

**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  
MAY 17, 2018**

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 17th day of May, 2018 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              |
|                | Jerry Tyner        | Place 2, Secretary             |
|                | Justin Welborn     | Place 1                        |
|                | Don Bowen          | Place 3                        |
|                | Kathy Luppy        | Place 5                        |
|                | Mason Orr          | Place 6                        |
| Absent:        | Steven Cooper      | Place 7, Vice Chairman         |
|                | 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                 |
|                | Marrk Callier      | Management Assistant           |
|                | Stefanie Martinez  | Neighborhood Services Director |

Chairman Randall Shiflet called the meeting to order at 6:31 p.m.

**A.1 PLANNING MANAGER REPORT**

Planning Manager Clayton Comstock summarized actions taken on planning related items at the April 9, 2018, April 23, 2018, and May 14, 2018, City Council meetings, provided an update on the Strategic Plan Committee, and provided city announcements. He further discussed development activity in North Richland Hills.

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

Principal Planner Clayton Husband presented all items on the evening’s agenda to the Planning and Zoning Commission and asked for questions.

With reference to item C.1., staff and the Commission discussed the history of the property related to the request.

Chairman Randall Shiflet adjourned the meeting at 7:00 p.m.

**REGULAR MEETING**

**A. CALL TO ORDER**

Chairman Randall Shiflet called the meeting to order at 7:09 p.m.

|                |                    |                                |
|----------------|--------------------|--------------------------------|
| Present:       | Randall Shiflet    | Place 4, Chairman              |
|                | Jerry Tyner        | Place 2, Secretary             |
|                | Justin Welborn     | Place 1                        |
|                | Don Bowen          | Place 3                        |
|                | Kathy Luppy        | Place 5                        |
|                | Mason Orr          | Place 6                        |
| Absent:        | Steven Cooper      | Place 7, Vice Chairman         |
|                | 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                 |
|                | Marrk Callier      | Management Assistant           |
|                | Stefanie Martinez  | Neighborhood Services Director |

**A.1 PLEDGE OF ALLEGIANCE**

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

**B. MINUTES**

**B.1. APPROVE MINUTES OF THE APRIL 5, 2018, PLANNING AND ZONING COMMISSION MEETING.**

**APPROVED**

A MOTION WAS MADE BY COMMISSIONER JUSTIN WELBORN, SECONDED BY COMMISSIONER DON BOWEN TO APPROVE MINUTES OF THE APRIL 5, 2018, PLANNING AND ZONING COMMISSION MEETING.

MOTION TO APPROVE CARRIED 6-0.

**C. PUBLIC HEARINGS**

**C.1. SUP 2017-11 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM TROY AND VICKY HUDSON FOR A SPECIAL USE PERMIT FOR A METAL ACCESSORY STRUCTURE AT 8016 VALLEY DRIVE, BEING 2.71 ACRES DESCRIBED AS STEPHEN RICHARDSON SURVEY, ABSTRACT 1266, TRACT 7B.**

**DENIED**

Chairman Randall Shiflet introduced the item, opened the public hearing, and called for Principal Planner Clayton Husband to introduce the request. Mr. Husband introduced the request.

Chairman Shiflet called for the applicant to present the request. Vicky Hudson and Jeremy Hudson, 8016 Valley Drive North Richland Hills, Texas 76182, presented their request to the Commission.

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

Commissioner Jerry Tyner asked if the frame building identified on the survey would remain. Mr. Husband stated the code allows two temporary structures on the property under 200 square feet.

Commissioner Don Bowen asked if the applicant indicated any plans to remove the two existing permanent structures if the SUP is approved. Mr. Husband stated the applicant has not indicated any plans.

Chairman Shiflet asked for Neighborhood Services Director Stefanie Martinez to

May 17, 2018

Planning and Zoning Commission Meeting Minutes

Page 3 of 7

provide a summary of the code compliance actions associated with the property and proposed structure. Ms. Martinez provided a summary and stated the structure was being built without a permit from the City.

Chairman Shiflet called for anyone wishing to speak to come forward.

Susan Holden, 8033 Valley Drive, North Richland Hills, Texas 76182, spoke in favor of the request.

Donna Albury, 8024 Valley Drive, North Richland Hills, Texas 76182, spoke in favor of the request.

Doug Mann, 8025 Valley Drive, North Richland Hills, Texas 76182, spoke in favor of the request.

Kevin Holden, 8033 Valley Drive, North Richland Hills, Texas 76182, did not wish to speak but registered his support for the request.

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.

Commissioner Tyner asked the applicant how a motorhome will be maneuvered with the number of trees surrounding the structure. Ms. Hudson stated to preserve trees they are requesting a variance to the pavement requirement and that the motorhome will be housed in the structure.

Chairman Shiflet and Ms. Hudson discussed visibility of the structure and the masonry requirement.

Chairman Shiflet and Ms. Hudson discussed the direction of the agricultural setting along Valley Drive.

Commissioner Justin Welborn discussed the masonry variance request with the applicant.

**A MOTION WAS MADE BY COMMISSIONER DON BOWEN, SECONDED BY COMMISSIONER JERRY TYNER TO DENY SUP 2017-11.**

**MOTION TO DENY CARRIED 6-0.**

**D. PLANNING AND DEVELOPMENT**

**D.1. AP 2018-02 CONSIDERATION OF A REQUEST FROM SAFEWAY CONSULTING AND CONTRACTING, LLC, FOR AN AMENDED PLAT OF LOT 1R, BLOCK 5, FRESH MEADOWS ESTATES, BEING 0.303 ACRES LOCATED AT 8701 MONTROSE DRIVE.**

**APPROVED**

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

Chairman Shiflet called for the applicant to present the request.

John Shehata, 5121 Wagonwheel Trail, Keller, Texas 76248, representing Safeway Consulting LLC, presented the request.

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

Commissioner Jerry Tyner asked if the residence will face south. Mr. Husband stated yes.

**A MOTION WAS MADE BY COMMISSIONER JERRY TYNER, SECONDED BY COMMISSIONER MASON ORR TO APPROVE AP 2018-02.**

**MOTION TO APPROVE CARRIED 6-0.**

**D.2. RP 2018-02 CONSIDERATION OF A REQUEST FROM HAMILTON DUFFY, PC, FOR A REPLAT OF LOTS 1A1-1A8, BLOCK 3, WOODBERT ADDITION, BEING 3.643 ACRES LOCATED AT THE SOUTHWEST CORNER OF DAVIS BOULEVARD AND SAYERS LANE.**

**APPROVED**

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

Chairman Shiflet called for the applicant to present the request.

Mark Wood, 6617 Precinct Line Road, North Richland Hills, Texas 76180, on behalf

of Howe Wood & Company presented the request.

Chairman Shiflet called for Mr. Comstock to present the staff report. Mr. Comstock presented the staff report.

**A MOTION WAS MADE BY COMMISSIONER JUSTIN WELBORN, SECONDED BY COMMISSIONER DON BOWEN TO APPROVE RP 2018-02.**

**MOTION TO APPROVE CARRIED 6-0.**

**D.3. PP 2018-01 CONSIDERATION OF A REQUEST FROM THE WOLFF COMPANY FOR A PRELIMINARY PLAT OF WOLFF IRON HORSE ADDITION, BEING 17.916 ACRES LOCATED IN THE 6300-6400 BLOCKS OF IRON HORSE BOULEVARD.**

**APPROVED**

Chairman Randall Shiflet introduced the item and called for Planning Manager Clayton Comstock to present the request. Mr. Comstock presented the request.

Chairman Shiflet called for the applicant to present the request.

Jeff Moten, 6710 East Camelback Road, Scottsdale, AZ 85251, representing The Wolff Company, presented the request.

Commissioner Justin Welborn and the applicant discussed future sidewalks on the property.

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

Commissioner Welborn and Mr. Comstock discussed entitlements for sidewalk dedication easements along Iron Horse Boulevard.

Chairman Shiflet and Mr. Comstock discussed access easements throughout the entire Wolff Iron Horse Addition.

A MOTION WAS MADE BY COMMISSIONER MASON ORR, SECONDED BY COMMISSIONER JERRY TYNER TO APPROVE PP 2018-01.

MOTION TO APPROVE CARRIED 6-0.

E. ADJOURNMENT

Chairman Randall Shiflet adjourned the meeting at 8:10 p.m.

---

Randall Shiflet, Chairman

Attest:

---

Jerry Tyner, Secretary