



**MINUTES**  
**PROPERTY STANDARDS BOARD**  
**Meeting**  
**MARCH 24, 2022**

Council Chambers	6:30 p.m.	1945 E. Jackson Road
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**Board members present:** Chair Dave Hermon, Les Folse, Annette Reese, Liz Fannin, Maggie Vera, Mike Garrett, Matt McCombs and Carol Sue Muravez.

**Board members absent:** Mike Whitley

**Guests Present:**

Alternate Scott Carstens  
Council Observer Steve Babick

**Staff members present:** Building Official Brett King; Field Operations Manager Ray Davis; Asst. City Attorney Kanika Juneja; and Lydia Tormos, Administrative Support Specialist.

**CALL MEETING TO ORDER: 6:30 PM** – Chair Hermon called the meeting to order at 6:30 pm.

1. Approval of **minutes of the January 27, 2022 meeting.**

**Board Member Muravez moved approval of the minutes; second by Board Member Reese. The motion was approved with a unanimous 7-0 vote; (Whitley absent and McCombs abstained).**

**PUBLIC HEARING**

2. **BOA 2022-1:** The Arcadia Realty Corporation is requesting a special exception from Section 151.12 (F) of the Carrollton Sign Code. The exception is to allow for one off-site temporary directional ground sign no larger than 32 square feet in area, 12 feet in height for a single-family residential subdivision located at 4198 Plano Pkwy.

Chair Hermon administered the Oath to those testifying on the case.

Alex Hodge, Arcadia Realty, applicant, presented the request for a temporary sign along Plano Parkway. He advised that they secured an easement from Lewisville Independent School District (LISD). He acknowledged that the City would be doing work there in the future and included in the easement agreement that they would remove the sign when the City begins construction. He explained the visibility issue and felt the request would solve the problem.

Building Official Brett King stated that the forward portion of the area is owned by LISD and the City has partnered with the District to build a park at the location. He stated that the applicant is developing the back portion that isn't visible from the Parkway.

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**NOTE: Board minutes are informational only and are not official until approved by Board.**

Board Member Muravez asked if the time frame in the agreement would be affected by a decision of the Board. Hodge replied that it would not. He clarified that they would be responsible for removing the sign.

Board Member Folsie noted the speed of the housing market at this time and asked about the need for the sign. Hodge replied that it is a visibility need and he spoke about the geographical hardship of seeing the development from the road.

Chair Hermon asked if the line of sight was considered. Hodge replied that they would comply with the required setback.

**Board Member Fannin moved to close the Public Hearing; second by Board Member McCombs. The motion was approved with an 8-0 vote, (Whitley absent).**

**Board Member Muravez moved to approve the request for a special exemption to the Carrollton Sign Code Section 151.12(F) to allow for offsite temporary directional ground sign no larger than 32 square feet in area, 12 feet in height, and a minimum of 25 feet from any street abutting property lines for a single-family residential subdivision located at 4198 Plano Parkway, not to exceed 30 months, to coordinate with the prior agreement already in place with the LISD and Arcadia Kensington LP; second by Board Member Garrett. The motion was approved 8-0, (Whitley absent).**

**OTHER BUSINESS**

a. **Staff Reports** – King advised that there were no cases for the next month and there was no need for a meeting in April. There may be a case in May under the new Property Maintenance ordinance.

**ADJOURNMENT**

Board Member Fannin moved to adjourn; second by Board Member Muravez. The meeting was adjourned at 6:42 p.m.

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Chairperson

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Secretary