



## 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.

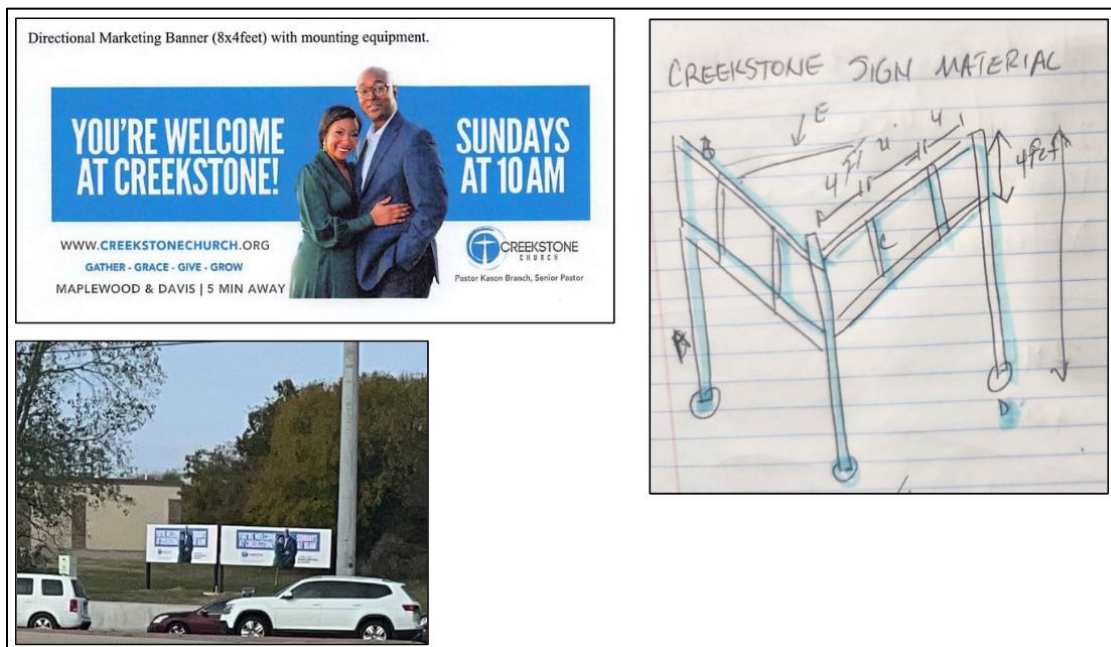
The variance application and supporting materials are attached. The materials include a copy of the application explaining the reasoning for the variance request, sign drawings, and other relevant documents. An analysis of the request and relevant codes is below.

### **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.