



P.O. Box 369 (Mail)  
303 E. Pecan Dr. (Physical)  
Johnson City, TX 78636  
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# Building Permit Application

Please visit <https://www.johnsoncitytx.org/departments/permits/> for additional information on the Building Official, building codes, and plan review & inspection requirements.

Project Name: Old Annex front signage update Valuation: \$ 600  
Project Address: 200 N Ave G, Johnson City, TX 78636 Zoning: Downtown District (DD)/  
Lot: 5 Block: 6 Subdivision: N/A Square Foot: 12,000 *Historic*

*6(CPT)*

Project Description:  New  Addition  Remodel  Finish Out  Plumbing  
 Mechanical  Electrical  Sign  Fence  Accessory Structure  
 Irrigation  Swimming Pool  Other

Scope of Work: Replacing free-standing signage with wall signage.

Is this property in the floodplain?  No  Yes If yes, provide floodplain certificate or application.

Owner Name: Bart & Debbie Burkhard Project Contact (if different): \_\_\_\_\_  
Owner Address: PO Box 2236 City, State, Zip Code: Johnson City, TX 78636  
Phone Number: 830-396-9011 Email Address: oldannexofficesolutions@gmail.com

Engineer: N/A	Contact Person:	Phone Number:	Email / License No:
Architect: N/A	Contact Person:	Phone Number:	Email / License No:
General Contractor: N/A	Contact Person:	Phone Number:	Email / License No:
Mechanical Contractor: N/A	Contact Person:	Phone Number:	Email / License No:
Plumbing Contractor: N/A	Contact Person:	Phone Number:	Email / License No:
Electrical Contractor: N/A	Contact Person:	Phone Number:	Email / License No:
TPO Energy Provider: N/A	Contact Person:	Phone Number:	Email / License No:

**A permit becomes null and void if work is not commenced within 365 days. All permits require final inspection. A final inspection and/or certificate of occupancy must be issued before any building is occupied. I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other State or local laws regulating construction or the performance of construction.**

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Building Permit Fee: \_\_\_\_\_ Plan Review Fee: \_\_\_\_\_ Water Fees: \_\_\_\_\_ Sewer Fees: \_\_\_\_\_

Meter Deposit Fee: \_\_\_\_\_ Total Fees: \_\_\_\_\_ Receipt No.: \_\_\_\_\_ Issued Date: \_\_\_\_\_ Issued By: \_\_\_\_\_

**MINUTES  
CITY OF JOHNSON CITY, TEXAS  
PLANNING AND ZONING COMMISSION**

The City of Johnson City Planning and Zoning Commission met for a Regular Meeting on Tuesday, June 27, 2023 at 6:00 p.m. in the City Hall Council Chamber, 303 E. Pecan Drive, Johnson City, Texas 78636. This was an open meeting, subject to the open meeting laws of the State of Texas.

Present: Suree Birck  
Kevin Tully  
James Whitfill  
Bart Burkhard  
Paul Babb

Staff Present: Rick Schroder, CAO  
Whitney Walston, City Secretary  
Elizabeth Elleson, City Attorney

Not Present: Kenneth Bible  
Stephanie Bass

**1. Call to order.**

Commissioner Birck called the meeting to order at 6:07 pm.

**OPEN SESSION:**

**2. Citizens to be heard.**

There were no public comments.

**ITEMS FOR INDIVIDUAL CONSIDERATION:**

**3. Discussion of and action on the minutes of the following Regular and Special Meetings of the Planning and Zoning Commission:**

- **Regular Meeting – January 24, 2023;**
- **Special Meeting – February 15, 2023;**
- **Regular Meeting – February 28, 2023;**
- **Regular Meeting – March 28, 2023; and**
- **Regular Meeting – April 25, 2023.**

Commissioner Whitfill made the motion to accept the minutes as written. Commissioner Burkhard seconded the motion. All were in favor and the minutes were approved.

4. Pursuant to Municipal Code of Ordinances Chapter 14 Zoning, Article III Zoning Districts, Division 2 Historic Preservation, discussion of and action on a request by Old Annex Office Solutions, LLC for approval of wall signage located at 200 N. Ave. G, Johnson City, Texas 78636, more particularly described as BCAD Property ID No. 84703. (Applicant)

Commissioner Burkhard recused himself based on a personal connection to the item. Commissioner Babb motioned to approve the sign application. Commissioner Tully seconded the motion. All were in favor and the motion passed.

5. Presentation by the City Attorney and discussion of and direction on Municipal Code of Ordinances Chapter 14 Zoning. (Staff)

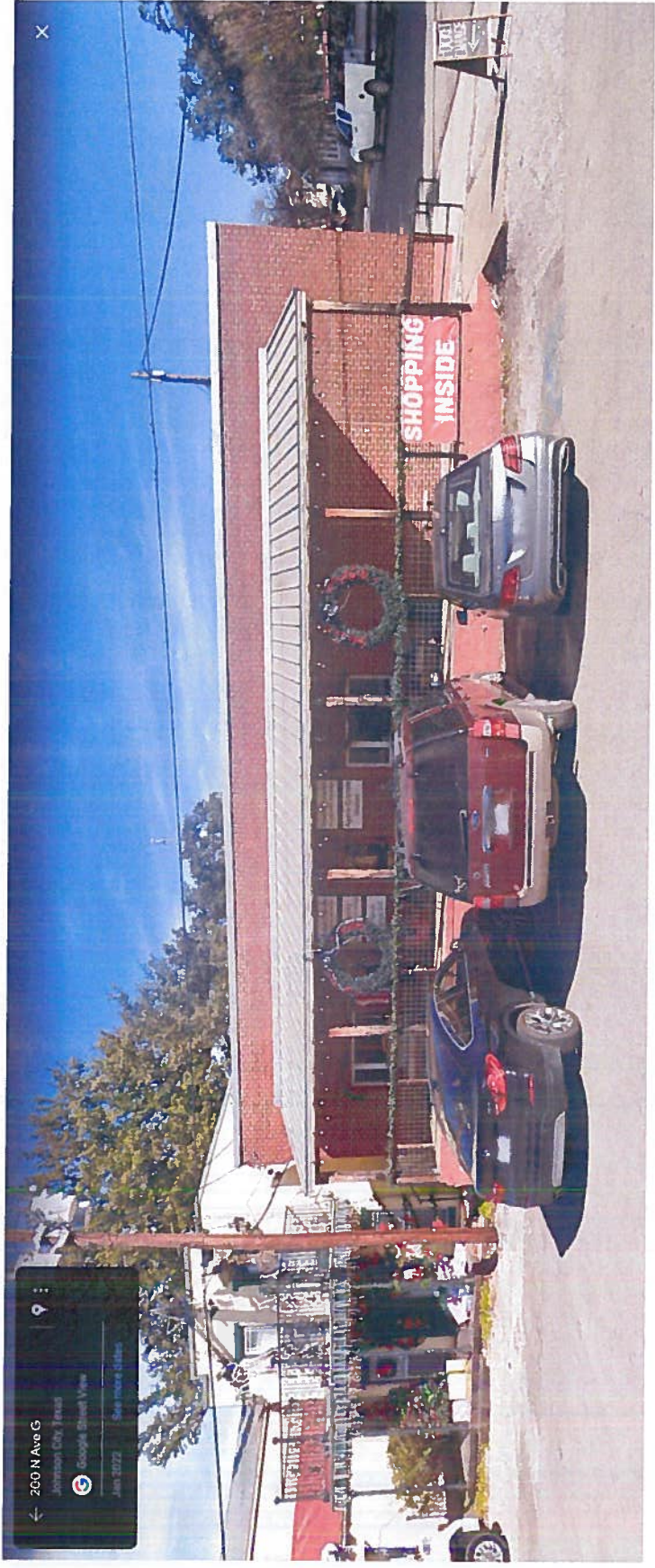
The City Attorney provided a brief overview of the suggested changes to Chapter 14 of the Municipal Code of Ordinances.

With no further business before the commission, the meeting was adjourned at 7:02 pm.

\_\_\_\_\_  
Chairperson

ATTEST:

\_\_\_\_\_  
Whitney Walston, City Secretary



# Request for New Signage at the Old Annex 200 N Ave G

## Summary

The current signage at the front of the Old Annex is generally hard for visitors/customers to see; based on direct feedback and based on observations while watching them walk around. The problem is worse when large vehicles are parked in front. The slope of the porch cover also limits the number of individual business signs that are visible on the current metal grid. For example, the address sign on the top row is only visible when you are directly in front of the porch.

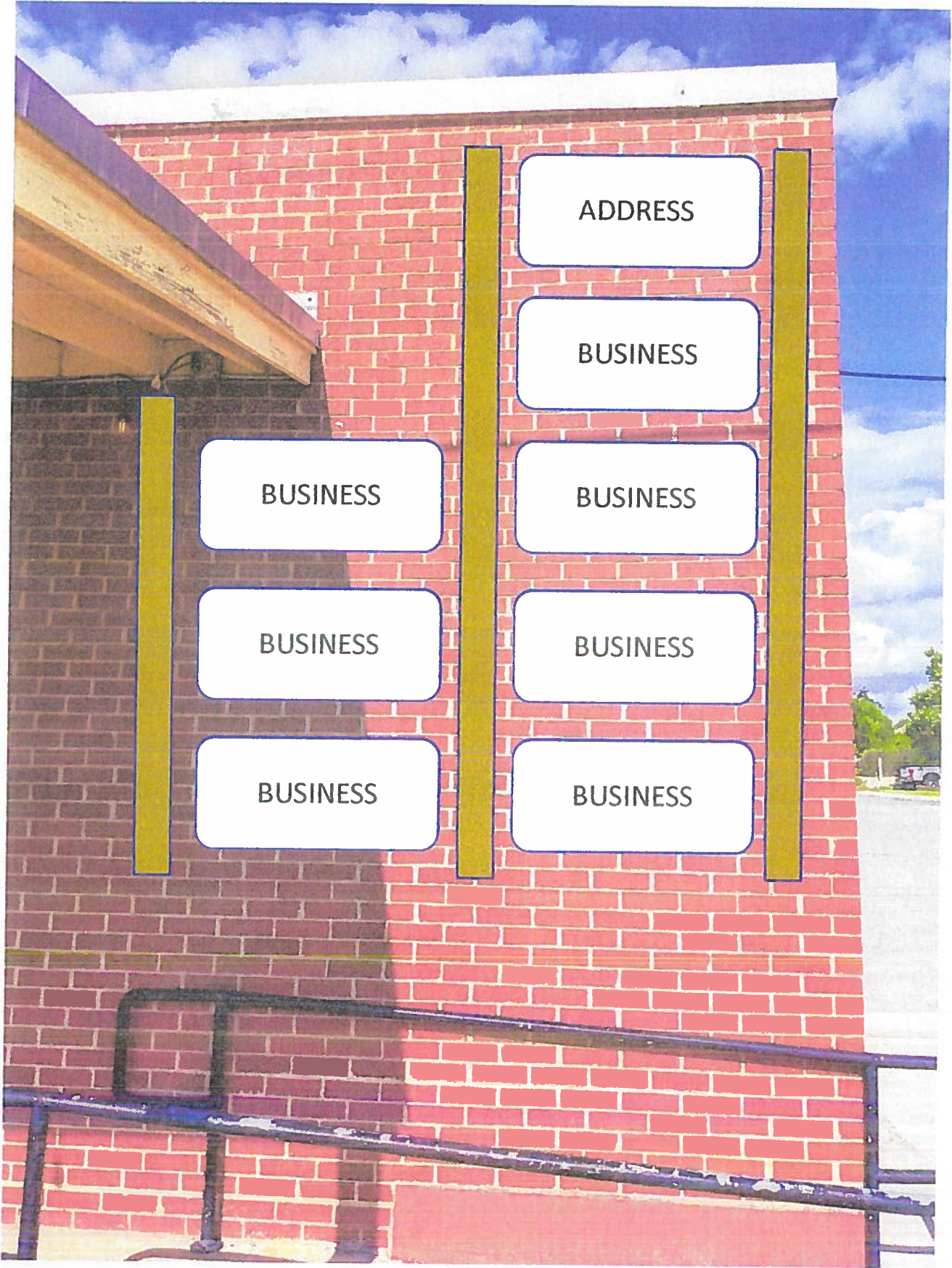
## Current Signage

The current signage consists of two free-standing metal grids. Each is roughly 36 sq ft (4x9) with 4x4 posts on each side, 4" metal grid hog panel attached to the posts, and individual metal 16"x40" business (and address) signs attached to the grid via wire.



### **Requested New Signage**

We are requesting new wall signage on the rightmost side of the wall, where it will be highly visible, benefiting both our visitors/customers and the associated businesses. We will frame the grid with 2x4 or 2x6 cedar and stain that cedar either red or brown; the cedar will be mounted to the wall via concrete anchors. The same 4" metal grid hog panel will be attached to the cedar with appropriate hardware and the individual metal business (and address) signs will be attached to the grid via wire as they are today. The overall size will be rough 52 sq ft with possible expansion to 72 sq ft if needed, well below the max of 25% wall coverage for commercial property, and it won't protrude from the wall more than 2-3 inches. The current plan is to have the address sign with white background and black letters, as it is today, and to allow the businesses to use custom graphics to differentiate themselves and attract eyes; each business sign to be approved by Old Annex management. Below is a rough depiction of what we're looking at doing.



ADDRESS

BUSINESS

BUSINESS

BUSINESS

BUSINESS

BUSINESS

BUSINESS

BUSINESS

Wall sign. A sign, other than a nameplate, painted on or mounted parallel to the face of any building, provided that the sign does not project over any public land or street right-of-way, or extend more than 12 inches from the face of the wall to which the sign is mounted, or extend at any point above or beyond the end of such wall. A sign that is painted on a sloping roof or mounted on a sloping roof in the same plane as the roof is also a wall sign. A wall sign that is not painted directly on the surface of a wall must be securely mounted to and supported by the wall throughout the length and width of the sign. Only one wall sign may be permitted per establishment in any residential area. The area of all wall signs on any single wall, including one-third of the area of any awning signs which are attached to the wall and required to be counted, may not exceed 16 square feet in any residential zoning district, or 25 percent of the area of the wall, exclusive of the area of doors and windows in the wall, in nonresidential areas. Changeable copy wall signs are wall signs that contain the primary name of the establishment as well as a changeable copy feature. The changeable copy portion of the sign shall not exceed eight (8) square feet.



DIVISION 2  
**Historic Preservation**

**§ 3-16. Definitions.**

Historic overlay district; "H." An area which has outstanding historical and cultural significance in the State, region, or City, within which the buildings, structures, accessory buildings, fences, or other appurtenances are of basic and vital importance for the development of culture and tourism because of their association with history, including:

- (1) Historic structures, sites, or areas within which the buildings, structures, appurtenances, and places exemplify the cultural, political, economic, or social history of the State, region, or City.
- (2) Historic structures, sites, or areas that are identified with the lives of historic personages or with important events in State, regional, or local history.
- (3) Structures or areas that embody the distinguishing characteristics of an architectural type specimen as to color, proportion, form, and architectural details.

Historic landmark; "HL." A place which has outstanding historical and cultural significance in the nation, region, or City. The designation "historic landmark" recognizes that the historic place or the building(s), structure(s), accessory building(s), fences, or other appurtenances at the place, are of basic and vital importance for the preservation of culture and the development of tourism.

(Ordinance 21-1201 adopted 12/7/21)

**§ 3-17. Designation of historic districts and historic landmarks.**

- (a) Designation of historic districts. The city council designates the area notated on the city's official Zoning Map as the "Historic Overlay District." The Historic Overlay District shall bear the word "Historic" in its zoning designation, and such designation shall be in addition to any other Zoning District designation established in the Zoning Ordinance. All Zoning Maps shall reflect the Historic Overlay District by the letter "H."
- (b) Criteria for designation of Historic Overlay District. In making the designation of an area as a historic district, the city council shall consider one or more of the following criteria:
  - (1) Character, interest, or value as part of the development, heritage, or cultural characteristics of the city;
  - (2) Location as the site of a historical event;
  - (3) Embodiment of distinguishing characteristics of an architectural type or specimen;
  - (4) Relationship to other distinctive buildings, sites, districts, or structures which are historically significant and preserved, or which are eligible for preservation;
  - (5) Unique location of singular physical characteristics represents an established and familiar visual feature of a neighborhood, community, or the city;
  - (6) Value as an aspect of community sentiment of public pride; and
  - (7) Identification with a person or persons who significantly contributed to the development or culture of the city.
- (c) Designation of historic landmarks. After public notice and hearing, the city council may from time-

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to-time designate certain places in the city as historic landmarks. Such places shall bear the word "Historic" in their zoning designation, and such designations shall be in addition to any other Zoning District designation established in the Zoning Ordinance. All Zoning Maps shall reflect the historic landmark by the designation "HL."

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- (d) Criteria for designation of historic landmark. In making the designation of a place as a historic landmark, the city council shall consider the criteria set forth in Subsection (b) of this section. (Ordinance 21-1201 adopted 12/7/21)

**§ 3-18. Historic review board.**

- (a) Creation; composition. The Planning and Zoning Commission of the city shall serve as the Historic Review Board, hereinafter the "Board." In addition to its planning and zoning duties, the Commission shall assume all duties and perform all functions of the Board as contained and described in this division. All references to the "review board," or "historic review board" or the "board" in this division are to the Planning and Zoning Commission.
- (b) Functions. The Board shall act in an advisory capacity only, and shall have no power to bind the city by contract or otherwise. It shall be the function of the Board to advise the city council concerning all applications for certificates of review in Historic Overlay Districts or Historic Landmarks. (Ordinance 21-1201 adopted 12/7/21)

**§ 3-19. Certificate of review required; procedures.**

- (a) No person or entity shall install, construct, reconstruct, alter, change, restore, remove, or demolish any exterior architectural feature of any historic landmark or of any building or structure located within a Historic Overlay District unless application is made for a certificate of review and such a certificate is granted by the city council.
- (b) The applicant shall submit to the Board an application in writing for a certificate of review that includes data and information required by the city council, including, but not limited to, the following:
- (1) Name of the applicant and the property owner;
  - (2) Mailing address of the applicant and permanent address of the property owner;
  - (3) Location of the property to be altered or repaired;
  - (4) A detailed description of the nature of the proposed external alteration or repair to be completed;
  - (5) The intended and desired starting date and completion date of the alterations or repairs to be made; and
  - (6) A drawing or sketch of the proposed external alteration, if applicable.
- (c) Applications that are incomplete or not in compliance with the city Building Code, restrictions, and other City Ordinances shall be returned to the applicant for completion and compliance.
- (d) All applications shall be subject to review by the Board and action by the city council. The Board shall review the applications for all certificates of review and determine whether the applications are in conformance with this division. With the exception of Subsection (e) hereof, the city council shall

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approve, approve with conditions, or deny all applications within sixty (60) days of application § 3-21  
submittal.

- (e) For a permit to demolish or move a historic landmark or building within a Historic Overlay District or any other Zoning District, the city council shall render a decision within one hundred twenty (120) days after receipt of a completed application.

(Ordinance 21-1201 adopted 12/7/21)

**§ 3-20. Criteria for action on certificate of review.**

In determining the recommendation and action on an application for a certificate of review, the Board and City Council shall consider the following matters:

- (1) The effect of the proposed change upon the general historic, cultural, and architectural nature of the District or landmark;
- (2) The appropriateness of exterior architectural features that can be seen from a public street, alley, or walkway;
- (3) The general design, scale, arrangement, texture, and material of the building or structure and the relation of such factors to similar features of buildings or structures in the District. The criteria shall not be the aesthetic appeal of the structure or the proposed remodeling, but rather, its conformity to the general character of the particular historic area involved;
- (4) The character of the Historic Overlay District or Landmark for all signs;
- (5) Preservation of the value of the Historic Overlay District or Landmark, as the area of unique interest and character;
- (6) The general and specific Standards for Rehabilitation and Guidelines for Applying the Standards for Rehabilitation, as issued by the Secretary of the Interior; and
- (7) The importance of balancing the current needs of the property owner with the importance of approving plans that will be economically reasonable for the property owner.

(Ordinance 21-1201 adopted 12/7/21)

**§ 3-21. Violations; penalty.**

- (a) It shall be unlawful to construct, reconstruct, structurally alter, remodel, renovate, relocate, restore, demolish, raze, or maintain any building, structure, accessory building, fence or other appurtenance in a Historic Overlay District or Historic Landmark in violation of the provisions of this division. The city may institute any appropriate action or proceeding to prevent such unlawful construction, reconstruction, structural alteration, remodeling, renovation, restoration, relocation, demolition, razing, or maintenance; to restrain, correct, or abate such violation; and to prevent any illegal act, conduct, business, or maintenance in and about such premises. Each day such violation continues shall constitute a separate violation.
- (b) Criminal Offense. Violation of any provision of this division is a misdemeanor. Each day of a violation shall constitute a separate offense. A fine for a violation may not exceed two hundred dollars (\$200.00).
- (c) Civil Action. A person who violates a provision of this article is subject to a civil suit for injunctive relief and to a civil penalty. The city may seek also to recover damages from the violator in an

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amount adequate for the city to undertake activity necessary to bring compliance with the ordinance.

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(Ordinance 21-1201 adopted 12/7/21)