

**MINUTES OF THE WORK SESSION AND REGULAR MEETING  
OF THE ZONING BOARD OF ADJUSTMENT OF THE  
CITY OF NORTH RICHLAND HILLS, TEXAS  
HELD IN THE CITY HALL 4301 CITY POINT DRIVE  
SEPTEMBER 28, 2017**

WORK SESSION

Call to Order

The Zoning Board of Adjustment of the City of North Richland Hills, Texas, met in work session on the 28th day of September 2017 at 6:30 p.m. in the City Council Workroom prior to the 7:00 p.m. regular session.

|          |                    |                    |
|----------|--------------------|--------------------|
| Present: | Tom Duer           | Place 5, Chairman  |
|          | Jim Kemp           | Place 1            |
|          | Doris Elston       | Place 7            |
|          | Fonda Kunkle       | Place 4            |
|          | Bill Gibbs         | Place 6            |
|          | Robert Housewright | Place 3, Alternate |

|         |               |                    |
|---------|---------------|--------------------|
| Absent: | Brian Crowson | Place 2, Alternate |
|---------|---------------|--------------------|

|             |                 |                     |
|-------------|-----------------|---------------------|
| City Staff: | Clayton Husband | Principal Planner   |
|             | John Chapman    | Planning Technician |

Chairman Tom Duer called the work session to order at 6:30 p.m.

**1. PLANNING MANAGER REPORT**

Principal Planner Clayton Husband discussed upcoming events in the City of North Richland Hills.

**2. DISCUSS ITEMS FROM THE REGULAR ZONING BOARD OF ADJUSTMENT MEETING.**

Principal Planner Clayton Husband introduced the item and presented a historical analysis of the property and the variance requested by the applicant. Mr. Husband asked for questions from the Board.

Alternate Board Member Robert Housewright asked Mr. Husband if the variance to encroach the front building line is to allow the proposed stairwell to conform to

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building code. Mr. Husband stated yes.

Chairman Tom Duer asked if any support or opposition had been filed. Mr. Husband stated no support or opposition had been filed prior to the start of the meeting.

Chairman Duer, Alternate Member Housewright, and Mr. Husband discussed an aerial overview of the property and its surrounding.

Chairman Duer adjourned the work session at 6:50 p.m.

## **REGULAR MEETING**

### **1. CALL TO ORDER**

Chairman Tom Duer called the meeting to order at 7:00 p.m.

### **2. ROLL CALL**

|          |                    |                    |
|----------|--------------------|--------------------|
| Present: | Tom Duer           | Place 5, Chairman  |
|          | Jim Kemp           | Place 1            |
|          | Doris Elston       | Place 7            |
|          | Fonda Kunkel       | Place 4            |
|          | Bill Gibbs         | Place 6            |
|          | Robert Housewright | Place 3, Alternate |

|         |               |                    |
|---------|---------------|--------------------|
| Absent: | Brian Crowson | Place 2, Alternate |
|---------|---------------|--------------------|

|             |                 |                     |
|-------------|-----------------|---------------------|
| City Staff: | Clayton Husband | Principal Planner   |
|             | John Chapman    | Planning Technician |

### **3. PLEDGE OF ALLEGIANCE**

Chairman Tom Duer led the Pledge of Allegiance to the United States flag.

### **4. MINUTES**

#### **4.A. APPROVE MINUTES OF THE JULY 27, 2017, ZONING BOARD OF ADJUSTMENT MEETING.**

**A MOTION WAS MADE BY BOARD MEMBER JIM KEMP, SECONDED BY BOARD MEMBER BILL GIBBS TO APPROVE MINUTES OF THE JULY 27, 2017, ZONING BOARD OF ADJUSTMENT MEETING.**

**MOTION TO APPROVE CARRIED 5-0.**

**5. GENERAL ITEMS**

**5.A. BA 2017-02 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM OUR LADY OF MOUNT CARMEL ROMAN CATHOLIC CHURCH FOR A VARIANCE TO SECTION 118-373 “LOT AND AREA REQUIREMENTS” OF THE CITY OF NORTH RICHLAND HILLS CODE OF ORDINANCES AT 3900 SCRUGGS DRIVE.**

Chairman Tom Duer introduced the item, and called for Principal Planner Clayton Husband to introduce the request. Mr. Husband introduced the request for the property at 3900 Scruggs Drive for a variance to encroach the front building line.

Chairman Duer called for the applicant to present the request. Paul Brezina, 7515 Evelyn Drive, Richland Hills, Texas 76118, representing Mount Carmel Roman Catholic Church, presented the request.

Board Member Jim Kemp asked what the width of the addition will be. Mr. Brezina stated 20 feet.

Alternate Board Member Robert Housewright asked if the architecture and materials used on the addition will match the existing structure. Mr. Brezina stated the plan is to maintain the same roof-pitch ratio and materials.

Chairman Duer opened the public hearing.

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

Mr. Husband explained three options the Board may vote upon and stated no correspondence was received prior to the meeting.

**A MOTION WAS MADE BY BOARD MEMBER JIM KEMP, SECONDED BY BOARD MEMBER FONDA KUNKEL TO APPROVE BA 2017-02.**

**MOTION TO APPROVE CARRIED 5-0.**

**6. ADJOURNMENT**

Chairman Tom Duer adjourned the meeting at 7:20 p.m.

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Tom Duer, Chairman

Attest:

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John Chapman, Secretary