

Wylie Zoning Board of Adjustments Regular Meeting

July 21, 2025 – 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.

WORK SESSION

WS1. Staff will give a presentation regarding the roles and responsibilities of the ZBA members.

ELECTION OF CHAIR AND VICE-CHAIR

Nominate and motion for Chair

Nominate and motion for Vice-Chair

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 May 19, 2025 Zoning Board of Adjustments meeting.

REGULAR AGENDA

1. Hold a Public Hearing to consider and act upon a request by AFA Enterprises, LLC for a variance to Section 22-250(c)(8)e&f of the City of Wylie Code of Ordinances to allow for a monument sign greater than the allowed high and square footage. Property located at 3201 W FM 544. ZBA 2025-11

ADJOURNMENT

CERTIFICATION

I certify that this Notice of Meeting was posted on July 18, 2025 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.

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.

Welcome to the Zoning Board of Adjustments (ZBA)

Municipal Planning Authority

Overall Authority to protect the Health, Safety, and Welfare of the
City and Citizens



Allowance

- Zoning Board of Adjustment is allowed by Sec 211.008 of the State of Texas Local Government Code

General Decision Responsibilities

- Appeals to administrative decisions
- Variance requests from Zoning Ordinance
- Make recommendation to Zoning Ordinance based on variances
- Special Exceptions to the Zoning Ordinance

Appeals to Administrative Decisions

- Hear and decide an appeal that alleges error in an order, requirement, decision, or determination made by an administrative official
- The board may reverse or affirm, in whole or in part, or modify the administrative official's order
- The concurring vote of 75 percent of the members of the board is necessary

Variance Requests

- Hear and decide an appeal that alleges a special circumstance applies to a property
- In order to grant a variance to the development code the Board shall find that all the following have been satisfied:
 - That there are unique physical circumstances or conditions of the lot, or other exceptional physical condition particular to the affected property;
 - 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;
 - That due to such unique physical circumstances or conditions, the strict application of the development code would create a demonstrated hardship;
 - That the demonstrable hardship is not self-imposed;
 - That the variance if granted will not adversely affect the proposed development or use of adjacent property or neighborhood;
 - That the variance, if granted will not change the character of the zoning district in which the property is located;
 - That the variance, if granted is in keeping with the intent of the development code; and
 - That the variance, if granted will not adversely affect the health, safety or welfare of the citizens of Wylie.
- The concurring vote of 75 percent of the members of the board is necessary
- Variance runs with the property, not the owner.

Ordinance Amendments

- Covers only Zoning Ordinance
- Board gives direction to staff, usually as a result of favorable vote for applicant
- P&Z makes recommendation to City Council

Special Exceptions

- Only when required by the Zoning Ordinance
- Wylie does not currently use this provision

ZBA Operates by Adopted Rules and Procedures

- Written by Board Members
- Approved by City Council
- Updated March 2020

General Meeting Format

- Chairman calls meeting to order
- Citizen Comments on Non-Agenda Items
- Executive or Work Session (as needed)
- Consent Items (minutes)
- Public Hearings
- General Business
- Adjournment

Texting during a meeting may and can constitute as Public Information, please refrain from using personal devices during meetings.

General Item Format

- Chairman Introduction
- Staff Report
- Applicant Remarks
- Public Hearing
 - Citizen Comment
 - Applicant Rebuttal
- Board Discussion
- Motion (approve, approve with conditions, disapprove)

Other Considerations

- Packet Delivery
- Attendance
- Quorums/Open Meetings
- Pre-Meeting Questions
- Open Records
- Conflict of Interest

Planning Staff

Jasen Haskins
Director of Community Services
jasen.haskins@wylietetexas.gov
(972) 516-6324

Kevin Molina
Senior Planner
kevin.molina@wylietetexas.gov
(972) 516-6323

Gabby Fernandez
Administrative Assistant II
gabby.fernandez@wylietetexas.gov
(972) 516- 6321



Zoning Board of Adjustment

AGENDA REPORT

Department: Planning

Item: A

Prepared By: Gabby Fernandez

Subject

Consider, and act upon, minutes from the May 19, 2025 Regular Meeting.

Recommendation

Motion to approve Item A as presented.

Discussion

The minutes are attached for your consideration.



Wylie Zoning Board of Adjustments Regular Meeting

May 19, 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, Vice-Chair I-sha Hudson, Board Member Hamza Fraz and Board Member Gordon Hikel. Staff present were Director of Community Services Jasen Haskins, Senior Planner Kevin Molina, and Administrative Assistant Gabby Fernandez. Absent was Board Member Aaron Lovelace.

COMMENTS ON NON-AGENDA ITEMS

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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 April 21, 2025 Zoning Board of Adjustments Meeting.**

BOARD ACTION

A motion was made by Board Member Hikel and seconded by Vice-Chair Hudson 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 Tina Brown for a variance to Section 5.C of Planned Development 2000-20 to allow for a fence eight feet in height. Property located at 1909 Fountain Spray Drive. (ZBA 2025-08).**

Chair Covington opened the public hearing at 6:04 PM. None approached the Board. Chair Covington closed the public hearing at 6:04 PM.

BOARD ACTION

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

2. **Hold a Public Hearing to consider and act upon a request by Eric Harger for a variance to Section 4.2.A.3 of the Zoning Ordinance to allow for 10' front setbacks in lieu of the required 25'. Property located at 1603 Martinez Lane. (ZBA 2025-09).**

Chair Covington opened the public hearing at 6:11 PM. 1 speaker approached the Board. Chair Covington closed the public hearing at 6:13 PM.

BOARD ACTION

A motion was made by Board Member Hikel and seconded by Vice-Chair Hudson to approve Regular Agenda Item 2 as presented. A vote was taken and carried 4 – 0.

3. **Hold a Public Hearing to consider and act upon a request by Meezan Investments LLC for a variance to Section 3.4.D.1(a), 3.4.D.1(c) & Figure 3-4 of the Zoning Ordinance to allow for Single Family 10/24 development with a variance to the required 30' buffer from a flood plain, variance to the required 40' buffer from a thoroughfare and variance to the double frontage lot depth and rear setback requirements. Property located at 1501 W Brown St. (ZBA 2025-10).**

Chair Covington opened the public hearing at 6:24 PM. 1 speaker approached the Board. Chair Covington closed the public hearing at 6:27 PM.

BOARD ACTION

A motion was made by Board Member Hikel and seconded by Board Member Fraz to approve Regular Agenda Item 3 as presented. A vote was taken and carried 4 – 0.

ADJOURNMENT

A motion was made by Board Member Hikel, and seconded by Vice-Chair Hudson, to adjourn the meeting. A vote was taken and carried 4 – 0. Chair Covington adjourned the meeting at 6:29 PM.

Richard Covington, Chair

ATTEST

Gabby Fernandez, Secretary



Wylie Zoning Board of Adjustments

AGENDA REPORT

Department: Planning
Prepared By: Jasen Haskins

Item Number: 1

Subject

Hold a Public Hearing to consider and act upon a request by AFA Enterprises, LLC for a variance to Section 22-250(c)(8)e&f of the City of Wylie Code of Ordinances to allow for a monument sign greater than the allowed high and square footage. Property located at 3201 W FM 544. **ZBA 2025-11**

Recommendation

Motion to approve or deny.

Discussion

OWNER: AFA Enterprises, LLC

APPLICANT: Malik Perez

The applicant is requesting a variance to Section 22-250(c)(8)e&f of the City of Wylie Code of Ordinances to allow for a monument sign greater than the allowed high and square footage. Property located at 3201 W FM 544. The property is located at 3201 W FM 544 and is zoned Commercial Corridor.

The variance exhibit shows a 20' x 8' monument sign which totals 160 sqft. The city ordinance allows for a monument sign no taller than 14' and 60 sqft. on a property of this size (1.315 acres).

The purpose of the sign size regulations is to regulate the size, illumination, movement, materials, location, height, and condition of all signs placed on private property for exterior observation, thus ensuring the protection of property values, the preservation of the character of the various neighborhoods, the creation of an attractive and harmonious community, landscape as signs obstruct views, distract motorists, displace alternative uses for land, and pose other problems that legitimately call for regulation.

The applicant believes the variance request has merit due to the number of tenets on the property. However, staff feels the issue was self-imposed and not a candidate for a variance due to lot coverage and number of small tenets.

Public comment forms were mailed to eleven (11) 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.

Locator Map



ZONING BOARD OF ADJUSTMENT CASE:
ZBA 2025-11 3201 West FM 544

 SUBJECT property

0 200 400 600 800 1,000 Feet



Date: 6/18/2025



A.F.A. ENTERPRISES LLC

3201 Farm to Market Road 544

Wylie, TX 75098

Phone: (214) 430-1053 | Email: maliksamerperez@gmail.com

Date: June 07, 2025

City of Wylie Board of Adjustment

300 Country Club Rd

Wylie, TX 75098

Subject: Letter of Intent - Sign Variance Request for Monument Sign

Dear Board Members,

We respectfully submit this Letter of Intent to request a sign variance for the property located at 3201 Farm to Market Road 544, Wylie, TX 75098.

The property is a commercial retail shopping center which includes a grocery store, fast food restaurant, smoke shop, and other retail tenants. The property is zoned Commercial Corridor, with current land use as General Merchandise Store.

We are requesting a variance to install a new monument sign that will be:

- 20 feet tall from the ground
- Contain two cabinet sign boxes measuring approximately 8' x 8'
- Constructed with brick base to match exiting monument sign and engineered to meet city requirements

The purpose of this request is to provide adequate visibility for the businesses within the shopping center, as the current sign regulations limit visibility from nearby major thoroughfares. The additional height and size of the proposed monument sign will allow tenants to better advertise their business, improve wayfinding for customers, and support the continued commercial vitality of the center.

The proposed sign will comply with all applicable engineering, safety, and aesthetic standards and

will be subject to final city approval.

We appreciate your time and consideration in reviewing this request and look forward to your favorable decision.

Sincerely,

Malik Perez

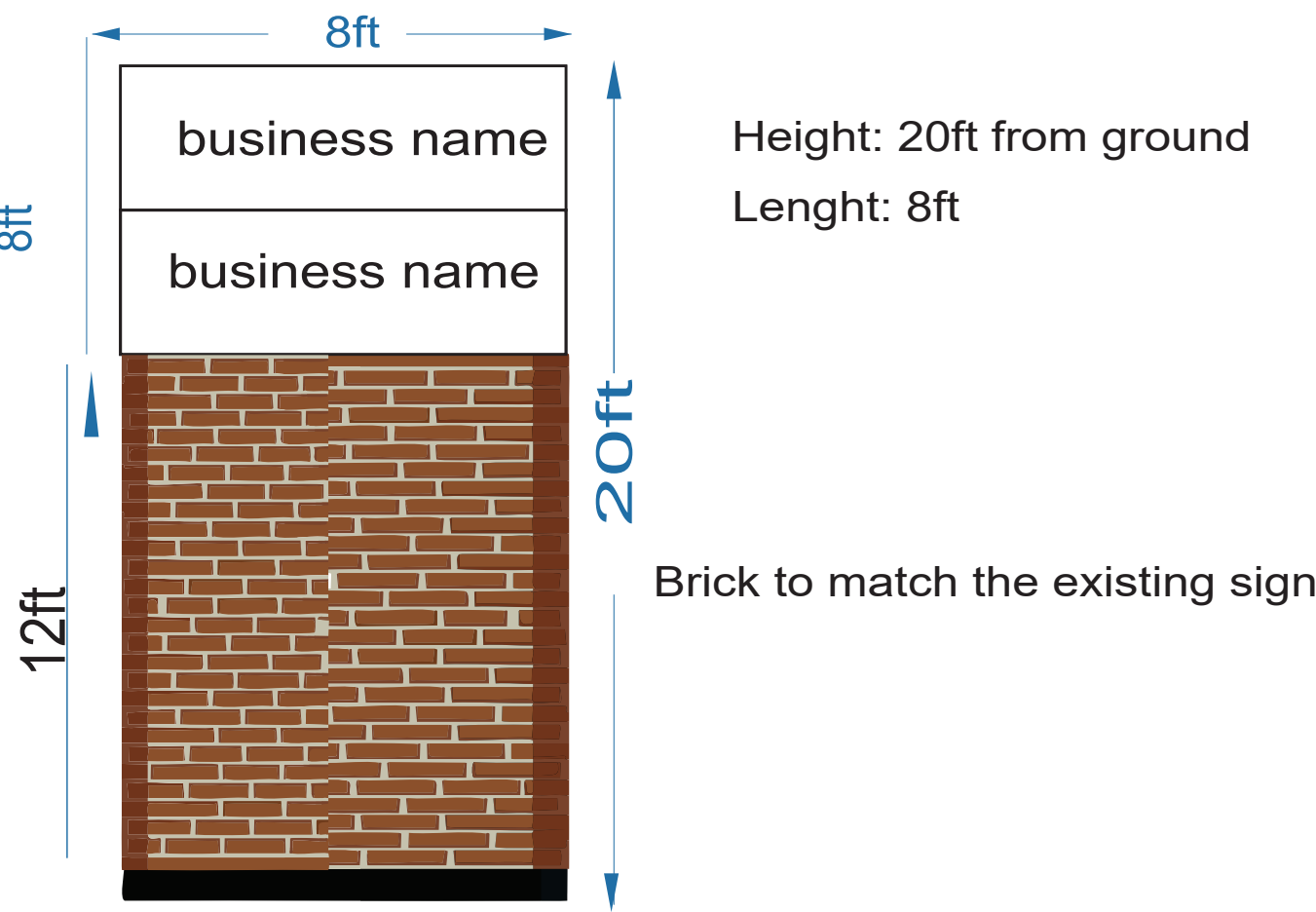
A.F.A. Enterprises LLC

(214) 430-1053

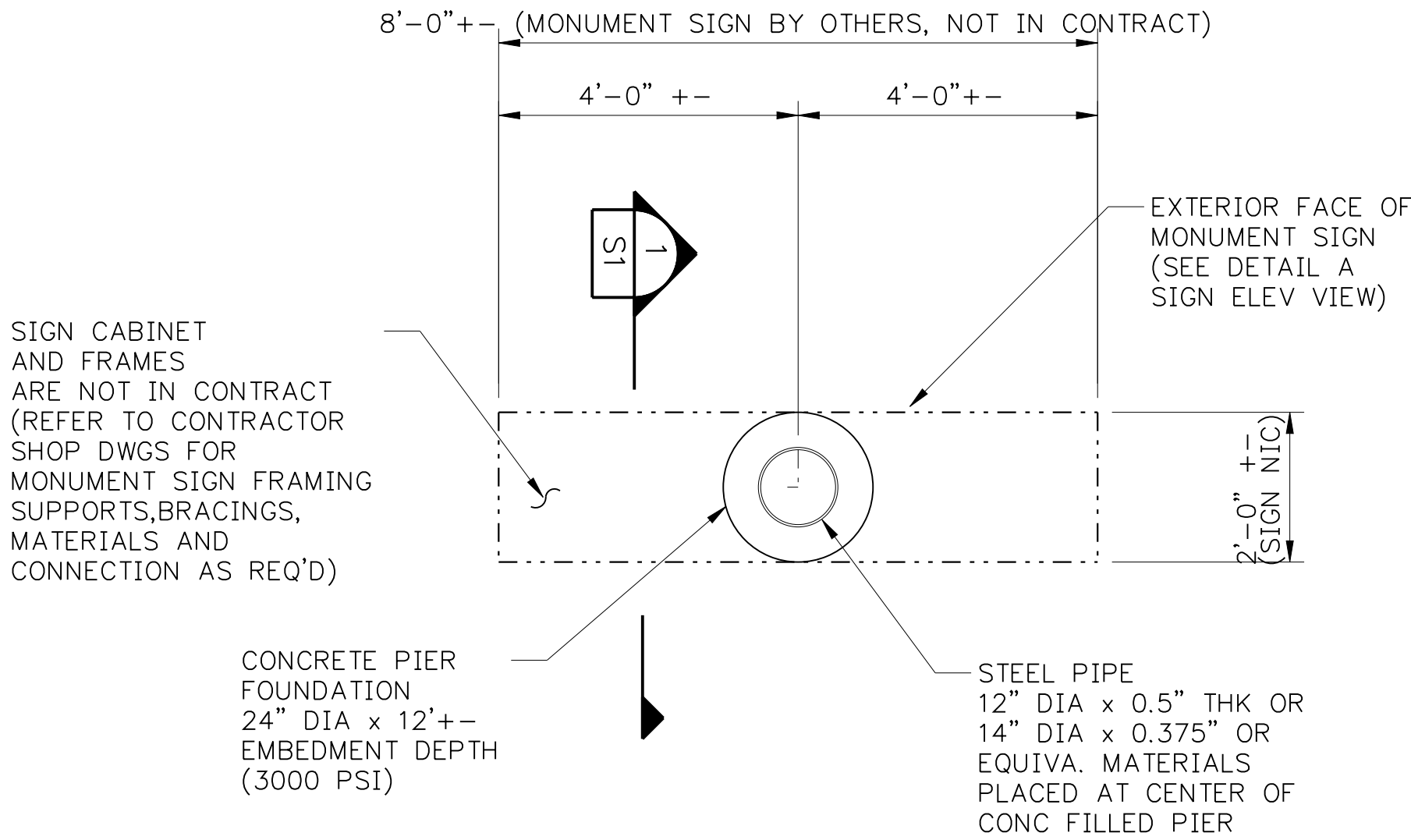
maliksamerperez@gmail.com



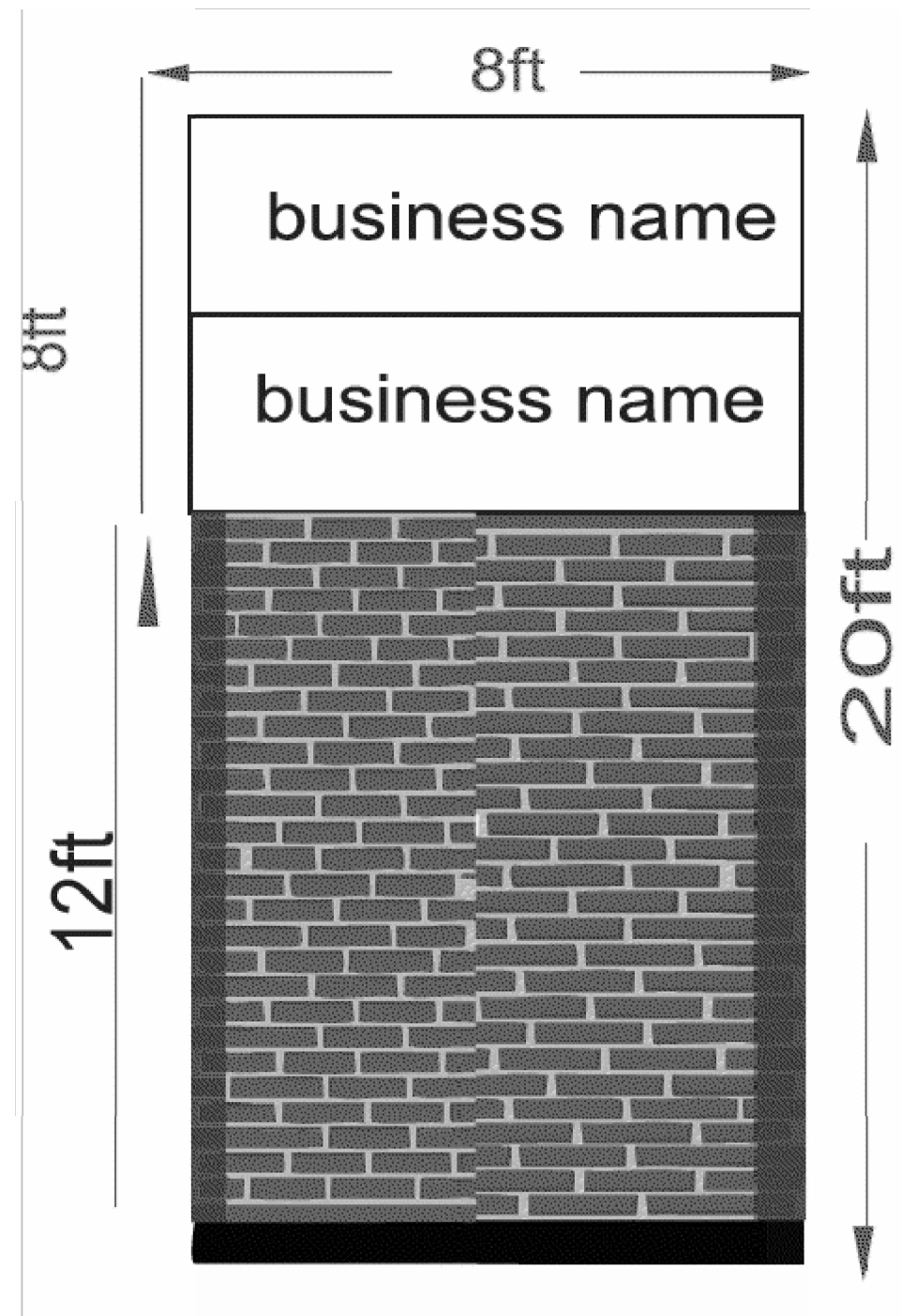
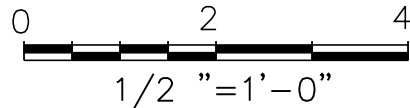
new monument sign



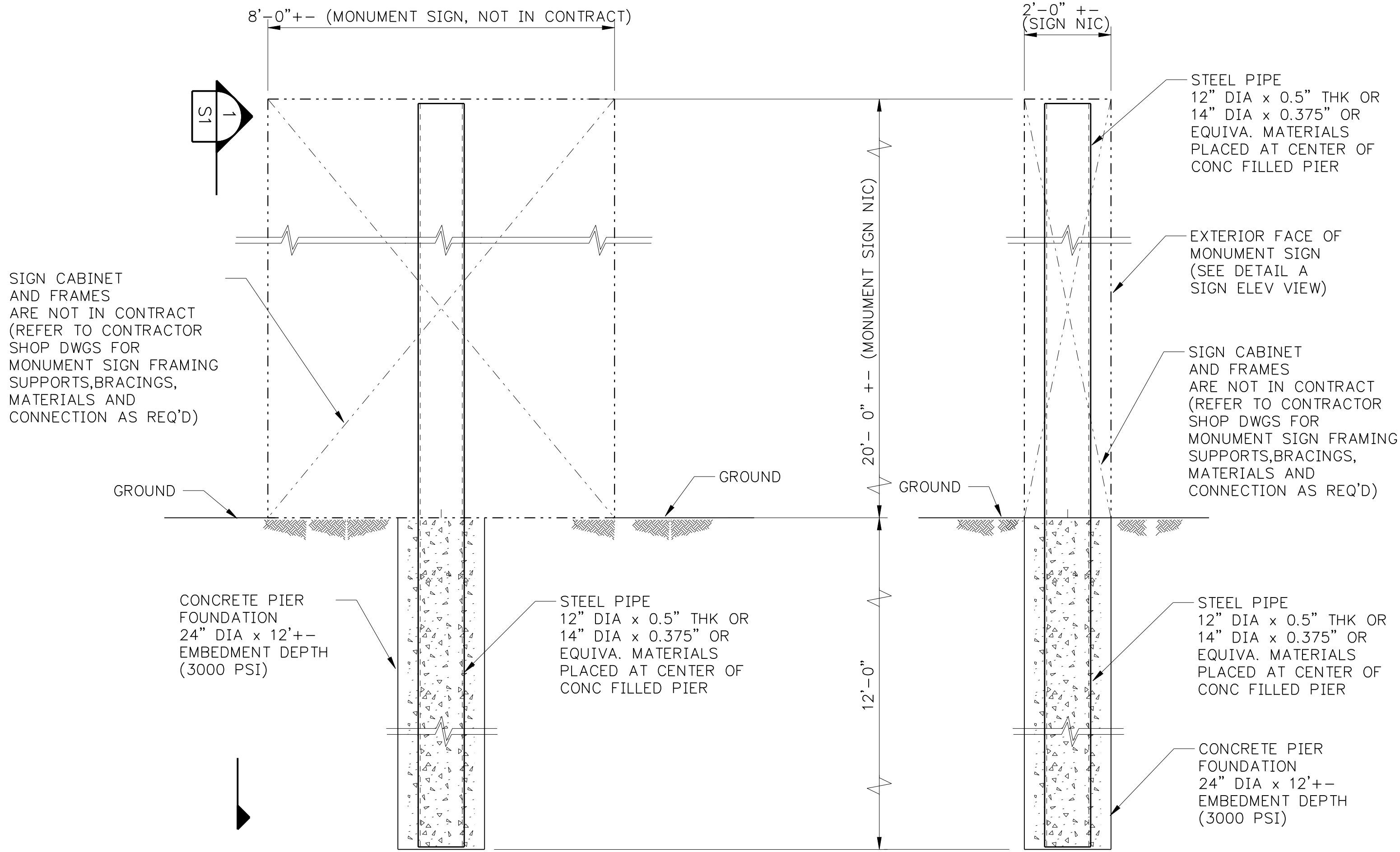
JOB DESCRIPTION	WALL SIGN
COMPANY OR JOB NAME	pole sign
CUSTOMER CONTACT	
ADDRESS	3201 W. FM 544 WYLIE TX 75098



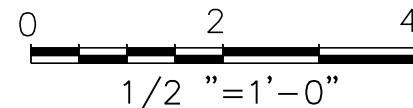
PLAN (TOP VIEW)



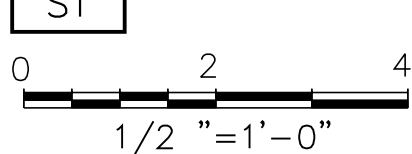
A SIGN ELEVATION VIEW
NOT TO SCALE



ELEVATION



1 SECTION



Structural General Notes:

A. Building Code

The General Building Code used as the basis for the structural design is as follows:
City of Wylie Building Code (2021 International Building Code with City Amendments)

B. Pole Sign Wind Loads

- Wind lateral load on structural frame is based on City Building Code with Amendments and ASCE 7 as follows:

a. Basic Design Wind Speed	115 mph
b. Exposure	C
c. Importance Factor, Iw	1.0
d. Internal Pressure Coefficient, GCpi	+/-0.18
e. Occupancy Category	II

2. Components and cladding wind pressures:

Surface	(psf)	Zone
Sign / Awning	40	All Area

Pressures on Pole Sign / Monument Sign / Letter Sign / Awnings shall be determined by combining positive and negative surface pressures listed above in accordance with referenced standard.

Structural Steel

A. Materials

- All hot rolled steel members shall conform to ASTM specification A6.
- Unless Noted otherwise on the Structural Drawings, structural steel members shall be:

a. W-shapes shall conform to ASTM A36, Fy = 36 ksi.
b. Angles and Channels shall conform to ASTM A36, Fy = 36 ksi..
c. Round hollow structural shape members shall conform to ASTM A53, Grade B , Fy = 35 ksi.
d. Square or rectangular hollow structural shape members shall conform to ASTM A500 Grade B, Fy = 46 ksi.
e. Any other steel shall conform to ASTM A36, Fy = 36 ksi.

B. Structural Steel Connections

- Welded Connections

a. All welding shall conform to ANSI / AWS D1.1, latest edition.
b. Fillet welds with no size specified shall be 1/4 inch or minimum size required by AISC, whichever is larger
- Bolted Connections

a. Unless noted otherwise on the Structural Drawings, bolts shall conform to ASTM A325. Bolts shall be designed using values for bearing type bolts with thread allowed in the shear plane.

Concrete Notes

- Concrete shall have a minimum 28-day compressive strength of 3000 psi.
- Reinforcement shall be in accordance with ASTM A615, Grade 60, Fy= 60 ksi.

ARCHONIFY , LLC

CIVIL . STRUCTURAL . CONSULTANTS
E-MAIL: ARCHONIFY@YAHOO.COM
TEL: (214) 952-2880

SHEET NO.

S1

G SIGNS & GRAPHICS

1014 DALWORTH DR, MESQUITE 75149
E-MAIL: GOGSIGNS@GMAIL.COM
TEL: (469) 878-0265 HTTPS://GSIGNS.US

RETAIL STORES

MONUMENT SIGN PLAN AND DETAILS

3201 FM 544
WYLIE, TEXAS 75098



6 - 11 - 25



H & H GROUP
Design & Construction Services

2071 N COLLINS BLVD., STE. 200
RICHARDSON, TEXAS 75080
TEL. 469 231 6550
EMAIL: aagroup1@gmail.com

OWNER
AFA ENTERPRISES, LLC
3629 CLUB VIEW DRIVE
GARLAND, TEXAS 75044

CONSTRUCTION PLANS FOR
MALIK PLAZA
LOT-3, BLOCK-A, REPLAT OF WILLIAMS ADDITION
FM 544, WYLE, TEXAS

ISSUE DATE : 8/15/2017 - REV. 3
ISSUE DATE : 7/26/2017 - REV. 2
ISSUE DATE : 7/10/2017 - REV. 1
ISSUE DATE : 6/9/2017 - ORIGINAL

SITE PLAN

A 1.0

LEGEND

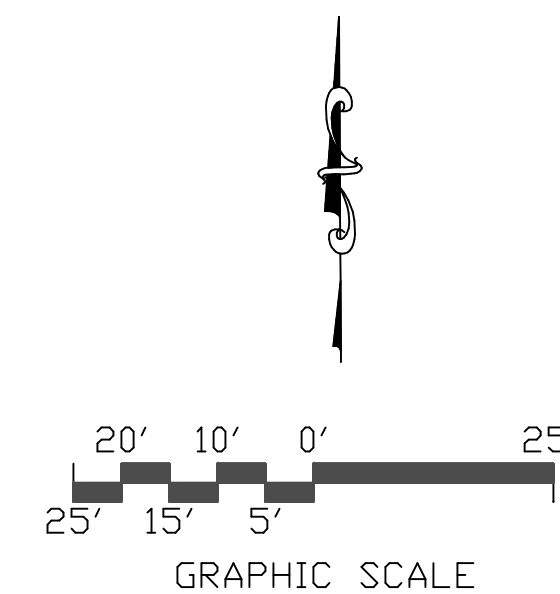
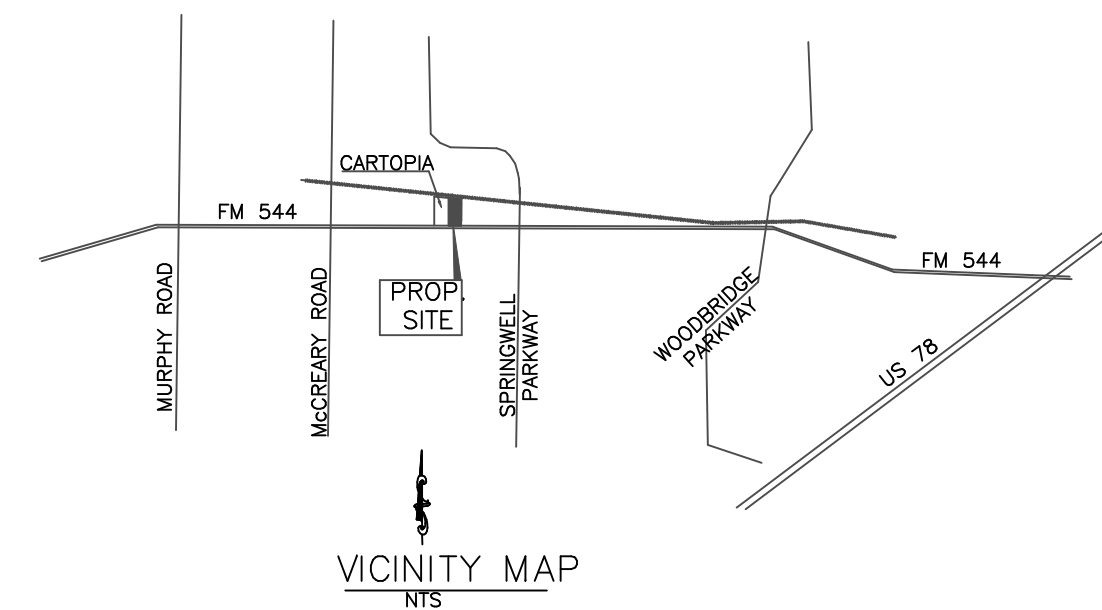
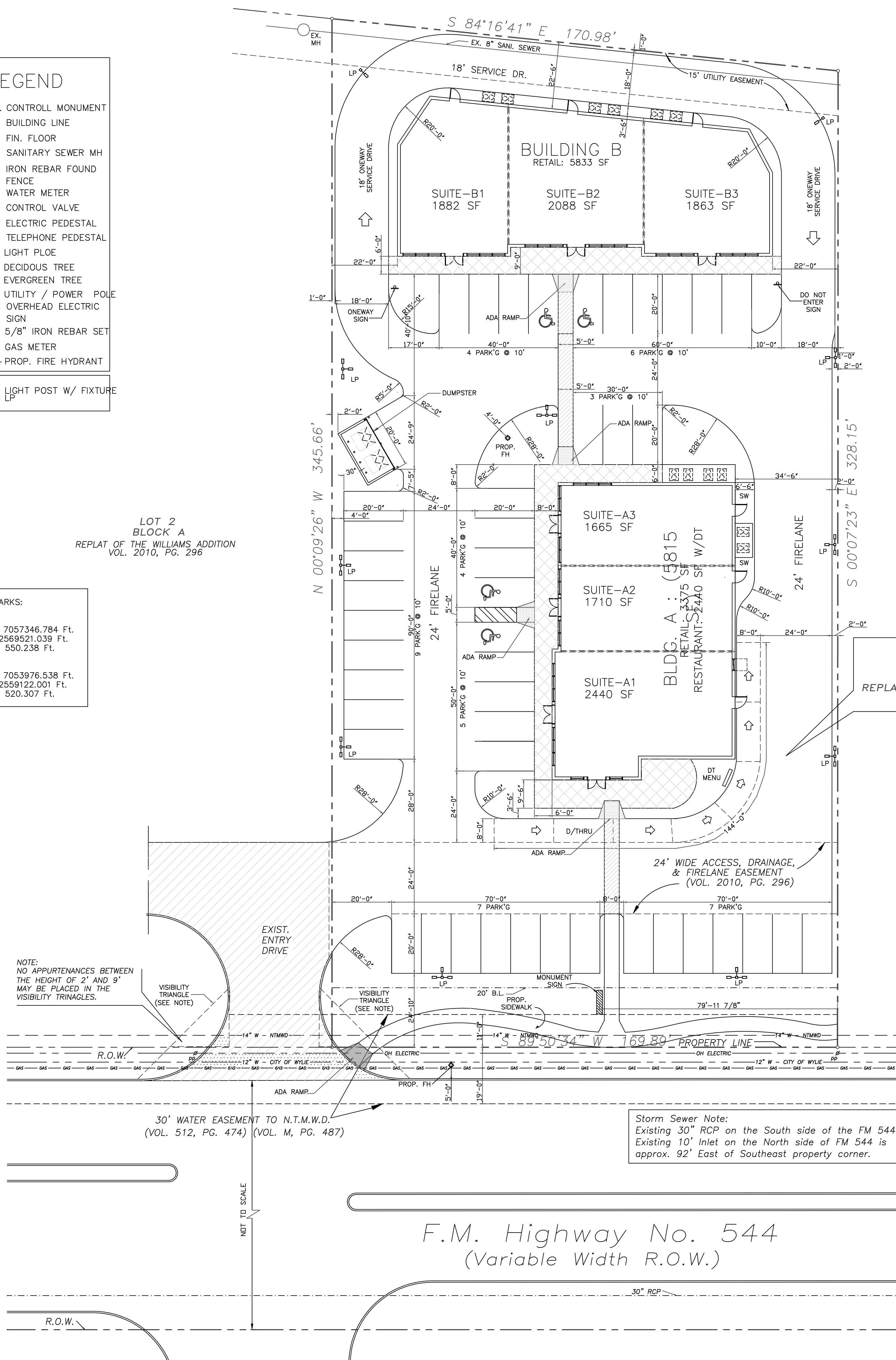
- C.M. CONTROLL MONUMENT
- B.L. BUILDING LINE
- F.F. FIN. FLOOR
- ⊙ SANITARY SEWER MH
- ⊙ IRON REBAR FOUND
- FENCE
- ⊗ WATER METER
- CONTROL VALVE
- ⊞ ELECTRIC PEDESTAL
- ⊞ TELEPHONE PEDESTAL
- ⊞ LIGHT PLOE
- ⊞ DECIDUOUS TREE
- ⊞ EVERGREEN TREE
- ⊞ UTILITY / POWER POLE
- OE— OVERHEAD ELECTRIC
- ⊞ SIGN
- ⊞ 5/8" IRON REBAR SET
- ⊞ GAS METER
- ⊞ PROP. FIRE HYDRANT

- ⊞ LIGHT POST W/ FIXTURE

LOT 2
BLOCK A
REPLAT OF THE WILLIAMS ADDITION
VOL. 2010, PG. 296

BENCH MARKS:

1. CM#2:
Northing: 7057346.784 Ft.
Easting: 2569521.039 Ft.
Elevation: 550.238 Ft.
2. CM#3:
Northing: 7053976.538 Ft.
Easting: 2559122.001 Ft.
Elevation: 520.307 Ft.



SITE & PARKING DATA

LOT AREA	1.35 AC.	58,806 SF	
PROP. USAGE	BUILDING-A	BUILDING-B	TOTAL
RETAIL	3,375 SF	5,833 SF	9,208 SF
RESTAURANT W/DT	2,440 SF	0	2,440 SF
TOTAL BUILDING AREA:	5,815 SF	5,833 SF	11,648 SF
LOT COVERAGE			20%
PARKING REQUIRED			
RETAIL (1/400 SF)	9 SPACES	15 SPACES	24 SPACES
RESTAURANT W/DT (1/150 SF)	17 SPACES	0	17 SPACES
TOTAL PARKING REQUIRED	26 SPACES	15 SPACES	41 SPACES
TOTAL PARKING PROVIDED			45 SPACES
(HC PARKING INCLUDED)			4 SPACES)

FLOOD NOTE:

Subject Tract lies within Zone "X" as scaled from F.I.R.M. Panel 48085C0415J, Dated June 2, 2009.

Zone "X" - Areas determined to be outside the 0.2% annual chance floodplain.

UTILITY NOTE:

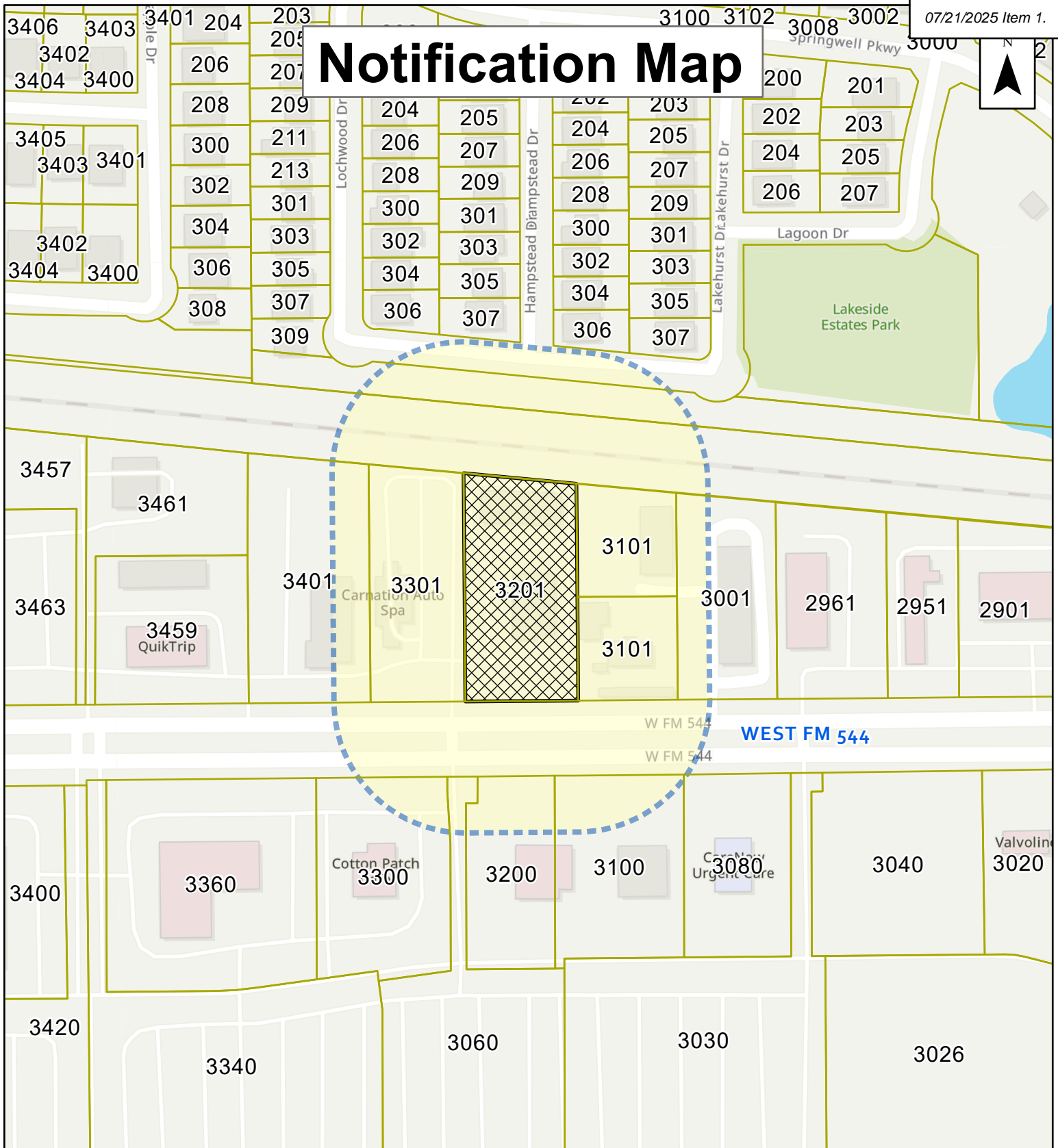
Location shown for all utility lines on this plan are approximate and extracted from the City & TxDOT, public information sources. Contractor shall verify the exact location before construction.

FIGURE 4-7 : SITE DESIGN REQUIREMENTS

ELEMENT	DESIRABLE
BUILDING PLACEMENT	1. BUILDING AT THE FRONT YARD LINE 2. INDIVIDUAL BUILDING WITH FOOTPRINT =OR< 10,000 SF
PARKING PLACEMENT	3. SITE PLAN WITH NO MORE THAN 50% PARKING IN FRONT OF THE BUILDING
ACCESS DRIVES	4. COMBINED ACCESS POINTS WITH ADJACENT TRACTS

SITE PLAN
SCALE : 1" = 20'-0"

Notification Map



ZONING BOARD OF ADJUSTMENT CASE:
ZBA 2025-11 3201 West FM 544

 SUBJECT property  200 foot Notification Buffer

0 50 100 200 300 400 500 600 Feet



Date: 6/18/2025

