



CITY OF NORTH RICHLAND HILLS
SIGN REVIEW BOARD AGENDA
4301 CITY POINT DRIVE
NORTH RICHLAND HILLS, TX 76180
MONDAY, JUNE 8, 2026

The North Richland Hills City Council, sitting as the Sign Review Board, will meet immediately following the 7:00 p.m. June 8, 2026 City Council meeting.

REGULAR MEETING: 7:00 PM

A. CALL TO ORDER

B. PUBLIC COMMENTS

An opportunity for citizens to address the Sign Review Board on matters which are scheduled on this agenda for consideration by the Board, but not scheduled as a public hearing. In order to address the Sign Review Board during public comments, a Public Meeting Appearance Card must be completed and presented to the recording secretary prior to the start of the Sign Review Board meeting.

C. ACTION ITEMS

C.1 [Approve minutes of the March 9, 2026 Sign Review Board meeting.](#)

D. PUBLIC HEARINGS

D.1 [SRB26-0022 Public hearing and consideration of a request from Creekstone Church for a variance to Chapter 106 \(Signs\) of the North Richland Hills Code of Ordinances regarding an offsite sign at 7901 Mid-Cities Boulevard, being 4.996 acres described as Lot 15R, Block H, Smithfield Addition.](#)

E. ADJOURNMENT

Certification

I do hereby certify that the above notice of meeting of the North Richland Hills Sign Review Board was posted at City Hall, City of North Richland Hills, Texas in compliance with Chapter 551, Texas Government Code on Tuesday, June 2, 2026 by 5:00 PM.

Crystal R. Dozier, Assistant City Secretary

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's office at 817-427-6060 for further information.



SIGN REVIEW BOARD MEMORANDUM

FROM: The Office of the City Manager **DATE:** June 8, 2026

SUBJECT: Approval of minutes of the March 9, 2026 regular Sign Review Board meeting.

PRESENTER: Crystal Dozier, Assistant City Secretary

SUMMARY:

The minutes of the Sign Review Board are approved by majority vote of the board at the Sign Review Board meeting.

GENERAL DESCRIPTION:

The City Secretary's Office prepares action minutes for each Sign Review Board meeting. The minutes for the previous meeting are placed on the agenda for review and approval by the Board. Upon approval of the minutes, an electronic copy will be uploaded to the City's website.

RECOMMENDATION:

Approve the minutes of the March 9, 2026 regular Sign Review Board meeting.

**MINUTES OF THE SIGN REVIEW BOARD OF THE
CITY OF NORTH RICHLAND HILLS, TEXAS
HELD IN THE CITY HALL 4301 CITY POINT DRIVE
MARCH 9, 2026**

Present:	Jack McCarty	Chair
	Cecille Delaney	Board member
	Brianne Goetz	Board member
	Danny Roberts	Board member
	Matt Blake	Board member
	Billy Parks	Board member
	Russ Mitchell	Board member
	Kelvin Deupree	Board member
Staff Members:	Paulette Hartman	City Manager
	Alicia Richardson	City Secretary/Chief Governance Officer
	Bradley Anderle	City Attorney
	Crystal Dozier	Assistant City Secretary

A. CALL TO ORDER

Chair McCarty called the meeting to order at 7:39 p.m.

B. PUBLIC COMMENTS

There were no requests to speak from the public.

C. ACTION ITEMS

C.1 APPROVE MINUTES OF THE AUGUST 11, 2025 SIGN REVIEW BOARD MEETING.

APPROVED

A MOTION WAS MADE BY BOARD MEMBER BLAKE, SECONDED BY BOARD MEMBER MITCHELL TO APPROVE THE MINUTES OF THE AUGUST 11, 2025 SIGN REVIEW BOARD MEETING.

MOTION TO APPROVE CARRIED 8-0.

D. PUBLIC HEARINGS

D.1 SRB26-0021 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM ELEMENTS OF ARCHITECTURE INC. FOR A VARIANCE TO CHAPTER 106 (SIGNS) OF THE NORTH RICHLAND HILLS CODE OF ORDINANCES REGARDING MONUMENT SIGNS AT 828 HARWOOD ROAD, BEING 80.97 ACRES DESCRIBED AS TRACT A1A1, NORTHEAST CAMPUS ADDITION.

DENIED

Chair McCarty opened the public hearing and called on Director of Planning Cori Reaume to introduce the item.

Ms. Reaume informed the Board the applicant is requesting a variance to Chapter 106 (Signs) of the North Richland Hills Code of Ordinances to allow a pole sign located at 828 Harwood Road. Ms. Reaume provided site photos of the property.

Applicant representative J. Scott Fisher at 117 Clover Lane, Burleson, TX with Elements of Architecture Inc. presented the request. Mr. Fisher is representing the applicant Tarrant County College "TCC". The request is for the Northeast Campus site located east of Boulevard 26 and north of Harwood Road. TCC is requesting a variance related to two new signs located on Boulevard 26 frontage. Mr. Fisher stated TCC is updating branding on all campuses. He also stated that TCC is improving their wayfinding signage on campuses.

The variance request is to replace the northern sign with a 17' sign and the southern sign will be replaced with a 17' sign. The two signs currently located on the property are 7'6".

There being no forms submitted, Chair McCarty asked if there was anyone in the audience wishing to speak for or against the item to come forward. There being no one wishing to speak, Chair McCarty closed the public hearing.

The Board, staff and Mr. Fisher discussed the request.

A MOTION WAS MADE BY BOARD MEMBER BLAKE, SECONDED BY PARKS TO DENY SRB26-0021.

MOTION TO DENY CARRIED 7-1. BOARD MEMBER DELANEY, VOTING AGAINST.

E. ADJOURNMENT

Chair McCarty adjourned the meeting at 8:08 p.m.

Jack McCarty, Chair

Crystal R. Dozier
Assistant City Secretary



SIGN REVIEW BOARD MEMORANDUM

FROM: The Office of the City Manager **DATE:** June 8, 2026
SUBJECT: SRB26-0022 Public hearing and consideration of a request from Creekstone Church for a variance to Chapter 106 (Signs) of the Code of Ordinances, City of North Richland Hills, Texas, regarding an offsite sign at 7901 Mid-Cities Boulevard, being 4.996 acres described as Lot 15R, Block H, Smithfield Addition.

PRESENTER: Clayton Husband, Principal Planner

SUMMARY:

On behalf of Creekstone Church, Evan Moore is requesting a variance to Chapter 106 (Signs) of the Code of Ordinances, City of North Richland Hills, Texas. The applicant is requesting a variance related to an off-premises sign proposed to be located at 7901 Mid-Cities Boulevard.

GENERAL DESCRIPTION:

Creekstone Church owns and occupies property at 7708 Maplewood Avenue, in the southwest quadrant of the intersection with Davis Boulevard. The church has owned the property since December 2021. In September 2025, the church entered into a property lease agreement with Davis Commons LP, the owner of property located at 7901 Mid-Cities Boulevard. The purpose of the agreement was for the church to construct a directional marketing sign on a vacant lot located at the northwest corner of Davis Boulevard and Mid-Cities Boulevard. The sign was installed on the property without issuance of a building permit.

On December 16, 2025, a notice of violation was sent to the property owner stating that a permit was not obtained for the sign construction. Creekstone Church submitted a sign permit application on December 22, 2025. As part of the review, it was noted that the sign was an off-premises sign and not located on the property associated with the church building, and the sign permit was denied. On April 8, 2026, Creekstone Church submitted a Sign Review Board application for a variance to seek approval of the sign as proposed.

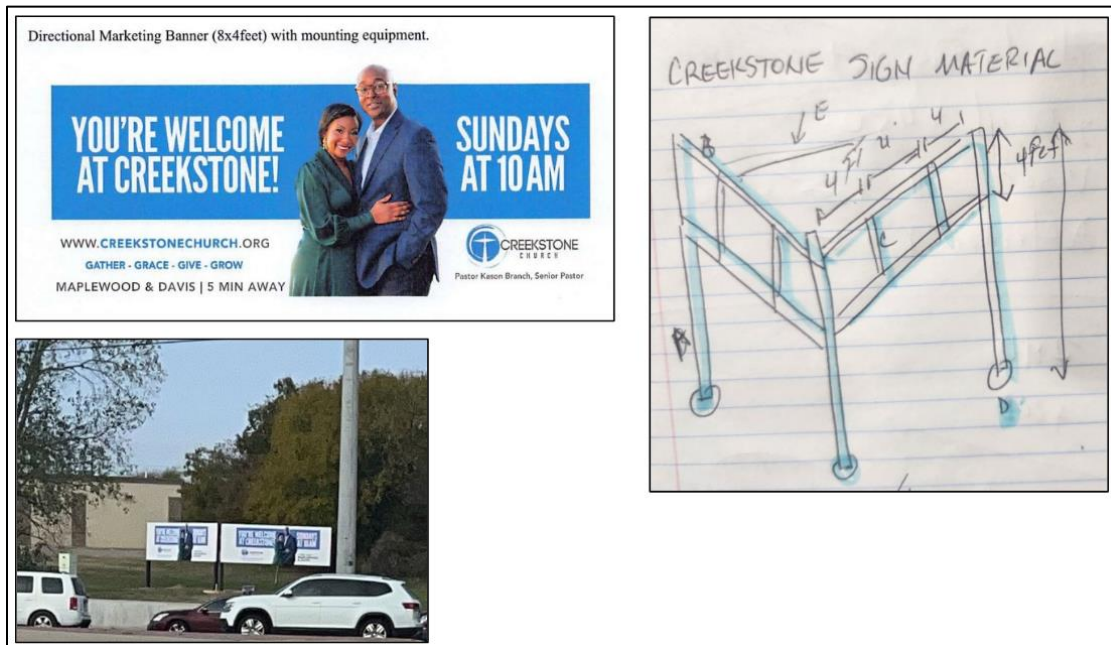
The variance application and supporting materials are attached. The materials include a copy of the application explaining the reasoning for the variance request, sign drawings, and other relevant documents. An analysis of the request and relevant codes is below.

ANALYSIS

The variance request is related to off-premises signs. [Section 106-5\(9\) \(Prohibited signs\)](#) of the sign regulations prohibits off-premises advertising except in some instances authorized by the regulations. An off-premises sign is defined as “a sign displaying advertising copy that pertains to a business, person, organization, activity, event, place, service, or product which is not principally located or primarily manufactured or sold on the premises on which the sign is located.”

The sign regulations authorize off-premises signs and advertising in specific situations. They are allowed in conjunction with a digital billboard or existing legal nonconforming off-premises billboard; as shared off-premises monument signs associated with office parks and shopping centers; as portable signs to advertise community events; and as temporary signs associated with weekend advertising for open houses or model homes. All other advertising signs must be located on the same premises as the business, person, or activity.

Images submitted with the application are below. The proposed sign is 64 square feet in area, consisting of two 32-square-foot panels. The overall height of the sign is eight (8) feet.



The request is being processed as a variance application, which would waive certain sign standards for the property. The Board may include appropriate conditions as part of the approval of a variance request. The affirmative vote of four Board members is required to approve a variance.

A public hearing is required for consideration of a request for variance. Notice of the public hearing was published in the newspaper and mailed to all owners of real property within 200 feet of the site.



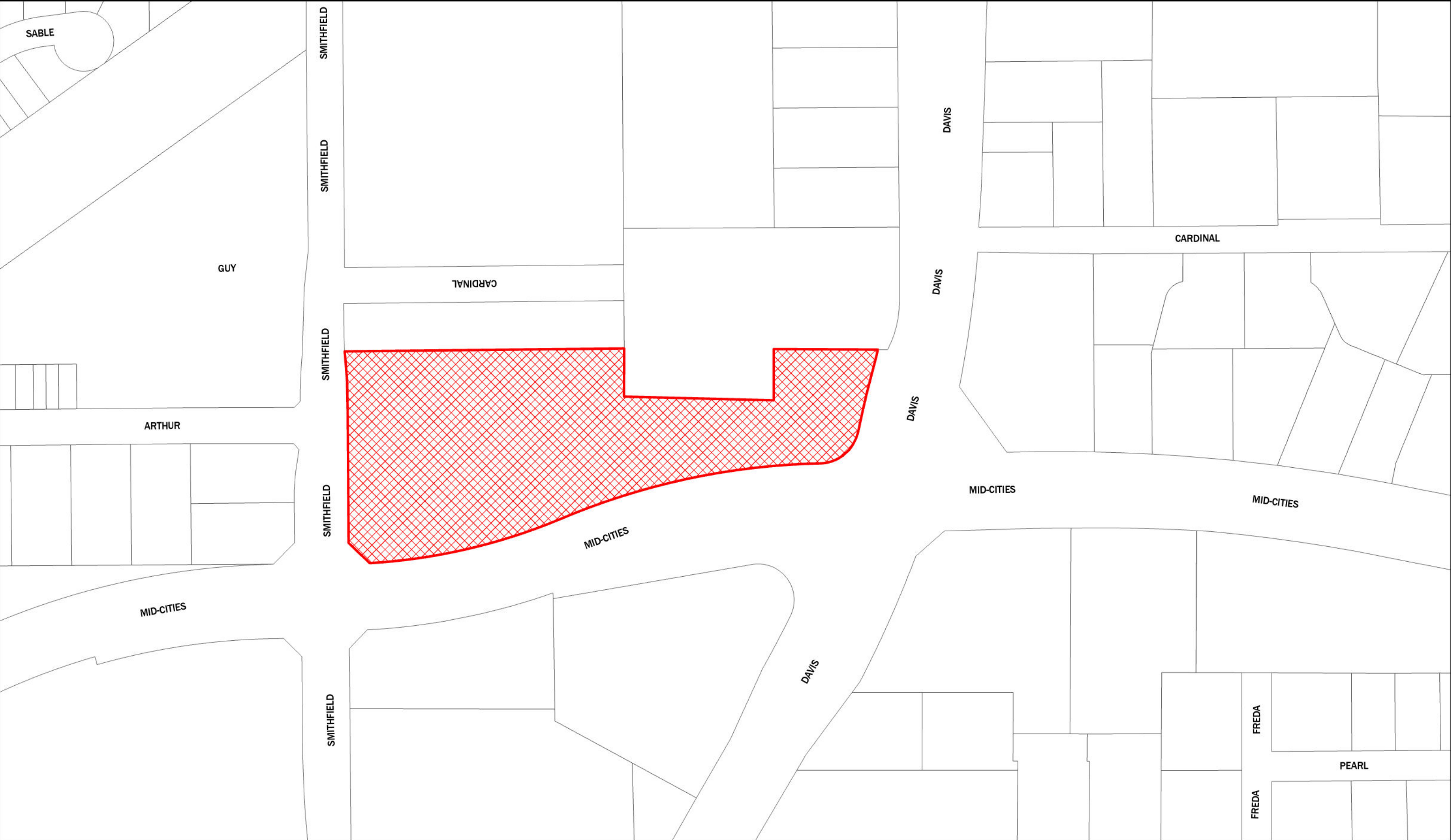
OPTIONS FOR BOARD CONSIDERATION

The Sign Review Board has the following options on this application.

1. Approve the variance as presented. This action would approve a variance to the sign standards and allow an off-premises sign to be constructed as presented.
2. Approve the variance with conditions. This action would approve a variance to the sign standards for off-premises signs, subject to the owner making modifications to the size, location, or design as directed by the Board.
3. Deny the variance. This action would prohibit the construction of an off-premises sign on the property.

RECOMMENDATION:

Deny SRB26-0022.



Prepared by Planning & Zoning Department

DISCLAIMER: This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.





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PUBLIC HEARING NOTICE

CASE: SRB26-0022

«OWNER»
«MAILING_ADDRESS»
«CITY_STATE» «ZIP»

You are receiving this notice because you are a property owner of record within 200 feet of the property requesting a **sign variance** as shown on the attached map.

APPLICANT	Creekstone Church
LOCATION	7901 Boulevard 26
REQUEST	SRB26-0022 Public hearing and consideration of a request from Creekstone Church for a variance to Chapter 106 (Signs) of the North Richland Hills Code of Ordinances regarding an offsite sign at 7901 Mid-Cities Boulevard, being 4.996 acres described as Lot 15R, Block H, Smithfield Addition.
DESCRIPTION	Variance request for an offsite sign to be located at the northwest corner of Davis Boulevard and Mid-Cities Boulevard. Proposed sign size is 64 square feet and overall height is 8 feet.
PUBLIC HEARING DATES	Sign Review Board 7:00 PM Monday, June 8, 2026
MEETING LOCATION	City Council Chamber - Third Floor 4301 City Point Drive North Richland Hills, Texas

People interested in submitting letters of support or opposition are encouraged to contact the Planning & Zoning Department for additional information. Letters must be received by the close of the Sign Review Board public hearing. Because changes could be made to requests during the public hearing process, you are encouraged to follow the request through to final action by the Board.



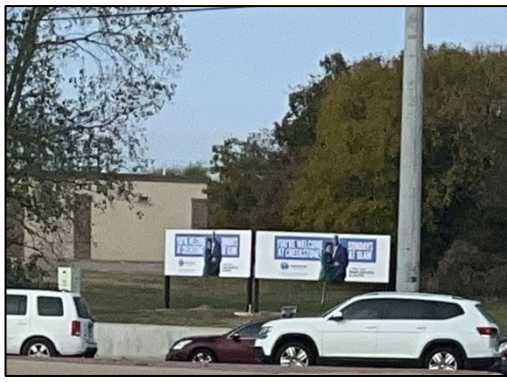
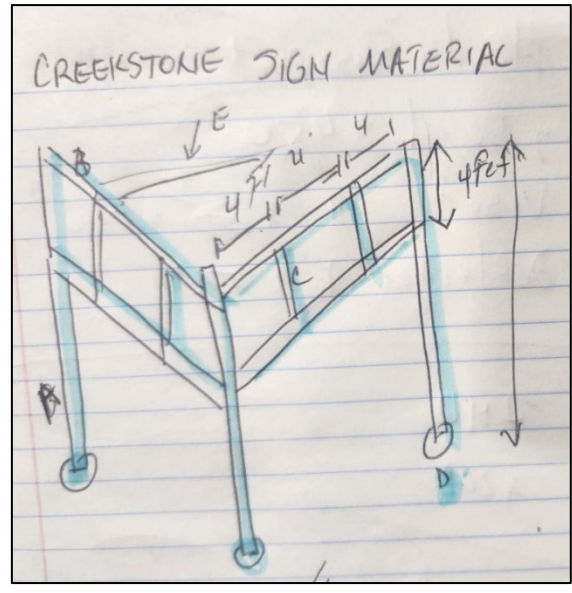
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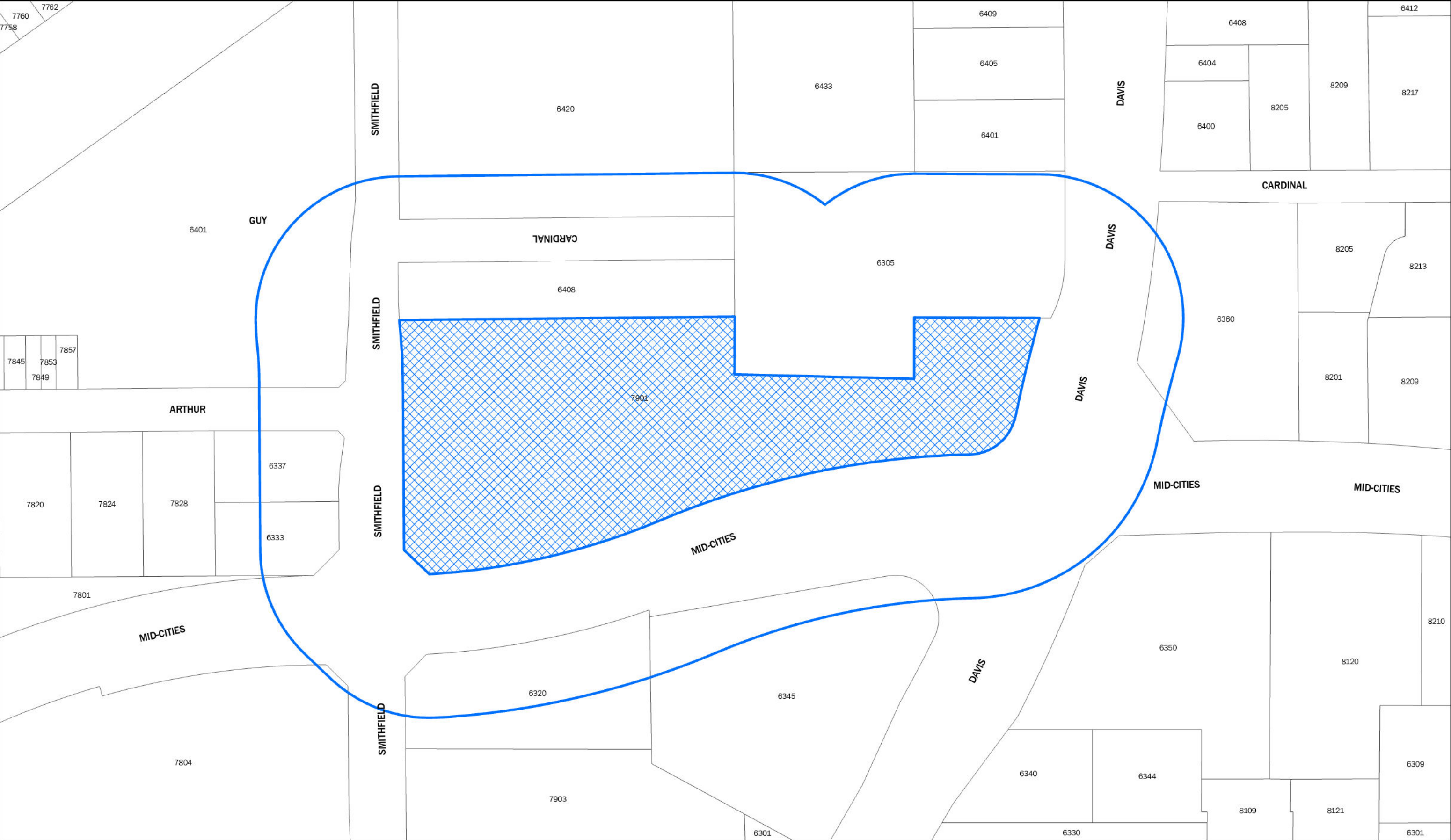
0 75 150 300 450 600 Feet

Directional Marketing Banner (8x4feet) with mounting equipment.



NOTIFIED PROPERTY OWNERS
SRB26-0022

OWNER	MAILING ADDRESS	CITY STATE	ZIP
C2C SMITHFIELD LP	4208 BROOKVIEW DR	DALLAS TX	75220
C30 HEALTH SAVINGS ACCOUNTS	610 PALO PINTO ST	WEATHERFORD TX	76086
CENTERPOINT COMMUNITY BAPTIST CHURCH	421 CANNON DR	HURST TX	76054
DAVIS COMMONS LP	3113 S UNIVERSITY DR FL 6	FORT WORTH TX	76109
ETL LLC	5 FALLOWS FIRE CT	HENDERSON NV	89052
FORT WORTH TRANSPORTATION AUTHORITY	801 GROVE ST	FORT WORTH TX	76102
KUELBS, GUSTAV	813 WATER OAK DR	GRAPEVINE TX	76051
RAG RENTAL LLC	PO BOX 1130	EULESS TX	76039
RANA PROPERTY HOLDINGS LLC	3458 TORLANO PL	PLEASANTON CA	94566
SMURFIT KAPPA NORTH AMERICA LLC	125 E JOHN CARPENTER FWY STE 500	IRVING TX	75062
STRIKE MANAGEMENT SERIES LLC - SERIES I	7801 MID-CITIES BLVD	NORTH RICHLAND HILLS TX	76182
WR DAVIS CAPITAL LLC	2626 WESTHEIMER RD STE 211	HOUSTON TX	77098



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APPLICATION INFORMATION

Sign Review Board Case SRB26-0022
7901 Mid-Cities Boulevard, North Richland Hills, Texas

The following information was submitted with the application on the NRH E-SERVICES PORTAL on April 8, 2026

DESCRIPTION

After gaining approval from the city council for Variance to post an 7 ft. (84 in. X 144 in sign) Creekstone Church Directional Sign on the property located at 7901 Mid Cities Blvd North Richland Hills, Texas 76182. Creekstone Church is currently leasing space for church information and awareness of church times and location from the commercial property owner Davis Commons, LLC.

- 1. List the pertinent section(s) of the Sign Regulations and indicate the specific interpretation(s), variance(s), or nonconforming use exception(s) being requested.**

Off-premises advertising is prohibited. The only scenarios in which off-premises signs are permitted are certain real estate signs and portable signs that advertise community events for a 10-day period.

- 2. State the grounds for the request and detail any special conditions that cause hardships that in your opinion justify the variances or exceptions being requested. Explain any unique circumstances, if applicable, not considered by the Sign Regulations.**

The cost of manufacturing of the signs (\$6,000), installation (\$1,000) and reinstallation (\$1,000). The signs will be posted within the property line, not within the City Easements and no utility lines or view of vacant property will be obstructed.

Amend the ordinance for off-premises signage to allow for portable non political directional signs to notify the community of information, locations, upcoming services and events opened to the community. To extend <10 day period.

Permit for Creekstone Church Directional Sign on the property located at 7901 Davis Blvd. North Richland Hills, Texas 76180. Lot space currently under lease by property owner Davis Commons, LLC (lessor) to Creekstone Church (lessee) since September 2025.

Sign Reads "You're Welcome At Creekstone Sundays at 10 AM. 5 Mins Away Maplewood & Davis Blvd."

Acrylic Plastic, Sheet Metal and Wood

Clayton Husband, AICP
Principal Planner
City Of North Richland Hills
4301 City Point Drive
North Richland Hills, TX 76180

Davis Commons LP
c/o Woodcrest Capital
3113 S. University Drive #600
Fort Worth, TX 76109

Re: Community Partner: Creekstone Church sign variance application

C. Husband,

This letter of verification is to confirm that Davis Commons LP and Creekstone Church, NRH have established a Community Partnership Agreement dated September 1st, 2025.

This agreement is as follows:

Creekstone Church entered a property lease agreement with Davis Commons on September 1st, 2025, in the amount of one thousand-one hundred dollars per month.

The lease agreement is for the purpose of displaying a directional marketing sign to increase public visibility and community engagement.

The property location is Lot 15R, Block H, Smithfield Addition, an addition to the city of North Richland Hills, Tarrant County, Texas, according to the plat recorded in Cabinet A, slide 11559, Plat records of Tarrant Country. Texas, the foregoing property having the mailing address of 7901 Mid Cities Blvd, located in North Richland Hills, Texas.

Signature: _____



Date: _____

3.26.26



City of North Richland Hills
 Code Compliance
 4301 City Point Drive
 North Richland Hills, Texas 76180

Case Number: CEBUILDING 2025-0483

December 16, 2025

DAVIS COMMONS LP
 3113 S University Fl 6 Dr
 Fort Worth, TX 76109

RE: 7901 MID CITIES BLVD, North Richland Hills, TX 76182
 SMITHFIELD ADDITION Block H Lot 15R1A1 PART IN TIF

Dear DAVIS COMMONS LP,

The City of North Richland Hills strives to be a community where all residents can enjoy the highest quality of life within safe and attractive neighborhoods. A vital component of achieving this vision is maintaining the property to meet the minimum requirements. During an inspection of your neighborhood, I observed condition(s) on your property that need immediate attention.

Chap. 98, Art. II, Div. 2, Sect. 98-61 (a) Permit Required - No Permit Obtained

(a) No building or structure shall be erected, constructed, enlarged, altered, repaired, moved, improved, removed, converted or demolished unless a separate permit for each building or structure has first been obtained from the building official unless exempted by this chapter.

Corrective Action: The activity at the property must cease until a permit is obtained from the Planning and Development Department; large Creekside Church signs installed on property.



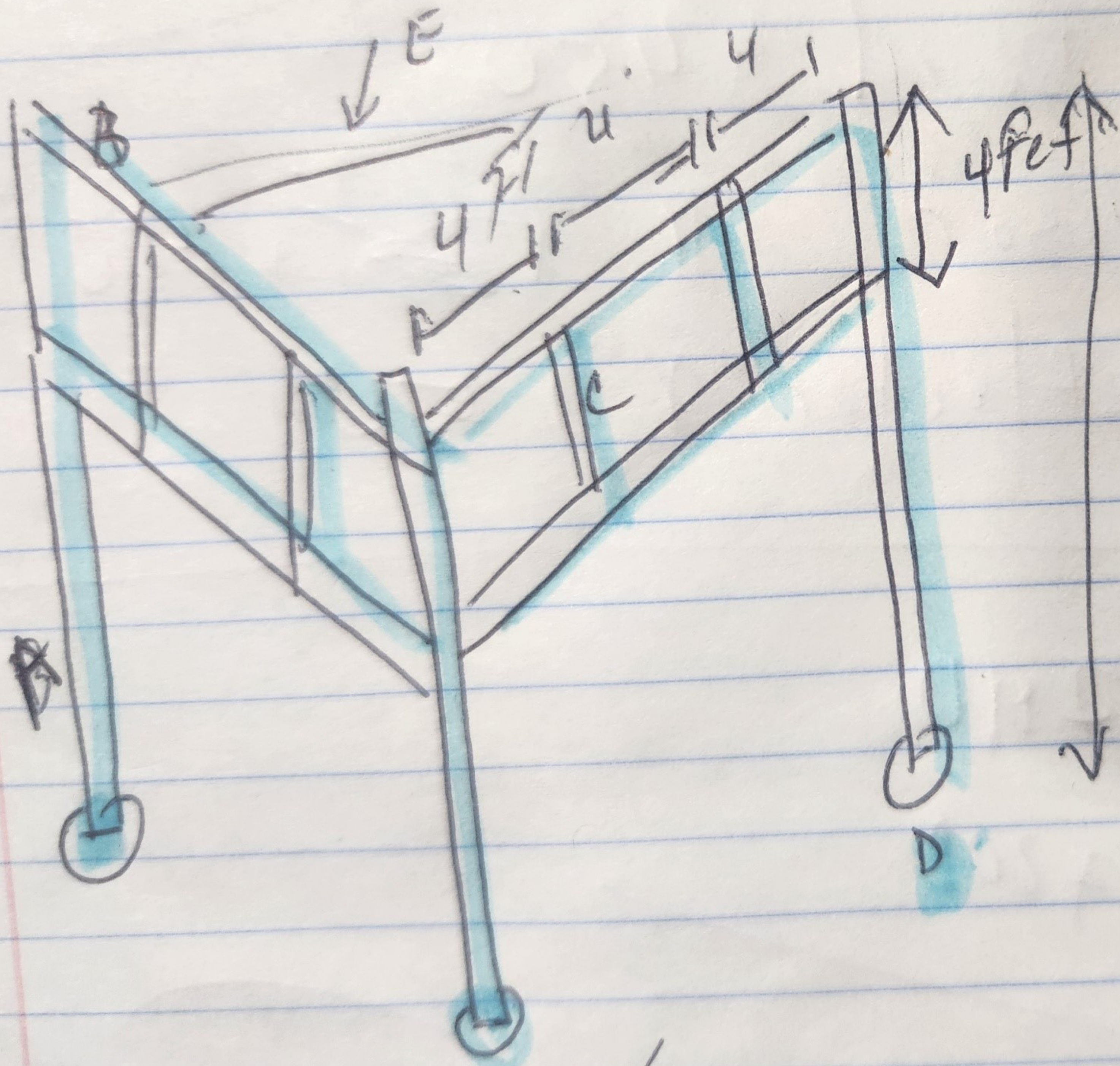
Please have your property brought into compliance no later than 12/19/2025. Failure to comply with this request could result in the issuance of a citation or the city may abate this violation and file a lien against this property for the cost of the abatement.

Your voluntary cooperation in handling this matter is greatly appreciated. If you have any questions, please contact me at 817-427-6661 or by email at kthomas@nrhtx.com.

Respectfully,

Kechia Thomas
 Code Enforcement Officer

CREEKSTONE SIGN MATERIAL



A, 4x4

B, 4xL
12 ft x 4

C, 2" Angle brace.

D, Footing Plate

E, Angle brace