

**MINUTES OF THE MEETING OF THE JERSEY VILLAGE
PLANNING AND ZONING COMMISSION**

January 8, 2018 – 6:00 p.m.

THE PLANNING AND ZONING COMMISSION OF THE CITY OF JERSEY VILLAGE, TEXAS, CONVENEED ON JANUARY 8, 2018 AT 6:00 P.M. IN THE CIVIC CENTER MEETING ROOM, 16327 LAKEVIEW DRIVE, JERSEY VILLAGE, TEXAS.

A. The meeting was called to order in at 6:00 p.m. and the roll of appointed officers was taken. Commissioners present were:

Debra Mergel, Chairman
Barbara Freeman, Commissioner
Joseph Paul, Commissioner

Geoff Butler, Commissioner
Christine Layton, Commissioner

Commissioners Rick Faircloth and Joyce Berube were not present at this meeting

Staff in attendance: Lorri Coody, City Secretary; Kevin T. Hagerich, Director of Public Works; Christian Somers, Building Official; and James Bridges, Engineering Technician.

B. Consider approval of the minutes for the meeting held on December 18, 2017.

Commissioner Freeman moved to approve the minutes for the meeting held on December 18, 2017. Commissioner Butler seconded the motion. The vote follows:

Ayes: Commissioners Layton, Butler, Freeman, and Paul
Chairman Mergel

Nays: None

The motion carried.

C. Consider the request of Gordon NW Village, LP for amendments to the Alternative Comprehensive Signage Plan in accordance with Section 14-261 of the Jersey Village Code of Ordinances for the Northwest Village Shopping Center located at 17360 Northwest Freeway, Jersey Village, Texas.

Christian Somers, Building Official, introduced the item. Background information is as follows:

Section 14-261 of the Code of Ordinances grants the Planning and Zoning Commission authority to approve a comprehensive signage plan, which is alternative to strict compliance with the various sign requirements, if the commission finds that such plan provides a harmonious benefit to the development of the city.

In accordance with Section 14-261 of the Code of Ordinances, the Planning and Zoning Commission approved an Alternative Comprehensive Signage Plan for the Northwest Village Shopping Center in 2001. The 2001 plan was amended by the Planning and Zoning Commission on October 24, 2013, May 12, 2014, and April 11, 2016.

This item is to consider amendments to the plan to allow the new outparcel pad (Chic Fil A) to have its own pole sign, and to allow tenants with square footage over 9,000, 15,000, and 20,000 to adjust the max letter height for signage.

Since the submittal of the meeting packet, Staff has received a site plan from Chick-fil-A which shows the location of the sign among other things. The site plan places the pole sign within 5 feet of the side lot line. Because the lot is much smaller since the expansion of US HWY 290 and because our City Ordinances require certain side and rear lot setbacks, the City Building Official suggested that the site plan for Chick-fil-A be made a part of the Alternative Comprehensive Signage Plan as Exhibit D.

The Commission discussed the requested amendments to the signage plan. Some members wondered if the Chick-fil-A has a drive through and wanted to know its location on the site plan. Building Official Somers stated that it does have a drive through and he showed them the location on the site plan which is parallel to the frontage road.

The Commission also wanted to know how the new Chick-fil-A will be situated on the lot in comparison to the gas station on the corner. Building Official Somers explained that the existing carwash at the station will be demolished and it will be replaced with a new building for the station. He called the Commissioners' attention to the site plan which contains information about the footprint for this facility.

There was some concern about the space allotted between Chick-fil-A and the gas station on the corner. Mr. Somers explained that it will be two (2) lanes that merge into one and there is no way to drive from the gas station to the Chick-Fil-A. These two facilities are not connected.

There was also concern about the height of the pole sign. Mr. Somers told the Commission that it will be no greater than 35 feet which is in line with our Code of Ordinances. The Commission then discussed the location of the sign.

Applicant Scott Gordon joined the meeting in progress at 6:12 p.m.

The applicant Scoot Gordon explained that the lot in question is very small and Chick-fil-A had to specially design a facility that would fit on this lot as none of their standard five (5) option plans would work.

With no other discussion on the matter, Commissioner Butler moved to approve the request of Gordon NW Village, LP for amendments to the Alternative Comprehensive Signage Plan for the Northwest Village Shopping Center located at 17360 Northwest Freeway, Jersey Village, Texas. The motion was seconded by Commissioner Freeman. The vote follows:

Ayes: Commissioners Layton, Butler, Freeman, and Paul
Chairman Mergel

Nays: None

The motion carried.

A copy of the Commission's approval of the amendments to the Alternative Comprehensive Signage Plan is attached to and made a part of these minutes as Exhibit "A."

D. Adjourn

There being no further business on the Agenda the meeting adjourned 6:18 p.m.



Lorri Coody, City Secretary



**CITY OF JERSEY VILLAGE – PLANNING & ZONING COMMISSION
ALTERNATIVE COMPREHENSIVE SIGNAGE PLAN
NORTHWEST VILLAGE SHOPPING CENTER
17360 NORTHWEST FREEWAY, JERSEY VILLAGE, TEXAS**

The Planning and Zoning Commission has met in order to review the request of Gordon NW Village, LP for amendments to the Alternative Comprehensive Signage Plan in accordance with Section 14-261 of the Jersey Village Code of Ordinances for the Northwest Village Shopping Center located at 17360 Northwest Freeway, Jersey Village, Texas.

After review and discussion, the Commissioners find that the requested amendments to the plan provide a harmonious benefit to the development of the City consistent with the requirements of Section 14-261 of the City’s Code.

Accordingly, the Commission approves the request of Gordon NW Village, LP for amendments to the Alternative Comprehensive Signage Plan for the NW Village Shopping Center.

The approved plan is more specifically detailed in the attached Exhibit “A.”

Signed and approved this the 8th day of January, 2018.

s/Debra Mergel, Chairman

ATTEST:

s/Lorri Coody, City Secretary



Exhibit A
Planning and Zoning Recommendation
Alternative Comprehensive Signage Plan
NW Village Shopping Center

EXTERIOR SIGNAGE AT NORTHWEST VILLAGE SHOPPING CENTER

BUILDING ZONES: B, C, D, F, H, & J (REFER TO EXHIBIT "A")

1. Proposed signage shall be in conformance with the city of Jersey Village sign ordinance No. 2000-16 including any amendments, except the following shall be allowed.
2. Further restrictions to all new signs after the date of approval of this document shall be:
 - a) For Tenants less than 3,000 square feet, maximum nominal letter height is 26".
 - b) For Tenants greater than 3,000 square feet, maximum nominal letter height is 32".
 - c) For Tenants greater than 6,000 square feet, maximum nominal letter height is 36".
 - d) Tenant logos are allowed. Maximum height is 42"
 - e) All wire ways shall be entirely concealed behind the required silhouette background border.
 - f) All signs shall have shopping center owner written approval prior to city sign permit review.
 - g) Tenant spaces located on the end cap of buildings, or on a corner that has storefront facing two directions are permitted to have a total of two signs (one sign facing each direction).
 - h) The location of the Tenant sign shall be based on a sign zone provided by Landlord. The sign zone will typically be located directly above the Tenant's storefront, however in certain situations (for ideal spacing between signs or to fit the architecture of the building), sign zones are permitted to impede over an adjacent storefront.
3. Tenants that are currently in non-conformance with the current sign code and this proposed document at the time of approval shall be "grandfathered" and not required to change their sign unless required by and at the expense of Landlord.

BUILDING ZONES: A, C, E, G & I (REFER TO EXHIBIT "A")

1. Proposed signage shall be in conformance with the city of Jersey Village sign ordinance 2000-16 including any amendments, except that the following shall be allowed:
 - a) For wall signs, the maximum nominal letter height of individual letters as follows:

Tenants over 6,000 square feet:	36" and maximum coverage shall not exceed 42% of wall area
Tenants over 9,000 square feet:	42" and maximum coverage shall not exceed 34% of wall area.
Tenants over 15,000 square feet:	48" and maximum coverage shall not exceed 25% of wall area.
Tenants over 20,000 square feet	56" and maximum coverage shall not exceed 25% of wall area.
 - b) Tenant logos are allowed. Maximum height as follows:

42" for Tenants over 6,000 square feet
48" for Tenants over 12,000 square feet
54" for Tenants over 20,000 square feet
 - c) Letters/logo may be individually mounted or wire way mounted. If installation is on wire way, all wire ways shall be entirely concealed behind the required silhouette background border.
 - d) All signs shall have shopping center owner written approval prior to city sign permit review.
 - e) Tenant spaces located on the end cap of buildings, or on a corner that has storefront facing two directions are permitted to have a total of two signs (one sign facing each direction)
 - f) The location of the Tenant sign shall be based on a sign zone provided by Landlord. The sign zone will typically be located directly above the Tenant's storefront, however in certain situations (for ideal spacing between signs or to fit the architecture of the building), sign zones are permitted to impede over an adjacent storefront.
2. Tenants that are currently in non-conformance with the current sign code and this proposed document at the time of approval shall be "grandfathered" and not required to change their sign unless required by and at the expense of Landlord.

BUILDING ZONES: K, L, M, N & O (REFER TO EXHIBIT "A")

1. Proposed signage shall be in conformance with the city of Jersey Village sign ordinance No. 2000-16. Building zones K, L, M, N & O shall be considered as single occupant detached commercial buildings on individual lots for the purposes of sign permitting.
2. Upon cessation of existing individual ground lease of a building, signage shall conform to this plan

GROUND SIGNS (REFER TO GROUND EXHIBIT "B")

1. Up to two free-standing signs may be erected along the US 290 corridor frontage road. The maximum height shall be 40'. The US 290 frontage multi-Tenant ground signs must be a minimum of 350' apart from one another. These signs shall be in addition to any existing signs on parcels M, L & K (out parcels currently occupied by Whataburger and Los Cucos).
2. Up to one free-standing monument sign may be erected along the Jones Road frontage road. The maximum height shall be 13'. This sign shall be in addition to the existing signs on parcels O & N (out parcels currently occupied by Willie's and Pizza Hut).
3. A full color electronic message center shall be permitted on one of the signs located along US 290. No animated, rotating, or scrolling messages will be allowed. Each message must not change more often than every five (5) minutes, or a longer time frame if required by state or federal law. Standard brightness limits for display (both day and night) will be automatically adjusted by the display's light sensing technology. Temporary messages should not be considered as permanent signage or counted against any sign counts.
4. General construction specifications and sign locations are outlined on the attached Ground Sign Exhibit "B".
5. General locations of ground signs are noted on the attached Ground Sign Exhibit "B".

BANNERS

1. Temporary "coming soon" and "now open" banners shall be permitted on the building for no more than thirty (30) days.
2. Banners for the purpose of marketing vacant spaces shall be permitted indefinitely, however no more than five (5) banners at any one time shall be permitted (excluding outparcels O, N, L & K shown on Exhibit "A").
3. Storefront banners must not exceed 6' in height x 80% of the storefront width for building zones B, D, F, H, J & M shown on Exhibit "A".
4. Storefront banners must not exceed 10' in height x 80% of the storefront width for building zones A, C, E, G & I shown on Exhibit "A".
5. Pole Banners shall be permitted on light poles throughout the property. Graphics may contain either seasonal holiday artwork or Tenant branded artwork. Pole banners should be all be either holiday banners, or Tenant banners but not a combination of both. Banners that are in poor condition, damaged, faded, ripped or torn are prohibited and should be either removed or replaced. No banner of any business shall be permitted unless they are a Tenant of Northwest Village Shopping Center. Pole banners should not be considered as permanent signage or counted against any sign counts.
6. All Pole banners on the property shall be consistent in size and affixed to light poles at the same height above the ground surface. The maximum pole banner size shall be 84" x 36". The bottom of each banner should be at least ten feet (10') above the ground surface.
7. Only one banner per pole is permitted.

EXTERIOR WINDOW GRAPHICS (REFER TO EXHIBIT "C")

1. Company name, logo, suite number, and hours of operation are permitted on the storefront glass in a location outlined on Exhibit "C". No other exterior window graphics are permitted to be displayed on the outside glass unless approved in writing by Landlord. The location of exterior graphics is noted on the attached Exhibit "C".

INTERIOR WINDOW GRAPHICS & SIGNAGE

1. Any single poster or window graphic must be applied inside the storefront glass and should not exceed 16.65 square feet.
2. The total of all posters and window graphics are not permitted to exceed 30% of the total area of storefront glass.
3. Window graphic artwork must be in a professional manner. Hand written signs and messages not pertaining to the business are prohibited.
4. Tenants/Businesses that are currently in non-conformance with the current sign code and this proposed document will be notified by Landlord and shall be required to comply within thirty (30) days after the approval of this document.
5. Each Tenant/Business is permitted to have illuminated signs displayed inside the storefront glass in accordance with the following:
 - a. Retail/Service oriented businesses with less than 30' of frontage shall be limited to two (2) illuminated signs.
 - b. Retail/Service oriented businesses 30' or greater of storefront width shall be allowed one (1) illuminated sign for every 15' of storefront width.
 - c. Restaurants with less than 30' of frontage shall be limited to three (3) illuminated signs
 - d. Restaurants with 30' or greater of storefront width shall be allowed one (1) illuminated sign for every 15' of storefront width.
6. Illuminated signs shall not exceed 20" x 30" and should be spaced at least 8' apart from one another.

SIDEWALK / SANDWICH BOARD SIGNS

1. Sidewalk/Sandwich board signs are permitted only for retail, service, or restaurant uses.
2. Tenants/Businesses that qualify to display a sidewalk/sandwich board are limited to 6 days per calendar month.
3. The size shall be limited to 12 square feet per sign face per business, and may not exceed 4 feet in height.
4. A minimum of 6 feet of sidewalk shall remain clear.
5. Chalkboards may be used for daily changing of messages.
6. Reader boards (electronic and non-electric) shall be prohibited.

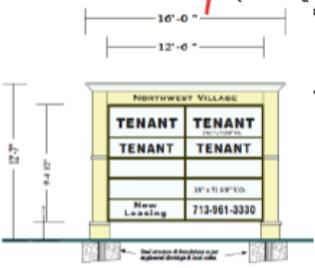
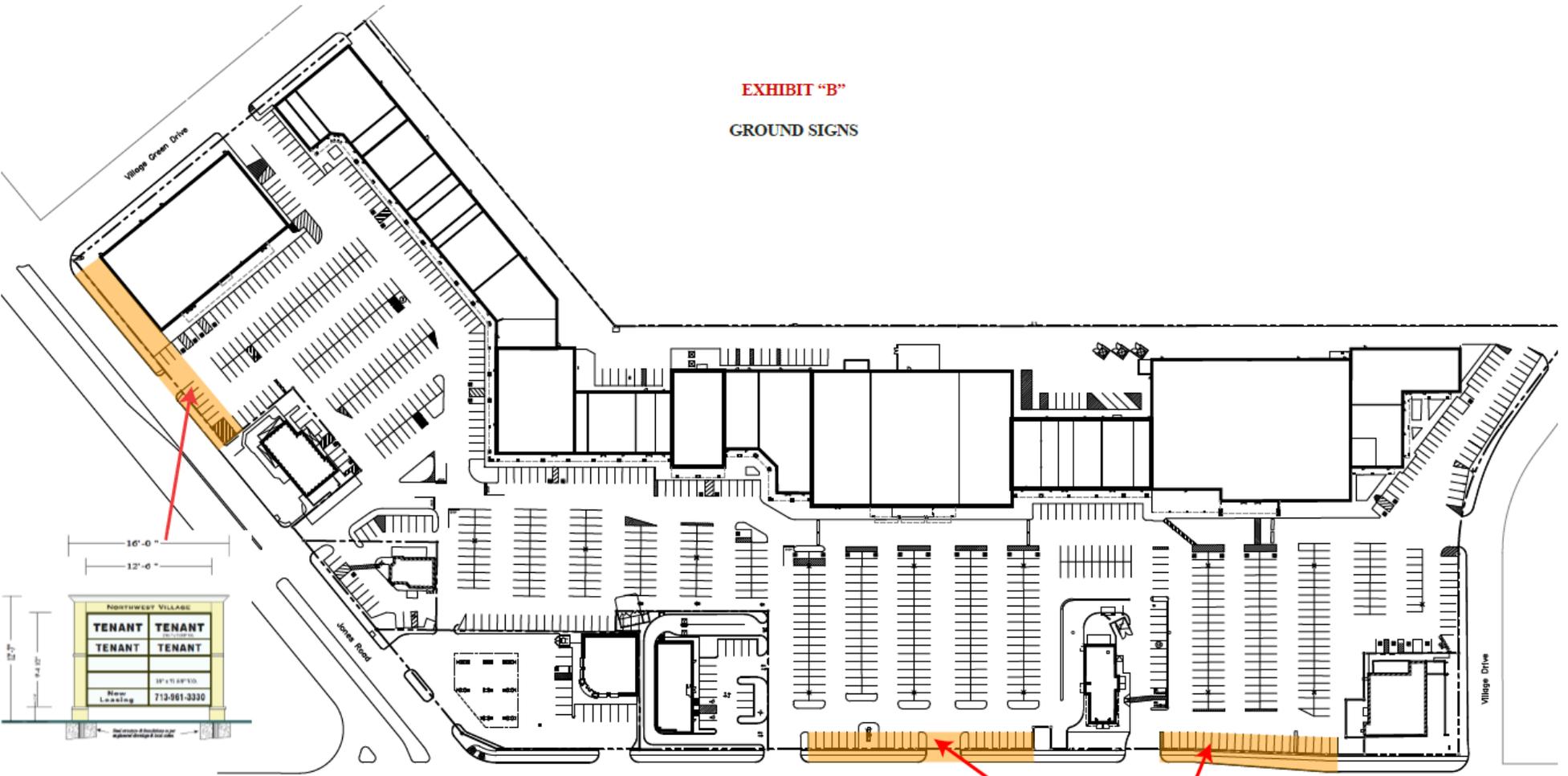
EXHIBIT "A"

BUILDING ZONES



EXHIBIT "B"

GROUND SIGNS



Northwest Freeway (Hwy 290)

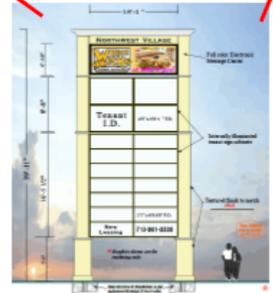
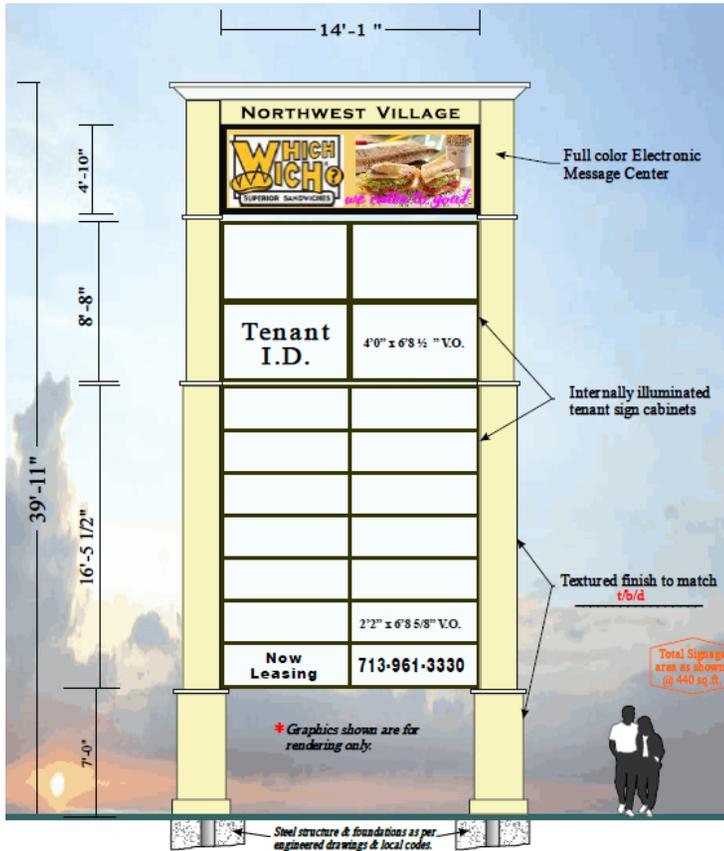
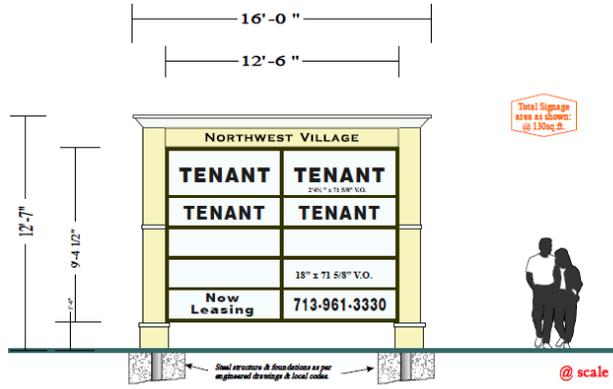


EXHIBIT "B"

Ground Sign Construction Specifications



Example of US 290 ground signs



Example of Jones Rd. ground sign

'NORTHWEST VILLAGE'
Double-face Pylon

GENERAL SPECIFICATIONS:

ELECTRONIC MESSAGE CENTER:
20mm RGB full color Outdoor LED matrix display.

TENANT SIGN CABINETS:
Extruded alum. frame [Wide-fab construction], retainers, & divider bars. Finish colors T/B/D. Internal supports primed/painted white.

POLE COVERS & HEADER:
Fabricated aluminum with textured finish. Northwest Village header graphics t/b/d. Finish colors as T/B/D.

FACES: .180 Hi-impact mod. acrylic - 7328 White

COPY / GRAPHICS: Translucent vinyl copy/graphics as per individual tenants. All graphics shown are for rendering only.

ILLUMINATION: High output 800ma fluorescent. Weather resistant electronic outdoor ballasts.

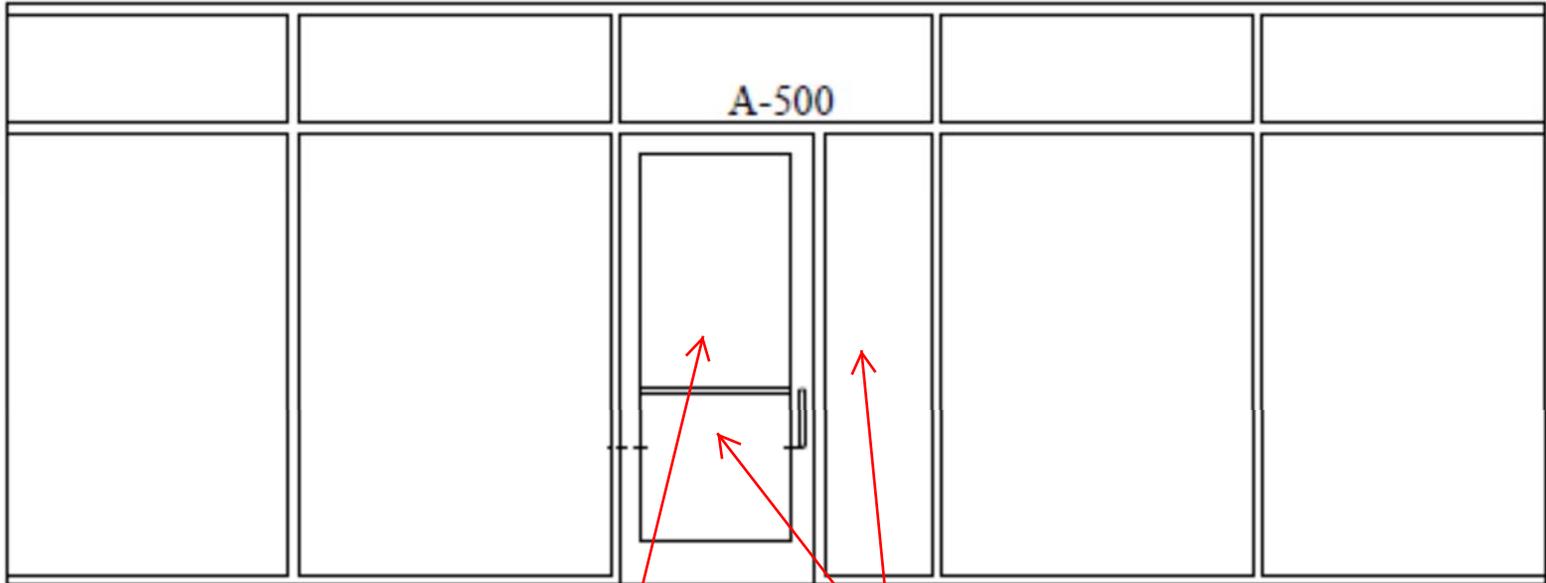
STRUCTURE & FOUNDATION:
Per engineered drawings & local codes.

ELECTRICAL REQUIREMENTS:
Dedicated primary electrical service to be provided by others (owners electrician). 120 or 277 V. primary feeds to be confirmed prior to construction.

EXHIBIT "C"

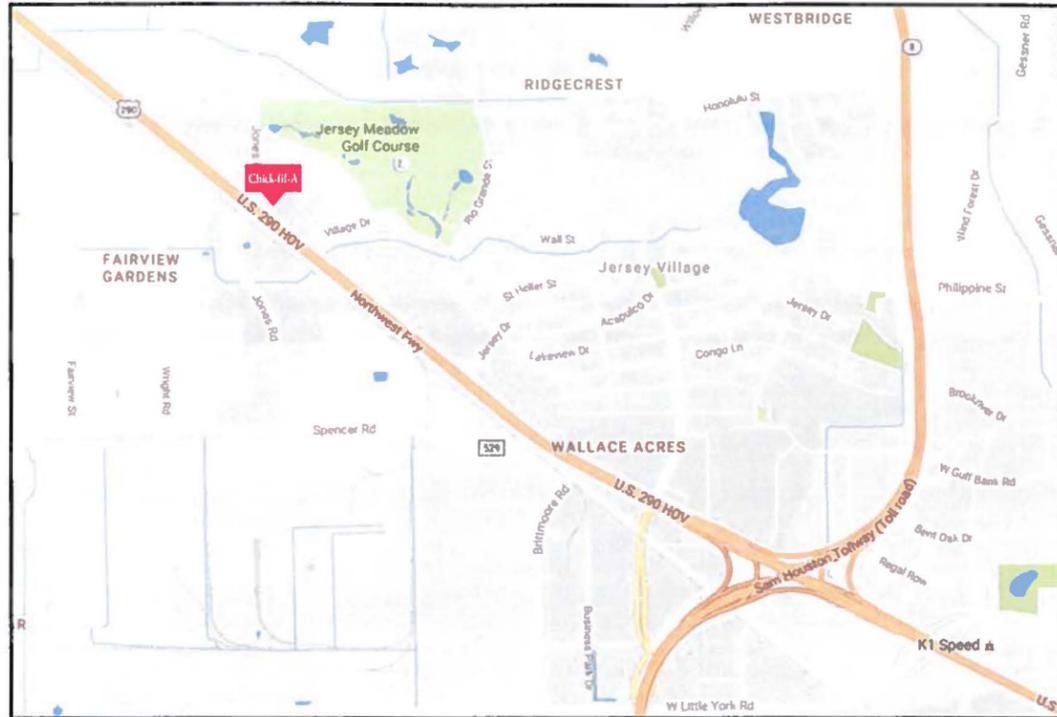
EXTERIOR WINDOW GRAPHICS

Suite #



Tenant Name/Logo

Hours of operation



VICINITY MAP

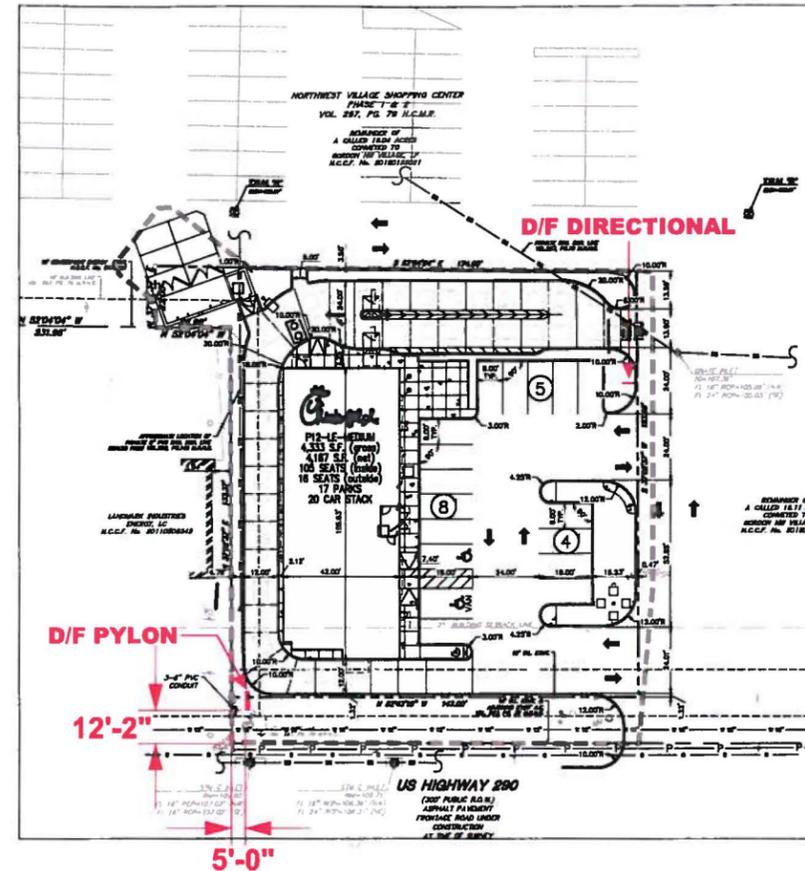
N.T.S.

NORTH



AERIAL VIEW

N.T.S.



SITE PLAN

SCALE: 1/64" = 1'-0"



TEXAS REPUBLIC SIGNS

2211 PECH RD HOUSTON TX 77055
832-727-5415
TEXASREPUBLICSIGNS.COM

Customer: 

Address:
17430 NW FWY
JERSEY VILLAGE TX 77040

City of Jurisdiction:
JERSEY VILLAGE

Designer:
BE

Date Created:
11-17-2017

W.O. #:
13826

File Path:
P:\2017 JOBS\C\HANDLER\CHICK FILA # 3815 - JONES RD\PERMITS.CDR

REVISIONS

Rev 1:

Rev 2:

Rev 3:

Rev 4:

Rev 5:

CUSTOMER APPROVAL

Todd Signature:

Date:

THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 600 OF THE NEC AND/OR OTHER APPLICABLE LOCAL CODE. THIS INCLUDES PROPER GROUNDING AND BONDING OF SIGN.

ELECTRICAL REQUIREMENTS

AMPS: VOLTS: CIRCUITS: