

**MINUTES OF THE WORK SESSION AND REGULAR MEETING
OF THE PLANNING AND ZONING COMMISSION OF THE
CITY OF NORTH RICHLAND HILLS, TEXAS
HELD IN THE CITY HALL, 4301 CITY POINT DRIVE
AUGUST 19, 2021**

WORK SESSION: 6:00 PM

A. CALL TO ORDER

The Planning and Zoning Commission of the City of North Richland Hills, Texas met in work session on the 19th day of August 2021, at 6:00 p.m. in the City Council Chamber prior to the 7:00 p.m. regular Planning and Zoning Commission meeting.

Present:	Justin Welborn	Chair, Place 1
	Jerry Tyner	Vice Chair, Place 2
	Greg Stamps	Place 4
	Kathy Luppy	Secretary, Place 5
	Gregory Hoffa	Place 6
	Anthony Bridges	Ex-Officio

Absent:	Don Bowen	Place 3
	Nyja Roby	Place 7

Staff Members:	Clayton Comstock	Planning Director
	Clayton Husband	Principal Planner
	Chad VanSteenberg	Planner
	Nathan Frohman	City Engineer

Chair Welborn called the work session to order at 6:00 p.m.

1 PLANNING DIRECTOR REPORT

Planning Director Clayton Comstock presented the city announcements, and summarized recent City Council actions.

Present Commissioner Justin Welborn, Commissioner Jerry Tyner, Commissioner Greg Stamps, Commissioner Kathy Luppy, Commissioner Gregory Hoffa, and Commissioner Anthony Bridges

Absent Commissioner Don Bowen, and Commissioner Nyja Roby

Non-Voting

2 DISCUSS ITEMS FROM THE REGULAR PLANNING AND ZONING COMMISSION MEETING

Planning Director Clayton Comstock discussed items on the regular meeting agenda.

3 PLANNING AND ZONING COMMISSION TRAINING PRESENTATION BY CITY ATTORNEY AND STAFF.

City Attorney Maleshia McGinnis and Planning Director Clayton Comstock presented the Planning and Zoning Commission annual training.

Ms. McGinnis discussed governing rules and regulations; composition, duties, responsibilities, and authority of the Commission; ethics and conflicts of interest; open meetings; and public information and electronic communications.

Mr. Comstock discussed public hearing notices and procedures; decisions on zoning cases; protested zoning changes; an overview of the zoning ordinance and zoning map; the development review process; and the Vision 2030 Strategic Plan.

Chair Welborn adjourned the work session at 6:55 p.m.

REGULAR MEETING: Immediately following worksession (but not earlier than 7:00 pm)

A. CALL TO ORDER

Chair Welborn called the meeting to order at 7:00 p.m.

Present:	Justin Welborn	Chair, Place 1
	Jerry Tyner	Vice Chair, Place 2
	Greg Stamps	Place 4
	Kathy Luppy	Secretary, Place 5
	Gregory Hoffa	Place 6
	Anthony Bridges	Ex-Officio

Absent:	Don Bowen	Place 3
	Nyja Roby	Place 7

Staff Members:	Clayton Comstock	Planning Director
	Clayton Husband	Principal Planner

Chad VanSteenberg Planner
Nathan Frohman City Engineer

Present Commissioner Justin Welborn, Commissioner Jerry Tyner,
Commissioner Greg Stamps, Commissioner Kathy Luppy,
Commissioner Gregory Hoffa, and Commissioner Anthony
Bridges

Absent Commissioner Don Bowen, and Commissioner Nyja Roby

Non-Voting

A.1 PLEDGE

Ex-Officio Bridges led the Pledge of Allegiance to the United States and Texas flags.

A.2 PUBLIC COMMENTS

There were no requests to speak from the public.

B. MINUTES

**B.1 APPROVE MINUTES OF THE JULY 15, 2021, PLANNING AND ZONING
COMMISSION MEETING.**

APPROVED

**A MOTION WAS MADE BY COMMISSIONER LUPPY, SECONDED BY VICE CHAIR
TYNER TO APPROVE MINUTES OF THE JULY 15, 2021, PLANNING AND ZONING
COMMISSION MEETING. MOTION TO APPROVE CARRIED 5-0.**

C. PLANNING AND DEVELOPMENT

D. PUBLIC HEARINGS

**D.1 SUP 2021-07 PUBLIC HEARING AND CONSIDERATION OF A REQUEST
FROM DOHRMAN WINTERMUTE FOR A SPECIAL USE PERMIT FOR AN
ADDITION TO A PERMANENT ACCESSORY BUILDING AT 7504 BURSEY
ROAD, BEING 2.015 ACRES DESCRIBED AS LOT 4, BLOCK 1,
OAKVALE ADDITION.**

APPROVED

Chair Welborn introduced the item, opened the public hearing, and called for
Principal Planner Clayton Husband to introduce the request. Mr. Husband introduced

the request.

Chair Welborn called for the applicant to present the request.

Dohrman Wintermute, 7504 Bursey Road, North Richland Hills, presented the request.

Chair Welborn called for Mr. Husband to present the staff report. Mr. Husband presented the staff report.

Chair Welborn and Mr. Husband discussed the location of the building on the property.

Chair Welborn called for anyone wishing to speak for or against the request to come forward. There being no one else wishing to speak, Chair Welborn closed the public hearing.

Chair Welborn discussed the expansion of accessory buildings without permits.

A MOTION WAS MADE BY COMMISSIONER LUPPY, SECONDED BY COMMISSIONER HOFFA TO APPROVESUP 2021-07. MOTION TO APPROVE CARRIED 5-0.

EXECUTIVE SESSION

E. ADJOURNMENT

Chair Welborn adjourned the meeting at 7:28 p.m.

Justin Welborn, Chair

Attest:

Kathy Luppy, Secretary

