

**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
NORTH RICHLAND HILLS, TX 76180
JANUARY 19, 2017**

WORK SESSION: 6:30 PM

CALL TO ORDER

Chairman Randall Shiflet called the Work Session to order at 6:30 p.m.

ROLL CALL

Present:	Randall Shiflet	Chairman, Place 4
	Don Bowen	Place 3
	Kathy Luppy	Place 5
	Bill Schopper	Vice Chair, Place 6
	Steven Cooper	Place 7
	Mark Haynes	Place 1
	Mike Benton	Place 2
	Jerry Tyner	Ex-Officio

Staff:	Clayton Comstock	Planning Manager
	Clayton Husband	Principal Planner
	Chad VanSteenberg	Planner
	John Chapman	Planning Technician
	Justin Naylor	Civil Engineer
	Marrk Callier	Management Assistant

1. ANNOUNCEMENTS - UPCOMING CITY EVENTS

Planning Manager Clayton Comstock announced the upcoming events in the city.

2. DISCUSS DEVELOPMENT ACTIVITY REPORT AND CITY COUNCIL ACTION.

Planning Manager Clayton Comstock summarized the actions taken on Planning related items at the January 9, 2017, City Council meeting.

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3. DISCUSS ITEMS FROM THE REGULAR PLANNING AND ZONING COMMISSION MEETING.

Planning Manager Clayton Comstock and Principal Planner Clayton Husband presented the items on the January 19, 2017 regular Planning and Zoning Commission meeting agenda.

The Work Session was adjourned at 6:53 p.m.

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

A. CALL TO ORDER

Chairman Randall Shiflet called the Regular Meeting to order at 7:01 p.m.

ROLL CALL

Present:	Randall Shiflet	Chairman, Place 4
	Don Bowen	Place 3
	Kathy Luppy	Place 5
	Bill Schopper	Vice Chair, Place 6
	Steven Cooper	Place 7
	Mark Haynes	Place 1
	Mike Benton	Place 2
	Jerry Tyner	Ex-Officio

Staff:	Clayton Comstock	Planning Manager
	Clayton Husband	Principal Planner
	Chad VanSteenberg	Planner
	John Chapman	Planning Technician
	Justin Naylor	Civil Engineer
	Marrk Callier	Management Assistant

A.1. PLEDGE OF ALLEGIANCE

Ex-Officio Jerry Tyner led the Pledge of Allegiance to the United States and Texas flags.

B. MINUTES

B.1. APPROVE MINUTES OF THE DECEMBER 15, 2016 PLANNING AND ZONING COMMISSION MEETING.

APPROVED

A MOTION WAS MADE BY COMMISSIONER LUPPY, SECONDED BY COMMISSIONER COOPER TO APPROVE MINUTES OF THE DECEMBER 15, 2016 PLANNING AND ZONING COMMISSION MEETING.

MOTION TO APPROVE CARRIED: 7-0.

C. PUBLIC HEARINGS / PLANNING AND DEVELOPMENT

C.1. ZC 2016-08 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM TORINO, LLC FOR A ZONING CHANGE FROM AG AGRICULTURAL TO R-1 SINGLE FAMILY AND R-2 SINGLE FAMILY LOCATED AT 7509 CHAPMAN ROAD. PUBLIC HEARING RESCHEDULED FOR FEBRUARY 2, 2017.

APPROVED

A MOTION WAS MADE BY COMMISSIONER BOWEN, SECONDED BY COMMISSIONER BENTON TO POSTPONE THE PUBLIC HEARING FOR ZC 2016-08 UNTIL THE FEBRUARY 2, 2017 PLANNING & ZONING COMMISSION MEETING.

MOTION TO APPROVE CARRIED 7-0.

C.2. ZC 2016-20 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM THE BIRDVILLE INDEPENDENT SCHOOL DISTRICT FOR A ZONING CHANGE FROM R-2 SINGLE FAMILY TO U SCHOOL, CHURCH, AND INSTITUTIONAL LOCATED AT 4800 RUFÉ SNOW DRIVE AND 4801 VANCE ROAD.

APPROVED

Principal Planner Clayton Husband introduced the zoning request.

Chairman Randall Shiflet opened the public hearing.

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Applicant, Brenton Hite with PBK Architects, 14001 Dallas Parkway, Dallas, TX presented the request.

Mr. Husband provided details about the request.

Barbara Gallagher, 6912 Shauna Dr, spoke in opposition to marquis signs in residential neighborhoods.

Cliff Hurst, 6732 Shauna Drive, expressed his concern for the placement of the new school building, particularly the height of the wall along Shauna Drive.

Cynthia Maine, 6741 Karen Drive, is concerned about a marquis sign and asked that if a sign was approved that it be located along Rufe Snow Drive.

Chairman Randall Shiflet closed the public hearing.

Commissioner Don Bowen motioned to approve ZC 2016-20, seconded by Commissioner Steven Cooper.

Commissioner Bowen said that this request is just for zoning, but he would like for staff to explain the type of signage that is being requested and the allowable dimensions.

Mr. Husband explained that monument signs that are a maximum of seven feet tall are permitted in the zoning category. Additionally, the sign area is limited to 75 square feet and total structure area is limited to 100 square feet. A pole sign is not being requested.

Commissioner Bowen asked if this will be a digital sign.

Mr. Husband explained that any digital portion of the sign may only take up two-thirds of the total sign area.

Commissioner Mike Benton asked if the city or school district determines the location of the sign.

Mr. Husband replied that it is generally up to the property owner as long as the chosen location meets the setback, height, and sight visibility requirements.

Commissioner Benton questioned if the applicant would be open to moving the sign to another location.

Mr. Husband stated that he has not had discussions with the applicant about the sign.

Chairman Shiflet asked if the city sign regulations regarding brightness apply in this case.

Mr. Husband replied that the regulations limit the electronic portion of signs to a low intensity amber lighting that must not flash, blink, scroll or display animation. The best example is the electronic message board sign at Fort Worth Christian School.

Commissioner Mark Haynes asked if there is a way to stipulate anything regarding the sign as a part of the zoning change.

Mr. Husband replied that the sign code is separate from the zoning code.

A MOTION WAS MADE BY COMMISSIONER BOWEN, SECONDED BY COMMISSIONER COOPER TO APPROVE ZC 2016-20.

MOTION TO APPROVE CARRIED 7-0.

C.3. ZC 2016-19 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM THE CITY OF NORTH RICHLAND HILLS FOR A ZONING CHANGE FROM R-2 SINGLE FAMILY TO C-1 COMMERCIAL ON 5.08 ACRES LOCATED AT 7301 NE LOOP 820.

APPROVED

Chairman Randall Shiflet opened the public hearing.

Planning Manager Clayton Comstock presented the zoning request on behalf of the applicant, the City of North Richland Hills.

Chairman Shiflet called anyone wishing to speak to come forward. Seeing no one, he closed the public hearing.

A MOTION WAS MADE BY COMMISSIONER HAYNES, SECONDED BY COMMISSIONER BENTON TO APPROVE ZC 2016-19.

MOTION TO APPROVE CARRIED 7-0.

C.4. PP 2016-14 CONSIDERATION OF A REQUEST FROM BRITTON AND ASHLEY NEW FOR A PRELIMINARY PLAT OF LOTS 7 AND 8, BLOCK 2, CREEKSIDE ESTATES ADDITION ON 1.00 ACRES LOCATED IN THE 8700 BLOCK OF STEWART DRIVE.

APPROVED

Principal Planner Clayton Husband introduced both the preliminary and final plat requests.

Applicant Britton New, 2525 Carnation Avenue, Fort Worth, provided the reason for the plat request.

Mr. Husband provided details for both plat requests.

A MOTION WAS MADE BY COMMISSIONER LUPPY, SECONDED BY COMMISSIONER COOPER TO APPROVE PP 2016-14.

MOTION TO APPROVE CARRIED 7-0.

C.5. FP 2016-15 CONSIDERATION OF A REQUEST FROM BRITTON AND ASHLEY NEW FOR A FINAL PLAT OF LOTS 7 AND 8, BLOCK 2, CREEKSIDE ESTATES ADDITION ON 1.00 ACRES LOCATED IN THE 8700 BLOCK OF STEWART DRIVE.

APPROVED

Final Plat request FP 2016-15 was presented in conjunction with Preliminary Plat request PP 2016-14.

A MOTION WAS MADE BY COMMISSIONER COOPER, SECONDED BY COMMISSIONER BENTON TO APPROVED FP 2016-15.

MOTION TO APPROVE CARRIED 7-0.

C.6. SUP 2016-06 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM ARCADIA LAND PARTNERS FOR A SPECIAL USE PERMIT FOR SINGLE-FAMILY COTTAGE LOTS LESS THAN 40 FEET WIDE IN THE HOME TOWN CANAL DISTRICT LOCATED IN THE 8800 BLOCK OF BRIDGE STREET.

APPROVED

Planning Manager Clayton Comstock introduced the Special Use Permit and Preliminary Plat requests.

Chairman Randall Shiflet opened the public hearing.

Applicant Katherine Hodge with Arcadia Partners, 3500 Maple Avenue, Dallas, TX 75219 provided details about the SUP and plat requests.

Commissioner Mike Benton asked if the canal will maintain water consistently.

Ms. Hodge responded yes. Water will recirculate and maintain at a constant level.

Commissioner Benton asked about the depth of the canal.

Ms. Hodge said the depth will be around two feet in this area.

Ex-Officio Jerry Tyner asked if the proposed canal will drain into the existing HomeTown lakes.

Ms. Hodge said it doesn't necessarily drain into the lake but it will recirculate from there back up to the pond.

Ex-Officio Tyner asked where the current drainage through that area will go under the new scenario.

Ms. Hodge stated that current drainage will be piped underground and get into the pond from there.

Ex-Officio Tyner said that foul balls from the Birdville baseball stadium land right where the homes are proposed in Phase 5B.

There was a discussion about the foul ball situation.

Planning Manager Comstock provided details about the requests in the staff report.

Chairman Shiflet asked about the homes that would face the canal and the addresses that they would be assigned.

Mr. Comstock replied that it will be the same situation as the existing mews addresses on the west side of the lakes.

Chairman Shiflet called for anyone wishing to speak to come forward. Seeing no one, he closed the public hearing.

A MOTION WAS MADE BY COMMISSIONER BENTON, SECONDED BY COMMISSIONER LUPPY TO APPROVE SUP 2016-06.

MOTION TO APPROVE CARRIED 7-0.

C.7. PP 2016-11 CONSIDERATION OF A REQUEST FROM ARCADIA LAND PARTNERS FOR A PRELIMINARY PLAT OF HOMETOWN CANAL DISTRICT PHASE 5A ON 12.924 ACRES LOCATED SOUTH OF ICE HOUSE DRIVE AND WEST OF BRIDGE STREET.

APPROVED

Preliminary Plat request PP 2016-11 was presented in conjunction with items C.6. through C.8.

A MOTION WAS MADE BY COMMISSIONER COOPER, SECONDED BY COMMISSIONER BOWEN TO APPROVE PP 2016-11 SUBJECT TO CITY COUNCIL APPROVAL OF SUP 2016-06 FOR COTTAGE LOTS.

MOTION TO APPROVE CARRIED 7-0.

C.8. PP 2016-12 CONSIDERATION OF A REQUEST FROM ARCADIA LAND PARTNERS FOR A PRELIMINARY PLAT OF HOMETOWN CANAL DISTRICT PHASE 5B ON 3.984 ACRES LOCATED SOUTH OF ICE HOUSE DRIVE AND EAST OF BRIDGE STREET.

APPROVED

Preliminary Plat request PP 2016-12 was presented in conjunction with items C.6. through C.8.

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A MOTION WAS MADE BY COMMISSIONER HAYNES, SECONDED BY COMMISSIONER LUPPY TO APPROVE PP 2016-12.

MOTION TO APPROVE CARRIED 7-0.

D. ADJOURNMENT

Chairman Randall Shiflet adjourned the meeting at 7:48 p.m.

Randall Shiflet, Chairman

Dow Bowen, Secretary