

**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 7, 2024**

WORK SESSION: 6:00 PM

A. CALL TO ORDER

The Planning and Zoning Commission of the City of North Richland Hills, Texas met in work session on the 7th day of November 2024, at 6:00 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
	Greg Stamps	Vice Chair, Place 4
	Jared Ross	Secretary, Place 3
	Jayashree Narayana	Place 5
	Amy McMahon	Place 6
	Aaron Carpenter	Alternate B

Absent:	Bryan Kidd	Place 2
	Brianne Goetz	Place 7
	Paul Epperley	Alternate A

Chair Welborn called the work session to order at 6:00 p.m.

1. MANAGING DIRECTOR REPORT

Managing Director of Development Services Clayton Comstock presented the city announcements and summarized recent City Council actions.

2. PRESENTATION BY STAFF ON ITEMS FROM THE REGULAR PLANNING AND ZONING COMMISSION MEETING.

Managing Director of Development Services Clayton Comstock discussed items on the regular meeting agenda.

3. DISCUSS UNMANNED AIRCRAFT SYSTEM (UAS) STAGING AREA STANDARDS

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Managing Director Clayton Comstock presented information regarding staging area standards for unmanned aircraft systems. He discussed the special use permits approved for Wing Aviation at both Walmart locations and noted comments and concerns from the public during the past year of operation. He presented a list of possible site standards to consider as potential revisions to the zoning ordinance including maximum lot area for operations, maximum height of structures, setbacks from residential properties, allowances for reductions in on-site parking, screening of equipment, and approval processes.

Chair Welborn stated the current case-by-case review of proposed operation sites is the most flexible approach but that some guidelines or standards may be appropriate.

Commissioner Ross stated he would be interested in the experiences of other cities that have adopted ordinances and standards.

Commissioner Narayana stated appearance standards would be appropriate depending on the location of the operation area.

Commissioner McMahon stated a case-by-case approach is appropriate due to the speed of technology changes in the industry.

Alternate Carpenter and Mr. Comstock discussed noise levels and weight limits for drone deliveries.

Vice Chair Stamps and Mr. Comstock discussed the application of drone deliveries at small businesses and the appearance of the staging areas for the existing sites.

Mr. Comstock stated staff will begin looking at ordinance that is flexible, not overly regulatory, recognizes the evolution of the industry, and addresses standards that protect residents, property, and aesthetics. He stated staff plans to provide a draft ordinance for discussion in the first part of 2025.

B. FUTURE AGENDA ITEM(S)

Commissioner Narayana proposed an item to be placed on a future work session agenda to discuss the use of a consent agenda for Commission meetings.

There being no opposition, Managing Director Comstock informed the Commission he will place an item on a future work session agenda to discuss the use of a consent agenda.

Chair Welborn adjourned the work session at 7:02 p.m.

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

A. CALL TO ORDER

Chair Welborn called the meeting to order at 7:08 p.m.

Present:	Justin Welborn	Chair, Place 1
	Greg Stamps	Vice Chair, Place 4
	Jared Ross	Secretary, Place 3
	Jayashree Narayana	Place 5
	Amy McMahon	Place 6
	Aaron Carpenter	Alternate B

Absent:	Bryan Kidd	Place 2
	Brianne Goetz	Place 7
	Paul Epperley	Alternate A

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

Present Commissioner Justin Welborn, Commissioner Jared Ross, Commissioner Greg Stamps, Commissioner Jayashree Narayana, Commissioner Amy McMahon, Commissioner Brianne Goetz, and Commissioner Alternate B Aaron Carpenter

Absent Commissioner Bryan Kidd, and Commissioner Alternate A Paul Epperley

Non-Voting

A.1 PLEDGE

Alternate Carpenter 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.

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B. MINUTES

B.1 APPROVE MINUTES OF THE SEPTEMBER 19, 2024, PLANNING AND ZONING COMMISSION MEETING.

APPROVED

A MOTION WAS MADE BY VICE CHAIR STAMPS, SECONDED BY COMMISSIONER MCMAHON TO APPROVE MINUTES OF THE SEPTEMBER 19, 2024, PLANNING AND ZONING COMMISSION MEETING.

MOTION TO APPROVE CARRIED 7-0.

B.2 APPROVE MINUTES OF THE OCTOBER 3, 2024, PLANNING AND ZONING COMMISSION MEETING.

APPROVED

A MOTION WAS MADE BY VICE CHAIR STAMPS, SECONDED BY ALTERNATE CARPENTER TO APPROVE MINUTES OF THE OCTOBER 3, 2024, PLANNING AND ZONING COMMISSION MEETING.

MOTION TO APPROVE CARRIED 7-0.

Absent: 1

C. PLANNING AND DEVELOPMENT

C.1 PLAT24-0077 CONSIDERATION OF A REQUEST FROM C2C SMITHFIELD LP FOR A FINAL PLAT OF SMITHFIELD STATION ADDITION, BEING 5.998 ACRES LOCATED AT THE NORTHWEST CORNER OF SMITHFIELD ROAD AND ARTHUR DRIVE.

APPROVED WITH CONDITIONS

Chair Welborn introduced the item and called for Managing Director Clayton Comstock to introduce the request. Mr. Comstock introduced the request.

Chair Welborn called for the applicant to present the request.

Blake Poston, Cover2 Capital, 4208 Brookview Drive, Dallas TX presented the request.

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Chair Welborn and the applicant discussed the project timeline. Mr. Poston stated they plan to break ground in first part of 2025.

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

Commissioner Ross and Mr. Comstock discussed the access to the property from Smithfield Road and Arthur Drive.

Commissioner Narayana and Mr. Comstock discussed planned street and parkway improvements to Arthur Drive.

A MOTION WAS MADE BY COMMISSIONER ROSS, SECONDED BY VICE CHAIR STAMPS TO APPROVE PLAT24-0077 WITH THE CONDITIONS OUTLINED IN THE DEVELOPMENT REVIEW COMMITTEE COMMENTS AND THE ABANDONMENT OF THE GUY STREET RIGHT-OF-WAY BY CITY COUNCIL.

MOTION TO APPROVE CARRIED 6-0.

C.2 PLAT24-0078 CONSIDERATION OF A REQUEST FROM REDINGER GROUP LLC FOR A FINAL PLAT OF WAYFARER ADDITION, BEING 2.913 ACRES LOCATED AT 6716 STARDUST DRIVE.

APPROVED WITH CONDITIONS

Chair Welborn introduced the item and called for Managing Director Clayton Comstock to introduce the request. Mr. Comstock introduced the request.

Chair Welborn called for the applicant to present the request.

Todd Bowers, 504 Tumbleweed Trail, Colleyville, Texas, came forward to present the request.

Commissioner Ross and the applicant discussed on-street parking in the development.

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

A MOTION WAS MADE BY COMMISSIONER ROSS, SECONDED BY ALTERNATE CARPENTER TO APPROVE PLAT24-0078 WITH THE CONDITIONS OUTLINED IN THE DEVELOPMENT REVIEW COMMITTEE COMMENTS AND THE ABANDONMENT OF THE STARDUST DRIVE RIGHT-OF-WAY.

MOTION TO APPROVE CARRIED 6-0.

D. PUBLIC HEARINGS

D.1 ZC24-0110 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM COMMUNITY ENRICHMENT CENTER FOR A REVISION TO PLANNED DEVELOPMENT 7 AT 6250 NE LOOP 820, BEING 4.06 ACRES DESCRIBED AS LOTS 1, 2, AND 3R1, BLOCK 7, MEADOW LAKES ADDITION.

APPROVED

Chair Welborn introduced the item, opened the public hearing, and called for Principal Planner Clayton Husband to introduce the request. Mr. Husband introduced the request.

Chair Welborn called for the applicant to present the request.

Nicholas Powell, representing the Community Enrichment Center, 6250 NE Loop 820, North Richland Hills, Texas, presented the request.

Commissioner Ross and the applicant discussed the plans for placing two storage containers in the screened fenced area behind the building.

Brent Weast, representing the Community Enrichment Center, 6250 NE Loop 820, North Richland Hills, Texas, spoke regarding details about screened fence area and funding for the storage containers.

Mr. Husband came forward to present the staff report.

Commissioner Ross asked if any public input was submitted about the request. Mr. Husband stated none was received.

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.

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Commissioner Narayana and the applicant discussed the cost of a masonry fence versus the existing fence.

A MOTION WAS MADE BY VICE CHAIR STAMPS, SECONDED BY COMMISSIONER MCMAHON TO APPROVE ZC24-0110.

MOTION TO APPROVE CARRIED 6-0.

D.2 ZC24-0111 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM MATTHEW ROACH FOR A SPECIAL USE PERMIT FOR A PERMANENT ACCESSORY BUILDING ON A NEW LOT TO BE ADDRESSED 8611 TIMBER DRIVE, BEING 2.04 ACRES DESCRIBED AS LOT 3R2, HOLDER SMITHFIELD ESTATES.

APPROVED

Chair Welborn introduced the item, opened the public hearing, and called for Principal Planner Clayton Husband to introduce the request. Mr. Husband introduced the request.

Chair Welborn called for the applicant to present the request.

Matthew and Brittany Roach, 8609 Timber Drive, North Richland Hills, Texas, presented the request. They discussed the location, size, and use of the proposed building, and provided examples of other buildings in the neighborhood.

Commissioner Ross and the applicant discussed orientation of the structure if the dimensions were smaller.

Commissioner McMahon and the applicant discussed the setback of the concrete on the south side of the building from the adjacent property. Mr. Roach stated the concrete would not be closer than ten feet from the property line.

Commissioner McMahon and the applicant discussed the plans for the proposed house of the property.

Chair Welborn and the applicant discussed the setback of the building and concrete paving from the south property line.

Commissioner Narayana and the applicant discussed the types of fencing between

the site and the adjacent property to the south.

Vice Chair Stamps and the applicant discussed reducing the roof pitch ratio to 3:12 to reduce the overall height of the building.

Chair Welborn called for Mr. Husband to present the staff report. Mr. Husband presented the staff report.

Vice Chair Stamps and Mr. Husband discussed lowering the roof pitch ratio and overall building height, the timing of building permits for the primary house and accessory building.

Commissioner McMahon, Commissioner Ross, and Mr. Husband discussed the pitched roof ratio and recently approved buildings with reduced roof pitch.

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

Commissioner Ross asked if Vice Chair Stamps would entertain an amendment to the motion to limit the size of the building to 3,000 square feet. Vice Chair Stamps stated his preference to allow the building size as proposed as there were no objections from any adjacent property owners.

Commissioner Ross stated his preference for the building to be smaller.

Commissioner McMahon discussed the size and number of similar buildings in the neighborhood.

A MOTION WAS MADE BY VICE CHAIR STAMPS, SECONDED BY COMMISSIONER MCMAHON TO APPROVE ZC24-0111 WITH AN ALLOWANCE FOR A 3:12 ROOF PITCH ON THE BUILDING.

MOTION TO APPROVE CARRIED 6-0.

D.3 ZC24-0112 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM JUSTIN MUNOZ FOR A ZONING CHANGE FROM AG (AGRICULTURAL) TO R-1 (SINGLE-FAMILY RESIDENTIAL) AT 6832 WALTER STREET, BEING 2.10 ACRES DESCRIBED AS TRACT 2G, TANDY K MARTIN SURVEY, ABSTRACT 1055.

APPROVED

Chair Welborn introduced the item, opened the public hearing, and called for Principal Planner Clayton Husband to introduce the request. Mr. Husband introduced the request.

Chair Welborn called for the applicant to present the request.

Justin Munoz, 6832 Walter Street, North Richland Hills, Texas, presented the request.

Commissioner Ross and the applicant discussed the planned location of the new house.

Chair Welborn called for Mr. Husband to present the staff report. Mr. Husband presented the staff report.

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

Commissioner Narayana and Mr. Munoz discussed the intended dimensions of the new lots and setbacks from existing buildings.

A MOTION WAS MADE BY COMMISSIONER MCMAHON, SECONDED BY ALTERNATE CARPENTER TO APPROVE ZC24-0112.

MOTION TO APPROVE CARRIED 6-0.

D.4 ZC24-0113 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM SCOTT HOBERER FOR A ZONING CHANGE FROM AG (AGRICULTURAL) TO R-2 (SINGLE-FAMILY RESIDENTIAL) AT 8900 AMUNDSON DRIVE, BEING 0.73 ACRES DESCRIBED AS TRACT 2N, TANDY K MARTIN SURVEY, ABSTRACT 1055.

APPROVED

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Chair Welborn introduced the item, opened the public hearing, and called for Principal Planner Clayton Husband to introduce the request. Mr. Husband introduced the request.

Chair Welborn, Commissioner Ross, Mr. Comstock, and Mr. Husband discussed the details of hearing the request considering the applicant's absence at the meeting.

Mr. Comstock presented the staff report and recommended that the Commission conduct the public hearing and consider acting on the request or postponing to the next meeting.

Commissioner McMahon and Mr. Comstock discussed the status of the permit application for the carport constructed on the property and the requirement for the property to be platted.

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

Chair Welborn stated since there were no speakers at the hearing or any correspondence from adjacent property owners, his preference is that the Commission vote on the request rather than postponing action.

A MOTION WAS MADE BY VICE CHAIR STAMPS, SECONDED BY COMMISSIONER ROSS TO APPROVE ZC24-0013.

MOTION TO APPROVE CARRIED 6-0.

EXECUTIVE SESSION

E. ADJOURNMENT

Chair Welborn adjourned the meeting at 8:41 p.m.

Justin Welborn, Chair

Attest:

Jared Ross, Secretary