



CITY OF RICHLAND HILLS, TEXAS

PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT

ZONING BOARD OF ADJUSTMENT SUMMARY MINUTES JULY 17, 2014

1. CALL TO ORDER

- a. 6:43 p.m.
- b. Attendees
 - i. Members Present – Kinnaird, Mathew, Rice, Utchell
 - ii. Members Absent – Head
 - iii. Staff – Karla Wright, Planning and Community Development/Secretary
Drew Larkin, City Attorney
Scott Mitchell, Director of Neighborhood Services

Quorum was established and the meeting was called to order.

2. APPROVAL OF MAY 8, 2014, REGULAR MEETING MINUTES

A motion was made by Member Mathew and seconded by Member Utchell to approve the May 8, 2014 Regular Meeting Minutes.

The motion carried by a vote of 4 – 0.

3. EXECUTIVE SESSION

Member Kinnaird called Executive Session at 6:46 p.m.

Member Kinnaird reconvened Executive Session at 6:57 p.m.

4. **ZBA 25-14 7500 Baker Blvd. - consider a request for a variance from the maximum allowable area and height for a monument sign. The property, zoned Planned Unit Development (PUD), is located at 7500 Baker Blvd.**

Erica Craycraft with Freese and Nichols gave a staff report that in her opinion, she recommend the Board consider approving at its discretion a variance for a monument sign 130-145 square feet in area, but no variance in regards to the height.

A motion was made by Member Mathew and seconded by Member Utchell to approve variance for a total of 145 sq. feet and 12 feet in height only.



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The motion carried by a vote of 4 – 0.

5. **ADJOURNMENT**

There being no further business to come before the Board, Member Kinnaird declared the meeting adjourned at 7:07 p.m.

ATTEST:

Rocky Kinnaird, Zoning Board of Adjustment Acting Chairman