|
| 1 | 82 X 25.15 JOB UPDATE SIGN H TO 2 CITY |
| 2 |                                        |
| 3 |                                        |
| 4 |                                        |
| 5 |                                        |
| 6 |                                        |

Account Rep: **MICHELLE BUSING**  
Project Manager: **CARLETTA GRANADO**  
Drawn By: **J. CARPENTER**  
Project / Location:

**TACO BELL**  
8170 PRECINCT LINE RD.  
COLLEEVILLE, TX 76034

**WARRANTY NOTICE**  
Federal Health Sign Company warrants that the signs and materials manufactured by it will be free from defects in materials and workmanship for a period of five (5) years from the date of installation. This warranty is limited to the original purchaser of the signs and materials. It does not cover signs and materials that are damaged, altered, or modified in any way. The purchaser is responsible for the proper installation and maintenance of the signs and materials. Federal Health Sign Company is not responsible for any damage to the signs and materials caused by fire, flood, theft, or other acts of God. The purchaser is responsible for the removal and replacement of any damaged signs and materials. Federal Health Sign Company is not responsible for any damage to the signs and materials caused by the use of non-approved materials or methods. The purchaser is responsible for the proper use and maintenance of the signs and materials. Federal Health Sign Company is not responsible for any damage to the signs and materials caused by the use of non-approved materials or methods. The purchaser is responsible for the proper use and maintenance of the signs and materials.

Client Approval/Date:

Landlord Approval/Date:

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Colors Depicted in This Rendering May Not Match Actual Material Finishes. Refer to Product Samples For Exact Color Match.

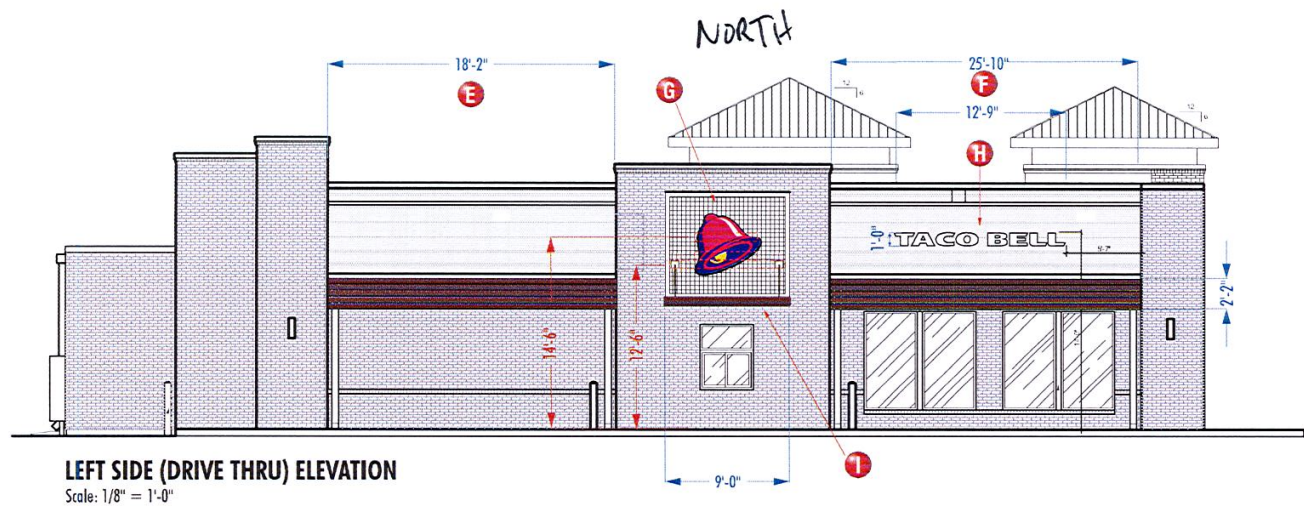
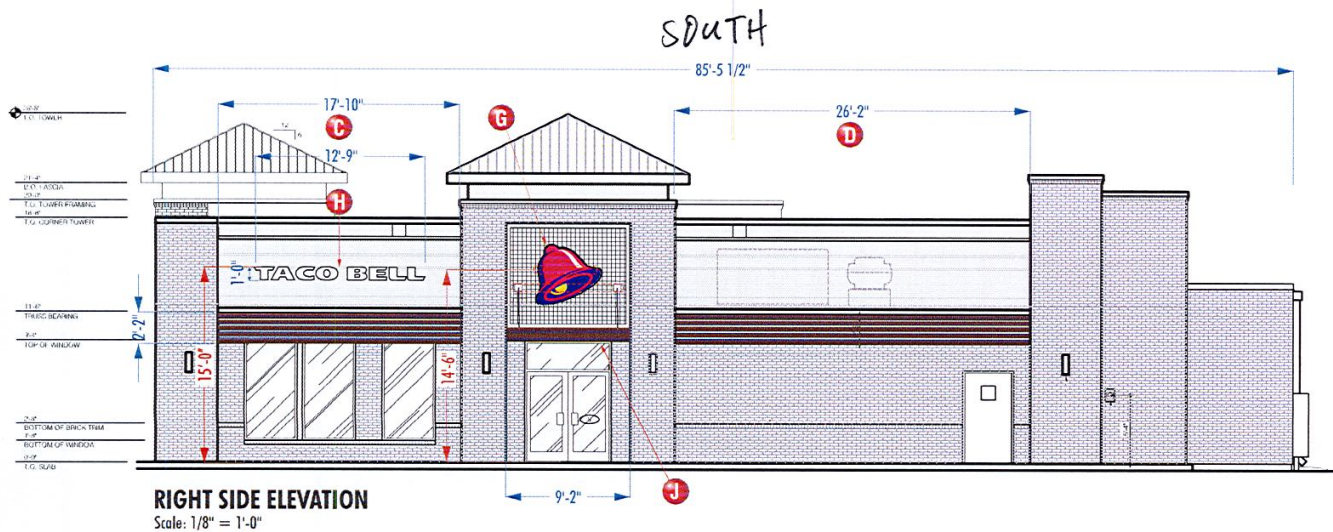
Job Number: **23-32731-10**

Date: **SEPTEMBER 16, 2015**

Sheet Number: **5** OF **14**

Design Number: **23-32731-10R2**

# Elevations



**FEDERAL HEALTH SIGN COMPANY**  
www.federalhealth.com  
2300 North Highway 121  
Euless, Texas 76039  
(817) 685-9077 (800) 527-9495  
Fax (817) 685-9103

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Duluth, GA • Phoenix, AZ  
Channahon, IL • El Paso, TX • Jacksonville, FL • San Antonio, TX  
Houston, TX • Chapel Hill, NC • Indianapolis, IN  
Louisville, KY • Louisville, TN • Columbus, OH • Cincinnati, OH  
Milwaukee, WI • Tulsa, OK • Miami, FL  
Tampa, FL • Dayton, OH • Chicago, IL

Building Quality Signage Since 1901

Revisions:

|   |                                       |
|---|---------------------------------------|
| 1 | 82.9.25.15 JOB UPDATE SIGN H TO 2 OFF |
| 2 |                                       |
| 3 |                                       |
| 4 |                                       |
| 5 |                                       |
| 6 |                                       |

Account Rep: MICHELLE BUSING  
Project Manager: CARLETTA GRANADO  
Drawn By: J. CARPENTER  
Project / Location:

**TACO BELL**  
8170 PRECINCT LINE RD.  
COLLEVILLE, TX 76034

**WARRANTY NOTICE**  
Federal Health Sign Company warrants its signs and fixtures for a period of 12 months from the date of installation. This warranty is limited to the original purchaser and is void if the signs are altered, damaged, or if the purchaser fails to maintain the signs in accordance with the manufacturer's instructions. The purchaser agrees to indemnify and hold Federal Health Sign Company harmless from all claims, damages, and expenses, including attorney's fees, arising from the use of the signs. This warranty does not cover signs that are damaged by fire, flood, or other acts of God. Some damage may occur due to the use of the signs. Federal Health Sign Company is not responsible for any damage to the signs or the building. The purchaser agrees to maintain the signs in good condition and to replace them as needed. This warranty is void if the signs are not installed in accordance with the manufacturer's instructions. The purchaser agrees to indemnify and hold Federal Health Sign Company harmless from all claims, damages, and expenses, including attorney's fees, arising from the use of the signs. This warranty does not cover signs that are damaged by fire, flood, or other acts of God. Some damage may occur due to the use of the signs. Federal Health Sign Company is not responsible for any damage to the signs or the building. The purchaser agrees to maintain the signs in good condition and to replace them as needed. This warranty is void if the signs are not installed in accordance with the manufacturer's instructions.

Client Approval/Date:

Landlord Approval/Date:

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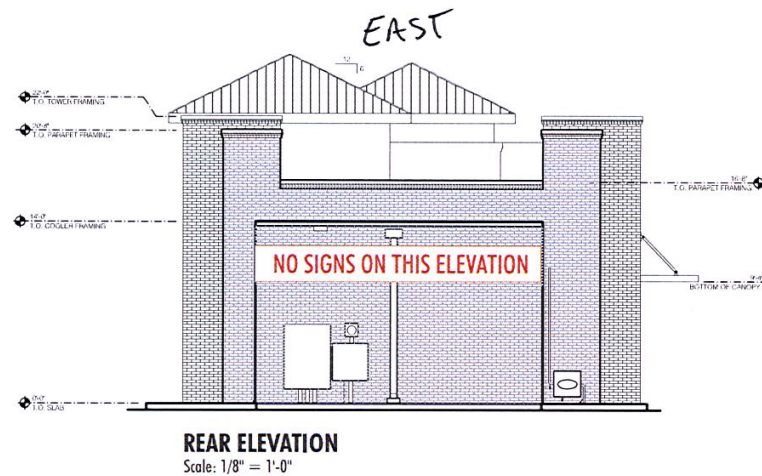
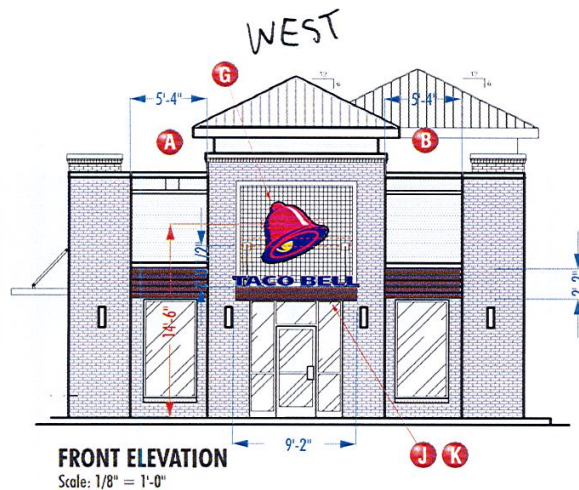
Job Number: 23-32731-10

Date: SEPTEMBER 16, 2015

Sheet Number: 2 OF 14

Design Number: 23-32731-10R2

## Elevations



|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  <b>FEDERAL HEALTH</b><br>SIGN COMPANY<br>www.federalhealth.com                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                  |
| 2300 North Highway 121<br>Dallas, Texas 75039<br>(817) 685-9077 (800) 527-9495<br>Fax (817) 685-9103                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                  |
| <b>Manufacturing Facilities:</b><br>Oremouth, CA • Elgin, TX • Jacksonville, FL • Delaware, OH<br>Decaturville, TN •<br>Other Locations<br>Oremouth, CA • Las Vegas, NV • Longview, TX<br>Tulsa, PA • Tulsa, TX • Dallas, TX • Jacksonville, FL • San Antonio, TX<br>Phoenix, AZ • Capital City, FL • Indianapolis, IN<br>Louisville, KY • Memphis, TN • Columbia, MS • Greenville, NH<br>Milwaukee, WI • Turin, MS • Atlanta, GA<br>Tampa, FL • Dayton, OH • St. Charles, MO                                                                                                                                                                                                                |                                                                                                                                                                  |
| <b>Building Quality Signage Since 1901</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                  |
| <b>Warranty:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                  |
| 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | RE-USE JOINT ADHESION SIGN H-2 CITY                                                                                                                              |
| 2                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                  |
| 3                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                  |
| 4                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                  |
| 5                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                  |
| 6                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                  |
| Account Rep:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | MICHELLE BUSING                                                                                                                                                  |
| Project Manager:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | CARLETTA GRANADO                                                                                                                                                 |
| Drawn By:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | J. CARPENTER                                                                                                                                                     |
| Project / Location:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <br><b>TACO BELL</b><br>8170 PRECINCT LINE RD.<br>COLLEEVILLE, TX 76034       |
|  Underwriters Laboratories Inc.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  RECOGNITION FOR USE WITH LISTED COMPONENTS LISTED AS: MODEL A.B. 8. STANDARD |
| ALL INFORMATION CONTAINED HEREIN IS THE PROPERTY OF TACO BELL. IT IS TO BE USED ONLY FOR THE PROJECT AND LOCATION SPECIFICALLY IDENTIFIED HEREIN. IT IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM.                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                  |
| <b>WARRANTY NOTICE</b><br>Certain limitations of warranties to signs and for performance if not used as part of the general line of products. The sign performance warranty is provided on the basis of the sign being manufactured to the specifications of the sign manufacturer. The sign manufacturer is not responsible for the sign being used for any other purpose than the one for which it was manufactured. The sign manufacturer is not responsible for the sign being used for any other purpose than the one for which it was manufactured. The sign manufacturer is not responsible for the sign being used for any other purpose than the one for which it was manufactured. |                                                                                                                                                                  |
| <b>Client Approval/Dates:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                  |
| <b>Landlord Approval/Dates:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                  |
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| Job Number:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 23-32731-10                                                                                                                                                      |
| Date:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | SEPTEMBER 16, 2015                                                                                                                                               |
| Sheet Number:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 3 Of 14                                                                                                                                                          |
| Design Number:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 23-32731-10R2                                                                                                                                                    |

# Notification List

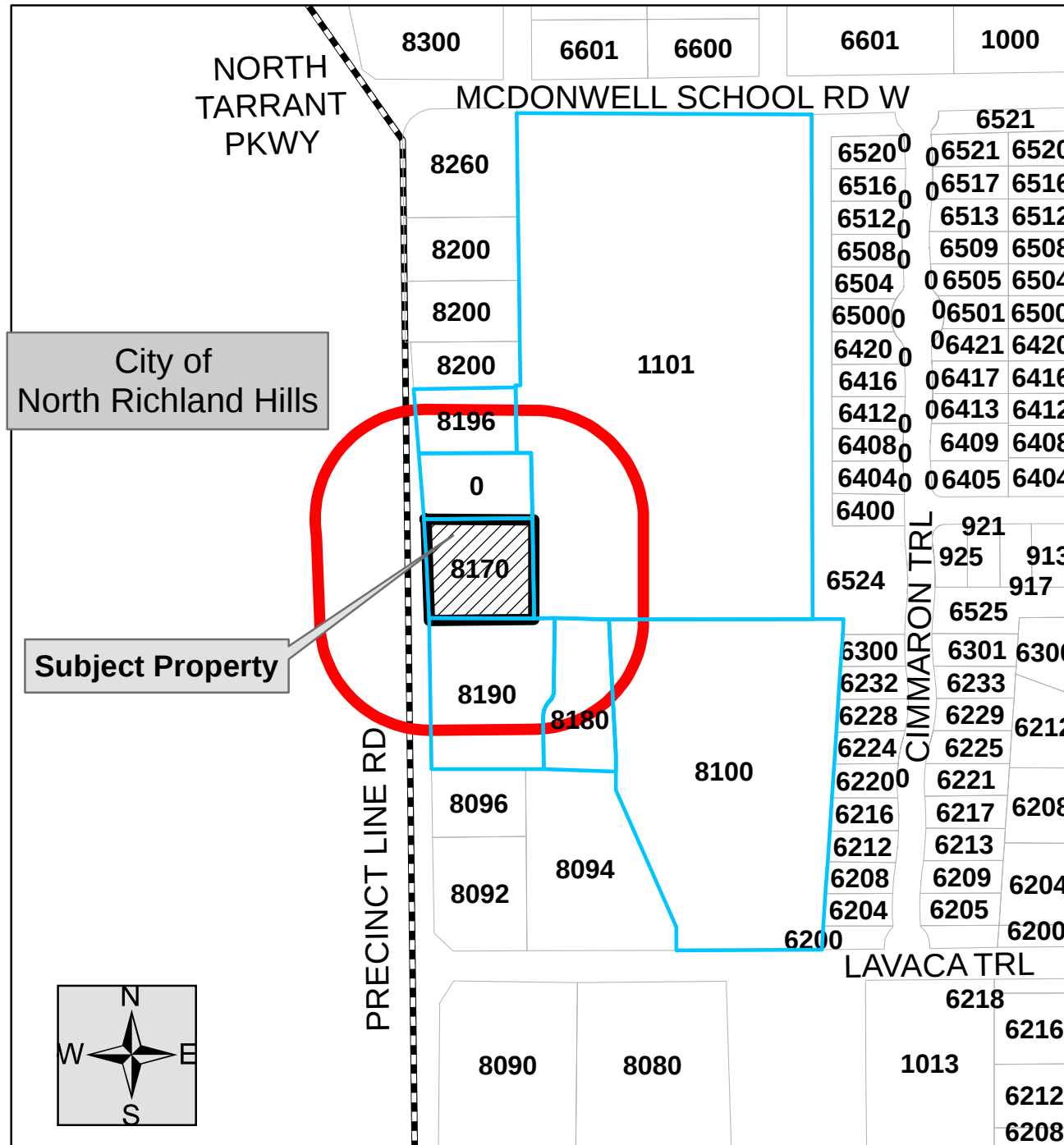
| Owner Name                     | Owner Address                 | Owner City           | Owner State | Owner Zip | Situs Address              |
|--------------------------------|-------------------------------|----------------------|-------------|-----------|----------------------------|
| KELLER, ISD                    | 350 KELLER PKWY               | KELLER               | TX          | 76248     | 1101 MCDONWELL SCHOOL RD W |
| USMC COLLEYVILLE LLC           | 14881 QUORUM DR STE 250       | DALLAS               | TX          | 75254     | 8100 PRECINCT LINE RD      |
| TERRY, GLENDA J TRUSTEE ETAL   | 8200 PRECINCT LINE RD         | NORTH RICHLAND HILLS | TX          | 76182     | 8196 PRECINCT LINE RD      |
| BOJKU, AFRIM                   | 5309 COLLYVILLE BLVD          | COLLEYVILLE          | TX          | 76034     | 8170 PRECINCT LINE RD      |
| PINEY WOODS RESTAURANTS LP     | 101 E CHEROKEE ST             | JACKSONVILLE         | TX          | 75766     | PRECINCT LINE RD           |
| CORLISS STONE-LITTLES LLC      | 8180 PRECINCT LINE RD STE 150 | COLLEYVILLE          | TX          | 76034     | 8180 PRECINCT LINE RD      |
| GENE YOUNG STANDARD INS A CORP | 620 W PIPELINE RD             | HURST                | TX          | 76053     | 8190 PRECINCT LINE RD      |
|                                |                               |                      |             |           |                            |
| TAYLOR TOMPKINS                | 2633 BLUE MOUND RD W          | HASLET               | TX          | 76052     | APPLICANT                  |

Public hearing notices were mailed  
Friday, January 22, 2016 by Tací Wrisley

# Notification Map

Case SC15-004

8170 Precinct Line Rd



## Legend

- Properties within 200 feet
- Subject Property
- Parcels

