



| OWNER / AGENT |
|--|
| Shamrock Custom Homes |
| PO Box 820856 |
| NRH TX 76182 |
| info@shamrockcustom.org |

| SURVEYOR |
|--|
| Alpha Land Surveying |
| 941 Freedom Ln |
| Aubrey TX 76227 |
| mbd7@gte.net |

GENERAL INFORMATION

PLAT APPROVAL PROCEDURES

1. Approving Authority. Pursuant to Texas Local Government Code, Section 212.006, and North Richland Hills Subdivision Regulations, Section 110-74 (Approval authority), this plat application may be administratively approved. The Planning Director is authorized to approve, conditionally approve, or disapprove a minor plat, replat, or amending plat application. The Planning Director may, for any reason, elect to present the plat to the Planning and Zoning Commission to approve, conditionally approve, or disapprove the plat.

2. Conditional Approval. The City of North Richland Hills received this plat on April 10, 2026. The Development Review Committee reviewed this plat on April 21, 2026. The following Development Review Committee comments represent the written statement of the conditions for **CONDITIONAL APPROVAL** of the plat. In addition to the DRC comments included in this letter, review comments for this project are noted on a marked-up plat drawing. The marked-up plat is intended to supplement the comments in this letter.

Final approval of this minor plat is subject to approval of a variance of the lot width standard by the Zoning Board of Adjustment.

3. Applicant Response. In addition to the DRC comments included in this letter, review comments for this project are noted on a marked-up plat drawing. The marked-up plat is intended to supplement the comments in this letter. See the **RESUBMITTAL REQUIREMENTS** section below for further information.

4. Plat Recording. Upon final approval of the plat, the plat may be submitted to the City for recording with the Tarrant County Clerk. See the **RESUBMITTAL REQUIREMENTS** section below for further information.

DEVELOPMENT REVIEW COMMITTEE COMMENTS

WRITTEN STATEMENT OF CONDITIONS

1. The proposed Lot AR-2 (shown Lot 2) does not conform to the 72.5-foot width requirements of the R-2 (Single-Family Residential) zoning district. The property meets the minimum lot area and lot depth standards. The reduced lot width may be approved if a variance is granted by the Zoning Board of Adjustment. The variance cannot be approved administratively.

The applicant may request a variance to this standard by submitting an application to the Zoning Board of Adjustment. All applications are submitted online at the [NRH E-SERVICES PORTAL](#). The

type of application would be a 'variance' with the Zoning Board of Adjustment. Contact City staff with any questions about the application. *NRH Subdivision Regulations §110-232 (Generally – lot dimensions)*

2. Change the legal description of the property to Lots AR-1 and AR-2, Block 3, Briarwood Estates. Update this reference on the drawing, title block, dedication statement, and other relevant instances. City policy requires that plats adopt the predominant subdivision name in the area or the underlying survey name for continuity. *NRH Subdivision Regulations §110-201 (Requirements for all plat drawings – subdivision name)*
3. There are revisions and corrections required in the owner's certificate, and these are noted on the marked-up copy of the plat. These should be updated as appropriate. *NRH Subdivision Regulations §110-203 (Requirements for all plat drawings – metes and bounds description)*
4. Remove the Planning and Zoning Commission and City Council approval blocks. Add the approval block as shown below. *NRH Subdivision Regulations §110-203 (Additional requirements for plat drawings – certification of approval)*

| |
|---|
| <p>This certifies that this plat conforms to all requirements of the Subdivision Regulations of the City of North Richland Hills, Texas, and is authorized to be filed for record.</p> <p>_____</p> <p>Planning Director, City of North Richland Hills</p> <p>_____</p> <p>Date</p> |
|---|

5. The old lot line may be removed from the plat or grayed out to make the new lot boundary clearer. *NRH Subdivision Regulations §110-203 (Generally - lot dimensions)*
6. The 10-foot sanitary sewer easement proposed for abandonment must remain in place. There are existing water and sanitary sewer mains located in the easement. *NRH Subdivision Regulations §110-201 (Requirements for all plat drawings – easements)*
7. Revise the five-foot utility easement on the west side of the lots to a 7.5-foot utility easement. *NRH Subdivision Regulations §110-201 (Requirements for all plat drawings – easements)*
8. The five-foot utility easement on the south side of Lot AR-2 (shown Lot 2) is not required and may be removed from the drawing. *NRH Subdivision Regulations §110-201 (Requirements for all plat drawings – easements)*
9. Revise the building line labels to delete the word proposed. The word is not necessary. *NRH Subdivision Regulations §110-201 (Requirements for all plat drawings – building setback lines)*

DESIGN PRINCIPLES

The following comments represent suggested modifications to the plat drawing based on general NRH design principles and standard practices in city planning. While conformance to these principles is not required by the subdivision regulations, the applicant is encouraged to include these modifications as part of the revised plat.

1. Add the City case number near the bottom right corner of the drawings (Case PLAT26-0106).

RESUBMITAL REQUIREMENTS

The following items must be resubmitted for revised plat applications. All documents should be emailed to the Planning & Zoning Department at planning@nrhtx.com.

1. **RESPONSE LETTER.** A written letter providing the applicant's response to all comments included in this letter.
2. **REVISED PLAT.** A digital copy (PDF) of the revised plat.
3. **VARIANCE APPLICATION.** A variance application as described in this letter.

Following review of the revised plat, staff will contact the applicant and surveyor regarding the documents needed to submit for recording the plat.

CONTACT INFORMATION

If you need information on these comments, the review process, or resubmittal requirements, please contact the Planning & Zoning Department at 817.427.6312 or planning@nrhtx.com.