

**RICHLAND HILLS ZONING BOARD OF ADJUSTMENT  
DECEMBER 12, 2017  
MINUTES**

Roll Call:

Members present:

Jorge Cisneros, Chairman  
Sanjay Mathews, Place 2  
Chris Utchell, Place 4  
Corrie Hayward, Place 5

Members Absent:

Brent Peck, Alternate  
Ashly Schilling, Place 3

Staff

Kay Duffy, Development Coordinator  
Jason Moore, Assistant City Manager  
James Donovan, City Attorney

**CALL TO ORDER**

Chairman Cisneros called the meeting to order at 6:30 p.m.

**1. Approval of the October 16, 2017 meeting minutes.**

A motion to approve the minutes from the October 16, 2017 meeting was made by Chris Utchell, seconded by Sanjay Mathews, and approved by all.

**2. EXECUTIVE SESSION. The Board reserves the right to adjourn into executive session, pursuant to Section 551.071(2) of the Texas Government Code, to obtain advice from the city attorney regarding any posted agenda item.**

A motion to adjourn to executive session was made by Chris Utchell, seconded by Cory Hayward and approved by all.

The board reconvened into regular session at 6:47 p.m.

**3. Public Hearing and consideration of a request for a variance to Chapter 62-167 to allow for a monument sign at 7474 Baker Boulevard that exceeds the maximum size of 60 square feet. (Case# ZBA 2017-0865).**

Jason Moore introduced the case for the City. The sign being discussed will be a v-shaped monument sign, with three flag poles in the back. The sign will measure 12 feet wide by 8 feet tall, which is 192 square feet. It will face Baker Boulevard at a 45-degree angle when viewed from either direction and include electronic message boards on both sides that City Council previously approved, pending a decision by ZBA to allow the

variance. Mr. Moore pointed out that ZBA approved a similar monument sign at the old Sam's building within the past few years.

Mr. Cisneros opened the public hearing at 6:53pm. Mr. Gary Fagan, owner of Advanced Glass, discussed his business' long history at three different locations in the city since 1989. Kylie Brown of Legacy Signs told board members that the setback is considerably further back than most monument signs that she deals with. Ms. Hayward asked about the total height of the Advanced Glass building which Mr. Fagan estimated at about 35 feet.

The public hearing was closed at 7:02 pm. Mr. Matthews motioned to approve the variance for the monument sign and Mr. Utchell seconded. The motion passed 4-0.

**4. Adjournment**

Corrie Hayward motioned to adjourn. With a second from Chris Utchell and unanimous approval Chairman Cisneros adjourned the meeting at 7:03 pm.

**ATTEST**

**APPROVED**

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Kay Duffy, Development Coordinator

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Jorge Cisneros, Chairman