

**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  
SEPTEMBER 21, 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 21st day of September 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:       | Justin Welborn     | Chair, Place 1                   |
|                | 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:        | Greg Stamps        | Vice Chair, Place 4              |
| Staff Members: | Clayton Comstock   | Planning Director                |
|                | Clayton Husband    | Principal Planner                |
|                | Chad VanSteenberg  | Planner                          |
|                | Emily Marlow       | Planning Technician              |
|                | Nathan Frohman     | City Engineer                    |
|                | Craig Hulse        | Director of Economic Development |

Chair Welborn called the work session to order at 6:30 p.m.

**1 PLANNING DIRECTOR REPORT**

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

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

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

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

### **A. CALL TO ORDER**

Chair Welborn called the meeting to order at 7:16 p.m.

|                |                    |                                  |
|----------------|--------------------|----------------------------------|
| Present:       | Justin Welborn     | Chair, Place 1                   |
|                | 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:        | Greg Stamps        | Vice Chair, Place 4              |
| Staff Members: | Clayton Comstock   | Planning Director                |
|                | Clayton Husband    | Principal Planner                |
|                | Chad VanSteenberg  | Planner                          |
|                | Emily Marlow       | Planning Technician              |
|                | Nathan Frohman     | City Engineer                    |
|                | Craig Hulse        | Director of Economic Development |

### **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 AUGUST 17, 2023, PLANNING AND ZONING COMMISSION MEETING.**

September 21, 2023

Planning and Zoning Commission Meeting Minutes

Page 2 of 12

**APPROVED**

**A MOTION WAS MADE BY COMMISSIONER BRIDGES, SECONDED BY COMMISSIONER GOETZ TO APPROVE MINUTES OF THE AUGUST 17, 2023, PLANNING AND ZONING COMMISSION MEETING.**

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

**C. PUBLIC HEARINGS**

**C.3 ZC23-0069 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM THE REDINGER GROUP, LLC FOR A REVISION TO A PLANNED DEVELOPMENT AT 6716 STARDUST DRIVE, BEING 2.88 ACRES DESCRIBED AS TRACT 1A2, JOHN C. YATES SURVEY, ABSTRACT 1753.**

**APPROVED WITH CONDITIONS**

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

Chair Welborn called for the applicant to present the request.

Curtis Young, Sage Group, 1130 N Carroll Avenue, Southlake, presented the request. Mr. Young discussed the previous approval of the planned development in August 2022 and how the approved site plan was affected by the discovery of a gas line easement at the south end of the property. Mr. Young discussed the details of the updated site plan and the changes made to accommodate the easement.

Chair Welborn and Mr. Young clarified that there is not currently a builder involved with the project.

Chair Welborn and Chase Medford, Somerik Realty, 1713 Little Deer Lane, Fort Worth, Texas discussed the house elevations provided and the dimensions of the houses.

Chair Welborn, Commissioner Goetz, and Mr. Young discussed the mix of two-story and single-story homes.

September 21, 2023

Planning and Zoning Commission Meeting Minutes

Page 3 of 12

Commissioner Narayana and Mr. Young discussed the garage setback and the location of sidewalks on the central lots.

Chair Welborn and Commissioner Narayana discussed the effect of the garage setback on the square footage of the houses.

Commissioner Goetz clarified that the sidewalks are four feet in width.

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

Commissioner Ross and Mr. Comstock discussed the location of a fenced Atmos area and how this would affect the homeowner on the southeast corner of the property, and discussed the location of a stop sign to control the traffic flow out to Stardust Drive and the emergency access to the property.

Commissioner Goetz and Mr. Comstock discussed the availability of public parking on Stardust Drive.

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.

Commissioner Narayana discussed possible reductions in the front setback to allow deeper pad area and setbacks for the garage.

Chair Welborn discussed the walkability of the neighborhood and the effects of the garage setbacks.

Commissioner Ross stated that he agreed with adding a condition to require sidewalk access for the center lots to the open space sidewalk but did not believe the setbacks on all the lots should be adjusted.

Commissioner Goetz stated her support for the proposal due to the difficulty imposed by the layout of the lot.

A MOTION WAS MADE BY COMMISSIONER ROSS, SECONDED BY COMMISSIONER GOETZ TO APPROVE ZC23-0069 WITH THE CONDITION THAT SIDEWALK ACCESS BE REQUIRED BETWEEN THE CENTRAL HOMES AND OPEN SPACE SIDEWALKS.

MOTION TO APPROVE CARRIED 6-0.

**C.1 ZC23-0073 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM THE SOCIETY OF SAINT PIUS X OF FORT WORTH INC. FOR A ZONING CHANGE FROM R-7-MF (MULTIFAMILY) AND C-1 (COMMERCIAL) TO U (INSTITUTIONAL) AT 3900 SCRUGGS DRIVE, BEING 0.69 ACRES DESCRIBED AS LOTS 5K, 6K, AND 19K, CALLOWAY ACRES ADDITION.**

**APPROVED**

Chair Welborn introduced the item and stated that Commissioner Risky had a conflict of interest for item C.1 and would recuse himself from discussion and deliberation of the request. He stated an affidavit of disqualification has been filed with the City Secretary's Office.

*Commissioner Risky left the Chamber at 7:46 p.m.*

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

Chair Welborn called for the applicant to present the request.

Paul Banschbach, 5917 Trail Marker Court, Fort Worth, Texas, presented the request. Mr. Banschbach discussed the history of the property and future plans for the site. He stated that the church hopes to start a school onsite and may sell the property in the future.

Commissioner Ross and Mr. Banschbach discussed the ownership of the adjacent property.

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

Commissioner Narayana and Mr. Husband discussed the platting status of the property and the need for replatting the property in the future.

September 21, 2023

Planning and Zoning Commission Meeting Minutes

Page 5 of 12

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.

**A MOTION WAS MADE BY COMMISSIONER BRIDGES, SECONDED BY COMMISSIONER NARAYANA TO APPROVE ZC23-0073.**

**MOTION TO APPROVE CARRIED 5-0-1, WITH COMMISSIONER RISKY ABSTAINING.**

**C.2 ZC23-0074 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM JASON HAYNIE FOR A SPECIAL USE PERMIT FOR A PERMANENT ACCESSORY BUILDING AND AN ACCESSORY DWELLING UNIT AT 7409 BURSEY ROAD, BEING 2.784 ACRES DESCRIBED AS LOT 8, BLOCK 1, GREEN VALLEY COUNTRY ESTATES.**

**APPROVED WITH CONDITIONS**

*Commissioner Risky returned to the Chamber at 7:55 p.m.*

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

Chair Welborn called for the applicant to present the request.

Jason Haynie, 7409 Bursey Road, North Richland Hills, Texas, presented the request. He discussed the prior improvements made to the property and the existing accessory building. Mr. Haynie stated that he has intended to convert this building into an accessory dwelling unit since purchasing the property. He discussed his plan to construct a second accessory building for use as a hobby shop and storage space. He also discussed the design of the two buildings and the variances requested for the units including roof pitch and separate electric meter for the accessory building.

Commissioner Ross and Mr. Haynie discussed plans for a driveway to the rear accessory building.

Commissioner Narayana and Mr. Haynie discussed the size of the primary residence and the accessory dwelling unit.

September 21, 2023

Planning and Zoning Commission Meeting Minutes

Page 6 of 12

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

Commissioner Ross and Mr. Husband clarified that the applicant could construct a driveway to the permanent accessory building with a paving permit at any time after the building was constructed.

Commissioner Narayana and Mr. Husband discussed the comparison of the square footage of the primary residence and the accessory buildings.

Commissioner Goetz and Mr. Husband discussed the height of the permanent accessory building and its location in relation to the surrounding houses.

Commissioner Narayana, Mr. Husband, and Mr. Haynie discussed how the trees on the property would be affected by construction of the accessory building. Mr. Haynie stated that he selected the location to maintain as many trees as possible and to maintain the neighbor's privacy.

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.

**A MOTION WAS MADE BY COMMISSIONER ROSS, SECONDED BY COMMISSIONER BRIDGES TO APPROVE ZC23-0074 WITH THE ALLOWANCE FOR A SEPARATE ELECTRIC METER FOR THE PERMANENT ACCESSORY BUILDING.**

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

**C.4 ZC23-0081 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM KIMLEY HORN AND ASSOCIATES FOR A SPECIAL DEVELOPMENT PLAN FOR A NEW SMITHFIELD MASONIC LODGE BUILDING AT 6820-6828 MICKEY COURT, BEING 0.82 ACRES DESCRIBED AS LOTS 13-15, BLOCK 3, WE ODELL ADDITION.**

**CONTINUED**

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

Chair Welborn called for the applicant to present the request.

Josh Eames, Presidium, 3100 McKinney Avenue, Suite 250, Dallas, Texas, presented the request. Mr. Eames discussed the approval of the Presidium project and the impact of this project on the existing Smithfield Masonic Lodge. He discussed Presidium's collaboration with city staff and the Lodge members to design a new building. Mr. Eames discussed the design of the new building and the construction of the private drive from Northeast Parkway to Mickey Street.

Brandon Arnold, 6402 Kinshire Court, Colleyville, Texas, discussed the history of the Smithfield Masonic Lodge, the values the Freemasons, and the service and volunteer work done by the Smithfield Lodge. He discussed the hours that the lodge is open, the date of meetings and events, and the attendance at these events.

Commissioner Ross and Mr. Arnold discussed the Lodge's collaboration with Presidium.

Chair Welborn and Mr. Arnold discussed the Lodge's move from Main Street.

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

Chair Welborn and Mr. Eames discussed the location and screening of mechanical equipment on the building.

Commissioner Goetz and Mr. Comstock discussed the requested waiver from the masonry screening wall requirement to allow a wood fence.

Commissioner Ross and Mr. Comstock discussed the private drive from Northeast Parkway to Mickey Street and the maintenance of and access to the drive.

Commissioner Ross and Mr. Comstock discussed the possibility of extending the sidewalk north from Northeast Parkway along Davis Boulevard.

Commissioner Narayana and Mr. Comstock discussed the number of proposed parking spaces and the design of the existing building on Main Street.

Commissioner Narayana and Larry Williams, Kimley-Horn and Associates, 13455 Noel Road, Dallas, Texas, discussed the grading of the property and the location of the proposed retaining wall on the property.

September 21, 2023

Planning and Zoning Commission Meeting Minutes

Page 8 of 12



Commissioner Narayana discussed her concerns with locating the Lodge building within the TOD as it does not meet the standards of the district.

Commissioner Risky stated his desire for the Lodge building to be visible and stated the Lodge should be able to make design decisions since they have to move to accommodate new development.

Chair Welborn discussed his concerns with the landscaping of the property and the loss of trees. He stated the sidewalk along the private drive should continue down to Northeast Parkway to promote Safe Routes to School.

Commissioner Ross stated his concerns about the street being used as parking for Smithfield Elementary.

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

Jackie Hamon, 8025 Mickey Street, North Richland Hills, Texas, spoke in opposition to the request. Mrs. Hamon stated her concerns about the access to Mickey Street due to the narrow width of the street. She stated that the street would be used as a cut through and that it would not be able to accommodate increased traffic.

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

Commissioner Ross and Mr. Comstock discussed the possibility of the private drive being constructed as a cul de sac and the connection to Mickey Street contemplated on the previously adopted plan.

Commissioner Ross and Mr. Comstock discussed the intent of dead end streets and how these streets affect turn-around traffic.

Chair Welborn discussed waivers in past special development plan requests and how these fit into the TOD district. He stated that he did not think that this design belonged in the TOD and he discussed ways to modify the elevation and screening to maintain the character of the district.

Ex-Officio Luppy stated she understands the neighbor's concerns but thinks the Masonic Lodge needs some flexibility since they must move from their location. She stated the building does not meet architectural design standards for the TOD and the

design needs updating to fit the character of the district.

Chair Welborn stated that he does think there will be additional cut through traffic on Mickey Street during school hours but that the connection is important and should be included in the plan.

Chair Welborn and Commissioner Narayana discussed her suggested revisions to the site plan to align the development more with the TOD code.

Mr. Eames discussed the partnership between the City and Presidium for redeveloping Main Street. Mr. Eames also discussed the design features on the site that were requested by the Lodge.

Commissioner Goetz stated that she likes the design of the building as it stands out in the TOD and maintains the history of the Lodge.

Commissioner Risky, Commissioner Narayana, and Commissioner Goetz discussed the possibility of angled-in street parking along the private drive.

Commissioner Goetz stated that she supports the plan but does not support the waiver from the masonry screening requirement.

A MOTION WAS MADE BY COMMISSIONER RISKY, SECONDED BY COMMISSIONER ROSS, TO APPROVE ZC23-0081.

MOTION TO APPROVE FAILED 1-5, WITH COMMISSIONER RISKY VOTING IN FAVOR.

Commissioner Ross stated his support for the plan and concerns about the traffic flow and TOD waivers.

Chair Welborn and Mr. Comstock discussed the possibility of continuing the request to the next meeting.

Commissioner Narayana discussed possible changes to bring the site plan more in line with the TOD Code.

Mr. Eames stated that the parking and drop-off area was designed to accommodate older members of the Lodge.

Commissioner Goetz stated that her only concern with the plan was the requested waiver to the masonry screening wall requirement.

Chair Welborn discussed his concerns with the design of the building and believed a new design could be made to tie in the historic character of the district.

Commissioner Ross discussed the possibility of a smaller parking lot, on-street parking, and the addition of traffic calming devices on Mickey Street.

Ex-Officio Luppy stated her concerns about the design of the building.

Commissioner Bridges stated his concerns about the requested waiver to the masonry screening wall requirement and the traffic impacts of the new connection on Mickey Street.

Commissioner Risky and Mr. Eames discussed the possibility of having a revised site plan developed by the October 5, 2023, meeting.

Chair Welborn and Mr. Comstock discussed the possibility of continuing the request to the October 19, 2023, meeting.

Commissioner Risky and Mr. Eames discussed the financing of the lot and the logistics of the land swap.

**A MOTION WAS MADE BY COMMISSIONER NARAYANA, SECONDED BY COMMISSIONER BRIDGES TO CONTINUE ZC23-0081 TO THE OCTOBER 19, 2023, MEETING.**

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

D. PLANNING AND DEVELOPMENT

EXECUTIVE SESSION

E. ADJOURNMENT

Chair Welborn adjourned the meeting at 9:44 p.m.

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Justin Welborn, Chair

Attest:

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Jared Ross, Secretary