

**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
FEBRUARY 2, 2023**

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 2nd day of February 2023, 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
	Kathy Luppy	Vice Chair, Place 5
	Greg Stamps	Secretary, Place 4
	Jay Risky	Place 2
	Nyja Roby	Place 7
	Jared Ross	Ex-Officio

Absent:	Don Bowen	Place 3
	Anthony Bridges	Place 6

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 6:30 p.m.

Present Commissioner Justin Welborn, Commissioner Jay Risky, Commissioner Greg Stamps, Commissioner Kathy Luppy, Commissioner Nyja Roby, and Commissioner Ex-Officio Jared Ross

Absent Commissioner Don Bowen, and Commissioner Anthony Bridges

Non-Voting

1 PLANNING DIRECTOR REPORT

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

2 DISCUSS ITEMS FROM THE REGULAR PLANNING AND ZONING COMMISSION MEETING

Due to winter weather conditions, the staff reports for the cases were presented during the work session.

Mr. Comstock presented the staff report for ZC21-0004.

Chair Welborn asked if the project was being proposed as a single phase. Mr. Comstock responded that the zoning request included all lots and that the criteria was met for each lot.

Commissioner Stamps asked about the impact of the north building line. Mr. Comstock responded that the adjacent lot was zoned R-7-MF, which would affect the building location on the adjacent lot.

Commissioner Stamps and Mr. Comstock discussed the location of parking on the subject property and screening for this parking.

Mr. Comstock presented the staff report for ZC22-0044.

Chair Welborn asked about commercial occupations and vehicles on the subject property. Mr. Comstock stated that some commercial occupations are allowed on the property as customary home occupations.

Commissioner Risky and Mr. Comstock discussed the frequency of zoning violations due to existing commercial businesses on residential properties.

Commissioner Risky asked if a waiver of the driveway surface could be recommended to City Council. Mr. Comstock responded that the Commission could make these recommendations to City Council as part of their motion.

Mr. Comstock presented the staff report for ZC22-0045.

Chair Welborn and Mr. Comstock discussed previous City Council actions related to the property.

Ex-Officio Ross stated that previous requests for the property included a concrete driveway, which was not included in this request.

Mr. Comstock presented the staff report for ZC23-0050.

Ex-Officio Ross asked Mr. Frohman about options for bridging the existing drainage channel. Mr. Frohman responded that grade elevations had not yet been considered or established in the current designs.

Ex-Officio Ross and Mr. Comstock discussed the special development plan for the adjacent lot and the parking standards outlined in this plan.

Commissioner Stamps asked if the temporary parking area would be able to be developed once the subject lot is complete. Mr. Comstock responded that it would be available for development.

Chair Welborn adjourned the work session at 7:26 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 7:33 p.m.

Present:	Justin Welborn	Chair, Place 1
	Kathy Luppy	Vice Chair, Place 5
	Greg Stamps	Secretary, Place 4
	Jay Risky	Place 2
	Nyja Roby	Place 7
	Jared Ross	Ex-Officio

Absent:	Don Bowen	Place 3
	Anthony Bridges	Place 6

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

Present Commissioner Justin Welborn, Commissioner Jay Risky, Commissioner Greg Stamps, Commissioner Kathy Luppy, Commissioner Nyja Roby, and Commissioner Ex-Officio Jared Ross

Absent Commissioner Don Bowen, and Commissioner Anthony Bridges

Non-Voting

A.1 PLEDGE

Ex-Officio Ross 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 JANUARY 19, 2023, PLANNING AND ZONING COMMISSION MEETING.

APPROVED

A MOTION WAS MADE BY COMMISSIONER STAMPS, SECONDED BY VICE CHAIR LUPPY TO APPROVE MINUTES OF THE JANUARY 19, 2023 PLANNING AND ZONING COMMISSION MEETING.

MOTION TO APPROVE CARRIED 5-0.

C. PUBLIC HEARINGS

C.1 ZC21-0004 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM TRC ARCHITECTS FOR A ZONING CHANGE FROM C-1 (COMMERCIAL) AND R-7-MF (MULTIFAMILY) TO NR-PD (NONRESIDENTIAL PLANNED DEVELOPMENT) AT 3918-3920 RUFÉ SNOW DRIVE AND 3917-3921 FLORY STREET, BEING 1.04 ACRES DESCRIBED AS LOTS 5B1, 5C1, 8A, AND 8B, BLOCK 1, JACK M. ESTES SUBDIVISION.

APPROVED

Chair Welborn opened the public hearing and called for the applicant to present the request.

Terry Cunningham, 3604 S Cooper St, Arlington, Texas, presented the request.

February 02, 2023

Planning and Zoning Commission Meeting Minutes

Page 5 of 11

Chair Welborn and Mr. Cunningham discussed the proposed screening wall.

Chair Welborn and the applicant discussed the project's phasing.

Ex-Officio Ross and Mr. Cunningham discussed the proposed outside storage areas.

Commissioner Stamps and the applicant discussed the business types proposed for the development.

Mr. Comstock confirmed details of the masonry screening walls 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 and Ex-Officio Ross stated the renovation of the old buildings would be an improvement for the area.

A MOTION WAS MADE BY COMMISSIONER LUPPY, SECONDED BY COMMISSIONER STAMPS, TO APPROVE ZC21-0004, SUBJECT TO THREE ADDITIONAL ORNAMENTAL EVERGREEN TREES BEING PROVIDED ADJACENT TO 3915 FLORY STREET.

MOTION TO APPROVE CARRIED 5-0.

C.2 ZC22-0044 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM MICHAEL WOOD FOR A SPECIAL USE PERMIT FOR A PERMANENT ACCESSORY BUILDING AT 8104 GREEN VALLEY DRIVE, BEING 1.0 ACRE DESCRIBED AS LOT 2R, BLOCK 1, COLLEGE ACRES ADDITION.

DENIED

Chair Welborn opened the public hearing and called for the applicant to present the request.

Michael Wood, 8104 Green Valley Dr, North Richland Hills, presented the request.

Ex-Officio Ross asked about the proposed uses for the workshop and if the adjacent lot was owned by a family member of the applicant. Mr. Wood stated that the

workshop would be used as a hobby wood-working shop.

Chair Welborn asked about the uses on adjacent lots.

Chair Welborn asked about the existing gravel driveway.

Commissioner Stamps and the applicant discussed the adjacent property and uses.

Mr. Husband came forward and discussed the existing uses and access for the subject property and adjacent properties.

Commissioner Stamps and Mr. Husband discussed the concrete paved driveway requirement and the requested exception.

Commissioner Stamps and Mr. Husband discussed the requested roof pitch and the maximum allowed size of the accessory building.

Commissioner Stamps and the applicant discussed the variances requested for the accessory building and property.

Chair Welborn and the applicant discussed the driveway surface material and stated that paving the portion of the driveway between the street and fence would be an appropriate improvement.

Commissioner Stamps and the applicant discussed the color of building.

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.

Commissioner Stamps and Mr. Husband discussed the parameters the Commission uses to consider special use permit requests and waivers of standards.

Ex-Officio Ross and Mr. Husband discussed standards related to screening for accessory buildings.

Commissioner Stamps and Mr. Husband discussed the use of the building as a garage.

A motion was made by Vice Chair Luppy to approve ZC22-0044. The motion failed due to lack of a second.

February 02, 2023

Planning and Zoning Commission Meeting Minutes

Page 7 of 11

A MOTION WAS MADE BY COMMISSIONER STAMPS, SECONDED BY COMMISSIONER RISKY TO DENY ZC22-0044.

MOTION TO DENY CARRIED 4-1, WITH VICE CHAIR LUPPY OPPOSING.

C.3 ZC22-0045 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM RANDY CHEEKS FOR A SPECIAL USE PERMIT FOR A CARPORT AT 8213 FORREST LANE, BEING 1.96 ACRES DESCRIBED AS LOT 13, BLOCK 3, WOODBERT SUBDIVISION.

APPROVED

Chair Welborn opened the public hearing and called for the applicant to present the request.

Randy Cheeks, 8213 Forrest Lane, North Richland Hills, Texas, presented the request.

Chair Welborn and the applicant discussed the dimensions of the carport.

Ex-Officio Ross and the applicant discussed the concrete paved access requirement.

Commissioner Stamps and Mr. Comstock discussed the roof pitch standards.

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.

A MOTION WAS MADE BY COMMISSIONER RISKY, SECONDED BY COMMISSIONER STAMPS TO APPROVE ZC22-0045.

MOTION TO APPROVE CARRIED 5-0.

C.4 ZC23-0050 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM RICK FIGUEROA FOR A SPECIAL DEVELOPMENT PLAN FOR A TRANSITIONAL PARKING LOT AT 6412 DAVIS BOULEVARD, BEING 6.93 ACRES DESCRIBED AS TRACTS 2A2, 2A2F, 2C1, 2C1D, AND 2C1D1, JOHN H. BARLOUGH SURVEY, ABSTRACT 130.

APPROVED

Chair Welborn opened the public hearing and called for the applicant to present the request.

Rick Figueroa, 8800 Kirk Lane, North Richland Hills, Texas, presented the request

Chair Welborn and the applicant discussed the purchase of the land and the proposed temporary parking arrangement.

Chair Welborn and Mr. Comstock discussed accessibility standards for the proposed temporary overflow parking.

Ex-Officio Ross and the applicant discussed other shared parking options, traffic circulation, and hours of existing and future businesses as they relate to parking needs.

Chair Welborn and Mr. Frohman discussed the proposed sidewalk along Davis Boulevard.

Chair Welborn and the applicant discussed the timing for construction of the permanent parking lot.

Ex-Officio Ross and the applicant discussed the proposed number of parking stalls for the temporary lot.

Chair Welborn called for anyone wishing to speak for or against the request to come forward.

Michelle Keyworth, 9040 Creede Trail, Fort Worth, Texas, spoke in favor of the request.

Chair Welborn and Ms. Keyworth discussed the number of employees and proposed hours of her business operation.

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.

Commissioner Stamps and Mr. Comstock discussed the long term plan for the Smithfield TOD areas and how this request fits with that plan.

Chair Welborn and Mr. Comstock discussed the potential liability if any for the City related to temporary grass parking.

Ex-Officio Ross and Mr. Comstock discussed the possibility of an expiration date for the temporary lot.

Commissioner Stamps, Ex-Officio Ross, and Mr. Comstock discussed the recommended Development Review Committee conditions for the application.

Mr. Comstock discussed the TEXRail station parking lot and how it was designed to include a location for future building construction.

A MOTION WAS MADE BY VICE CHAIR LUPPY, SECONDED BY COMMISSIONER STAMPS TO APPROVE ZC23-0050 SUBJECT TO THE CONDITIONS OUTLINED BY THE DEVELOPMENT REVIEW COMMITTEE, ALLOWING A TEMPORARY GRASS PARKING AREA, LANDSCAPING TO BE INSTALLED WITHIN SIX MONTHS AFTER CONSTRUCTION OF THE PERMANENT PARKING LOT, ADDITION OF BARRIERS OR OTHER FEATURES TO DIRECT PEDESTRIANS AWAY FROM DAVIS BOULEVARD TO THE INTERNAL SIDEWALK, AND IMPLEMENTATION OF TOD STREET AND SIDEWALK STANDARDS WHERE POSSIBLE.

MOTION TO APPROVE CARRIED 5-0.

D. PLANNING AND DEVELOPMENT

EXECUTIVE SESSION

E. ADJOURNMENT

Chair Welborn adjourned the meeting at 9:27 p.m.

Justin Welborn, Chair

Attest:

Greg Stamps, Secretary