
Tuesday, April 28, 2026
6:00 PM

City Hall - 141 W. Renfro
Burleson, TX 76028

1. **CALL TO ORDER**

Invocation

Pledge of Allegiance

Texas Pledge:

Honor the Texas Flag, I pledge allegiance to thee, Texas, one state under God; one and indivisible

2. **CITIZEN APPEARANCES**

Each person in attendance who desires to speak to the Committee on an item NOT posted on the agenda, shall speak during this section. A speaker card must be filled out and turned in to the City Secretary prior to addressing the Committee. Each speaker will be allowed three minutes to speak.

Each person in attendance who desires to speak on an item posted on the agenda shall speak when the item is called forward for consideration.

3. **CONSENT AGENDA**

All items listed below are considered to be routine by the Planning and Zoning Commission and will be enacted with one motion. There will be no separate discussion of the items unless a Commissioner or citizen so requests, in which event the item will be removed from the consent agenda and considered in its normal sequence. Approval of the consent agenda authorizes the Development Services Director to place each item on the City Council agenda in accordance with the Planning and Zoning Commission's recommendations.

A. Consider approval of the minutes from April 14, 2026 Planning & Zoning Commission meeting.

4. **PUBLIC HEARING**

5. **REPORTS AND PRESENTATIONS**

6. **GENERAL**

A. Consider and take possible action to recommend approval of a monument sign associated with the Bear Ridge subdivision to be located within the median of South Wicker Hill Road. (Staff Contact: Tony D. McIlwain, Development Services Director)

7. **COMMUNITY INTERESTS ITEMS**

8. **RECESS INTO EXECUTIVE SESSION**

In accordance with Chapter 551 of the Texas Government Code, the Board may convene in Executive Session in the City Council Workroom in City Hall to conduct a closed meeting to discuss any item listed on this Agenda. The Board may reconvene into open session and take action on posted items.

Pending or contemplated litigation or to seek the advice of the City Attorney pursuant to Section 551.071, Texas Government Code

9. **ADJOURN**

Staff Contact

Tony McIlwain
Director of Development Services
817-426-9684

CERTIFICATE

I hereby certify that the above agenda was posted on this the 16th of April 2026, by 5:00 p.m., on the official bulletin board at the Burseson City Hall, 141 W. Renfro, Burseson, Texas.



Amanda Campos

City Secretary

ACCESSIBILITY STATEMENT

The Burseson City Hall is wheelchair accessible. The entry ramp is located in the front of the building, accessible from Warren St. Accessible parking spaces are also available in the Warren St. parking lot. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the A.D.A. Coordinator at 817-426-9600, or TDD 1-800-735-2989.



Department Memo

Planning & Zoning Commission Meeting

DEPARTMENT: Development Services

FROM: Peggy Fisher, Administrative Assistant Sr.

MEETING: April 28, 2026

SUBJECT:

Approve the minutes from April 14, 2026 Regular Session of the Planning & Zoning Commission meeting.

SUMMARY:

Minutes from the April 14, 2026 Regular Session of the Planning & Zoning Commission meeting.

OPTIONS:

Approve as presented

RECOMMENDATION:

Approve the minutes from the April 14, 2026 Regular Session of the Planning & Zoning Commission meeting.

PRIOR ACTION/INPUT (Council, Boards, Citizens):

None

FISCAL IMPACT:

None

STAFF CONTACT:

Peggy Fisher
Recording Secretary
pfisher@burlesontx.com
817-426-9611

PLANNING AND ZONING COMMISSION

April 14, 2026
MINUTES

Roll Call

Commissioners Present

David Hadley
Dan Taylor
Cynthia Plonien
Ashley Brookman
Michael Tune
Beth Lytner
Michael Kurmes
Bobby Reading

Commissioners Absent

Clint Faram
Brandon Crisp

Staff

Matt Ribitzki, City Attorney
Tony McIlwain, Director Development Services
Emilio Sanchez, Assistant Director Development Services
Lidon Pearce, Principal Planner
Peggy Fisher, Administrative Assistant

REGULAR SESSION

1. Call to Order – 7:08 PM

Invocation – David Hadley

Pledge of Allegiance

Texas Pledge

2. Citizen Appearance

None

3. Consent Agenda

- A.** Consider approval of the minutes from March 24, 2026 Planning and Zoning Regular Commission meeting. (Staff Contact: Tony McIlwain, Director Development Services).

Motion made by Commissioner Ashley Brookman and second by Commissioner Michael Kurmes to approve the consent agenda.

Motion passed, 7-0.

4. Public Hearing

- A.** 3425 SW Wilshire (ZC26-002): Hold a public hearing and consider and take possible action on an ordinance for a zoning change request from “GR” General Retail to “C” Commercial with a Specific Use Permit (SUP) for a tattoo studio. *(Staff Contact: Lidon Pearce, Principal Planner)*

Lidon Pearce presented the case to the Commission, reviewed the staff report, and answered questions from the Commission.

Commission Chairman Michael Tune opened the public hearing at 7:15 p.m.

Monica Smith, applicant, 209 Roaring Springs, addressed the commissioners regarding this item and answered questions.

Gretchen Altarus, 101 Rosemont, addressed the commissioners and spoke against this item.

Commission Chairman Michael Tune closed the public hearing at 7:38p.m.

Motion made by Commissioner Ashley Brookman to approve with no second.

Motion made by Beth Lytner and second by Commissioner Cynthia Plonien to deny

Motion failed 3-4. Commissioners David Hadley, Dan Taylor, Ashley Brookman & Michael Tune were opposed.

Motion made by Commissioner Ashley Brookman to approve with no second.

Motion made by Beth Lytner and second by Commissioner Cynthia Plonien to deny

Motion failed 3-4. Commissioners David Hadley, Dan Taylor, Ashley Brookman & Michael Tune were opposed.

5. Reports and Presentations

None

6. General

None

7. Community Interest Items

None

8. Executive Session

In accordance with Chapter 551 of the Texas Government Code, the City Commission may convene in Executive Session in the City Council Workroom in City Hall to conduct a closed meeting to discuss any item listed on this Agenda.

A. Pending or Contemplated Litigation or to Seek the Advice of the City of Attorney Pursuant to Section 551.071

9. Adjourn

There being no further business Chair Michael Tune adjourned the meeting.
Time – 7:46PM

Peggy Fisher
Administrative Assistant
Recording Secretary


Planning & Zoning Commission Meeting

DEPARTMENT: Development Services
FROM: Tony D. McIlwain, Development Services Director
MEETING: April 28, 2026

SUBJECT:

Consider and take possible action to recommend approval of a monument sign associated with the Bear Ridge subdivision to be located within the median of South Wicker Hill Road. *(Staff Contact: Tony D. McIlwain, Development Services Director)*

STRATEGIC PRIORITY AND GOAL(S):

Strategic Priority	Strategic Goal
 <p>Dynamic & Preferred City Through Managed Growth</p>	<p>2.2 Promote sustainable residential and commercial development through strategic and long-term planning</p>

SUMMARY:

Eagle Mountain Enterprises LLC is requesting approval to erect a subdivision sign within the median of South Wicker Hill Road. The sign is a monument type that identifies the Bear Ridge community. It is ninety-six square feet (8'h x12'w) and is proposed near the entry to the neighborhood. The city's code defines monument sign as a freestanding sign integrated into landscaping or other solid structural features supported by masonry base (no poles or columns) on the ground.

The City's sign regulations are listed below:

[§ 63-54 Monument sign.](#)

(a) Location. Signs must be premises signs.

(b) Area.

(1) Maximum 300 square feet for single tenant sign constructed along IH 35, Chisholm Trail Parkway, SH 174 or FM 731.

(2) Maximum 400 square feet for multi-tenant sign constructed along IH 35, Chisholm Trail Parkway, SH 174 or FM 731.

(3) Maximum 100 square feet for single tenant sign constructed along all other roadways.

(4) Maximum 150 square feet for multi-tenant sign constructed along all other roadways.

(c) Height.

(1) Sign base shall be between two feet and four feet.

(2) Maximum 14 feet for multi-tenant sign constructed along IH 35, Chisholm Trail Parkway, SH 174 or FM 731. Sign height is measured from bottom of the sign base at grade to the top of the sign. Where the average grade of the lot on which a sign is placed is at or above the adjacent street grade, the sign shall be measured from the grade level adjacent to the sign. Where the average grade of the lot is below the adjacent street grade, the sign height shall be measured from the adjacent street grade.

(3) Maximum ten feet for single tenant sign constructed along IH 35, Chisholm Trail Parkway, SH 174 or FM 731. Sign height is measured from bottom of the sign base at grade to the top of the sign. Where the average grade of the lot on which a sign is placed is at or above the adjacent street grade, the sign shall be measured from the grade level adjacent to the sign. Where the average grade of the lot is below the adjacent street grade, the sign height shall be measured from the adjacent street grade.

(4) Maximum 12 feet for multi-tenant sign constructed along all other roadways. Where the average grade of the lot on which a sign is placed is at or above the adjacent street grade, the sign shall be measured from the grade level adjacent to the sign. Where the average grade of the lot is below the adjacent street grade, the sign height shall be measured from the adjacent street grade.

(5) Maximum nine feet for single tenant sign constructed along all other roadways. Where the average grade of the lot on which a sign is placed is at or above the adjacent street grade, the sign shall be measured from the grade level adjacent to the sign. Where the average grade of the lot is below the adjacent street grade, the sign height shall be measured from the adjacent street grade.

(d) Number of signs. One per street frontage, two maximum.

(e) A landscaping bed shall be required around the base of the monument sign and shall be equal in area to one-half the square footage of the sign area. The landscape bed shall be planted with seasonal material such as annuals or bulbs and will be maintained in a healthy and growing condition as is appropriate for the season of the year. Maintenance shall include mowing, watering, trimming, pruning, etc.

(f) Monument signs must be wrapped in masonry material to match or compliment building, exposed sign cabinets or poles are prohibited. The masonry material wrapping the advertising area shall not exceed 100 percent nor fall below 30 percent of the commercial advertising area.

The submitted monument sign plans meets the city's requirements.

RECOMMENDATION:

Staff recommends approval of the monument sign.

PRIOR ACTION/INPUT (Council, Boards, Citizens):

REFERENCE:

[DIVISION 4: OTHER SIGNS - City of Burleson, TX](#)

FISCAL IMPACT:

Proposed Expenditure/Revenue: n/a

Account Number(s): n/a

Fund: n/a

Account Description: n/a

Procurement Method: n/a

STAFF CONTACT:

Tony D. McIlwain, AICP, CFM

Development Services Director

tmcilwain@burlesontx.com

817-426-9684



Monument Sign in R-O-W

APRIL 28, 2026: PLANNING & ZONING COMMISSION

Monument Sign in R-O-W

- ❖ Eagle Mountain Enterprises, LLC has requested use of the city's right-of-way for a monument sign associated with the Bear Ridge subdivision.
- ❖ The monument sign is proposed to be located within the median of South Wicker Hill Road.
- ❖ Signs placed within public roadways require the Commission's review of the sign and Council's approval of a right-of-way use agreement.

§ 63-71 Signs in Public Rights-of-Way

- ❖ (a) All signs in public right-of-way shall have a right-of-way agreement or a license agreement between the sign owner and the city council.
- ❖ (b) The application for a right-of-way agreement or license agreement shall include the types, locations, size, area, height, number, materials, design and construction of all proposed signs.
- ❖ (c) This data shall be a part of the agreement and will be attached to the agreement.

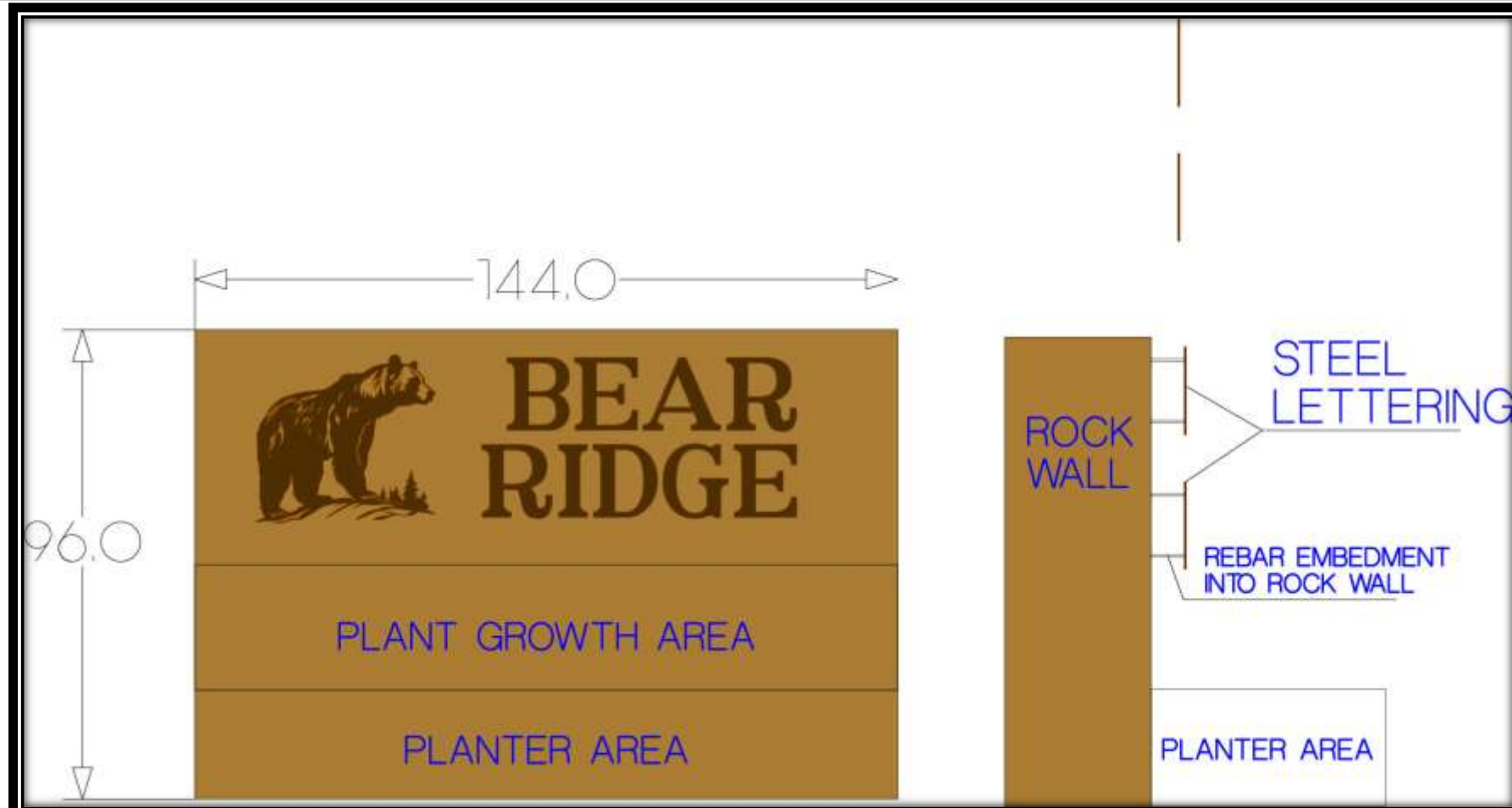
§ 63-71 Signs in Public Rights-of-Way

- ❖(d) The process for right-of way agreement or license agreement shall be as follows:
 - ❖(1) The application will be submitted to the community development department and will be reviewed by the development assistance committee (DAC) and shall be placed on a planning and zoning commission agenda.
 - ❖(2) The city manager will then place the item on a city council agenda.
 - ❖(3) The director of community development department shall put a notice in the newspaper 15 days before the day of the meeting for both the planning and zoning commission meeting and city council meetings (this notice may be sent at one time). **The planning and zoning commission shall review the sign details and design and make a recommendation to the city council.**
- ❖(e) The sign placement agreement shall be approved if the following criteria are met:
 - ❖(1) The sign will be placed in right-of-way adjacent to and in the frontage of the business location or other establishment referenced in the sign.
 - ❖(2) There would be an unnecessary hardship if the business location or establishment were not allowed to place the sign in the right-of-way due to lack of visibility from the right-of-way due to the placement of other existing structures.

Monument Sign in R-O-W

- ❖ The sign is proposed at 8' x 12', with a 1' base.
- ❖ It will measure 9' in height from adjacent grade.
- ❖ No portion of the monument sign will extend beyond the edge of the median.
- ❖ Stamped concrete and landscaping will also be placed within the median. Those plans are under review by city staff.
- ❖ Landscaping improvements within the R-O-W will be maintained by the HOA.

Monument Sign in R-O-W



Monument Sign in R-O-W

- ❖ Staff recommends approval of the monument sign.

PLEASE PRINT OR TYPE—INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED

Plan Submittal Shall Include:

- | | |
|---|---|
| <p>1. A dimensioned site plan showing,
i) Proposed location of sign
ii) Any / All easements located on the lot
iii) Location and distance from other freestanding signs</p> <p>2. An elevation of the sign showing industry specifications and construction details</p> | <p>3. Dimensioned building elevations showing,
i) window and door dimensions
ii) total storefront dimensions</p> <p>4. Before and after renditions for existing signs.</p> <p>5. Engineered foundation plans for all freestanding signs</p> |
|---|---|

NOTE: SIGNS ARE PROHIBITED WITHIN ANY EASEMENT

Project Address: 300 S Wicker Hill Road Burleson, Texas 76028

Sign Square Footage: Stone is 96 sq ft plus 12' footing

Sign Valuation: \$10,000

Sign Height: 9 ft. (Measured from adjacent grade to the top of the sign)

Will there be electric installed? Yes No

*Setbacks (Freestanding Only): Left: 10' Right: 10' Rear: NA Front: 40'

*Setbacks are measured from proposed sign to property lines (viewed from the street looking at the property)

Property Owner:

Name: City of Burleson ROW

Phone: 8177937288

Address: _____

Email: _____

(Include City, State and Zip Code)

Contractor/Company:

Name: Eagle Mountain Enterprises LLC

Phone: 8177937288

Address: PO Box 470335

Email: walter@emeddevelopment.com


(Include City, State and Zip Code)

Subcontractor:

Electrician: Sanchez Electrical

Phone: 214-354-6195

I hereby certify that the information shown above is true and correct and I agree to comply with all of the applicable city codes and ordinances, the laws of the State of Texas, and the approved plot, plans and specifications.

Signature of Applicant:  Date: 3/8/26

OFFICE USE ONLY

Permit Number _____ Date _____ Permit Fee _____

Type of Sign: _____ Reface: Yes No

Banner sign, Monument sign, Pole sign, Pylon sign, Wall sign, etc.

Zoning _____ PD _____ C/O _____ Easements = Yes No N/A

Footing Detail = Yes No N/A Foundation Plan Submitted = Yes No N/A Masonry = Yes No N/A

Misc. Notes/Handouts _____

Approved by: _____ Date: _____

GENERAL NOTES

1. Design

International Building Code, 2021 Edition
 ACI 318-19
 ASCE 15th Edition

1.1. Geotechnical Report

Report No. 21274357 Date: NOVEMBER 24, 2021

1.2. Design Parameters

Wind Parameters:
 Exposure: **C**
 Ultimate Design Wind Speed: **115 MPH (3 Second Gust)**

Per Design Parameters

Allowable Soil Bearing: **Clay** **5,000 psf**

2. Materials

Concrete

- a. Concrete shall have a minimum compressive strength (f'c) of 3000 psi with a 5" slump.
- b. The use of workability admixtures and air entrainment in the concrete mix design is permitted and encouraged.
- c. The use of calcium chloride admixtures in the concrete is not permitted.
- d. Adding water to the concrete at the site is not permitted.
- e. Hard rock aggregate of 3/4" max shall be used in concrete. Unless noted otherwise.
- f. Provide the concrete mix design for the landscape features to Falkofski Engineering, Inc. for review prior to construction. Also provide recent review by Falkofski Engineering, Inc.
- g. Provide concrete test cylinders for every 500 yards of concrete placed or for every 1000 cubic yards, whichever is less. Test cylinders shall be cast and cured in accordance with ASTM C 318-19. Provide all concrete compressive test results to Falkofski Engineering, Inc. for their review.

Concrete Reinforcement

- a. All concrete steel reinforcement shall be new, A601 steel conforming to ASTM A-615, Grade 60 with fy = 60 ksi.
- b. All reinforcement shall be free of rust and deformation marks.

Masonry Stone - Landscape Features

Face stone shall be selected by the owner/architect.

Block - Landscape Features

All blocks shall conform to ASTM C216 or C92, grade SW with a minimum compressive strength of 3,500 psi.

Mortar - Landscape Features

All mortar shall conform to ASTM C270, Type S or Type N, Cement/Lime mortar or Masonry Cement mortar is allowed. Mortar Cement mortar is not allowed.

Concrete Masonry Units

All CMU/Block shall conform to ASTM C90, unitless weight classification (105 pcf to 125 pcf) with a minimum compressive strength of 2,000 psi.

Reinforcement - Landscape Features

- a. All horizontal reinforcement in the masonry structure shall be 3-ply, #4 bars spaced at 16" on center, with 18" lap length. Refer to Section 05200 for details. All vertical reinforcement shall be #4. See Concrete Reinforcement section above.

3. Construction

Per Construction

- a. Provide steel consolidators to center the steel in the pier hole, and use chains to hold steel off the ground in the bottom of the pier hole.
- b. Concrete may cure full during placement, as long as the concrete is covered in the pier and does not change the steel shape.
- c. Piers may be "Standard Block" or "Hanger Cast in Place".
- d. Pier holes and construction shall be inspected by Falkofski Engineering, Inc. prior to placing concrete. For any given pier, excavation, placement of steel and concrete shall be completed within the same work day.

Landscape Construction

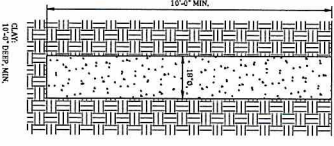
- a. Type S mortar shall be used to fill column and cavities.
- b. All brick concrete shall have full bed and bed joints and the mortar shall be wet enough to permit a strong bond with the brick. Re-tempering the mortar is not allowed.
- c. Block joints are not allowed. Joints shall be concave rounded with a minimum 3/8" cover on the horizontal joint reinforcement.
- d. All brick wall construction shall be in accordance with the "Recommended Practices for Engineering Brick Masonry" by the Brick Institute of America.

Concrete Construction

- a. Insure proper vibration of concrete around reinforcement.
- b. Provide clear support for all rebar 4" or max spacing.

4. Inspections

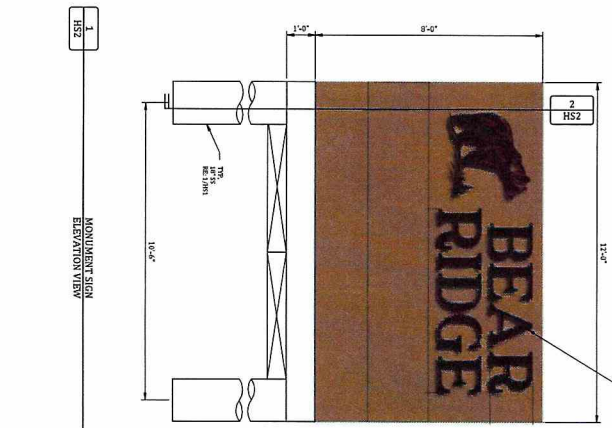
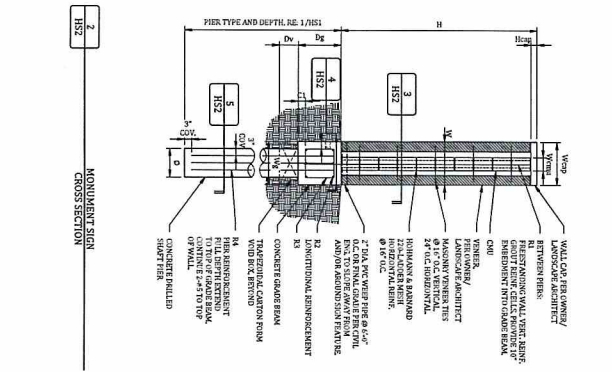
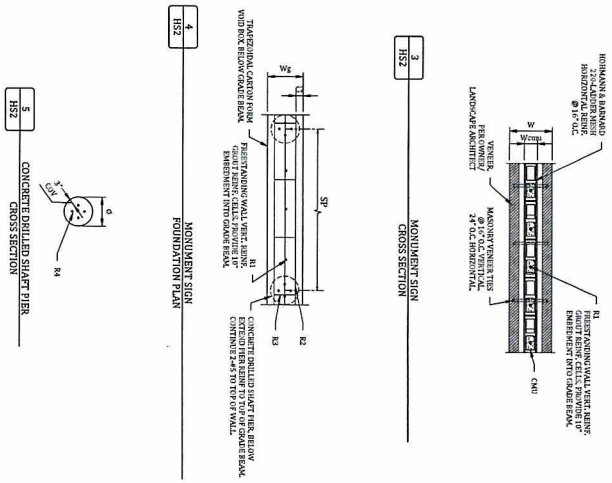
- a. Inspections are to be as required by the local building Department.
- b. Pier holes and construction shall be inspected by Falkofski Engineering, Inc. to insure piers are building in proper fashion. Remove all loose material prior to concrete placement. Inspect and approve all reinforcement in place. All concrete placement should be completed within the same work day.
- c. Falkofski Engineering shall be called at least 24 hours prior to construction to conduct pre-pour inspection of reinforcement size and placement, dimensions, condition, and learning piers are bearing in proper fashion.
- d. Falkofski Engineering shall be called to review the build up construction of the landscape features.



18\"/>

NOTE TO THE CONTRACTOR:
 THESE DRAWINGS ARE THE PROPERTY OF FALKOFSKI ENGINEERING, INC. THESE DRAWINGS ARE TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFIC LAYOUT OF A PIER OR PIER. IF THESE DRAWINGS ARE REPRODUCED OR COPIED WITHOUT THE WRITTEN PERMISSION OF FALKOFSKI ENGINEERING, INC. THE USER SHALL BE RESPONSIBLE FOR ANY ERRORS OR OMISSIONS. FALKOFSKI ENGINEERING, INC. SHALL NOT BE RESPONSIBLE FOR ANY ERRORS OR OMISSIONS.

	<p>HARDSCAPE FEATURES - GENERAL NOTES AND PIERS BEAR BRIDGE HWY 174 & WICKER HILL COURT BURLESON, TEXAS</p> <p>EAGLE MOUNTAIN ENTERPRISES, LLC PO BOX 47033 FORT WORTH, TEXAS 76147</p>	<p>The use of these plans and specifications shall be reviewed to determine if they conform to the current building codes and regulations. If not, the contractor shall be responsible for obtaining the necessary permits and approvals. The contractor shall be responsible for obtaining the necessary permits and approvals. The contractor shall be responsible for obtaining the necessary permits and approvals.</p>	<p> Falkofski Engineering, Inc. Structural Engineering Consultants Texas Registration F-4038 722 North Fielder Road Arlington, Texas 76012 (817) 261-8300</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>DATE</th> <th>BY</th> </tr> </thead> <tbody> <tr> <td>03-06-20</td> <td>BBB</td> </tr> <tr> <td>03-06-20</td> <td>MHG</td> </tr> <tr> <td>03-06-20</td> <td>BBB</td> </tr> </tbody> </table>	DATE	BY	03-06-20	BBB	03-06-20	MHG	03-06-20	BBB
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<p>HST</p>	<p>JOB NO. 71322</p>			<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>NO.</th> <th>DATE</th> <th>REVISION</th> <th>BY</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	NO.	DATE	REVISION	BY				
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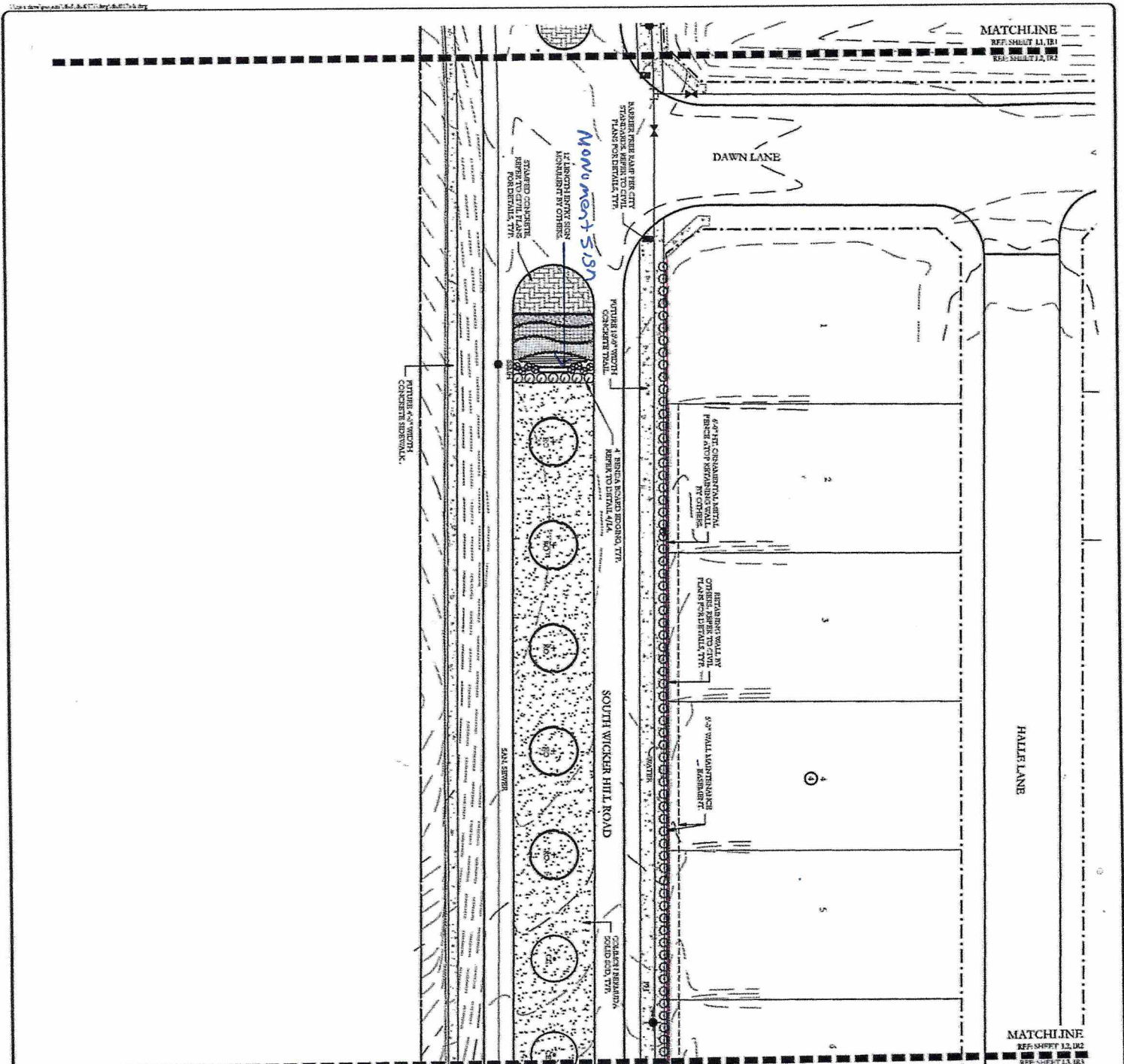
MONUMENT LOGO & LETTERS MAY BE REPRODUCED FOR THE PURPOSE OF THIS CONTRACT. ANY REPRODUCTION OF THE MONUMENT LOGO & LETTERS FOR ANY OTHER PURPOSE WITHOUT THE WRITTEN PERMISSION OF FALKOFSKE ENGINEERING, INC. IS PROHIBITED.

MAX. HOLE DIA.	WALL WIDTH	CONCRETE WIDTH	WALL THICKNESS	WALL REINFORCEMENT	CONCRETE REINFORCEMENT	CONCRETE TYPE	CONCRETE STRENGTH	CONCRETE CURING	CONCRETE TOLERANCE	CONCRETE FINISH	CONCRETE COLOR	CONCRETE TEXTURE
8'-0"	1'-6"	8"	8"	4# @ 18" O.C.	4# @ 18" O.C.	CONCRETE	4000 PSI	7 DAYS	± 1/2"	SMOOTH	GREY	AS SHOWN

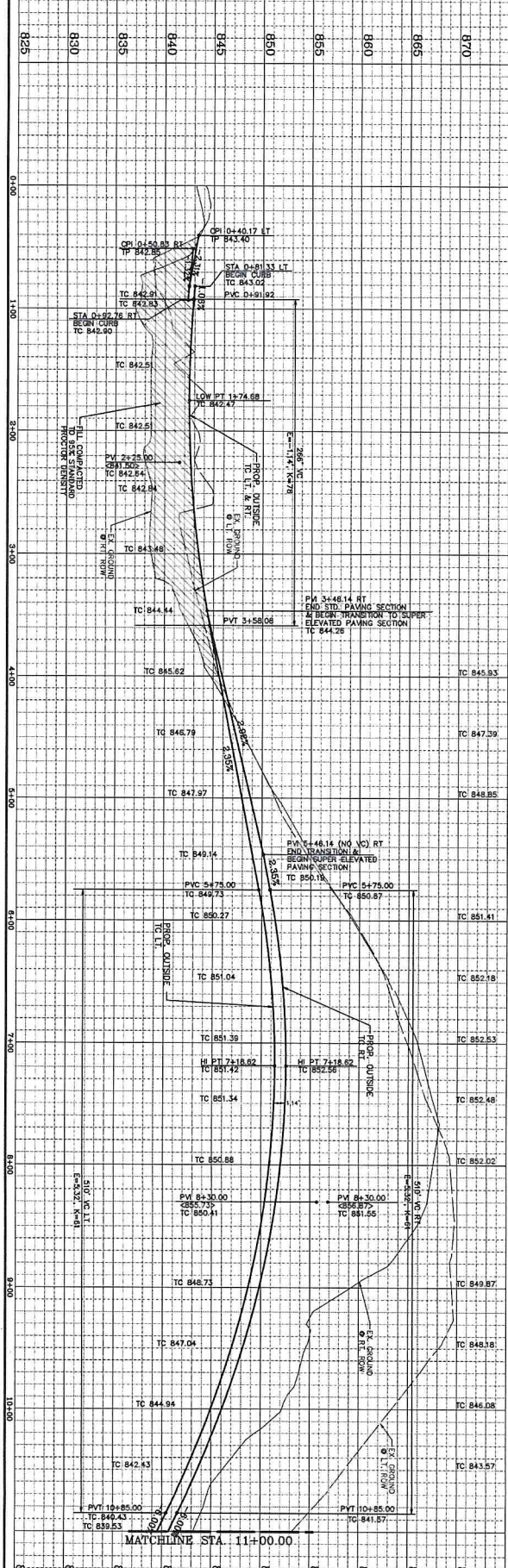
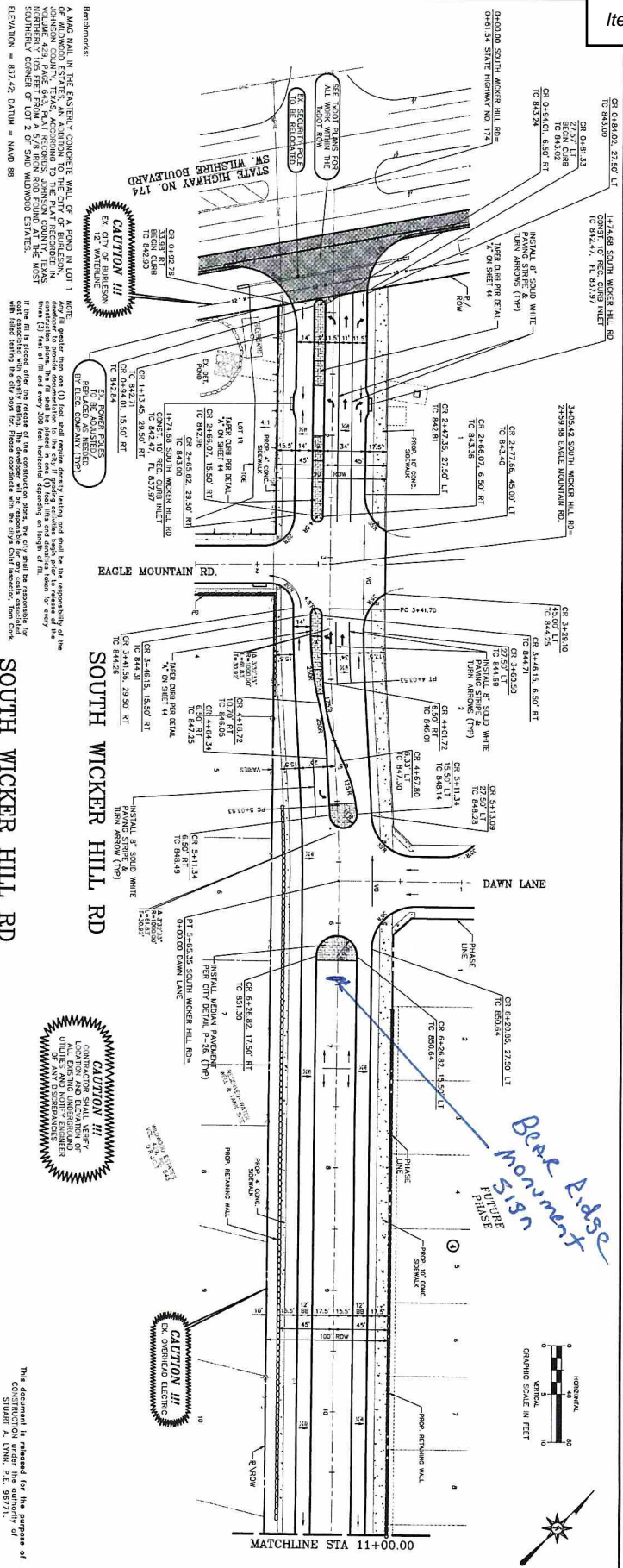


	MONUMENT SIGN - ELEVATION VIEW BEAR RIDGE HWY 174 & WICKER HILL COURT BURLESON, TEXAS	The use of these plans and specifications shall be limited to the project and site for which they were prepared. Any reproduction or distribution in any form without the written consent of Falko F. Falkowski, P.E. is prohibited. This drawing and specifications comply with the requirements of the TEXAS ENGINEERING PROFESSION ACT.	Falko F. Falkowski, P.E. Falko F. Falkowski, P.E. Falko F. Falkowski, P.E.	Falko F. Falkowski, P.E. Structural Engineering Consultants Texas Registration F-4038 722 North Fielder Road Arlington, Texas 76012 (817) 261-6300	DATE	BY							
	EAGLE MOUNTAIN ENTERPRISES, LLC PO BOX 470335 FORT WORTH, TEXAS 76147				DES.	03-06-26	BBB	DRN.	03-06-26	MHG	CHK.	03-06-26	BBB

Bear Ridge Subdivision
Monument Sign Location



Item A.



PAVING PLAN & PROFILE
 BEAR RIDGE, PHASE 1A
 CITY OF BURLESON, TEXAS
 MATYASTIK CAPITAL LLC
 4217 CAMP BOWIE BLVD., SUITE 300
 FORT WORTH, TEXAS 76107

HCE Hickman Consulting Engineers
 1706 W. NORTHWEST HIGHWAY, SUITE 175
 GRAFTON, TEXAS 76242
 Ph (469)283-2825
 Engineers Planners

REVISION	DESCRIPTION	DATE	BY
5			

SCALE: AS SHOWN	DATE:
DRAWN BY: PFC	CHK'D BY: JBP
JOB NO: 00000	FILE: