



AGENDA

Board of Adjustment

Monday, March 3, 2025
6:00 pm Regular Meeting
Sunnyvale Town Hall
Council Chambers
127 N Collins Rd.
Sunnyvale, TX 75182

A. Call Meeting to Order

B. Public Comment

The Board of Adjustment invites citizens to address the Board on any matter, except items on the agenda and public hearings that are included on the agenda. Comments related to items on the agenda and public hearings will be heard when the specific item/hearing starts. Citizen comments are limited to three (3) minutes, unless otherwise required by law. To address the Board, please fill out a Public Comment Card and submit it to a staff member prior to the Public Comment section on the agenda. The Board of Adjustment is not permitted to take any action or discuss any item not listed on the agenda. The Board may choose to place the item on a future agenda.

C. Consent Agenda Items

1. Consider and act upon August 5, 2024, Board of Adjustment meeting minutes.
[Meeting Minutes August 5, 2024](#)

D. Public Hearing Items

1. Hold a public hearing, discuss, consider, and act upon a request for a variance to the Unified Development Ordinance (UDO), Section 3.06.07 Lighting Standards, Subsection B. General Requirements, including but not limited to the location of the light sources with respect to the required setbacks at the property located at 642 E Berkeley Circle, which is zoned Single Family 1 (SF-1). **Case 1833-ZBA/642 E Berkeley Circle Accessory Structures.**

[Staff Report](#)

[Map](#)

[Site Plan](#)

[HOA Approval Letter](#)

2.

Hold a public hearing, discuss, consider, and act upon a request for a variance to the Unified Development Ordinance (UDO), Section 3.04.04 Supplemental Development Standards, Subsection A. Accessory Buildings, including but not limited to the location of the accessory structure with respect required setbacks at the property located at 458 Clay Road which is zoned Industrial (I). **Case 1835-ZBA/458 Clay Rd. Accessory Building.**

[Staff Report](#)

[Map](#)

[Plat](#)

[Aerial](#)

E. Adjourn

NOTE: 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, as authorized by the Texas Open Meetings Act, Texas Government Code, Chapter 551, including §551.071 (private consultation with the attorney for the Town). Any decision held on such matters will be taken or conducted in Open Session following the conclusion of the Executive Session.

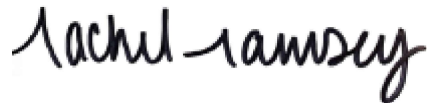
The Town of Sunnyvale is committed to compliance with the Americans with Disabilities Act (ADA). Reasonable accommodations and equal access to communications will be provided to those who provide notice to the Town Secretary at 972-226-7177 at least 48 hours prior to the meeting.

Notice is hereby given that the Sunnyvale Board of Adjustment will conduct its Regular Meeting on Monday, March 3, 2025 at the Sunnyvale Town Hall. The public is encouraged to attend the meeting.

Email comments may also be submitted to surupa.sen@townofsunnyvale.org by 3 p.m. the day of the meeting. The

link to the live stream of the meeting will be posted on Sunnyvale's Facebook page Town of Sunnyvale – Government.

I hereby certify that the foregoing notice was posted at Town Hall, 127 N. Collins Rd., Sunnyvale, Texas and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting:



Rachel Ramsey, Director of Administration/Town Secretary

Date Posted: 02/27/2025

Time Posted: 2:00 p.m.

Date Removed from Bulletin Board: _____

Removed By: _____