

**MINUTES OF THE BOARD OF ADJUSTMENT OF THE CITY OF ROWLETT, TEXAS
HELD IN THE ROWLETT CITY HALL CHAMBERS,
4000 MAIN STREET, ROWLETT, TEXAS
October 7, 2015**

PRESENT: Chairman Raymond Moyer, Board Members Chris Kizziar, Robert Vickers, Kellie McKee, Alternates Frixmon Michael, Jerry Hayes, Mike Rassmusen

ABSENT: Board Member Tony Brown

STAFF PRESENT: Principal Planner Garrett Langford, Development Services Technician Lorie Strickland

OTHERS PRESENT: City Attorney David Berman

WORK SESSION

i. Call to Order

Chairman Raymond Moyer called the Work Session to order at 6:00 p.m.

ii. Administer the Oath of Office and the Statement of Elected/Appointed Officer to the newly appointed and reappointed members

Laura Hallmark administered the Oath of Office to the newly appointed and reappointed members. Documentation for the Statement of Elected Appointed Officer and Confidentiality Form were processed.

iii. Board of Adjustment Orientation

Garrett Langford, Principal Planner, gave a presentation on the duties and the requirements of the Board of Adjustments. David Berman, City Attorney, passed out the Board of Adjustment Handbook and summarized the guidelines on voting, open meetings, variances, and member conduct.

iv. Discuss items on the regular agenda

No items were discussed.

v. Adjournment

A motion was made to adjourn the Work Session by Ray Moyer. Member Kizziar seconded the motion. The motion carried and the Work Session was adjourned at 6:57 p.m.

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REGULAR MEETING

PRESENT: Chairman Raymond Moyer, Board Members Chris Kizziar, Robert Vickers, Kellie McKee, Alternates Frixmon Michael, Jerry Hayes, Mike Rasmussen

ABSENT: Board Member Tony Brown

STAFF PRESENT: Principal Planner Garrett Langford, Development Services Technician Lorie Strickland

OTHERS PRESENT: City Attorney David Berman

1. Call to Order.

Chairman Raymond Moyer called the Regular Meeting to order at 7:00 p.m.

2. Elect a Chairman and Vice-Chairman

Member Chris Kizziar made a motion to elect Raymond Moyer as Chairman, Member Robert Vickers seconded the motion. The motion passed 5-0.

Member Robert Vickers made a motion to elect Chris Kizziar as Vice-Chairman, Alternate Member Frixmon Michael seconded the motion. The motion passed 5-0.

3. Consider approval of the minutes of the Board of Adjustment Meeting of July 27, 2015.

Member Robert Vickers made a motion to approve the minutes. Alternative Member Frixmon Michael seconded the motion. Member Kelli McKee abstained from the vote. The item passed 4-0.

4. Conduct a public hearing and consider a request for a Special Exception to allow a multi-tenant monument sign to exceed the maximum height and size. The subject property is located at 3001 Lakeview Parkway, further described as a 12.608-acre tract of land from the Reason Crist Survey, Abstract No. 225 and the U. Matthusen Survey, Abstract No. 1017, City of Rowlett, Dallas County, Texas.

Garrett Langford, Principal Planner, came forward to present the case. He presented background information on the request including the location map, the code requirements, and the proposed monument sign. Mr. Langford briefly presented the staff analysis and stated that staff recommends approval of the request.

Mr. Langford stated that 40 public notices were mailed out and two were returned in favor of the request.

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There was additional discussion amongst the Board regarding Oncor's easement, flood plan, sign visibility, the distance from the easement to the sign and the number of slots on the monument sign.

Chairman Raymond Moyer opened the public hearing.

David Williams
Starlite Sign
7920 McKinney St
Denton, TX 76028

Mr. Williams came forward and answered the questions regarding the number of slots on the proposed monument sign and addressed the visibility of the sign.

Chairman Raymond Moyer closed the public hearing.

Vice-Chairman Chris Kizziar made a motion to approve. Member Kelli McKee seconded the motion and the item passed 5-0.

5. Adjournment

Member Robert Vickers made a motion to adjourn. Member Kellie McKee seconded the motion. The motion to adjourn passed 5-0. The meeting was adjourned at 7:24 p.m.



Chairman- Raymond Moyer



Secretary

11/30/2015

Date