

**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  
JANUARY 18, 2024**

**WORK SESSION: 6:30 PM**

**A. CALL TO ORDER**

The Planning and Zoning Commission of the City of North Richland Hills, Texas met in work session on the 18th day of January 2024, at 6:30 p.m. in the City Council Work Room prior to the 7:00 p.m. regular Planning and Zoning Commission meeting.

Present:	Justin Welborn	Chair, Place 1
	Greg Stamps	Vice Chair, Place 4
	Jayashree Narayana	Place 5
	Anthony Bridges	Place 6
	Brianne Goetz	Place 7
	Kathy Luppy	Ex-Officio
Absent:	Jay Risky	Place 2
	Jared Ross	Vice Chair, Place 5
Staff Members:	Clayton Comstock	Director of Planning
	Clayton Husband	Principal Planner
	Chad VanSteenberg	Planner
	Nathan Frohman	City Engineer

Chair Welborn called the work session to order at 6:30 p.m.

**1 PLANNING DIRECTOR REPORT**

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

**2 PRESENTATION BY STAFF ON ITEMS FROM THE REGULAR PLANNING AND ZONING COMMISSION MEETING.**

Director of Planning Clayton Comstock discussed items on the regular meeting

agenda.

Chair Welborn adjourned the work session at 7:00 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 7:10 p.m.

Present:	Justin Welborn	Chair, Place 1
	Greg Stamps	Vice Chair, Place 4
	Jayashree Narayana	Place 5
	Anthony Bridges	Place 6
	Brianne Goetz	Place 7
	Kathy Luppy	Ex-Officio
Absent:	Jay Risky	Place 2
	Jared Ross	Vice Chair, Place 5
Staff Members:	Clayton Comstock	Director of Planning
	Clayton Husband	Principal Planner
	Chad VanSteenberg	Planner
	Nathan Frohman	City Engineer

A.1 PLEDGE

Ex-Officio Luppy 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 DECEMBER 21, 2023, PLANNING AND ZONING COMMISSION MEETING.**

**APPROVED**

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**A MOTION WAS MADE BY COMMISSIONER GOETZ, SECONDED BY COMMISSIONER BRIDGES TO APPROVE MINUTES OF THE DECEMBER 21, 2023, PLANNING AND ZONING COMMISSION MEETING.**

**MOTION TO APPROVE CARRIED 5-0.**

**C. PLANNING AND DEVELOPMENT**

**C.1 PLAT23-0056 CONSIDERATION OF A REQUEST FROM REDINGER GROUP LLC FOR A PRELIMINARY PLAT OF WAYFARER ADDITION, BEING 2.913 ACRES LOCATED AT 6716 STARDUST DRIVE**

**APPROVED WITH CONDITIONS**

Chair Welborn introduced the item and called for Planning Director Clayton Comstock to introduce the request. Mr. Comstock introduced the request.

Clayton Redinger, representing Redinger Group LLC, 704 Cimmaron Drive, Southlake, Texas, presented the request.

Chair Welborn and Mr. Redinger discussed the lot sizes and how some were smaller than the minimum requirement of 4,000 square feet. Mr. Redinger stated the lots were labeled in acres rather than square feet and the issue is a rounding error, which has been corrected on the revised plat.

Chair Welborn asked if a builder has been selected for the project. Mr. Redinger stated he is aware that several builders are interested but the developer has not selected a builder at this time.

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

**A MOTION WAS MADE BY COMMISSIONER STAMPS, SECONDED BY COMMISSIONER GOETZ TO APPROVE PLAT23-0056 WITH THE CONDITIONS OUTLINED IN THE DEVELOPMENT REVIEW COMMITTEE COMMENTS.**

**MOTION TO APPROVE CARRIED 5-0.**

**C.2 PLAT23-0057 CONSIDERATION OF A REQUEST FROM NEEL-SCHAFFER INC FOR A FINAL PLAT OF CAMBRIDGE MANOR, BEING 5.01 ACRES LOCATED AT 7000 IRON HORSE BOULEVARD.**

**APPROVED WITH CONDITIONS**

Chair Welborn introduced the item and called for Planning Director Clayton Comstock to introduce the request. Mr. Comstock introduced the request.

Chair Welborn called for the applicant to present the request.

Scott Sandlin, representing Cambridge Holdings LLC, 5137 Davis Boulevard, North Richland Hills, Texas, presented the request. He discussed the plat and proposed building elevations for the project.

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

Commissioner Narayana and Mr. Comstock discussed landscaping and screening improvements in the open space areas.

**A MOTION WAS MADE BY COMMISSIONER BRIDGES, SECONDED BY VICE CHAIR STAMPS TO APPROVE PLAT23-0057 WITH THE CONDITIONS OUTLINED IN THE DEVELOPMENT REVIEW COMMITTEE COMMENTS.**

**MOTION TO APPROVE CARRIED 5-0.**

**D. PUBLIC HEARINGS**

**D.1 ZC23-0078 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM BARCELONA BEAUTY ACADEMY FOR A SPECIAL USE PERMIT FOR A TRADE OR BUSINESS SCHOOL AT 6647 BOULEVARD 26, BEING 0.492 ACRES DESCRIBED AS LOT 9A2, BLOCK 9, RICHLAND HILLS WEST 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.

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Anthony Pina, 2811 Elm Park Street, Richland Hills, Texas, presented the request. He discussed the proposed cosmetology school operations and services and the proposed property improvements recommended by the Development Review Committee.

Chair Welborn asked if the school was relocating from Hurst and the current operations. Mr. Pina stated the school has been open for four years and discussed the plans to consolidate the school with their salon. He stated they typically have 10-15 students at one time with a maximum of about 25 students.

Ex-Officio Luppy asked about the school's hours of operation. Mr. Pina stated the usual hours are Tuesday through Friday from 9 AM to 9 PM, with the salon open 10AM to 6 PM.

Commissioner Goetz asked if they share building space with other businesses. Mr. Pina stated the owner, Fonner Family Hearing Services, has limited office hours in the building.

Commissioner Narayana asked about the reason for the move and how the business advertises. Mr. Pina stated their plans to consolidate space with their salon as the location offers better space for student practice and services. He stated they advertise through social media, trade shows, and other methods.

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

Vice Chair Stamps and Mr. Husband discussed the responsibilities of the property owner for site and signage improvements.

Commissioner Narayana and Mr. Husband discussed former uses on the property trash disposal methods, and requirements for refuse container screening if a container is placed on the property.

Chair Welborn and Mr. Pina discussed screening requirements for containers placed on the site in the future.

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 stated that a letter of support for the request was submitted by the owner, Robert Fonner, 6647 Boulevard 26, North Richland Hills, Texas.

Commissioner Narayana and Mr. Husband discussed the status and condition of the pole sign. Mr. Husband stated the pole sign is not proposed to be removed and discussed city programs available for sign removal and construction.

**A MOTION WAS MADE BY COMMISSIONER NARAYANA, SECONDED BY COMMISSIONER GOETZ TO APPROVE ZC23-0078, SUBJECT TO LANDSCAPING, PARKING LOT, AND SIGNAGE IMPROVEMENTS, AND ANY FUTURE REFUSE CONTAINER BEING SCREENED.**

**MOTION TO APPROVE CARRIED 5-0.**

EXECUTIVE SESSION

E. ADJOURNMENT

Chair Welborn adjourned the meeting at 7:46 p.m.

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Justin Welborn, Chair

Attest:

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Jared Ross, Secretary