

**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
AUGUST 3, 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 3rd day of August 2023 at 6:30 p.m., prior to the 7:00 p.m. regular Planning and Zoning Commission meeting in the City Council Workroom.

Present:	Greg Stamps	Vice Chair, Place 4
	Jared Ross	Secretary, Place 3
	Jay Risky	Place 2
	Jayashree Narayana	Place 5
	Anthony Bridges	Place 6
	Brianne Goetz	Place 7
	Kathy Luppy	Ex-Officio

Absent:	Justin Welborn	Chair, Place 1
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Staff Members:	Clayton Comstock	Planning Director
	Emily Marlow	Planning Technician
	Nathan Frohman	City Engineer

Vice Chair Stamps called the work session to order at 6:38 p.m.

1 ELECTION OF OFFICERS

Planning Director Clayton Comstock stated that since Ex-Officio Luppy made the nomination for Chair at the previous meeting, the election of the Chair was invalid and would need to be redone.

Vice Chair Stamps called for nominations in the election for Chair.

Commissioner Ross nominated Justin Welborn as Chair. This nomination was

seconded by Commissioner Risky and passed 5-0. Commissioner Bridges did not vote as he had not yet arrived at the meeting.

2 PLANNING DIRECTOR REPORT

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

3 DISCUSS ITEMS FROM THE REGULAR PLANNING AND ZONING COMMISSION MEETING

Planning Director Clayton Comstock discussed items on the regular meeting agenda.

Commissioner Ross and Mr. Comstock discussed fencing requirements in the Cambridge Manor subdivision.

Commissioner Narayana and City Engineer Nathan Frohman discussed the effect that future drainage easements may have on recording the final plat for the Shady Grove Addition.

Commissioner Ross, Mr. Comstock, and Mr. Frohman discussed how road widths will affect traffic flow in the Shady Grove subdivision.

Commissioner Narayana and Mr. Frohman discussed the City's plans for improving Franklin Court.

Commissioner Narayana and Mr. Comstock discussed the possibility of a city initiated zoning change for Franklin Court.

4 PRESENTATION AND DISCUSSION REGARDING MISCELLANEOUS AMENDMENTS TO CHAPTER 118 OF THE CODE OF ORDINANCES (ZONING), INCLUDING SECTION 118-728 (OUTDOOR LIGHTING), SECTION 118-394 (LOT AND AREA REQUIREMENTS FOR THE OUTDOOR COMMERCIAL ZONING DISTRICT), SECTION 118-718(F) (SOLAR PANEL SYSTEMS), AND SECTION 118-1 (DEFINITIONS).

Planning Director Clayton Comstock discussed upcoming text amendments to Chapter 118 of the Code of Ordinances and their purpose.

Vice Chair Stamps adjourned the work session at 7:01 p.m.

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REGULAR MEETING: Immediately following worksession (but not earlier than 7:00 pm)

A. CALL TO ORDER

Vice Chair Stamps called the meeting to order at 7:06 p.m.

Present:	Greg Stamps	Vice Chair, Place 4
	Jared Ross	Secretary, Place 3
	Jay Risky	Place 2
	Jayashree Narayana	Place 5
	Anthony Bridges	Place 6
	Brianne Goetz	Place 7
	Kathy Luppy	Ex-Officio

Absent:	Justin Welborn	Chair, Place 1
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Staff Members:	Clayton Comstock	Planning Director
	Emily Marlow	Planning Technician
	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 JULY 20, 2023, PLANNING AND ZONING COMMISSION MEETING.

APPROVED

A MOTION WAS MADE BY COMMISSIONER BRIDGES, SECONDED BY COMMISSIONER ROSS TO APPROVE THE MINUTES OF THE JULY 20, 2023 PLANNING AND ZONING COMMISSION MEETING.

MOTION TO APPROVE CARRIED 6-0.

C. PLANNING AND DEVELOPMENT

C.1 PLAT23-0044 CONSIDERATION OF A REQUEST FROM NEEL-SCHAFFER INC. FOR A PRELIMINARY PLAT OF CAMBRIDGE MANOR, BEING 5.01 ACRES LOCATED AT 7101 IRON HORSE BOULEVARD.

APPROVED WITH CONDITIONS

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

Vice Chair Stamps called for the applicant to present the request.

Scott Sandlin, 5137 Davis Boulevard, North Richland Hills, Texas, presented the request. Mr. Sandlin discussed his previous work in the city and the estimated timeline for the development.

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

Commissioner Ross, Mr. Comstock, and Mr. Sandlin discussed the replacement of the fence on the east property line.

A MOTION WAS MADE BY COMMISSIONER ROSS, SECONDED BY COMMISSIONER BRIDGES TO APPROVE PLAT23-0044 WITH THE CONDITIONS OUTLINED IN THE DEVELOPMENT REVIEW COMMITTEE COMMENTS.

MOTION TO APPROVE CARRIED 6-0.

C.2 PLAT23-0045 CONSIDERATION OF A REQUEST FROM H CREEK DEVELOPMENT FOR A FINAL PLAT OF SHADY GROVE ADDITION, BEING 18.73 ACRES LOCATED AT 8340 SHADY GROVE ROAD.

Item C.2 was considered after item D.2.

D. PUBLIC HEARINGS

D.1 ZC23-0067 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM JOEL MALDONADO FOR A ZONING CHANGE FROM AG (AGRICULTURAL) TO R-2 (SINGLE FAMILY RESIDENTIAL) AT 8424 FRANKLIN COURT, BEING 0.23 ACRES DESCRIBED AS LOT 17, THOMAS PECK SUBDIVISION.

APPROVED

Vice Chair Stamps introduced the item, opened the public hearing, and called for Planning Director Clayton Comstock to introduce the request. Mr. Comstock introduced the request.

Vice Chair Stamps called for the applicant to present the request.

Joel Maldonado, 3616 Greenway Drive, Bedford, presented the request. He discussed his family's plans to build a house on the property.

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

Vice Chair Stamps called for anyone wishing to speak for or against the request to come forward. There being no one else wishing to speak, Vice Chair Stamps closed the public hearing.

A MOTION WAS MADE BY COMMISSIONER GOETZ, SECONDED BY COMMISSIONER RISKY TO APPROVE ZC23-0067.

MOTION TO APPROVE CARRIED 6-0.

D.2 ZC23-0072 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

Vice Chair Stamps introduced the item and stated that Commissioner Narayana has a conflict of interest for item D.2 and would recuse herself from discussion and

deliberation of this request. He stated an affidavit of disqualification has been filed with the City Secretary's Office.

Commissioner Narayana left the chamber at 7:30 p.m.

Vice Chair Stamps introduced the item, opened the public hearing, and called for Planning Director Clayton Comstock to introduce the request. Mr. Comstock introduced the request.

Vice Chair Stamps called for the applicant to present the request.

Rick Figueroa, 8800 Kirk Lane, North Richland Hills, Texas, presented the request. He discussed the lack of parking at the adjacent property to the north and how the subject property can alleviate these issues. Mr. Figueroa discussed the concept plan for the subject property, phasing of development, and coordination with design professionals and neighboring landowners to ensure the connectivity of current and future developments. He discussed plans for a temporary, transitional parking lot that will be used while the permanent parking lot is being constructed.

Commissioner Ross and Mr. Figueroa discussed the area that would be used as temporary parking and pedestrian barriers to delineate the parking area.

Vice Chair Stamps, Commissioner Ross, and Mr. Figueroa discussed the construction timeline for the project and tenant use of the parking area.

Commissioner Goetz asked Mr. Figueroa if he had obtained permission from Smurfit Kappa to build across the drainage channel.

Jeff Kutak, Smurfit Kappa, 2804 Burlwood Drive, Arlington, Texas, came forward to speak. Mr. Kutak discussed his conversations with Mr. Figueroa and Smurfit Kappa's legal counsel regarding the drainage channel adjacent to the subject property. He indicated Smurfit Kappa's intent either to convey an access easement or the subject property to Mr. Figueroa.

Commissioner Bridges and Mr. Figueroa discussed traffic and parking issues at Total ReComp.

Ex-Officio Luppy and Mr. Figueroa discussed how the plans for parking aligned with Development Review Committee recommendations and the timeline for construction of the buildings in the concept plan.

Commissioner Goetz and Mr. Figueroa clarified that the parking spaces shown on the concept plan will accommodate both the current developments to the north and future developments on the subject property.

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

Commissioner Bridges and Mr. Comstock discussed how restricting temporary parking would affect the construction of the permanent parking lot.

Vice Chair Stamps and Mr. Comstock clarified the process and timeline for completing the parking lot and landscaping requirements.

Vice Chair Stamps and Mr. Comstock discussed how the current plan addresses City Council's comments from the previous request.

Vice Chair Stamps, Commissioner Ross, and Mr. Comstock discussed City Council's comments on the temporary parking lot from the previous request.

Vice Chair Stamps and Mr. Comstock discussed what penalties would be incurred if the construction doesn't meet the timeline.

Ex-Officio Luppy and Mr. Comstock discussed how the concept plan compares to the transit oriented development standards.

Commissioner Ross and Mr. Comstock clarified that this request would only act upon the parking lot, not on the concept plan.

Commissioner Goetz and Mr. Comstock discussed possible traffic volume and safety concerns along Davis Boulevard due to the new developments and the dedication of right-of-way adjacent to the property.

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

Michelle Keyworth, 9040 Creek Trail, Fort Worth, came forward to speak. She discussed the opening of Keyworth Brewing, her concerns with parking on the site, and measures she is taking to ensure that customers will be able to park at the site.

There being no one else wishing to speak, Vice Chair Stamps closed the public hearing.

Vice Chair Stamps and Commissioner Bridges clarified that the Commission would vote on the case to approve or deny, subject to any conditions that may be considered.

Vice Chair Stamps discussed the parking issues on the adjacent property.

Mr. Figueroa discussed how the temporary parking lot would positively affect his tenants and the measures that will be taken to ensure the lot is safe.

Vice Chair Stamps and Mr. Comstock discussed staff's concerns about and conditions that could be included regarding the temporary parking lot.

Commissioner Ross and Ex-Officio Luppy stated their support for the request as it helps support future economic development.

Commissioner Goetz stated that she will be voting against the request due to her concerns about traffic safety.

Vice Chair Stamps discussed the need for a temporary crossing to be built.

A MOTION WAS MADE BY COMMISSIONER ROSS, SECONDED BY COMMISSIONER BRIDGES, TO APPROVE ZC23-0072, SUBJECT TO THE CONDITIONS OUTLINED BY THE DEVELOPMENT REVIEW COMMITTEE AND ALLOWING A TEMPORARY PARKING AREA THAT INCLUDES ROCK OR STONE TO DELINEATE THE AREA BUT PROHIBIT THE USE OF TRAFFIC CONES.

MOTION TO APPROVED CARRIED 4-1-1, WITH COMMISSIONER GOETZ OPPOSING AND COMMISSIONER NARAYANA ABSTAINING.

C.2 PLAT23-0045 CONSIDERATION OF A REQUEST FROM H CREEK DEVELOPMENT FOR A FINAL PLAT OF SHADY GROVE ADDITION, BEING 18.73 ACRES LOCATED AT 8340 SHADY GROVE ROAD.

APPROVED WITH CONDITIONS

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

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Vice Chair Stamps called for the applicant to present the request. The applicant did not attend the meeting, so there was no applicant presentation.

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

Commissioner Goetz and Mr. Comstock discussed the maintenance of the detention pond.

Commissioner Narayana and Mr. Comstock discussed fencing requirements along the drainage easement.

A MOTION WAS MADE BY COMMISSIONER RISKY, SECONDED BY COMMISSIONER GOETZ TO APPROVE PLAT23-0045 WITH THE CONDITIONS OUTLINED IN THE DEVELOPMENT REVIEW COMMITTEE COMMENTS, INCLUDING THE REQUIRED SUBMITTAL OF A SPECIAL USE PERMIT FOR THE DETENTION POND.

MOTION TO APPROVE CARRIED 5-0-1 WITH COMMISSIONER NARAYANA ABSTAINING.

EXECUTIVE SESSION

E. ADJOURNMENT

Greg Stamps, Vice Chair

Attest:

Jared Ross, Secretary