



## **Board of Adjustment**

Monday, May 12, 2025 - 6:00 PM

Regular Council Meeting  
210 S. Walnut Street  
Venus, Texas 76084

### **AGENDA**

- 1. Call to Order, Roll Call, Invocation, Pledge of Allegiance, Pledge to Texas Flag:**
- 2. Citizen Public Comment Period:**
- 3. Consent Agenda:**
  - 3.1. Approval of meeting minutes from September 18, 2023.
- 4. Public Hearings and Action Items:**
  1. Public Hearing: Request of Melinda Nelson to allow a variance from the City of Venus Sign Ordinance, Section 20-10 Specific Sign Requirement, (f), (2). The request is to allow for a multi-tenant sign area of 451.75 sq. ft. Lot 1, Block A, Venus Junction, City of Venus, Texas, 76084; (ZBOA2025-0001)  
  
Open Public Hearing:  
Close Public Hearing:
  - 4.2. Discuss and consider a variance request to the City of Venus Sign Ordinance; to allow for multi-tenant sign area of 451.75 sq. ft. Lot 1, BLock A, Venus Junction, Clty of Venus, Texas 76084.
- 5. Adjournment:**

The Board of Adjustment reserves the right to meet in Executive Session closed to the public at any time in the course of this meeting to discuss matters listed on the agenda, pursuant to authorization by the Texas Open Meetings Act TEXAS GOVERNMENT CODE, Chapter 551.071 (Private consultation with attorney for the city), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), 551.087 (economic development), 418.183 (homeland security). This is to certify that a copy of this Notice of Meeting was posted on the bulletin board at City Hall, 700 W. Hwy 67, Venus, Texas and at a place readily accessible to the general public at all times and the City's website, [www.cityofvenus.org](http://www.cityofvenus.org), Wednesday, May 7, 2025, by 5:30 pm.

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Callie Green, TRMC  
City Secretary

For more information or a copy of the Open Meetings Act, please contact the Attorney General of Texas at 1-800-252-8011. This building is wheelchair-accessible. Any requests for Interpretive Services must be made 48 hours in advance of the scheduled meeting. To make arrangements, please call 972-366-3348.

Removed: \_\_\_\_\_

Time: \_\_\_\_\_



## Board of Adjustment - Minutes

Monday, September 18, 2023 at 6:00 PM

Venus Civic Center

### 1. **Call to Order, Roll Call, Invocation, Pledge of Allegiance and Pledge to the Texas Flag:**

Mayor, Galaviz called the meeting to order at 6:07 PM, Brandon Gazaway gave the Invocation and Mayor Lead the Pledge of Allegiance and Pledge to the Texas Flag.

Members present: Alejandro Galaviz, Teresa Hoffman, Tony Bovinich, Jessica Kuykendall, Geronimo Hernandez, and Drew Wilson.

Staff present: Callie Green, Melissa Westen, Stacey Wyman, Oscar Ortiz, Chief Groom, Chief Allen, Brandon Gazaway, and City Attorney.

### 2. **Citizen Public Comment Period:**

No public comments.

### 3. **Consent Agenda:**

*All matters listed under consent agenda have been previously discussed, require little or no deliberation, or are routine by the council. If discussion is desired, then an item will be removed from the consent agenda and considered separately. Otherwise, approval of the consent agenda authorizes the City Administrator to implement each item in accordance with staff's recommendation.*

- 3.1. Approval of meeting minutes for Board of Adjustment regular meeting on April 10, 2023.

[Board of Adjustment - Apr 10 2023 - Agenda - Html](#) 

[Board of Adjustment - Apr 10 2023 - Agenda - Html](#) 

I make a motion to approve the consent agenda.

*Moved by:* Geronimo Hernandez

*Seconded by:* Drew Wilson

**For: Unanimous. Motion carried 5-0-0.**

#### **4. Public Hearing and Consideration Item:**

- 4.1. Conduct Public Hearing regarding an application for a variance for an encroachment of up to 3 feet and 4 inches into the 25-foot-front-yard setback for an existing single-family home. The property is approximately 0.1360 acres (5,927 square feet). Lot 1A, Block 8, Truelove Addition, City of Venus, Texas 76084; (ZBOA2023-0003)

**Open Public Hearing: At 6:10 PM**

**No public speakers**

**Close Public Hearing: At 6:13 PM**

[1-A Staff Report.pdf](#)  [1-B Application.pdf](#)  [1-C Survey.pdf](#)  [1-D Aerial Map.pdf](#)  [1-E Zoning Map.pdf](#)  [1-F Neighbor Notice.pdf](#)  [1-G 200-foot property owners notification.pdf](#)  [1-H Affidavit of Posting.pdf](#)  [1-I Site Pictures.pdf](#)  [602 S Main St- Newspaper Publication.doc](#) 

- 4.2. Discuss and consider request of Manuel Rocha for the following variance to the City of Venus Zoning Ordinance, 34-62, Schedule of District Regulations to allow an encroachment of up to 3 feet and 4 inches into the 25-foot-front-yard setback for an existing single-family home. The property is approximately 0.1360 acres (5,927 square feet). Lot 1A, Block 8, Truelove Addition, City of Venus, Texas 76084; (ZBOA2023-0003)

I make a motion to approve the Variance request for an existing single-family home encroaching 3 feet and 4 inches into the 25-foot-front-yard setback, Lot 1A, Block 8, Truelove Addition Subdivision.

*Moved by:* Drew Wilson

*Seconded by:* Tony Bovinich

**For: Unanimous. Motion carried 5-0-0.**

**5. Adjournment:**

Mayor, Galaviz adjourned the meeting at 6:27 PM.

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Mayor

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City Secretary

Draft



Case Report – 110 W US Highway 67 – Variance  
ZBOA – May 12th, 2025

To: Zoning Board of Adjustment & Appeals (ZBOA)  
From: Oscar Ortiz, MPA, MUP, AICP, CNU-A  
Request: Request of Melinda Nelson to allow a variance from the City of Venus Sign Ordinance, Section 20-10 Specific Sign Requirements, (f), (2). The request is to allow for a multi-tenant sign area of 451.75 sq. ft. Lot 1, Block A, Venus Junction, City of Venus, Texas, 76084; (ZBOA2025-0001)

**Reason for Appeal:** The applicant is requesting a variance to allow 151.75 sq. ft. more than the 300 sq. ft. permitted by ordinance. The applicant states that, “smaller square footage is favorable to single-tenant users, but not multi-tenant developments.” This sign will advertise Shell, Chicken Express, Starbucks, and One9 Fuel.

**Location and Vicinity:** The subject property is located on the northwest corner of N FM 157 and US Highway 67. It is lot 1, Block A; the frontage along W US Highway 67 is 487.57 feet for a lot size of 190,782 sq. ft. (4.380 acres). The property is zoned C-2 (General Commercial) District. A travel convenience store with Chicken Express, Starbucks and Shell Gas Station are proposed. Adjacent zoning is C-2 District to the east, and west, R-4 (Multiple-Family Residential, High Density) District to the north.

**Setbacks:** Setbacks are as follows as established and noted on Chapter 34 “Zoning”, Section 34-62 Schedule of District Regulations.

Front Setback: None<sup>A</sup>                      Minimum Lot Width: None<sup>A</sup>  
Side Setback: None<sup>A</sup>                      Minimum Lot Depth: None<sup>A</sup>  
Rear Setback: 25 feet                      Maximum Building Area (Percent) None<sup>A</sup>  
Corner Setback: 15 feet

A None required except where a nonresidential abuts a residential lot the requirement shall be the same as the adjoining residential zone and shall comply with visibility and parking requirements as provided in this chapter.

**Zoning:** C-2 (General Commercial) District

**Background and History:** Venus Junction was recorded on December 27, 2023. An application for a variance was submitted to the Planning Department on April 3rd, 2025.

**Analysis:** Approval of the variance request would allow a multi-tenant sign of 451.75 sq. ft.

Staff has not received any phone calls, emails or letters in opposition to the Variance request.

**Recommendation:**

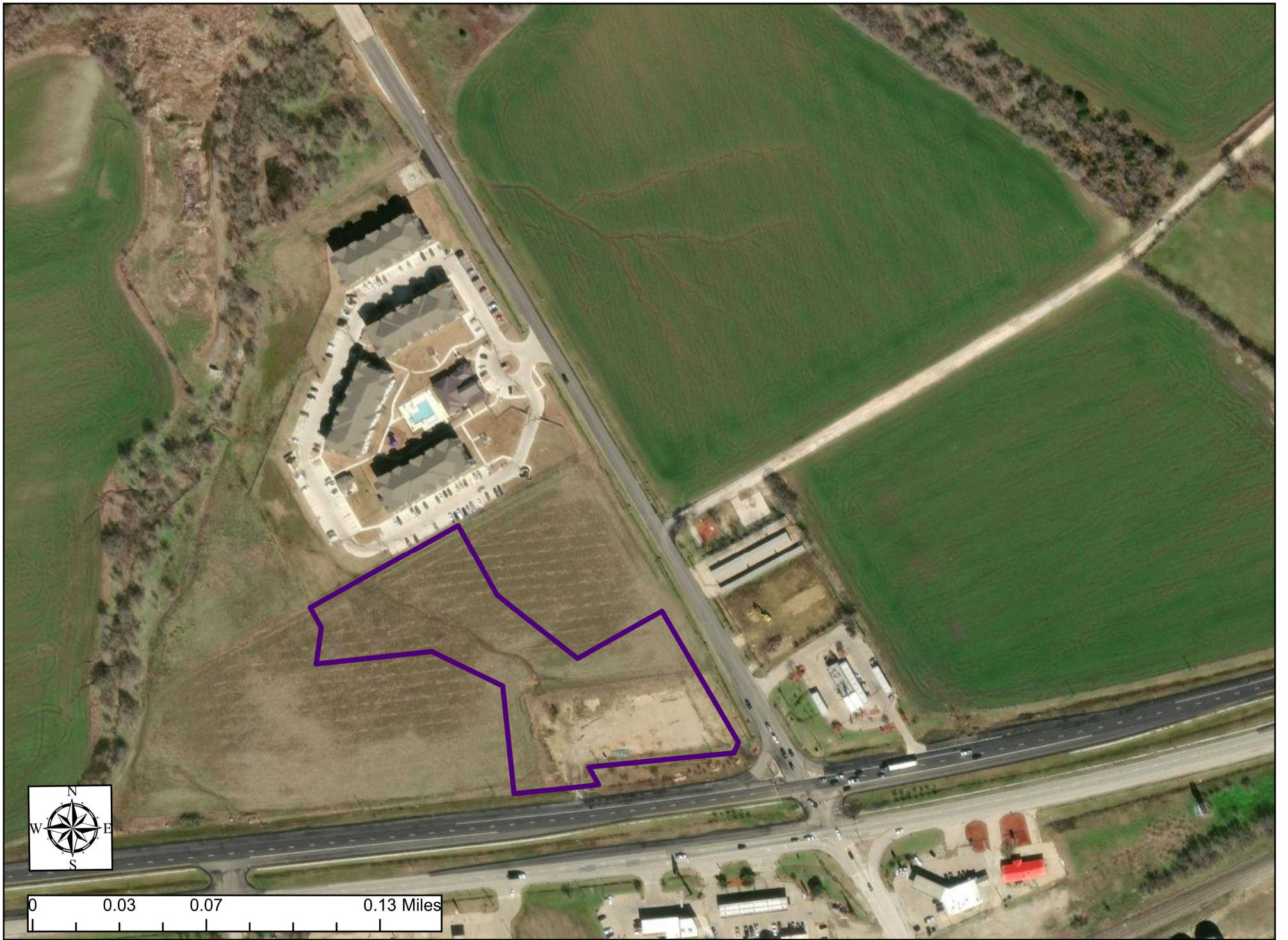
Staff recommends approval of the variance request.

**Sample Motion:**

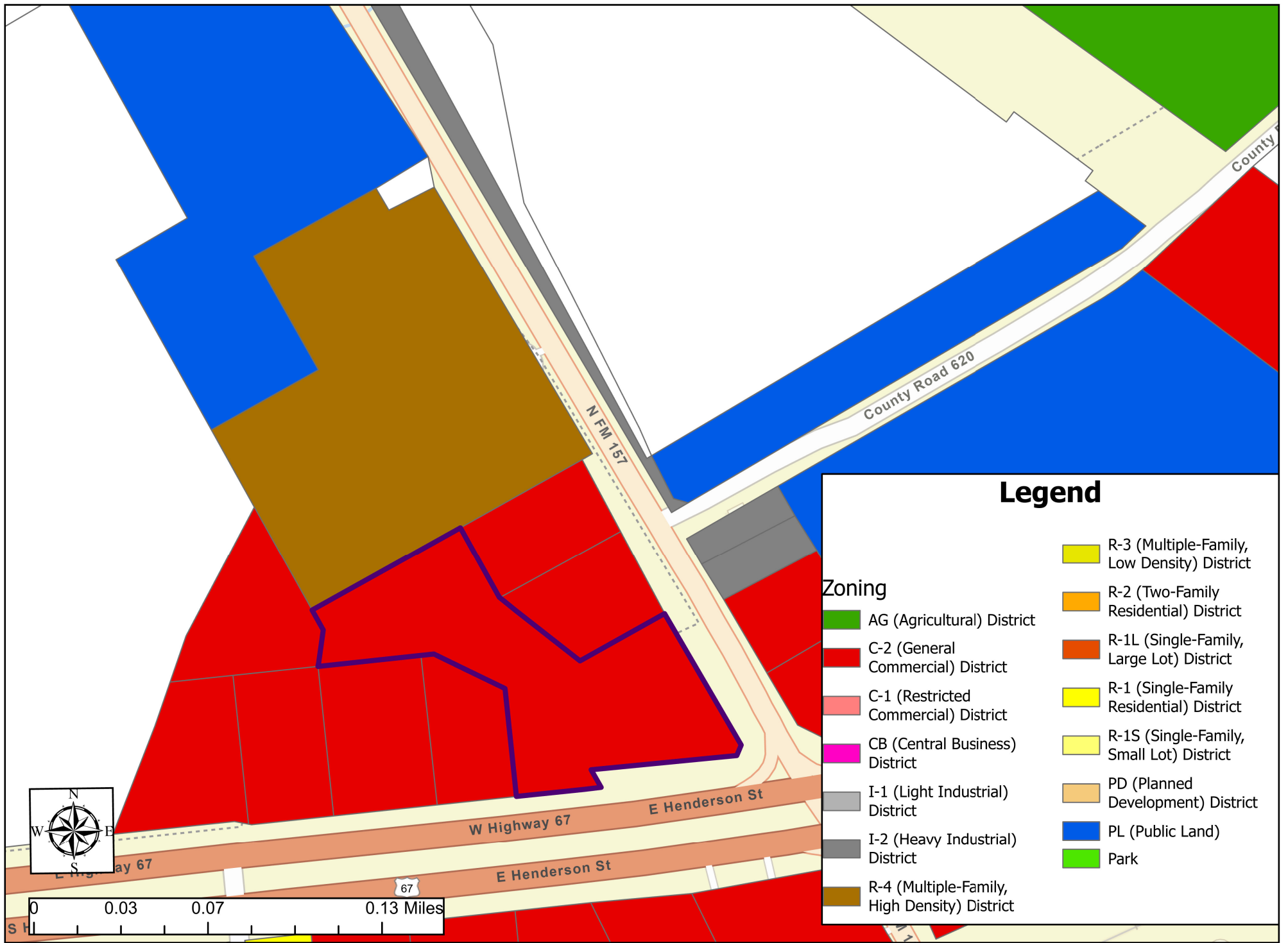
I move to approve/deny the variance request, lots 1, Block A, Venus Junction Subdivision.

**Attachments:**

Aerial Map  
Zoning Map  
Neighbor Notice  
Affidavit of posting  
Site Plan and Sign Dimensions



# Aerial Map



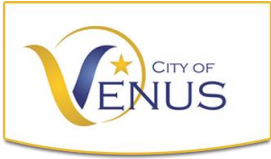
### Legend

#### Zoning

- AG (Agricultural) District
- C-2 (General Commercial) District
- C-1 (Restricted Commercial) District
- CB (Central Business) District
- I-1 (Light Industrial) District
- I-2 (Heavy Industrial) District
- R-4 (Multiple-Family, High Density) District
- R-3 (Multiple-Family, Low Density) District
- R-2 (Two-Family Residential) District
- R-1L (Single-Family, Large Lot) District
- R-1 (Single-Family Residential) District
- R-1S (Single-Family, Small Lot) District
- PD (Planned Development) District
- PL (Public Land)
- Park



# Zoning Map



May 1, 2025

Dear Property Owner:

I am writing this letter to inform you of an upcoming public hearing, which you may be inclined to attend. The hearing provides residents, especially neighboring landowners such as yourself, the opportunity to voice their opinion on the proposed project to the Zoning Board of Adjustment (ZBOA). The input and opinions of residents and neighboring property owners provide valuable feedback to the ZBOA, City staff, and the applicant. The following is some basic information that pertains to the project.

**Application Type:** **Variance:** The ZBOA will hear and decide a variance to the terms of City of Venus Sign Ordinance, Chapter 20, Sec. 20-10 Specific Sign Requirements, (f), (2).

**Summary:** **Request:** Request of Melinda Nelson to allow a variance from the City of Venus Sign Ordinance, Section 20-10 Specific Sign Requirements, (f), (2). The request is to allow for a multi-tenant sign area of 451.75 sq. ft. Lot 1, Block A, Venus Junction, City of Venus, Texas, 76084; (ZBOA2025-0001)

**Location/Site Plan:** Generally located on the northwest corner of N FM 157 and US Highway 67. – *See the reverse side for vicinity map.*

**Reviewing Body:** The ZBOA will decide on the variance request.

**Public Hearing:** **May 12, 2025 at 6:00 p.m.**  
The hearing will take place at Civic Center, 210 S Walnut St, Venus, TX 76084.

**Official Notice Publication:** May 1, 2025, on the Cleburne Times newspaper.

**City Staff Project Manager:** Oscar Ortiz, *City Planner*  
(972) 366-3348 extension 206  
[oortiz@cityofvenus.org](mailto:oortiz@cityofvenus.org)

**Applicant:** Melinda Nelson, *Applicant*  
105 YMCA Drive  
Waxahachie, TX 75165  
(469) 517-2051  
[mnelson@victrongroup.com](mailto:mnelson@victrongroup.com)

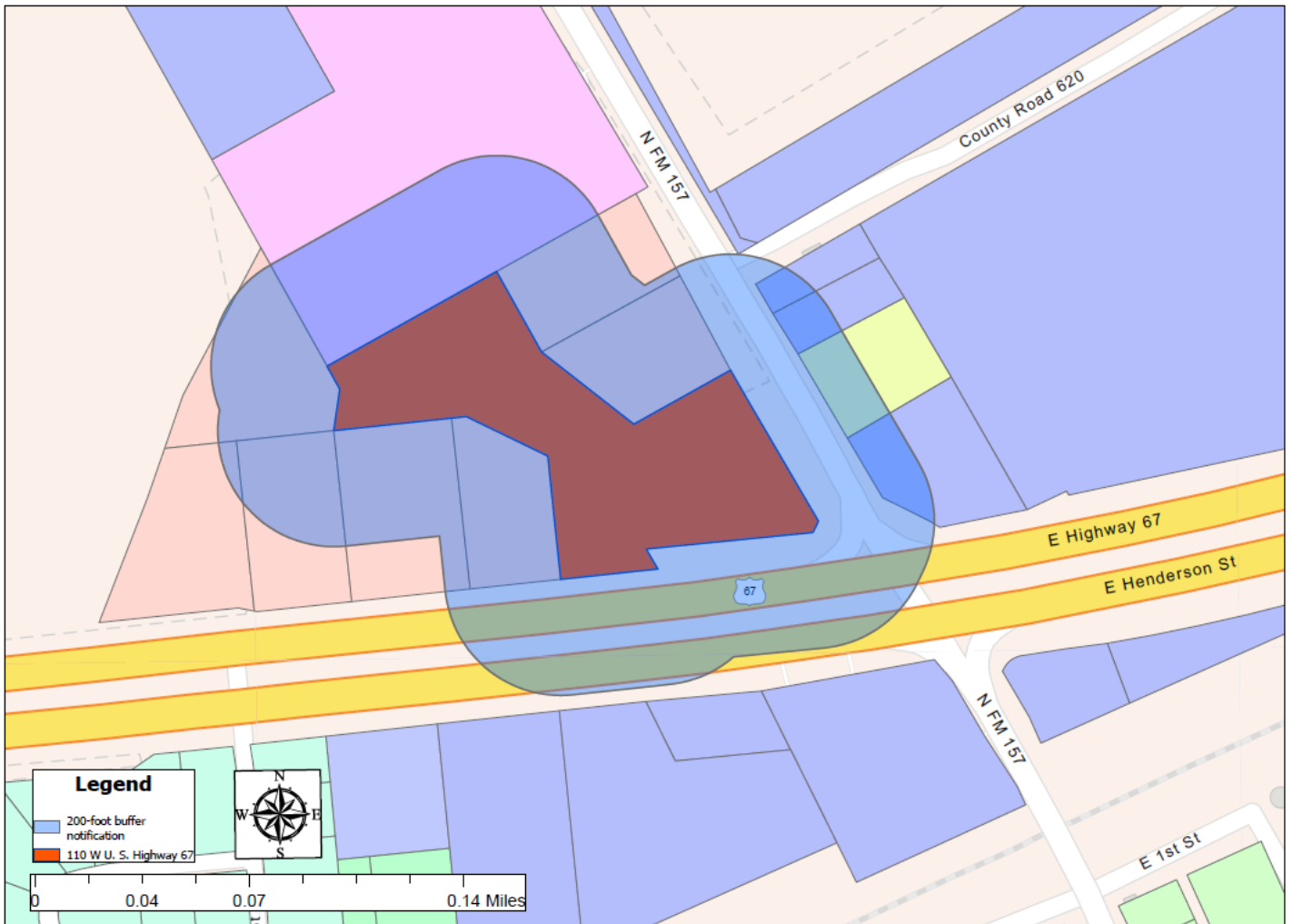
**Property Owner:** Saldena Properties, LP  
Attention: Walid Alameddine  
P. O. Box 2599, Waxahachie, TX 75168  
(469) 517-2000

**Additional Info:** This review process allows the Planning Department review for completeness of the application, and adherence to City Codes and policies. The request and application will be reviewed by the ZBOA.

Please contact me if you have any questions on this project or if you would like to submit comments. Thank you for your time.

Best regards,  
*Oscar Ortiz, City Planner*

# Vicinity Map

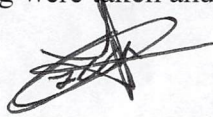


**AFFIDAVIT OF POSTING**

I, Oscar Ortiz, City Planner with the City of Venus, certify that on May 1<sup>st</sup>, 2025, I posted signage on the northwest corner of N FM 157 and US Highway 67 for the Zoning Board of Adjustment Public Hearing on May 12<sup>th</sup>, 2025. I also certify that this sign will remain erected and visible from the public right-of-way until all Governing Body decisions are made. If, at any time the sign is not visible from the right-of-way, I certify I will correct the situation as quickly as possible.

**The Legal Description is as follows:**  
VENUS JUNCTION, BLOCK A, LOT 1

Photographs of the property with this posting were taken and are attached hereto as Exhibit A.



Oscar Ortiz

May 1<sup>st</sup>, 2025

Date: May 1<sup>st</sup>, 2025

STATE OF TEXAS )  
)SS.

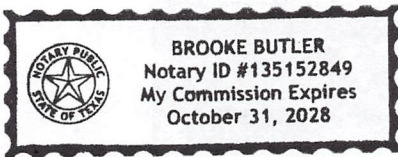
JOHNSON COUNTY )

The foregoing instrument was acknowledged before me this 6th day of May, 2025, by Brooke Butler (name),  
Notary (title)

Witness my hand and official seal.

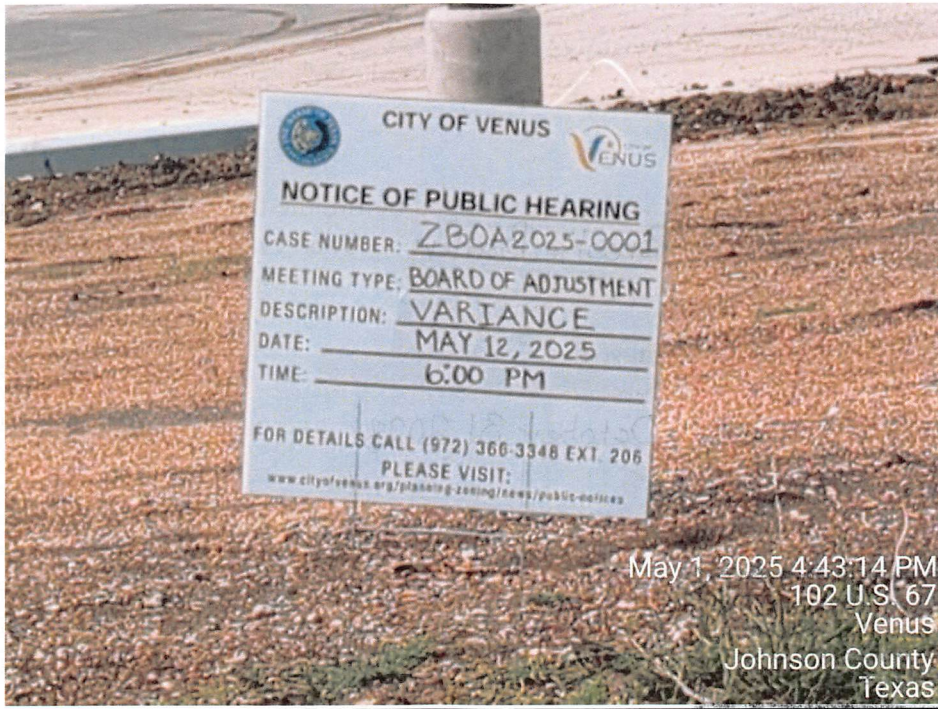
My commission expires: October 31, 2028.

(SEAL)

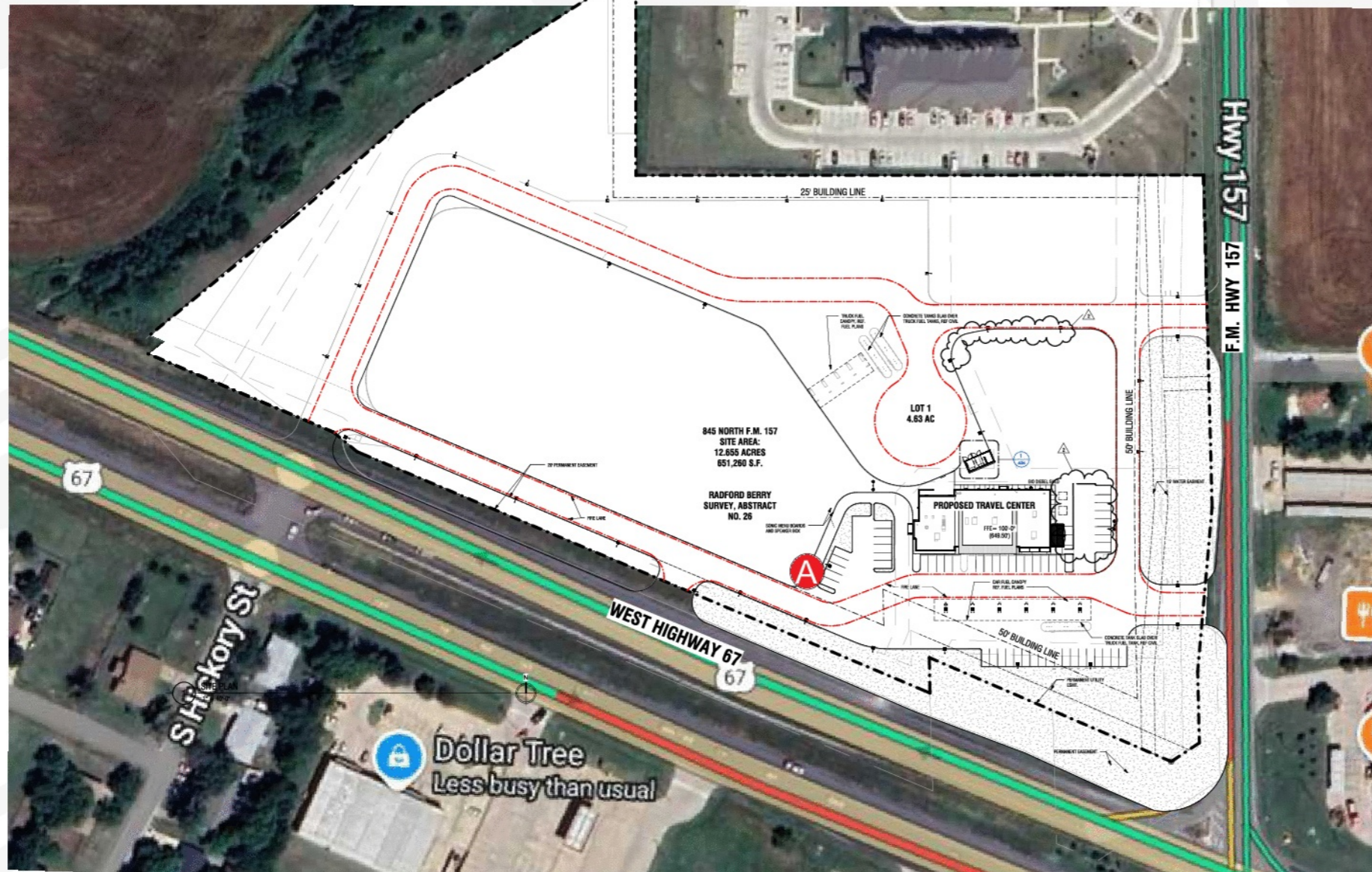


Brooke Butler  
Notary Public

Exhibit A



**A POLE SIGN**



**SITE PLAN**

**◀ SPELLING IS YOUR RESPONSIBILITY ▶ SIZES ARE NOTED ▶ PROOF IS NOT TO SCALE ▶ COLORS ON FINISHED PRODUCT MAY VARY SLIGHTLY FROM ELECTRONIC PROOF**



CUSTOMER Gateway Of Venus  
 COMPANY Victron Energy, Inc.  
 LOCATION 102 US-67  
 CITY,STATE Venus, TX 76084

**REINFORCEMENT OF BUILDING, PHYSICAL CONDITIONS:** If installation is a part of this Agreement, Buyer shall be responsible and pay for all necessary reinforcements to the building or any other structures on which Display is installed, for relocating power lines or other obstacles, and for any additional installation costs incurred by Seller due to adverse soil conditions, underground or other obstructions including but not limited to drilling for excavation or removal of any rock. Unless notified of sprinkler lines or private utility lines prior to drilling Seller is not responsible for damage caused and shall be indemnified against claims, losses or proceeding arising by replacement, repair or diversion of such services. When pier drilling is necessary, Seller will contact Dig Tress or other agents for location of all public utilities. Location of private utilities is the sole responsibility of the Buyer. In the event rock or adverse soil conditions are encountered in the drilling process, additional monies will be requested by the Seller.

CUSTOMER \_\_\_\_\_ DATE \_\_\_\_\_  
 LANDLORD \_\_\_\_\_ DATE \_\_\_\_\_

**Customer Signature:**

**PHONE: (972) - 205 - 9090**

**EMAIL: SALES@MYFUTURESIGNS.COM**

**ADDRESS: 11624 Chairman Dr Dallas, TX 75243**

**WEB: myfuturesigns.com**



Regulated by the Texas Department of Licensing & Regulation  
 Website: www.license.state.tx.us

ATTN ELECTRICAL SIGNS: FINAL PLANS ARE DESIGNED, PERMITTED, MANUFACTORY, INSTALLED, AND INSPECTED BY A LICENSED MASTER SIGN ELECTRICIAN AS REGULATED BY THE TEXAS DEPARTMENT OF LICENSING AND REGULATION  
 Page 14 of 15



Shell:	110 SF
One 9:	72 SF
Pricer:	118.75 SF
Starbucks:	81 SF
Chicken	70 SF
<b>Total :</b>	<b>451.75 SF</b>

**Highway Side**

**SCALE: 3/16" = 1'-0"**



◊ SPELLING IS YOUR RESPONSIBILITY ◊ SIZES ARE NOTED ◊ PROOF IS NOT TO SCALE ◊ COLORS ON FINISHED PRODUCT MAY VARY SLIGHTLY FROM ELECTRONIC PROOF

	CUSTOMER	Gateway Of Venus	<small>REINFORCEMENT OF BUILDING, PHYSICAL CONDITIONS: If installation is a part of this Agreement, Buyer shall be responsible and pay for all necessary reinforcements to the building or any other structures on which Display is installed, for relocating power lines or other obstacles, and for any additional installation costs incurred by Seller due to adverse soil conditions, underground or other obstructions including but not limited to drilling for excavation or removal of any rock. Unless notified of sprinkler lines or private utility lines prior to drilling Seller is not responsible for damage caused and shall be indemnified against claims, losses or proceeding arising by replacement, repair or diversion of such services. When pier drilling is necessary, Seller will contact Dig Tess or other agents for location of all public utilities. Location of private utilities is the sole responsibility of the Buyer. In the event rock or adverse soil conditions are encountered in the drilling process, additional monies will be requested by the Seller.</small>	CUSTOMER	DATE		
	COMPANY	Victron Energy, Inc.		LANDLORD	DATE		
	LOCATION	102 US-67					
	CITY, STATE	Venus, TX 76084					
PHONE: (972) - 205 - 9090		EMAIL: SALES@MYFUTURESIGNS.COM		ADDRESS: 11624 Chairman Dr Dallas, TX 75243		WEB: myfuturesigns.com	

**UL LISTED E476302**

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Website: www.license.state.tx.us

ATTN ELECTRICAL SIGNS: FINAL PLANS ARE DESIGNED, PERMITTED, MANUFACTORY, INSTALLED, AND INSPECTED BY A LICENSED MASTER SIGN ELECTRICIAN AS REGULATED BY THE TEXAS DEPARTMENT OF LICENSING AND REGULATION  
Page 15 of 15