

**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
NOVEMBER 16, 2017**

WORK SESSION

A. CALL TO ORDER

The Planning and Zoning Commission of the City of North Richland Hills, Texas met in work session on the 16th day of November, 2017 at 6:30 p.m. in the City Council Workroom prior to the 7:00 p.m. regular Planning and Zoning Commission meeting.

| | | |
|----------------|--------------------|----------------------------------|
| Present: | Randall Shiflet | Place 4, Chairman |
| | Steven Cooper | Place 7, Vice Chairman |
| | Jerry Tyner | Place 2, Secretary |
| | Justin Welborn | Place 1 |
| | Don Bowen | Place 3 |
| | Mason Orr | Place 6 |
| Absent: | Kathy Luppy | Place 5 |
| | Robert Housewright | Ex-Officio |
| Staff Members: | Clayton Comstock | Planning Manager |
| | Clayton Husband | Principal Planner |
| | Chad VanSteenberg | Planner |
| | John Chapman | Planning Technician |
| | Justin Naylor | Civil Engineer |
| | Craig Hulse | Director of Economic Development |

A.1. PLANNING MANAGER REPORT

Planning Manager Clayton Comstock summarized the actions taken on Planning related items at the November 13, 2017, City Council meeting. He further discussed current development activity in North Richland Hills.

A.2. DISCUSS ITEMS FROM THE REGULAR PLANNING AND ZONING COMMISSION MEETING.

Planning Manager Clayton Comstock discussed items C.1. and C.2. on the agenda and asked for questions.

Principal Planner Clayton Husband discussed items C.3. and C.4. on the agenda and asked for questions.

Chairman Randall Shiflet adjourned the work session at 7:20 p.m.

REGULAR MEETING

A. CALL TO ORDER

Chairman Randall Shiflet called the meeting to order at 7:26 p.m.

| | | |
|----------------|--------------------|----------------------------------|
| Present: | Randall Shiflet | Place 4, Chairman |
| | Steven Cooper | Place 7, Vice Chairman |
| | Jerry Tyner | Place 2, Secretary |
| | Justin Welborn | Place 1 |
| | Don Bowen | Place 3 |
| | Mason Orr | Place 6 |
| Absent: | Kathy Luppy | Place 5 |
| | Robert Housewright | Ex-Officio |
| Staff Members: | Clayton Comstock | Planning Manager |
| | Clayton Husband | Principal Planner |
| | Chad VanSteenberg | Planner |
| | John Chapman | Planning Technician |
| | Justin Naylor | Civil Engineer |
| | Craig Hulse | Director of Economic Development |

A.1 PLEDGE OF ALLEGIANCE

Commissioner Mason Orr led the Pledge of Allegiance to the United States and Texas flags.

A.2. ADMINISTRATION OF THE OATH OF OFFICE TO PLANNING AND ZONING COMMISSION EX-OFFICIO MEMBER.

Due to the absence of Mr. Robert Housewright, the Oath of Office was not administered and has been postponed to the December 7, 2017, Planning and

Zoning meeting.

B. MINUTES

B.1. APPROVE MINUTES OF THE OCTOBER 19, 2017, PLANNING AND ZONING COMMISSION MEETING.

APPROVED

A MOTION WAS MADE BY COMMISSIONER JERRY TYNER, SECONDED BY COMMISSIONER DON BOWEN TO APPROVE MINUTES OF THE OCTOBER 19, 2017, PLANNING AND ZONING COMMISSION MEETING. MOTION TO APPROVE CARRIED 6-0.

C. PUBLIC HEARINGS

C.1. ZC 2017-12 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM SKORBURG COMPANY FOR A ZONING CHANGE FROM C-1 COMMERCIAL AND U SCHOOL, CHURCH, AND INSTITUTIONAL TO RI-PD RESIDENTIAL INFILL PLANNED DEVELOPMENT AT 7600 & 7601 MID CITIES BOULEVARD AND A PORTION OF 7445 COLLEGE CIRCLE, BEING 6.842 ACRES DESCRIBED AS LOT A1A, BLOCK 28, COLLEGE HILLS ADDITION, AND TRACTS 10H5, 10, AND 11D, JOHN BARLOUGH SURVEY, ABSTRACT 130.

APPROVED WITH CONDITIONS

Chairman Randall Shiflet introduced the request, opened the public hearing and asked for Planning Manager Clayton Comstock to introduce the request.

Mr. Comstock introduced the request.

Chairman Shiflet asked for the applicant to present their request.

Adam Buczek and Collier Bailey, on behalf of The Skorborg Company, 8214 West Chester Drive, Suite 710 Dallas, Texas 75225, presented their request.

Chairman Shiflet asked the applicant to clarify the programmable area shown on the plan.

The applicant stated the area is open space and does not have a landscape plan, but anticipates the area to be used by the neighborhood.

November 16, 2017

Planning and Zoning Commission Meeting Minutes

Page 3 of 12

Chairman Shiflet asked if a conversation has taken place with the post office concerning cluster mail boxes.

Mr. Bailey stated he has sent an email to the post office and is waiting for a response.

Commissioner Don Bowen asked the applicants if they would accept a percentage of homes allowed to be between 1,800 and 2,000 square feet.

The applicants stated yes, twenty percent, or seven lots, was proposed.

Commissioner Justin Welborn asked if the applicants would accept removing all cedar board fencing along the property line and replacing with a combination of ornamental metal and masonry fencing.

The applicants stated the cedar board fencing along Holiday Lane could be changed to ornamental metal, but stated the cedar board fencing along the southern property line is to provide privacy for property owners.

Commissioner Jerry Tyner asked if the Homeowners Association will be in charge of maintaining the cedar board fencing.

The applicants stated yes.

Chairman Shiflet asked for Mr. Comstock to present the staff report.

Mr. Comstock presented the staff report.

Chairman Shiflet asked for the height of the cedar board fencing as proposed.

Mr. Comstock stated six feet.

Chairman Shiflet asked if the setbacks could allow for a six foot setback between homes, being three feet between the common property line and each house.

Mr. Comstock stated the minimum total setback between homes is ten feet, being seven feet on one side and three on another.

Chairman Shiflet asked if a left turn could be included in the center median on Mid

Cities Boulevard.

Mr. Comstock stated a median cut does exist in the center median on Mid Cities Boulevard and it was unlikely that the median opening could be expanded or another one added.

James Jennings, 6129 Abbott Avenue, North Richland Hills, Texas 76180, spoke neither in opposition or support of the request.

Chairman Shiflet asked the applicant to address issues brought up by Mr. Jennings.

Mr. Bailey stated existing fences on common property lines will be replaced with new eight foot cedar fencing. Mr. Bailey also stated that the proposed alley radii has been deemed acceptable by Republic Services, but would be accepting of constructing ballards.

Chairman Shiflet asked if the garbage pick-up is in the alley or the street.

Mr. Bailey stated trash will be picked up in the alley.

Vice Chairman Steven Cooper asked about trees on the property.

Mr. Collier stated they are open to saving trees in the open spaces.

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

The Commission discussed fencing requirements along the perimeter of the proposed neighborhood, specifically, the proposed cedar board fencing and height.

A MOTION WAS MADE BY VICE CHAIRMAN STEVEN COOPER, SECONDED BY COMMISSIONER JERRY TYNER TO APPROVE ZC 2017-12 WITH THE FOLLOWING CONDITIONS: NOT MORE THAN TWENTY PERCENT OF HOMES BE BETWEEN 1,800 SQUARE FEET AND 2,000 SQUARE FEET IN FLOOR AREA; INSTALL ORNAMENTAL STEEL FENCING ALONG HOLIDAY LANE RATHER THAN CEDAR BOARD FENCING; NO MEDIAN OPENING TO ALLOW FOR TURNING TRAFFIC ALONG MID CITIES BOULEVARD INTO THE PROPOSED DEVELOPMENT; INSTALLATION OF AN EIGHT-FOOT CEDAR BOARD FENCE RATHER THAN SIX FOOT; AND UNDERGROUND POWER LINES PARALLEL OR APPROXIMATELY PARALLEL TO THE OLD THE WATAUGA ROAD EASEMENT WITH ONCOR'S PERMISSION. MOTION TO APPROVE CARRIED 5-1 (WELBORN).

C.2. ZC 2017-13 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM CALATLANTIC HOMES OF TEXAS FOR A ZONING CHANGE FROM C-1 COMMERCIAL AND O-1 OFFICE TO RI-PD RESIDENTIAL INFILL PLANNED DEVELOPMENT AT 6801 DICK LEWIS DRIVE, BEING 9.41 ACRES DESCRIBED AS BLOCK 11, SNOW HEIGHTS NORTH ADDITION.

APPROVED WITH CONDITIONS

Chairman Randall Shiflet introduced the item, opened the public hearing, and asked for Planning Manager Clayton Comstock to present the request.

Mr. Comstock presented the request.

Chairman Shiflet asked for the applicant to present their request.

Curtis Young with Sage Group, 1130 North Carroll Avenue, Southlake, Texas 76092, on behalf of CalAtlantic Homes, presented the request.

Chairman Shiflet asked if the Dick Lewis Drive entrance can line up with the entrance to WinCo Foods.

Mr. Young stated that if the city does not have an issue with that proposal, neither will they.

Chairman Shiflet asked for Mr. Comstock to present the staff report.

Mr. Comstock presented the staff report.

November 16, 2017

Planning and Zoning Commission Meeting Minutes

Page 6 of 12

Chairman Shiflet asked Mr. Comstock if there would be an issue with aligning entrances on the north and south side of Dick Lewis.

Mr. Comstock stated there could be a design issue with aligning the entrances, but would review the realignment if recommended by the Commission.

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

A MOTION WAS MADE BY COMMISSIONER JUSTIN WELBORN, SECONDED BY COMMISSIONER DON BOWEN TO APPROVE ZC 2017-13 SUBJECT TO STAFF REVIEW OF THE DICK LEWIS ENTRANCE LOCATION. MOTION TO APPROVE CARRIED 6-0.

D. PLANNING AND DEVELOPMENT

D.1. FP 2017-08 CONSIDERATION OF A REQUEST FROM GOODWIN & MARSHALL, INC., FOR A FINAL PLAT OF IRON HORSE COMMONS PHASE 1 ON 8.305 ACRES LOCATED IN THE 6500-6600 BLOCKS OF IRON HORSE BOULEVARD.

APPROVED

Commissioner Justin Welborn announced he filed an affidavit of disqualification and exited the Council Chambers at 9:06 p.m.

Chairman Randall Shiflet introduced the item and asked for Planning Manager Clayton Comstock to introduce the request.

Mr. Comstock introduced the request.

Chairman Shiflet called for applicant to present the request.

Jason Weaver with Goodwin & Marshall, 2405 Mustang Drive, Grapevine, Texas 76051, representing Beaten Path Development, presented the request.

Chairman Shiflet asked for Mr. Comstock to present the staff report.

Mr. Comstock presented the staff report.

November 16, 2017

Planning and Zoning Commission Meeting Minutes

Page 7 of 12

A MOTION WAS MADE BY COMMISSIONER DON BOWEN, SECONDED BY COMMISSIONER MASON ORR TO APPROVE FP 2017-08. MOTION TO APPROVE CARRIED 6-0.

D.2. RP 2017-10 CONSIDERATION OF A REQUEST FROM SPRY SURVEYORS, FOR A REPLAT OF SMITHFIELD ACRES ADDITION, BLOCK 8, LOTS 7R1, 7R2, AND 8R, ON 1.059 ACRES LOCATED AT 7900-7904 TURNER DRIVE.

APPROVED

Commissioner Justin Welborn entered the Council Chambers at 9:15 p.m.

Chairman Randall Shiflet introduced the item and asked for Principal Planner Clayton Husband to introduce the request.

Mr. Husband introduced the request.

Chairman Shiflet asked for the applicant to present the request.

Chris Johnson with JLP Custom Homes, 4105 Parkview Court, Bedford, Texas 76021, presented the request.

Chairman Shiflet called for Mr. Husband to present the staff report.

Mr. Husband presented the staff report.

Chairman Shiflet asked if Lot 7R1 will need to be amended once the easement is vacated.

Mr. Husband stated no, there will not need to be a replat or amending plat of the lot.

A MOTION WAS MADE BY COMMISSIONER JERRY TYNER, SECONDED BY COMMISSIONER JUSTIN WELBORN TO APPROVE RP 2017-10. MOTION TO APPROVE CARRIED 6-0.

D.3. RP 2017-13 CONSIDERATION OF A REQUEST FROM SEMPCO SURVEYING, FOR A REPLAT OF FOX HOLLOW ADDITION, BLOCK 1, LOTS 5R1 AND 5R2, ON 0.198 ACRES LOCATED AT 7512 APRIL LANE.

APPROVED

November 16, 2017

Planning and Zoning Commission Meeting Minutes

Page 8 of 12

Chairman Randall Shiflet introduced the item and called for Principal Planner Clayton Husband to introduce the request.

Mr. Husband introduced the request.

George Hill with Sempco Surveying, 3205 South Main Street, Fort Worth, Texas 76110, presented the request.

Chairman Shiflet asked for Mr. Husband to present the staff report.

Mr. Husband presented the staff report.

A MOTION WAS MADE BY COMMISSIONER JUSTIN WELBORN, SECONDED BY COMMISSIONER STEVEN COOPER TO APPROVE RP 2017-13. MOTION TO APPROVE CARRIED 6-0.

D.4. RP 2017-12 CONSIDERATION OF A REQUEST FROM SEMPCO SURVEYING, FOR A REPLAT OF FOX HOLLOW ADDITION, BLOCK 1, LOTS 36R1 AND 36R2, ON 0.252 ACRES LOCATED AT 6349 MARK COURT.

APPROVED

Chairman Randall Shiflet introduced the item and called for Principal Planner Clayton Husband to introduce the request.

Mr. Husband introduced the request.

Chairman Shiflet asked for Mr. Husband to present the staff report.

Mr. Husband presented the staff report.

A MOTION WAS MADE BY COMMISSIONER MASON ORR, SECONDED BY COMMISSIONER DON BOWEN TO APPROVE RP 2017-12. MOTION TO APPROVE CARRIED 6-0.

C. PUBLIC HEARINGS

C.3. TR 2017-04 PUBLIC HEARING TO CONSIDER AMENDMENTS TO SECTIONS 118-1 DEFINITIONS, SECTION 118-693 EXTERIOR MATERIALS AND COLORS, AND SECTION 118-728 OUTDOOR LIGHTING, OF THE NORTH RICHLAND HILLS ZONING ORDINANCE REGARDING LUMINOUS TUBE LIGHTING.

CONTINUED

Chairman Randall Shiflet introduced the item, opened the public hearing, and asked for Principal Planner Clayton Husband to present the text revision.

Mr. Husband presented the text revision.

Commissioner Jerry Tyner asked if the display of multiple colors is allowed.

Mr. Husband stated no, however the colors may change at a two minute interval under the proposed ordinance.

Chairman Shiflet voiced concerns over possibilities of indoor lighting because the ordinance only mentions outdoor lighting.

Commissioner Tyner asked for staff to research acceptable time limits for color changes.

Commissioner Justin Welborn asked how this ordinance would affect current outdoor lighting.

Mr. Husband stated that existing outdoor lighting would be non-conforming and grandfathered until changed.

Chairman Shiflet stated the code should reference indoor lighting as well as outdoor lighting.

Vice Chairman Steven Cooper stated timing limits for color changes should reflect industry standards.

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

A MOTION WAS MADE BY VICE CHAIRMAN STEVEN COOPER, SECONDED BY

COMMISSIONER JERRY TYNER TO APPROVE TR 2017-04 WITH CONDITIONS. THE MOTION FAILED 1-5 (ORR).

Chairman Shiflet called for a second motion.

A MOTION WAS MADE BY COMMISSIONER DON BOWEN, SECONDED BY VICE CHAIRMAN STEVEN COOPER TO CONTINUE TR 2017-04 TO THE DECEMBER 7, 2017, PLANNING AND ZONING MEETING. MOTION TO CONTINUE CARRIED 6-0.

C.4. TR 2017-06 PUBLIC HEARING TO CONSIDER AMENDMENTS TO SECTIONS 118-718 ACCESSORY BUILDINGS AND STRUCTURES, OF THE NORTH RICHLAND HILLS ZONING ORDINANCE REGARDING PERMANENT ACCESSORY BUILDINGS AND DETACHED GARAGES.

APPROVED

Chairman Randall Shiflet opened the public hearing and called for Principal Planner Clayton Husband to present the text revision.

Mr. Husband presented the text revision.

Commissioner Jerry Tyner asked if this removes the requirement for accessory accessory building to have the same roof pitch as the primary structure.

Mr. Husband stated this text revision would remove that particular requirement and add a standard for minimum 4:12 roof pitch.

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

A MOTION WAS MADE BY COMMISSIONER JUSTIN WELBORN, SECONDED BY COMMISSIONER JERRY TYNER TO APPROVE TR 2017-06. MOTION TO APPROVE CARRIED 6-0.

E. ADJOURNMENT

Chairman Randall Shiflet adjourned the meeting at 10:12 p.m.

Randall Shiflet, Chairman

Attest:

Jerry Tyner, Secretary