Special Meeting of the
Construction Board of Adjustments & Appeals
March 14, 2024
10:00 a.m.

Matt Hinton, Chairman
Luke Raber, Vice Chairman
Kevin Jefferis (Alternate)
Trent Carter (Alternate)
Kyle Parnell

Kevin Redding
Bob Cummings
Bobby Burns
Josh Crawford

City of Pampa/ 201 W. Kingsmill/ PO Box 2499/ Pampa, TX 79066-2499/ (806) 669-5750
CONSTRUCTION BOARD OF ADJUSTMENTS & APPEALS
SPECIAL MEETING
March 14, 2024 – 10:00 A.M.

CITY COMMISSION CHAMBERS
CITY HALL, 201 W. KINGSMILL
PAMPA, TEXAS

CALL TO ORDER

QUORUM CHECK

PUBLIC COMMENTS:
Citizens who have signed a card to speak to the Construction Board of Adjustments & Appeals will be heard at this time. In compliance with the Texas Open Meetings Act, unless the subject matter of the presentation is on the agenda, the City staff and Board members are prevented from discussing the subject and may respond only with statements of factual information or existing city policy. Citizens are limited to three (3) minutes for their presentation to the Board.

The Construction Board of Adjustments & Appeals reserves the right to adjourn into Executive Session on any agenda item should the need arise, and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

AUTHORIZATIONS BY BOARD:

1. Discuss and act on an appeal requested by Randy Burkett for a Variance that was denied by the City of Pampa Building Official to allow for an electric off-premises advertising sign at 1421 N. Hobart.

2. Consider approving the minutes of the October 19, 2023, Special Meeting of the Construction Board of Adjustments & Appeals as presented.

DISCUSSION:

• 2021 International Codes

ADJOURN

CERTIFICATION

I certify that the above Agenda was posted on the officially designated bulletin board of City Hall during normal business hours and posted on the City of Pampa’s website on MARCH 11, 2024, BEFORE 10:00 A.M. and remained so posted continuously for 72 hours proceeding the scheduled time of the said meeting.

Barbara Stucker, City Secretary
March 5, 2024

On March 1, 2024, Randy Burkett with Burkett Outdoor applied for a permit. This application requests that he be allowed to erect an electronic off-premises advertising sign at 1421 N Hobart. The drawing that was submitted shows that the sign would be built within 1500ft of an existing electronic off-premises advertising sign. Sec 3.15.086(a)(5) of Pampa Code of Ordinances requires a spacing of 1500ft from electronic signs. I informed him of this in person and in writing. Based on my decision he asked for a variance. This request was made in writing on March 1, 2024.

Cary Rushing
Building Official
March 5, 2024

Randy Burkett
Burkett Outdoor
6408 Hatfield
Amarillo, TX 79106
randy@burkettoutdoor.com

PROPERTY: 1421 N Hobart

Mr. Burkett,

I would like to inform you that your request for a permit has been denied. It is the belief of the Building Official that these buildings do not meet Signs Article 315.086(A)(5). These building plans do not meet the required spacing regulations.

(5) Must be separated from any other electronic sign on the same street by at least 1,500 feet.

Written notice of the appeal of a building official’s decision shall be filed with the secretary of the board within thirty (30) days after the building official’s decision is rendered.

Sincerely,

Cary Rushing
Building Official
March 1, 2024

Pampa Zoning Board of Adjustments

Reference: Electronic Sign Permit 1421 N. Hobart St.

Dear Board Members:

We are purchasing the property known as C&T Nails at 1421 N. Hobart St. in Pampa. This purchase is subject to us getting a Variance to allow us to build and maintain an Electronic/Digital Sign on this parcel.

Your sign ordinance calls for 1500’ spacing between Electronic Signs regardless of which direction it faces. TXDOT also requires 1500’ spacing however that only applies to signs facing the same direction.

In this case, you previously granted a variance to Choice Media for an electronic sign 870’ south of our parcel. It faces South for northbound traffic. We are applying for our electronic face to face North for southbound traffic. Both signs are under your maximum sign size of 200 sq. ft. Our sign will be 8’x24’ in size (192 sq. ft.)

Neither of these signs will be in the same line of site and cannot be read at the same time.

We respectfully request you grant our variance to allow our sign to be within the 1500’ spacing per code. We will strictly adhere to all TXDOT regulations with our sign.

Sincerely:

Randy Burkett
President
CITY OF PAMPA
APPLICATION FOR BUILDING PERMIT

For the Erection, Remodeling, Repairing, Demolition of Buildings or Parts thereof as Provided in the Pampa Building and Zoning Ordinances

Date 2/29/24 Applicants Name BURLETT OUTDOOR Phone 806-206-6163

Project Address: 1421 N. HOBART ST.
Character of Occupancy: C+T NAIL SALON
Property Owner: QUOC NEWYEN
Address 1421 N. HOBART ST Phone No. 806-419-3211
Contractor: THOMAS RANDALL BURLETT
Contractor License No.: TX DOT 46649
Address 60406 HATFIELD, AMARILLO TX Phone No. 806-206-6163

Permit For: New Construction ( ); Remodel ( ); Addition ( ); Roof ( ); Sign (Y)

Description of Work to be Performed INSTALL DIGITAL LED SIGN FACE ON GROUND MOUNTED POLE DIGITAL FACE WILL ONLY FACE NORTH

SEPARATE PERMITS ARE REQUIRED FOR PLUMBING, HEATING, AND ELECTRICAL

Total Dollar Value of Work $30,000
Architectural Barriers Registration No. (Only on non-residential projects in access of $50,000.)

Answer the following questions only if renovating or demolishing a public or commercial building

Was an asbestos survey performed in accordance with Texas Asbestos Health Protection Rules and National Standards for Hazardous Air Pollutants. Yes _______ No ( )
Date of Survey: ______/______/______
TDH Inspector/License No. ____________

If the answer is NO, then as the owner, operator, or agent of the renovation/demolition site, I understand that it is my responsibility to have this asbestos survey conducted in accordance with Texas Asbestos Health Protection Rules and National Emission Standard for Hazardous Air Pollutants prior to a renovation/demolition permit being issued by The City of Pampa.

Signature of Applicant / Date 2/29/24
CAT Nails
1421 N. HOBART

NORTH FACE DIGITAL/LED
SOUTH FACE STATIC
**Property ID:** 8425

### Property Details

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### Location

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<td>Abstract/Subdivision:</td>
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CITY OF PAMPA
CONTRACTOR REGISTRATION
APPLICATION $30.00 FEE

Type of Contractor Registration:
- General
- New Residential
- Residential Addition/Remodeling
- Electrical
- Heating/Air
- House Moving
- Landscape
- Plumbing
- Roofing
- Swimming Pool
- Water Treatment Equipment Installer
- Sign Contractor: (mark one)
  - Electrical Sign
  - Non-electrical Sign

Applicant Information
Name: THOMAS RANDALL BURKE
Business Name: BURKE OUTDOOR
State License / Registration Number: TXDOT NO. 4067
Driver's License #: TX 06421620

Mailing Address: PO BOX 50372, AMARILLO, TX 79159
Physical Address: 6408 HATFIELD, AMARILLO, TX 79106
City: AMARILLO, State: TEXAS, Zip Code: 79159

Alternate Phone Number (someway to leave message): 706-420-4843 (MATT TAYLOR)
E-Mail Address: RANDY@BURKEOUTDOOR.COM
Fax #: 706-338-9270

By signing below, I attest the above information is true. I understand that giving false information regarding State Licensing could be grounds for repercussion from the appropriate licensing agency.

Signature of Applicant

Printed Name: RANDY BURKE
Date: 2/29/24
License OAL-24-R-00115:

Multiple Permit Renewals

Business Address

License Details

DBA Name:
Multiple Renewal

More Details

Related Contacts
Owner information
Individual
Thomas Randall Burkett
Home Phone: 8062066163
Work Phone: 8062066163
Mobile Phone: 8062066163
E-mail: randy@burkettoutdoor.com

Mailing
PO Box 50372
Amarillo, TX, 79159
United States

Primary Contact information
Individual
Randy Burkett
Home Phone: 8063589226
Work Phone: 8063589226
Mobile Phone: 8063589226
E-mail: randy@burkettoutdoor.com

Mailing
P. O. Box 50372
Amarillo, TX, 79159
United States

Application Information

LICENSE INFO

License Number: 4669
From Date: 03/01/2024
To Date: 03/31/2024

Application Information Table
CALL TO ORDER: Matt Hinton, Chairman at 9:00 a.m.

QUORUM CHECK: Quorum present

PRESENT: Kevin Jefferis  Trent Carter  
Kyle Parnell  Luke Raber  
Josh Crawford  Matt Hinton

ABSENT: Kevin Redding  Bobby Burns  
Bob Cummings

STAFF: Shane Stokes  City Manager  
Cary Rushing  Building Official  
Barbara Stucker  City Secretary

VISITORS: None

INVOCATION: Kyle Parnell, Board Member

PUBLIC COMMENTS: NONE

AUTHORIZED BY BOARD:

1. Discuss, take action, and make recommendation to the City Commission on new building permit fees.

   Board Chairman, Matt Hinton asked Cary Rushing, Building Official, to discuss the current fees and compare them to surrounding cities. Mr. Rushing explained to the Board that there is new legislation that states we need to review all permit fees for the past ten years by January 1, 2024.

   23-005

A motion was made by Board Member Parnell and seconded by Board Member Crawford to add a Plan Review Fee of $100.00 for Residential plans and $.001 on the estimated project cost for Commercial plans to the City of Pampa’s Fees Schedule. With each Board Member voting AYE, the motion carries.

The Construction Board of Adjustments revisited every fee on the current fee schedule and suggested the following changes.

1) Implementation of a minimum permit fee of $40.00 on each of the City of Pampa’s permits.
2) Increase Carport Permits to $125.00 each with no differential between front and rear locations.
3) Increase Roof Permits to $40.00 for Residential and $60.00 for Commercial.
4) Requirement of General Contractors to present a minimum insurance policy of $100,000 upon annual registration.

The City Secretary read aloud the potential changes.

23-006

A motion was made by Board Member Parnell and seconded by Board Member Raber to approve the changes to Building Permit Fees as read by the City Secretary. With each Board Member voting AYE, the motion carries.

2. Consider approving the minutes of the June 16, 2023, Special Meeting of the Construction Board of Adjustments and Appeals.
A motion was made by Board Member Crawford and seconded by Board Member Carter to approve the minutes of the June 16, 2023, Special meeting of the Construction Board of Adjustments and Appeals as presented. With each Board Member voting AYE, the motion carries.


ADJOURNMENT

There being no further business on the Agenda, a Motion was made by Board Member Raber and Seconded by Board Member Crawford to adjourn the meeting at 10:37 a.m.