

Wylie Zoning Board of Adjustments Regular Meeting - Canceled

January 26, 2026 – 6:00 PM

Council Chambers - 300 Country Club Road, Building #100, Wylie, Texas 75098



CALL TO ORDER

COMMENTS ON NON-AGENDA ITEMS

Any member of the public may address Board regarding an item that is not listed on the Agenda. Members of the public must fill out a form prior to the meeting in order to speak. Board requests that comments be limited to three minutes for an individual, six minutes for a group. In addition, Board is not allowed to converse, deliberate or take action on any matter presented during citizen participation.

CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine by the Board and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

A. Consider and act upon approval of the meeting minutes from the December 15, 2025, Zoning Board of Adjustments meeting.

REGULAR AGENDA

1. Hold a Public Hearing to consider and act upon a request by Daniel Kleiss for a variance to Section 5.1H of the Zoning Ordinance to allow for a reduction in the required minimum parking for Sanden International. Property located at 601 Sanden Blvd. (ZBA 2025-17).
2. Hold a Public Hearing to consider and act upon a request by Sean Wroble for a variance to Section 3-4 of the Zoning Ordinance to allow for a front setback of 17'8" in lieu of 25' for an attached carport. Property located at 1103 Cedar Lake Ct. (ZPA 2025-18).
3. Hold a Public Hearing to consider and act upon a request by Kirbi Stellano for a variance to Section A.3 of Planned Development 1999-39 (PD 99-39) to allow for a fence eight feet in height. Property located at 3600 Barberry Drive. (ZBA 2025-19).
4. Hold a Public Hearing to consider and act upon a request by Chris Dague for a variance to Section 22-447 (9) and Section 22-450 (f) of the Sign Ordinance to allow for three painted wall signs over the maximum allowed wall signage square footage. Property located at 2201 Country Club Road. (ZBA 2025-20).

WORK SESSION

RECONVENE INTO REGULAR SESSION

EXECUTIVE SESSION

RECONVENE INTO OPEN SESSION

Take any action as a result from Executive Session.

ADJOURNMENT

CERTIFICATION

I certify that this Notice of Meeting was posted on January 20, 2026, at 5:00 p.m. on the outside bulletin board at Wylie City Hall, 300 Country Club Road, Building 100, Wylie, Texas, a place convenient and readily accessible to the public at all times.

Stephanie Storm, City Secretary

Date Notice Removed

The Wylie Municipal Complex is wheelchair accessible. Sign interpretation or other special assistance for disabled attendees must be requested 48 hours in advance by contacting the City Secretary's Office at 972.516.6020. Hearing impaired devices are available from the City Secretary prior to each meeting.

If during the course of the meeting covered by this notice, the Board should determine that a closed or executive meeting or session of the Board or a consultation with the attorney for the City should be held or is required, then such closed or executive meeting or session or consultation with attorney as authorized by the Texas Open Meetings Act, Texas Government Code § 551.001 et. seq., will be held by the Board at the date, hour and place given in this notice as the Board may conveniently meet in such closed or executive meeting or session or consult with the attorney for the City concerning any and all subjects and for any and all purposes permitted by the Act, including, but not limited to, the following sanctions and purposes:

Texas Government Code Section:
§ 551.071 – Private consultation with an attorney for the City.



Zoning Board of Adjustment

AGENDA REPORT

Department: Planning

Item: A

Prepared By: Gabby Fernandez

Subject

Consider and act upon minutes from the December 15, 2025, Regular Meeting.

Recommendation

Motion to approve Item A as presented.

Discussion

The minutes are attached for your consideration.

Cancelled due to inclement weather



Wylie Zoning Board of Adjustments Regular Meeting

December 15, 2025 – 6:00 PM

Council Chambers - 300 Country Club Road, Building #100, Wylie, Texas 75098

CALL TO ORDER

Chair Covington called the meeting to order at 6:00 p.m. In attendance were Chair Richard Covington, Board Member Senedu Asfaw, Board Member Gordon Hikel, Board Member Freddy A Nana Yodou. Staff present were Director of Community Services Jasen Haskins, Senior Planner Kevin Molina, and Administrative Assistant Gabby Fernandez. Absent was Vice-Chair Nathan Cole.

COMMENTS ON NON-AGENDA ITEMS

Any member of the public may address Board regarding an item that is not listed on the Agenda. Members of the public must fill out a form prior to the meeting in order to speak. Board requests that comments be limited to three minutes for an individual, six minutes for a group. In addition, Board is not allowed to converse, deliberate or take action on any matter presented during citizen participation.

None approached the Board.

CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine by the Board and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

A. Consider and act upon approval of the meeting minutes from the November 17, 2025 Zoning Board of Adjustments meeting.

BOARD ACTION

A motion was made by Board Member Hikel and seconded by Board Member A Nana Yodou to approve the Consent Agenda as presented. A vote was taken and carried 4 – 0.

REGULAR AGENDA

1. Hold a Public Hearing to consider and act upon a request by Wylie Ladera LLC for a variance to Section 22-150.C(9) of the Sign Ordinance to allow for a Monument Sign of the allowed maximum square footage and structure height. Property located near 1590 Bella Way. (ZBA 2025-16).

Chair Covington opened the public hearing at 6:14 PM. None approached the Board. Chair Covington closed the public hearing at 6:14 PM.

BOARD ACTION

A motion was made by Board Member Hikel and seconded by Board Member A Nana Yodou to approve Regular Agenda Item 1 as presented. A vote was taken and carried 4 – 0.

ADJOURNMENT

A motion was made by Chair Covington, and seconded by Board Member Hikel, to adjourn the meeting. A vote was taken and carried 4 – 0. Chair Covington adjourned the meeting at 6:16 PM.

Richard Covington, Chair

ATTEST

Gabby Fernandez, Secretary

Cancelled due to inclement weather



Wylie Zoning Board of Adjustments

AGENDA REPORT

Department: Planning

Item Number: 1

Prepared By: Kevin Molina

Subject

Hold a Public Hearing to consider and act upon a request by Daniel Kleiss for a variance to Section 5.1H of the Zoning Ordinance to allow for a reduction in the required minimum parking for Sanden International. Property located at 601 Sanden Blvd. (ZBA 2025-17).

Recommendation

Motion to approve or deny.

Discussion

OWNER: Sanden International (USA) Inc.

APPLICANT: Sanden International (USA) Inc.

The applicant is requesting a variance to Section 5.1H of the Zoning Ordinance to allow for a reduction in the required parking by providing 315 parking spaces in lieu of the required 469. The property is located at 601 Sanden Blvd and the purpose for the request is due to Sanden International proposing to sell off land which would reduce their current parking to 315 parking spaces.

The purpose of the Zoning Ordinance establishing a minimum parking requirement is to ensure that businesses have adequate parking and a minimal impact to traffic flow.

The applicant believes the variance request has merit for the following reasons:

- The current number of parking spaces that are used is slightly over 200, well below the 315 requested.
- The requested reduction will not negatively impact traffic flow, public safety, or neighboring properties. The site will continue to comply with ADA requirements and maintain adequate parking for employees, visitors, and service vehicles.
- Should the need arise for additional parking, the property has undeveloped areas where additional parking can be provided. These areas are highlighted on the provided Variance Exhibit.
- The Sanden International property is gated which further limits the possibility of maxing out the parking due to there being more control of the vehicles that can occupy the site.

Public comment forms were mailed to twenty-seven (27) property owners within 200 feet of this request, as required by State Law. At the time of posting no comment forms were returned in favor or in opposition of the request.

The Board shall not grant a variance to the development code which:

- (1) Permits a land use not allowed in the zoning district in which the property is located; or
- (2) Is in the public right-of-way or on public property; or
- (3) Alters any definition of the development code; or
- (4) Is other than the minimum variance that will afford relief with the least modification possible to the requirements of the development code; or
- (5) Is based on physical conditions or circumstances of the property so general or recurring in nature as to reasonably make practicable the formulation of a general regulation to be adopted as an amendment to the development code; or
- (6) Is based exclusively on findings of personal or financial hardship.

In order to grant a variance to the development code the Board shall find that all the following have been satisfied:

- (1) That there are unique physical circumstances or conditions of the lot, or other exceptional physical condition particular to the affected property;
- (2) That because of these unique physical circumstances or conditions, the property cannot be reasonably developed or used in compliance with the provisions of the development code;
- (3) That due to such unique physical circumstances or conditions, the strict application of the development code would create a demonstrated hardship;
- (4) That the demonstrable hardship is not self-imposed;
- (5) That the variance if granted will not adversely affect the proposed development or use of adjacent property or neighborhood;
- (6) That the variance, if granted will not change the character of the zoning district in which the property is located;
- (7) That the variance, if granted is in keeping with the intent of the development code; and
- (8) That the variance, if granted, will not adversely affect the health, safety or welfare of the citizens of Wylie.

Cancelled due to inclement weather

Locator Map



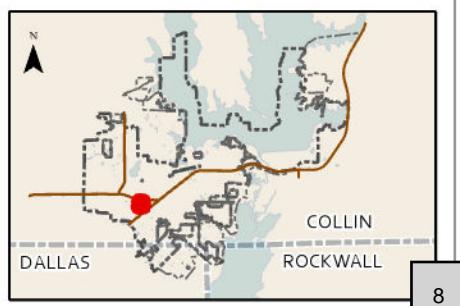
ZONING BOARD OF ADJUSTMENT CASE:
ZBA 2025-17 Sanden International

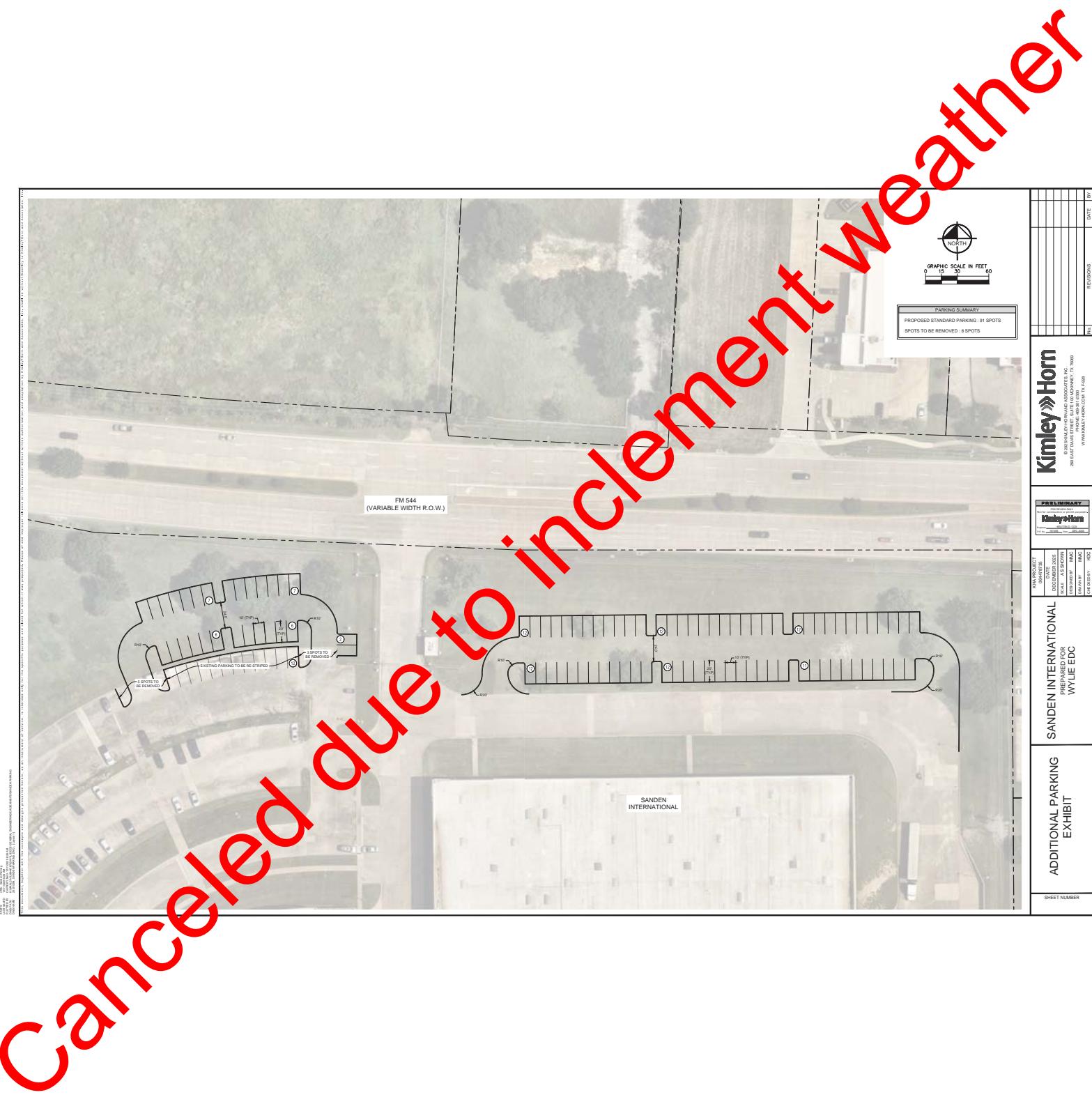
 SUBJECT property

 Wylie City Limit

0 0.25 0.5 0.75 1 Miles

Date: 12/31/2025





Cancelled due to inclement weather



Dear Members of the Zoning Board of Adjustments,

On behalf of Sanden International, I am submitting this Letter of Intent to formally request approval for a reduction in the required number of parking spaces for our property located at 601 S Sanden Blvd, Wylie, TX, 75098.

Background and Current Conditions

Our facility currently exceeds the parking requirements for our operational needs. We maintain over 100 surplus parking spaces beyond what is necessary for our existing staff. Based on our current headcount and operational model, these spaces remain unused and represent an inefficiency in land utilization.

Recent Change and Future Conditions

We are in the process of selling a portion of our idle land, which will reduce our total parking supply to approximately 317 spaces. Even after this reduction, we will still have over 100 extra parking spaces compared to our staffing needs, ensuring adequate capacity for employees, visitors, and service vehicles.

Justification for Reduction

- **Employee Count vs. Parking Supply:** Our workforce has decreased significantly over the years, and we have no plans for future staff expansion. The existing parking supply far exceeds demand, even during peak operational hours.
- **Operational Stability:** Our business model and staffing projections indicate no foreseeable increase in employee numbers that would require additional parking.
- **Future Flexibility:** We own sufficient acreage and have a conceptual plan in place to expand parking if future conditions warrant. This ensures that any potential growth can be accommodated without burdening city infrastructure or requiring additional approvals.

Impact and Compliance

The requested reduction will not negatively impact traffic flow, public safety, or neighboring properties. Our site will continue to comply with ADA requirements and maintain adequate parking for employees, visitors, and service vehicles.

Request

We respectfully request that the Board grant a variance to reduce the required parking



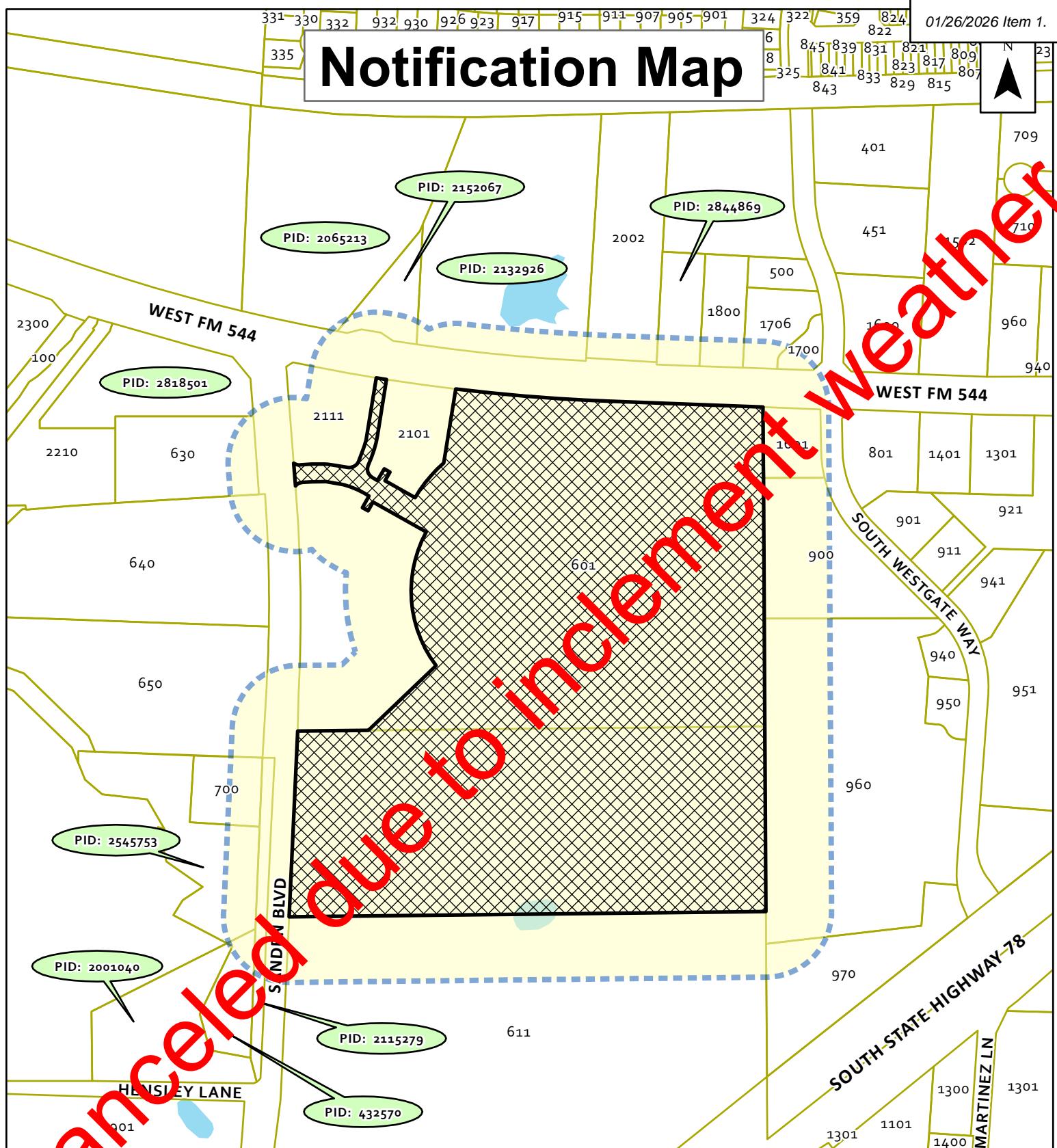
spaces from 409 to 315, aligning with our actual operational needs while preserving land for future development and environmental considerations.

We appreciate your consideration of this request and are committed to working with staff to ensure compliance with all applicable regulations. Please let us know if additional documentation is required to support this application.

Thank you for your time and attention.

Cancelled due to inclement weather

Notification Map



ZONING BOARD OF ADJUSTMENT CASE:
ZBA 2025-17 Sanden International

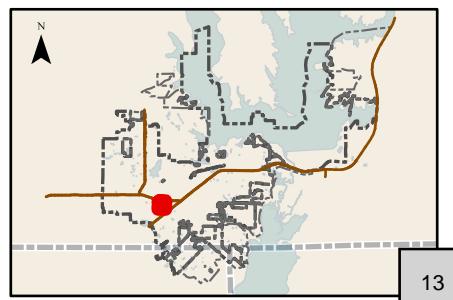
200 foot Notification Buffer

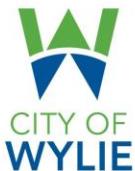
SUBJECT property

0 100 200 300 400 500 600 700 800 900 1,000 Feet



Date: 12/31/2025





Wylie Zoning Board of Adjustments

AGENDA REPORT

Department: Planning

Item Number: 2

Prepared By: Kevin Molina

Subject

Hold a Public Hearing to consider and act upon a request by Sean Wroble for a variance to Section 3-4 of the Zoning Ordinance to allow for a front setback of 17'8" in lieu of 25' for an attached carport. Property located at 1103 Cedar Lake Ct. (ZBA 2025-18).

Recommendation

Motion to approve or deny.

Discussion

OWNER: Sean Wroble

APPLICANT: Sean Wroble

The applicant is requesting a variance to Section 3-4 of the Zoning Ordinance to allow for front setbacks of 17'8" in lieu of 25'. The property is located at 1103 Cedar Lake Court and the purpose for the request is to allow for the construction of an attached unenclosed carport that measures approximately 420 sq. ft.

The purpose of the Zoning Ordinance restricting front setback requirements is to provide separation from the roadway and allow for sufficient parking area for driveways. In addition, setbacks exist for accessory type structures to protect property values.

The applicant believes the variance request has merit for the following reasons:

- There will be a minimal impact to the surrounding properties and roadway as the carport is unenclosed and the property is located on dead end street on a cul-de-sac with minimal traffic flow.
- The carport is to be constructed as an architectural addition to the main home with a matching roof line which is consistent with the character of the surrounding neighborhood.
- A unique physical condition exists on the property as a portion of the street frontage is located on a curvature of the cul-de-sac which further reduces the front yard of the property.

Public comment forms were mailed to twenty (20) property owners within 200 feet of this request, as required by State Law. At the time of posting four comment forms were returned in favor and one in opposition of the request.

The Board shall not grant a variance to the development code which:

- (1) Permits a land use not allowed in the zoning district in which the property is located; or
- (2) Is in the public right-of-way or on public property; or
- (3) Alters any definition of the development code; or
- (4) Is other than the minimum variance that will afford relief with the least modification possible to the requirements of the development code; or
- (5) Is based on physical conditions or circumstances of the property so general or recurring in nature as to reasonably make practicable the formulation of a general regulation to be adopted as an amendment to the development code; or
- (6) Is based exclusively on findings of personal or financial hardship.

In order to grant a variance to the development code the Board shall find that all the following have been satisfied:

- (1) That there are unique physical circumstances or conditions of the lot, or other exceptional physical condition particular to the affected property;
- (2) That because of these unique physical circumstances or conditions, the property cannot be reasonably developed or used in compliance with the provisions of the development code;
- (3) That due to such unique physical circumstances or conditions, the strict application of the development code would create a demonstrated hardship;
- (4) That the demonstrable hardship is not self-imposed;
- (5) That the variance if granted will not adversely affect the proposed development or use of adjacent property or neighborhood;
- (6) That the variance, if granted will not change the character of the zoning district in which the property is located;
- (7) That the variance, if granted is in keeping with the intent of the development code; and
- (8) That the variance, if granted, will not adversely affect the health, safety or welfare of the citizens of Wylie.

Cancelled due to inclement weather



Locator Map



ZONING BOARD OF ADJUSTMENT CASE:
ZBA 2025-18 1103 Cedar Lake Court

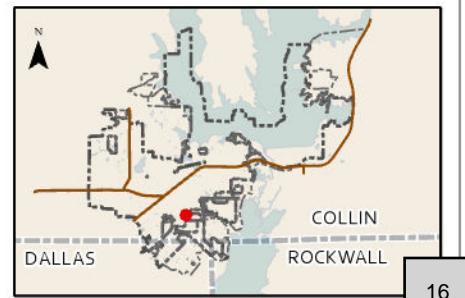
SUBJECT property

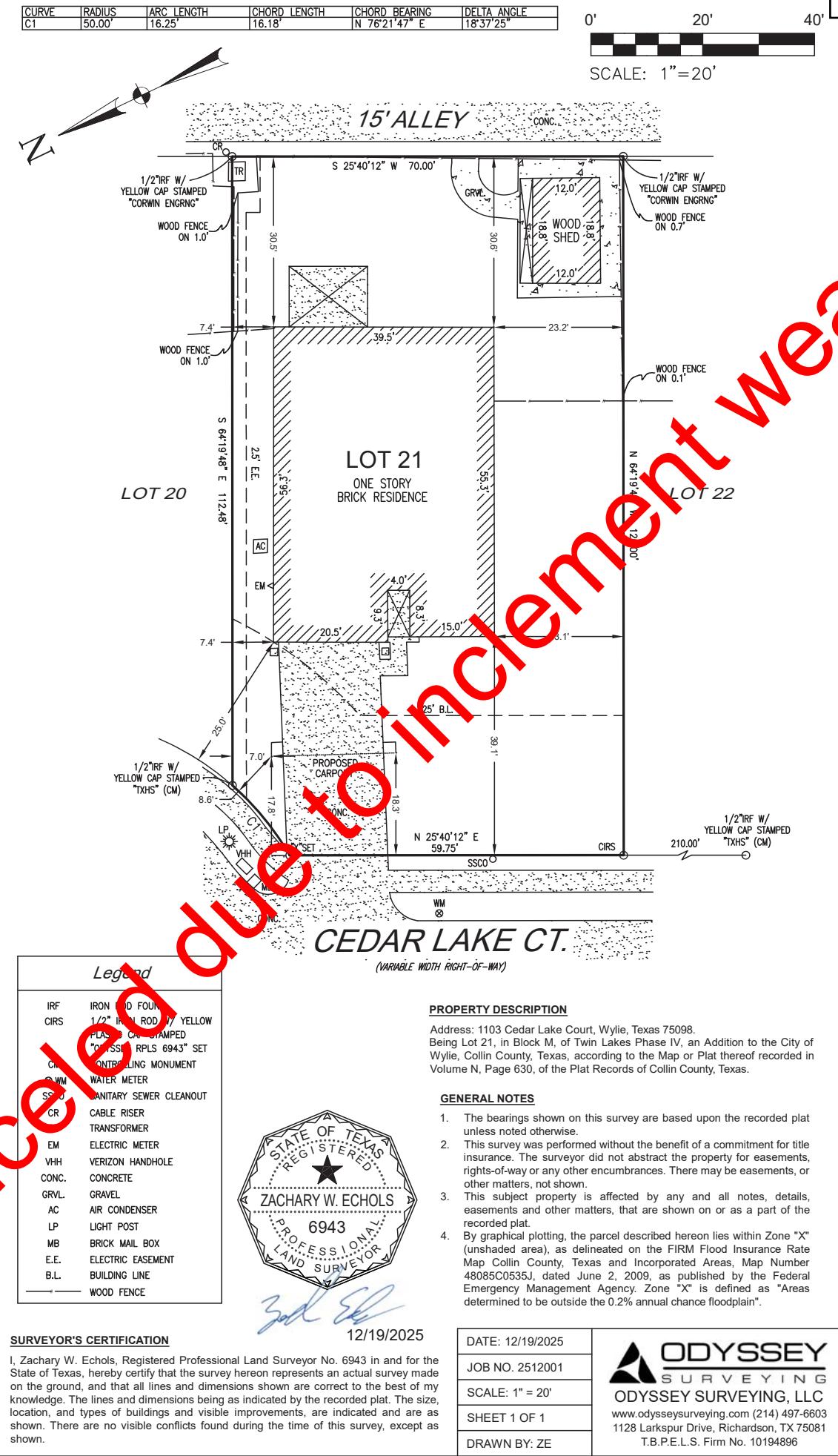
Wylie City Limit

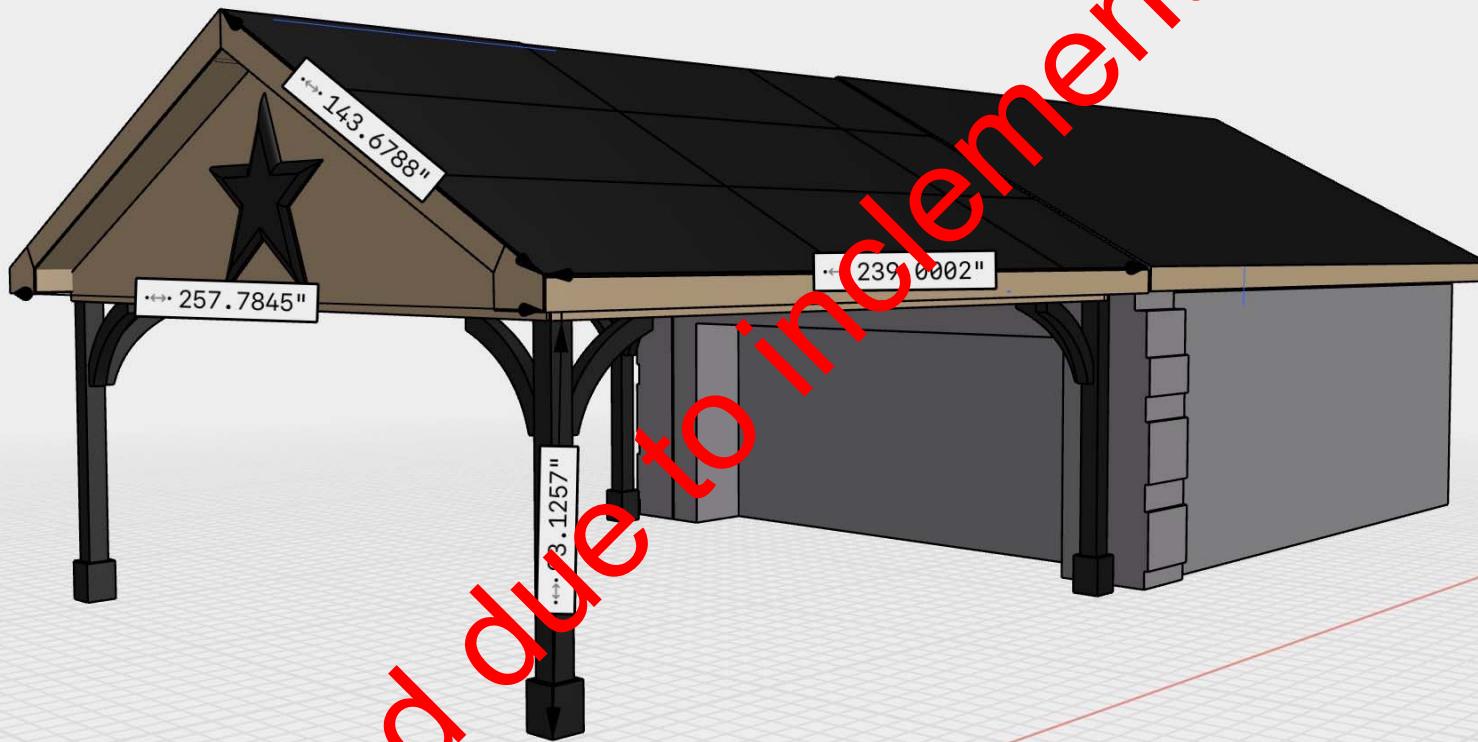
0 100 200 300 400 500 600 Feet



Date: 1/6/2026







Cancelled due to inclement weather

Dear Members of the Board of Adjustment,

I, Sean Wrobel, am the property owner of 1103 Cedar Lake Court, Wylie, Texas 75098, legally described as Lot 21, Block M, Twin Lakes Phase IV, an addition to the City of Wylie, Collin County, Texas. I submit this letter in support of my application to the City of Wylie Board of Adjustment, requesting a zoning variance to allow the construction of a residential carport.

The subject property is located at the end of a cul-de-sac, which creates unique physical conditions not common to standard interior lots within the subdivision. The curved frontage and irregular lot configuration significantly reduce the buildable area when standard front and side yard setback requirements are applied. As a result, the front and side setback lines converge, limiting reasonable placement of accessory structures.

The intent of this request is to construct a modest, open-sided residential carport that aligns with the existing driveway and residence. Strict compliance with the zoning ordinance setback requirements makes it impractical to locate the carport in a functional and reasonable location due to the lot's configuration. I am requesting the following variances:

- A reduction of the **required 25-foot front yard setback to 18 feet 3 inches**, and
- A reduction of the **left side yard setback to 17 feet 8 inches**.

These requests represent the minimum variances necessary to allow reasonable use of the property. The hardship prompting this request is related solely to the physical characteristics of the land and is not self-created. The existing residence and driveway placement, combined with the cul-de-sac lot shape, restrict the available buildable area under the current zoning regulations.

The proposed carport will be residential in scale, architecturally compatible with the existing home, and consistent with the character of the surrounding neighborhood. It will not obstruct visibility, interfere with traffic circulation, negatively affect drainage, or create adverse impacts on adjacent properties or public safety.

Granting these variances supports the intent of the zoning ordinance, allows reasonable use of the property, and maintains neighborhood character without granting a special privilege inconsistent with other properties in the district. A current property survey is included to illustrate existing conditions and the proposed carport location.

Thank you for your time and consideration of this request.

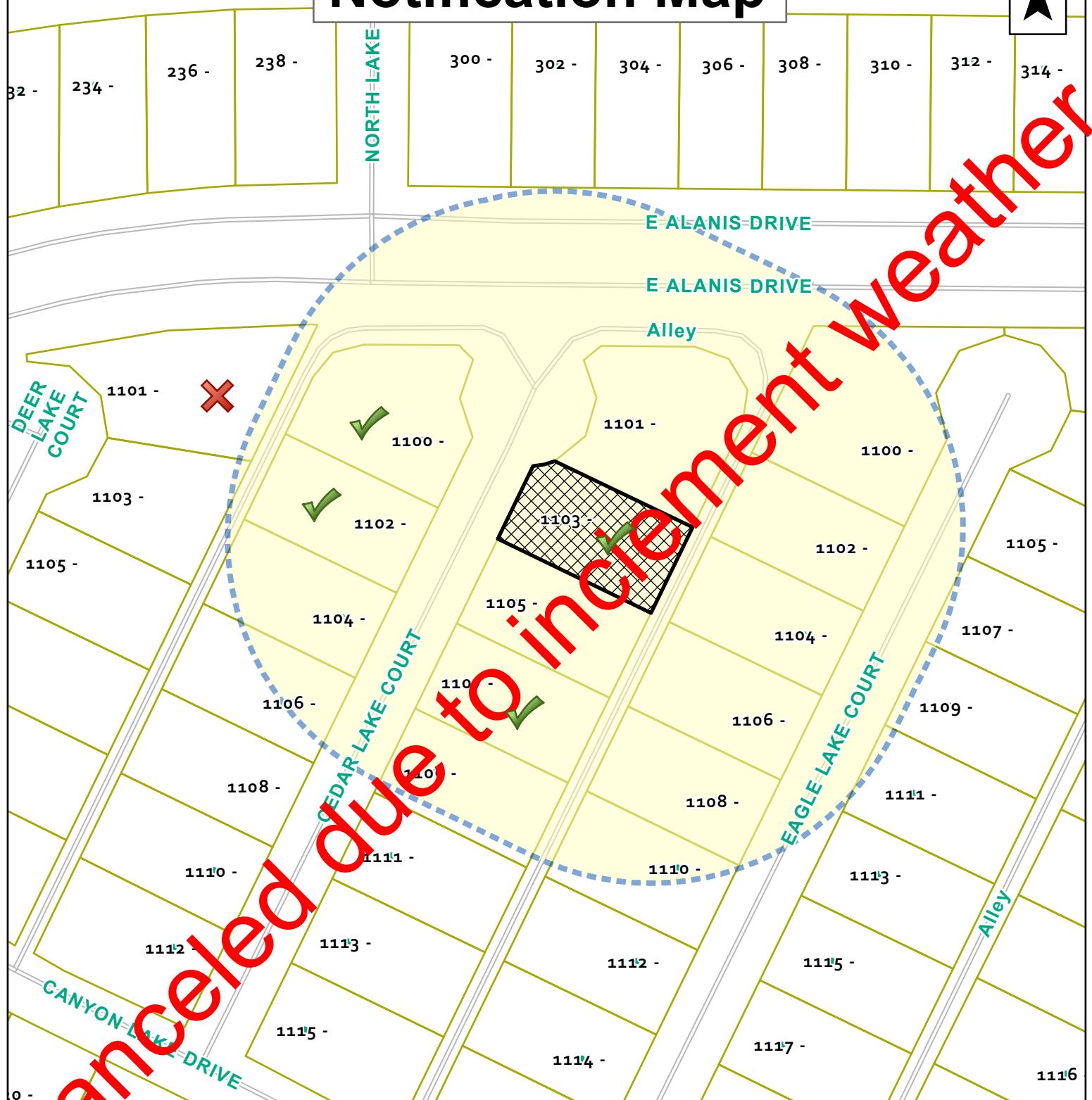
Sincerely,

Sean Wrobel

Cancelled due to inclement weather



Notification Map



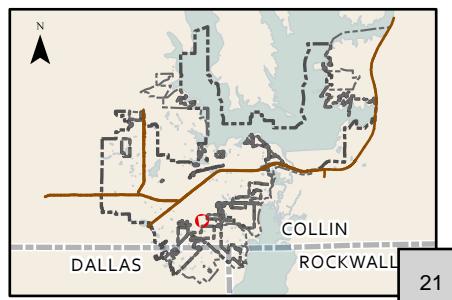
ZONING BOARD OF ADJUSTMENT CASE:
ZBA 2025-18 1103 Cedar Lake Court

200 foot Notification Buffer

SUBJECT property

0 25 50 75 100 125 150 175 200 225 250 275 300 Feet

Date: 1/6/2026





Public Comment Form

First Name *

Heather

Middle Name**Last Name ***

Burger

Address *

Street Address

1100 Cedar Lake Ct

Address Line 2

City

Wylie

State / Province / Region

TX

Postal / Zip Code

75098

Case # *

ZC2025-18 1103 Cedar Lake Ct.

Response *

- I am FOR the requested zoning as explained on the public notice
- I am AGAINST the requested zoning as explained on the public

Comments

I agree and understand that by signing the electronic signature, that it is the equivalent to my manual/handwritten signature.

Signature *

A grayscale image of a handwritten signature, which appears to be 'Heather'.

Date of Signature

1/18/2026

Cancelled due to inclement weather



Public Comment Form

First Name *

james

Middle Name**Last Name ***

watson

Address *

Street Address

1101 deer lake ct

Address Line 2

City

Wylie

State / Province / Region

TX

Postal / Zip Code

75098

Case # *

ZC2025-18 1103 Cedar Lake Ct.

Response *

I am FOR the requested zoning as explained on the public notice
 I am AGAINST the requested zoning as explained on the public

Comments

I am against any carports on the front of the house. They look trashy, use your garage.

I agree and understand that by signing the electronic signature, that it is the equivalent to my manual/handwritten signature.

Signature *

A grayscale image of a handwritten signature, which appears to read "James M. Watson".

Date of Signature

1/16/2026



Public Comment Form

First Name *

Marisol

Middle Name**Last Name ***

Wrobel

Address *

Street Address

1103 Cedar Lake Ct

Address Line 2

City

Wylie

State / Province / Region

TX

Postal / Zip Code

75098

Case # *

ZC2025-18 1103 Cedar Lake Ct.

Response *

- I am FOR the requested zoning as explained on the public notice
- I am AGAINST the requested zoning as explained on the public

Comments

I agree and understand that by signing the electronic signature, that it is the equivalent to my manual/handwritten signature.

Signature ***Date of Signature**

1/16/2026

Cancelled due to inclement weather



Public Comment Form

First Name *

Steve

Middle Name**Last Name ***

Benz

Address *

Street Address

1102 Cedar Lake Ct

Address Line 2

City

Wylie

State / Province / Region

TX

Postal / Zip Code

75098

Case # *

ZC2025-18 1103 Cedar Lake Ct.

Response *

- I am FOR the requested zoning as explained on the public notice
- I am AGAINST the requested zoning as explained on the public

Comments

I agree and understand that by signing the electronic signature, that it is the equivalent to my manual/handwritten signature.

Signature ***Date of Signature**

1/17/2026

Cancelled due to inclement weather



Public Comment Form

First Name *

Javier

Middle Name

B

Last Name *

Alvarez

Address *

Street Address

1107 cedar lake ct.

Address Line 2

City

Wylie

State / Province / Region

TX

Postal / Zip Code

75098

Case # *

ZC2025-18 1103 Cedar Lake Ct.

Response *

- I am FOR the requested zoning as explained on the public notice
- I am AGAINST the requested zoning as explained on the public

Comments

I agree and understand that by signing the electronic signature, that it is the equivalent to my manual/handwritten signature.

Signature *

A grayscale image of a handwritten signature that appears to read 'Javier Alvarez'.

Date of Signature

1/18/2026

Cancelled due to inclement weather



Wylie Zoning Board of Adjustments

AGENDA REPORT

Department: Planning

Item Number: 3

Prepared By: Kevin Molina

Subject

Hold a Public Hearing to consider and act upon a request by Kirbi Stellano for a variance to Section A.3 of Planned Development 1999-39 (PD 99-39) to allow for a fence eight feet in height. Property located at 3600 Barberry Drive. (ZBA 2025-19).

Recommendation

Motion to approve or deny.

Discussion

OWNER: Kirbi Stellano

APPLICANT: Kirbi Stellano

The applicant is requesting a variance to Section A.3 of Planned Development 1999-39 (99-39) to allow for a fence eight feet in height in lieu of six feet. The property is located at 3600 Barberry Drive.

The purpose of the ordinance having height restrictions is to insure a uniform appearance throughout the subdivision.

The applicant believes the variance request has merit for the following reasons:

- The current city Zoning Ordinance allows for fences eight feet in height. The six feet limitation was established by Planned Development 199-39.
- The McCreary Estates Homeowners Association has provided a conditional approval letter for the fence.

Public comment forms were mailed to twenty-seven (27) property owners within 200 feet of this request, as required by State Law. At the time of posting no comment forms were returned in favor or in opposition of the request.

The Board shall not grant a variance to the development code which:

- (1) Permits a land use not allowed in the zoning district in which the property is located; or
- (2) Is in the public right-of-way or on public property; or
- (3) Alters any definition of the development code; or
- (4) Is other than the minimum variance that will afford relief with the least modification possible to the requirements of the development code; or
- (5) Is based on physical conditions or circumstances of the property so general or recurring in nature as to reasonably make practicable the formulation of a general regulation to be adopted as an amendment to the development code; or
- (6) Is based exclusively on findings of personal or financial hardship.

In order to grant a variance to the development code the Board shall find that all the following have been satisfied:

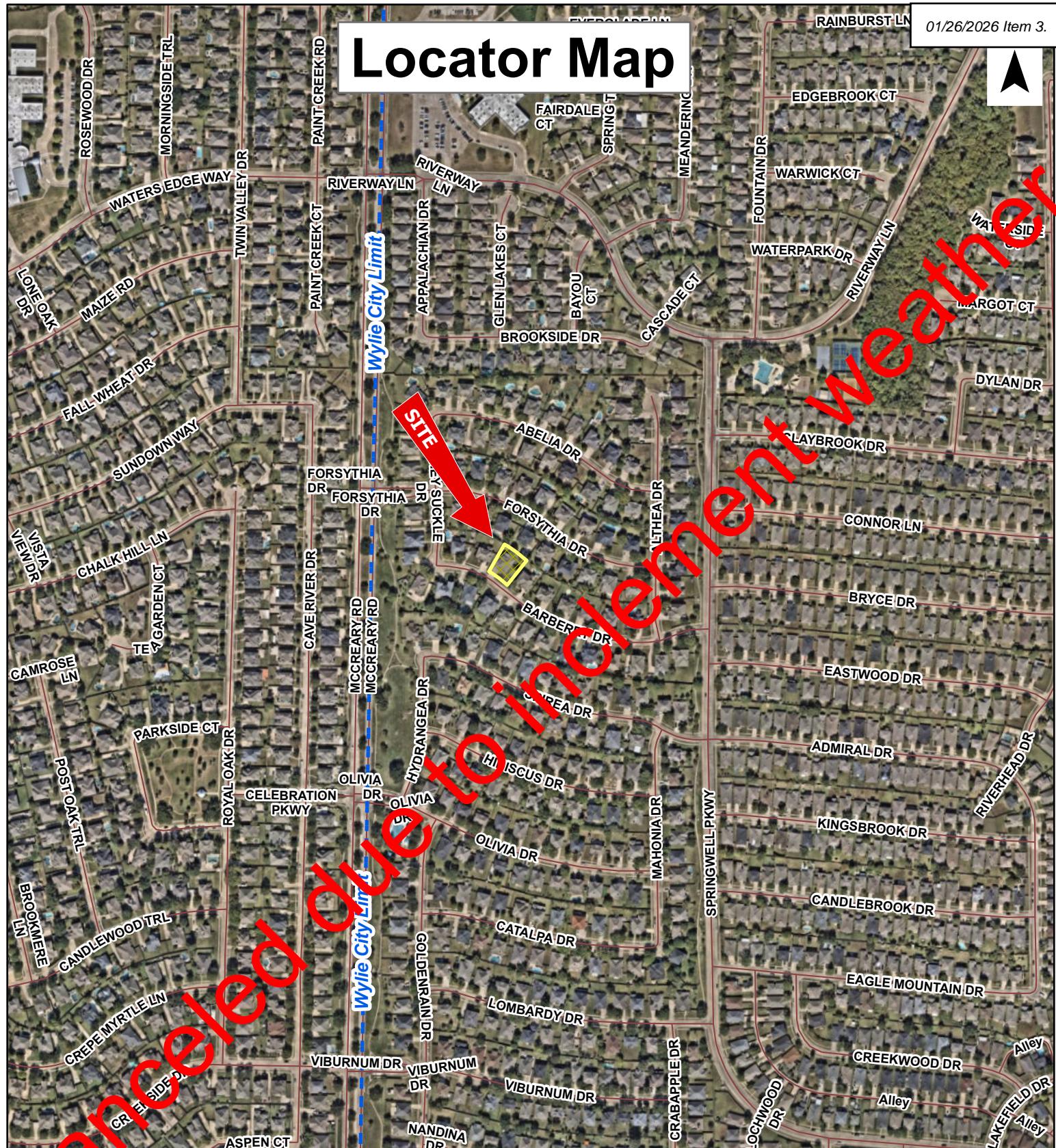
- (1) That there are unique physical circumstances or conditions of the lot, or other exceptional physical condition particular to the affected property;
- (2) That because of these unique physical circumstances or conditions, the property cannot be reasonably developed or used in compliance with the provisions of the development code;

- (3) That due to such unique physical circumstances or conditions, the strict application of the development code would create a demonstrated hardship;
- (4) That the demonstrable hardship is not self-imposed;
- (5) That the variance if granted will not adversely affect the proposed development or use of adjacent property or neighborhood;
- (6) That the variance, if granted will not change the character of the zoning district in which the property is located;
- (7) That the variance, if granted is in keeping with the intent of the development code; and
- (8) That the variance, if granted, will not adversely affect the health, safety or welfare of the citizens of Wythe.

Cancelled due to inclement weather



Locator Map



ZONING BOARD OF ADJUSTMENT CASE:
ZBA 2025-19 3600 Barberry Drive



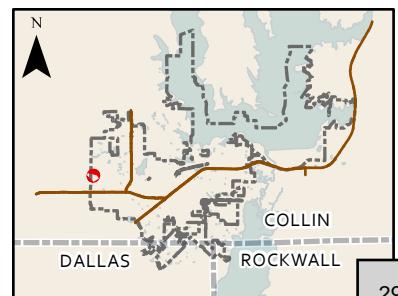
SUBJECT property



Wylie City Limit

0 0.1 0.2 0.3 Miles

Date: 1/7/2026





Cancelled due to inclement weather

McCreary Estates Homeowners Association, Inc.

December 17, 2025

Kirbi Stellano & John M. Stellano, Jr.
3600 Barberry Drive
Wylie, TX 75098

Property: 3600 Barberry Drive
Ref #: XN20115496

Dear Kirbi Stellano M. Stellano, Jr.:

Your request for an architectural modification on your property at 3600 Barberry Drive has been approved by the Architectural Control Committee (ACC) of McCreary Estates Homeowners Association, Inc.. Specifically, you have approval to proceed with the following request as submitted **Fence**

Fence

If applicable to your property: If your property is adjacent to any Association owned common area fence, your fence MUST graduate to the same height as the association owned common area fence where it will tie into that fence.

Thank you for adhering to the architectural guidelines of the community. We appreciate your patience while this information was being reviewed.

A copy of your application is saved in your online account. *Login to your online account here: <https://owner.sbbmanagement.com>.* This will appear on your "My Items" page under the reference number XN20115496. You can also click "Reply" on this page should you have any additional questions.

This approval is given without any representations or warranties, including but not limited to, representations and/or warranties regarding fitness, design, structural integrity, fitness for intended purpose, adequacy of the proposed construction, or compliance with any applicable county, state or federal statutes, codes and/or regulations. The ACC specifically disclaims any representations or warranties; the approval granted here is expressly limited to those matters enumerated in the Deed Restrictions governing the Association. This approval also does not eliminate the need to obtain a permit from the county or city (if applicable to your project).

Sincerely,

McCreary Estates Homeowners Association, Inc.
Professional management by SBB Community Management

MCCREARY ESTATES HOMEOWNERS ASSOCIATION, INC.

Architectural Improvement Application and Review Form

In an effort to provide and protect each individual's homeowner rights and property value, it is required that any homeowner considering improvements which are visible from adjoining lots or front street view, submit an ACC form to the Architectural Committee prior to initiating work on planned improvements. **ONLY ONE IMPROVEMENT PER FORM.**

Owner's Name: Kirbi & John Stellano Home Phone: 832 725 0939
 Address: 3600 Barberry Dr Wylie TX 75098 Work Phone: 469 585 2224
 E-mail: Kirbileigh (@) gmail.com

What is the nature of the improvement that you proposed? (Example: Patio cover, addition to the house, satellite dish, fence replacement, fence extension, swimming pool, addition of trees, extension of driveway, addition of play structure, etc.)

Fence replacement- 8ft cedar Board on Board w/ top cap and kick board stained w/ Ready Seal Mahogany

Location of Improvement (check applicable area):

Front of House Side of House Garage Roof
 Back of House Patio Other

Supplier or Contractor: _____ License #: _____

Note: All requests must include detailed specifications such as color, size, height, materials used and location of improvement. Please provide a plat, sketch, or drawing of the location of each proposed project.

Send Application to:

McCreary Estates Homeowner's Association

c/o SBB Management Company

12801 N. Central Expressway, Suite 1401 Dallas, TX 75243

Phone: (972) 960-2800 Fax: (972) 991-6642

or via e-mail at:

acc@sbbmanagement.com

NOTICE

1. All necessary permits (City/County) must be obtained from the proper agencies prior to beginning construction.
2. All work must be done in a workmanship-like manner and must be substantially the same as the diagram or drawing submitted for approval.
3. To promote an attitude of neighborliness and a sense of community among residents the Committee requires signatures from neighbors that will have a "view" of your improvement. Their signatures indicate an awareness of your intent and do not constitute or indicate approval or disapproval by the Committee.

Neighbor Awareness Signatures

Name: Sondra Benton
 Address: 3602 Barkley Dr
 Comments: Wylie, TX 75098
 Signature: Sondra Benton

Name: Julie Cameron
 Address: 3505 Forsyth Drive
 Comments: Wylie, TX 75098
 Signature: Julie Cameron

Neighbor Awareness Signatures are required

Owner Acknowledgements

1. No work on this request shall commence until homeowner has received written approval from the Architectural Control Committee.
2. Any Construction or exterior alterations undertaken by me or on my behalf before approval of the application is not allowed. If alterations are made before approval is given in writing homeowner may be required to return the property to its previous condition at his/her own expense.
3. Any variation from the original application must be resubmitted for approval.


 Homeowner Signature

12/14/2025

Date of Request

FOR COMMITTEE/ BOARD OF DIRECTORS USE ONLY:

Date received: _____

Approved by: _____ Date: _____

Disapproved by: _____

Date: _____

Comments: _____

NOTICE

1. All necessary permits (City/County) must be obtained from the proper agencies prior to beginning construction.
2. All work must be done in a workmanship-like manner and must be substantially the same as the diagram or drawing submitted for approval.
3. To promote an attitude of neighborliness and a sense of community among residents the Committee requires signatures from neighbors that will have a "view" of your improvement. Their signatures indicate an awareness of your intent and do not constitute or indicate approval or disapproval by the Committee.

Neighbor Awareness Signatures

Name: Scott H. H.
 Address: 3504 Berberry Dr
 Comments: Lat 96
 Signature: Lat 96

Name: _____
 Address: _____
 Comments: _____
 Signature: _____

Neighbor Awareness Signatures are required.

Owner Acknowledgements

1. No work on this request shall commence until homeowner has received written approval from the Architectural Control Committee.
2. Any Construction or exterior alterations undertaken by me or on my behalf before approval of the application is not allowed. If alterations are made before approval is given, the homeowner may be required to return the property to its previous condition at his/her own expense.
3. Any variation from the original application must be resubmitted for approval.



Homeowner Signature

12/14/2025

Date of Request

FOR COMMITTEE/ BOARD OF DIRECTORS USE ONLY:

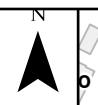
Date received: _____

Approved by: _____ Date: _____

Disapproved by: _____

Date: _____

Comments: _____



Notification Map

FORSYTHIA DR

HONEY-SUCKLE-DR

MCCREADY RD

canceled

due to inclement weather

ZONING BOARD OF ADJUSTMENT CASE:

ZONING BOARD OF ADJUSTMENT CASE:
ZBA 2025-19 3600 Barberry Drive



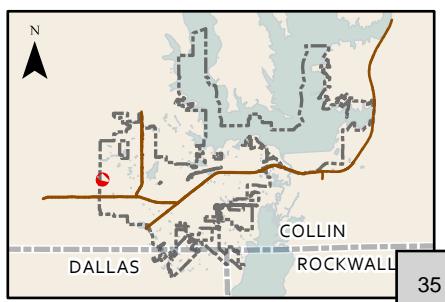
200 foot Notification Buffer



SUBJECT property



Date: 1/7/2026





Wylie Zoning Board of Adjustments

AGENDA REPORT

Department: Planning

Item Number: 4

Prepared By: Kevin Molina

Subject

Hold a Public Hearing to consider and act upon a request by Chris Dague for a variance to Section 22-447 (9) and Section 22-450 (f) of the Sign Ordinance to allow for three painted wall signs over the maximum allowed wall signage square footage. Property located at 2201 Country Club Road. (ZBA 2025-20).

Recommendation

Motion to approve or deny.

Discussion

OWNER: Gateway Community Church of Murphy

APPLICANT: Signs Up

The applicant is requesting a variance to Section 22-447 (9) and Section 22-450 (f) of the Sign Ordinance to allow for three painted wall signs over the allowed wall signage square footage as generally shown on the attached Variance Exhibit.

The request is to allow for three painted signs on a wall that measures 36' in height for the Gateway Community Church which will soon be renamed Harvest City Church in February of this year. The variance request is being made as the Sign Ordinance prohibits painted signs and has a maximum wall signage requirement where signs shall not, in total, exceed two square feet for every linear foot of the primary facade of the building or lease space, with no one sign exceeding 75 percent of the total allowed square footage. Wall signs mounted to the side or rear of a building shall not exceed one-half (½) the square footage area of signs mounted to the front of the building.

The purpose of the Sign Ordinance restricting painted signs and having a maximum size limitation is to prevent obstructed views, avoid distracting motorists and to preserve the visual aesthetics and quality of life of the community. The Zoning Board of Adjustments may approve or deny the request as presented or discuss potential changes to the presented signage proposal.

The applicant believes the variance request has merit for the following reasons:

- The painted signs are proposed in locations which are non-intrusive as they are non-illuminated and are proposed on walls that are 650' away from the right of way of Country club Road. The signs will also not face the adjacent southern residential development.
- While the sign ordinance does not allow for painted signs it does allow for murals with a maximum area not to exceed the length or height of the exterior wall on which it is painted, drawn or applied. This proposal would be in compliance with the mural allowance.
- The church has a unique physical constraint due to the deep setback which impacts visitors knowing where to turn in from the roadway. The painted wall signs will aid in improving the visibility of the church while being non-intrusive to the safety of traveling vehicles.

Public comment forms were mailed to sixteen (16) property owners within 200 feet of this request, as required by State Law. At the time of posting, one comment form was returned in favor and one in opposition of the request.

The Board shall not grant a variance to the development code which:

- (1) Permits a land use not allowed in the zoning district in which the property is located; or
- (2) Is in the public right-of-way or on public property; or

- (3) Alters any definition of the development code; or
- (4) Is other than the minimum variance that will afford relief with the least modification possible to the requirements of the development code; or
- (5) Is based on physical conditions or circumstances of the property so general or recurring in nature as to reasonably make practicable the formulation of a general regulation to be adopted as an amendment to the development code; or
- (6) Is based exclusively on findings of personal or financial hardship.

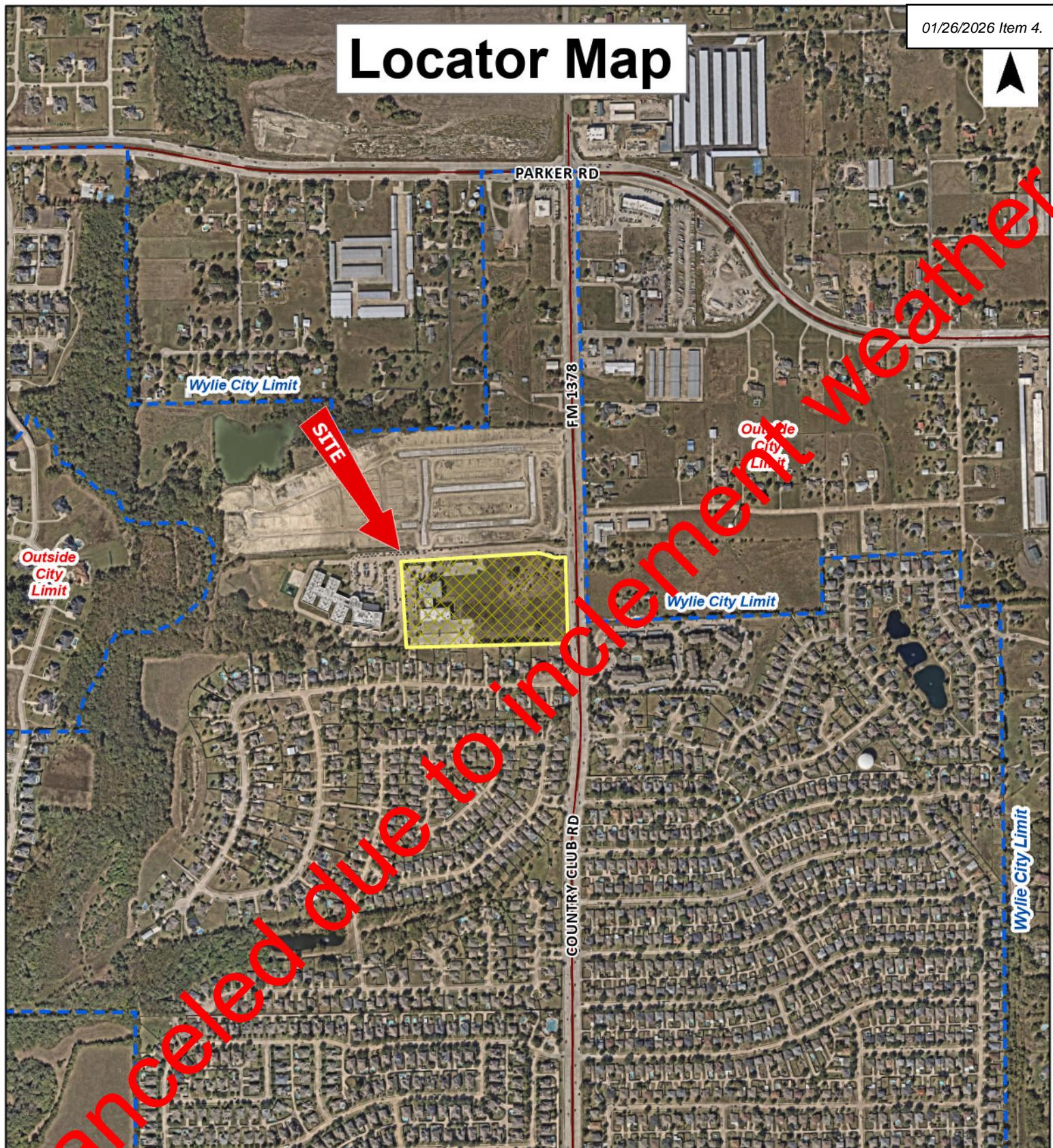
In order to grant a variance to the development code the Board shall find that all the following have been satisfied:

- (1) That there are unique physical circumstances or conditions of the lot, or other exceptional physical condition particular to the affected property;
- (2) That because of these unique physical circumstances or conditions, the property cannot be reasonably developed or used in compliance with the provisions of the development code;
- (3) That due to such unique physical circumstances or conditions, the strict application of the development code would create a demonstrated hardship;
- (4) That the demonstrable hardship is not self-imposed;
- (5) That the variance if granted will not adversely affect the proposed development or use of adjacent property or neighborhood;
- (6) That the variance, if granted will not change the character of the zoning district in which the property is located;
- (7) That the variance, if granted is in keeping with the intent of the development code; and
- (8) That the variance, if granted, will not adversely affect the health, safety or welfare of the citizens of Wylie.

Cancelled due to inclement weather



Locator Map



ZONING BOARD OF ADJUSTMENT CASE:
ZBA 2025-20 2201 Country Club Road

SUBJECT property

Wylie City Limit

0 0.1 0.2 0.3 Miles



Date: 1/7/2026





SIGNS UP 

HARVEST CHURCH
2201 COUNTRY ROAD
WYLIE, TEXAS

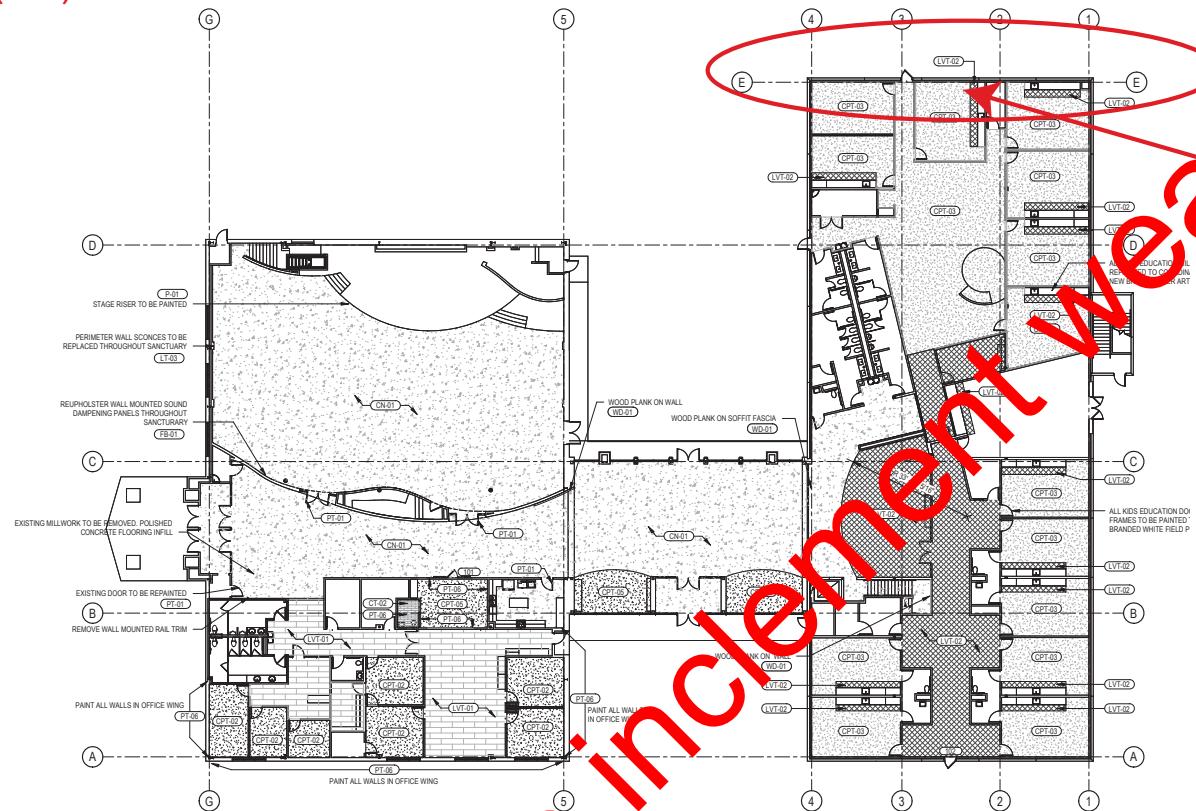
SIGNS UP
MSE 221109 | ESC 18540
3745 Rufe Snow Blvd
North Richland Hills, TX

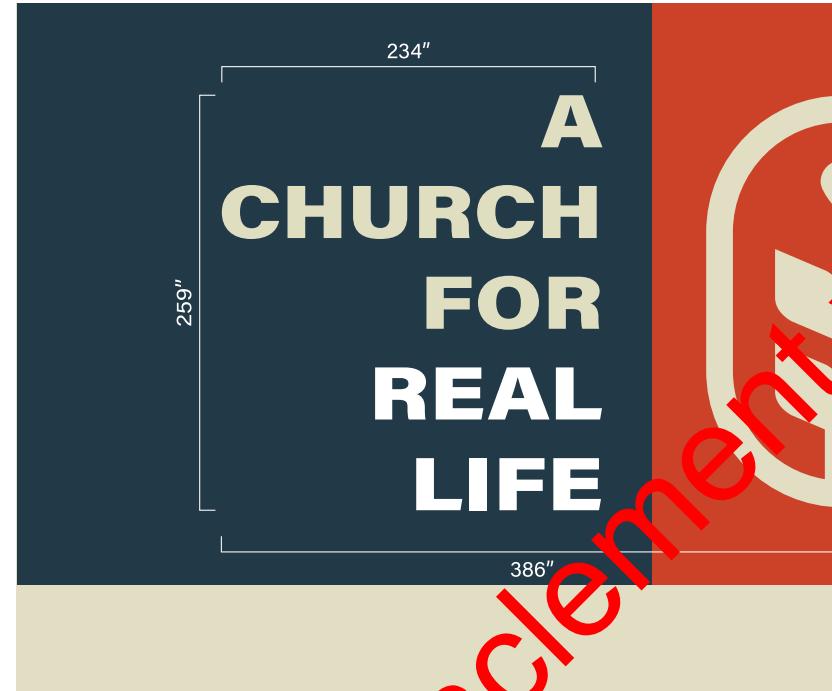
DATE: 12-30-25
ELEV:
REP: ANDRE

APPROVED FOR PRODUCTION

Signature

Date





PROPOSED
NORTH
ELEVATION
SIGN



ARTIST'S COMP



December 31, 2025

City of Wylie
 Planning and Zoning Department
 300 Country Club Road
 Wylie, TX 75098

Re: Letter of Intent and Hardship Justification

Project: Harvest City Church (formerly Gateway Community Church) – Campus Rebrand and Signage

Address: 2201 Country Club Road, Wylie, Texas

Request: Approval of Three Non-Illuminated Wall Signs (East, North, and West Elevations)

To Whom It May Concern,

This Letter of Intent is submitted in support of a hardship justification for three proposed non-illuminated wall signs to be installed on the east, north, and west elevations of the church building located at 2201 Country Club Road. The request seeks reasonable relief to allow clear site identification and wayfinding due to the property's physical layout and substantial separation from the public right of way.

Project Intent

The proposed signage consists of three non-illuminated wall signs applied directly to existing exterior wall surfaces. Each sign is painted or vinyl-applied and installed flush to the building façade, remaining within the architectural plane of the structure. The signs are intended solely for identification and wayfinding for visitors, congregants, and community members accessing the campus for services and events.

The three wall signs work together as a coordinated identification system rather than as advertising. Each elevation serves a different approach condition to the site and responds to how vehicles and pedestrians encounter the property from surrounding roadways and internal drives.

Hardship and Practical Difficulty

The hardship supporting this request is created by the physical layout of the site, not by self-imposed conditions. The church building is located a significant distance from Country Club Road (~700ft) and is separated from the public roadway by a large open field, internal drive aisles, and parking areas. The substantial setback greatly limits visibility of the building and its primary entrance from the street. Standard monument or small wall signage is ineffective under these conditions.

Worship. Grow. Serve. Impact!

2201 Country Club Road • Wylie, TX 75098
 972.429.0400 • GatewayOnline.org
 Dr. Blake Switzer, Senior Pastor

Additionally, the corridor and frontage area lack meaningful ambient lighting. There is no sign illumination proposed, and existing lighting conditions already make the campus difficult to identify during evening services and community events. Visitors frequently experience difficulty recognizing the site in sufficient time to make safe and predictable turning movements. These conditions create a practical difficulty in identifying the property that cannot be reasonably addressed without the proposed wall signage.

Minimal Impact and Compatibility

All three proposed signs are non-illuminated. They do not include internal lighting, external lighting, or digital components. As a result, the signs will not create glare, light spill, or nighttime brightness and will not affect nearby residential neighborhoods.

The signs do not project beyond the building face and do not occupy additional airspace, ground area, or required setbacks. No sign extends over property lines or into the public right of way. The painted or flush-mounted design ensures the signage reads as part of the building architecture rather than as a freestanding or intrusive element.

The scale and placement of each sign are proportional to the building elevations they occupy and are consistent with the size of the structure when viewed from a distance. The signage does not create noise, does not introduce safety hazards, and does not interfere with traffic operations.

Public Safety and Traffic Considerations

Clear and timely site identification supports public safety. When drivers are unable to identify a destination early, they are more likely to slow abruptly, stop unexpectedly, or make last-second turns. The proposed wall signs improve advance recognition of the site, reducing confusion and improving traffic predictability along Country Club Road and internal site drives. The signs are especially important for first-time visitors, elderly congregants, and special event attendees unfamiliar with the campus layout.

Conclusion

The requested approval for three non-illuminated wall signs represents the minimum relief necessary to address the unique physical constraints of the property. The hardship is directly tied to the building's deep setback, lack of ambient lighting, and campus configuration. The proposal does not intensify land use, does not increase signage clutter, and does not negatively impact surrounding neighborhoods. For these reasons, we respectfully request approval of the proposed non-illuminated wall signs as shown in the submitted exhibits. This Letter of Intent is provided to support the hardship justification for the application and to serve as the public explanation required for notice and newspaper posting.

Thank you for your consideration.

SM Dague
Sincerely,
Chris Dague

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972.429.0400 • GatewayOnline.org
Dr. Blake Switzer, Senior Pastor

Executive Pastor Gateway Community Church

Phone: 469-964-0970

Email: Chris@gatewayonline.org

Attachments:

- Site plan identifying sign locations
- East elevation non-illuminated wall sign exhibit
- North elevation non-illuminated wall sign exhibit
- West elevation non-illuminated wall sign exhibit

Cancelled due to inclement weather

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Dr. Blake Switzer, Senior Pastor



Public Comment Form

First Name *

John

Middle Name**Last Name ***

Delin

Address *

Street Address

361 W. Byron Nelson Blvd., Ste. 104

Address Line 2

City

Roanoke

State / Province / Region

TX

Postal / Zip Code

76262

Case # *

2025-20 2201 Country Club Rd.

Response *

- I am FOR the requested zoning as explained on the public notice
- I am AGAINST the requested zoning as explained on the public

Comments

This is on behalf, as Managing Member, of WY Ladera, LLC, which is across the street from the subject. We are in favor of this and think it will be a great look.

I agree and understand that by signing the electronic signature, that it is the equivalent to my manual/handwritten signature.

Signature *

An electronic signature of the name 'John Delin' in a cursive script.

Date of Signature

1/19/2026



Public Comment Form

First Name *

Steven

Middle Name

Michael

Last Name *

Kloza

Address *

Street Address

1605 Stonecrest Trail

Address Line 2

City

Wylie

State / Province / Region

TX

Postal / Zip Code

75098

Case # *

2025-20 2201 Country Club Rd.

Response *

- I am FOR the requested zoning as explained on the public notice
- I am AGAINST the requested zoning as explained on the public

Comments

I agree and understand that by signing the electronic signature, that it is the equivalent to my manual/handwritten signature.

Signature *

A grayscale image of a handwritten signature in cursive script, which appears to read 'Steven M. Kloza'.

Date of Signature

1/18/2026

Cancelled due to inclement weather