



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date: September 10, 2024	Department: Planning & Development	Presented By: Toni Fisher, Director
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AGENDA ITEM:

Consideration & Action: to adopt an ordinance for a Special Use Permit regarding the placement of a temporary, free-standing, off-premise sign on Lot S PT 1, Block 1, Trinity Meadows Subdivision, in the City of Willow Park, Parker County, Texas.

BACKGROUND:

Applicant Dena Pfender of Canvas at Willow Park is requesting a Special Use Permit for the allowable placement of a temporary free-standing, off-premise sign for the purpose of advertising to be placed on the property located on the corner of Kings Gate and I-20 North Service Road, owned by Larry Lawley, and zoned Commercial/I-20 Overlay District.

A Special Use Permit for one single-sided 5’x10’ wooden sign advertising homes for rent at Canvas at Willow Park, design as attached, was approved by the Planning & Zoning Commission in April 2023 and City Council for a duration of 12 months.

The current Special Use Permit is for the request of a time extension for the existing sign. The overall dimensions and information are compliant with City sign ordinances within Sec. 14.07.002, however, the sign’s current location must be moved slightly to avoid the encroachment on the new right-of-way necessary for the replacement of Kings Gate Bridge, project expected for construction beginning Fall 2025. Applicant has revised this placement accordingly.

STAFF/BOARD/COMMISSION RECOMMENDATION:

With a 5-0 vote, the P&Z Commission unanimously recommended approval of this permit with the correction of moving it out of the right-of-way (which has been done) and the condition that the sign’s duration expires in twenty-four (24) months from City Council’s approval or upon change in the property ownership of the sign’s location, whichever comes first.

EXHIBITS:

- Special Use Permit Application
- Sign Location
- Sign Rendering
- Ordinance will be provided prior to City Council meeting

RECOMMENDED MOTION:

To adopt an ordinance approving the Special Use Permit as stated with the condition of expiration in twenty-four (24) months from City Council’s approval or change in the property ownership of the sign’s location, whichever comes first.