

**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  
MAY 18, 2017**

WORK SESSION

A. CALL TO ORDER

The Planning and Zoning Commission of the City of North Richland Hills, Texas met in work session on the 18th day of May, 2017 at 6:30 p.m. in the City Council Workroom prior to the 7:00 p.m. regular Planning and Zoning Commission meeting.

Present:	Randall Shiflet	Place 4, Chairman
	Bill Schopper	Place 6, Vice Chairman
	Don Bowen	Place 3, Secretary
	Jerry Tyner	Place 2
	Kathy Luppy	Place 5
	Steven Cooper	Place 7
	Justin Welborn	Ex-Officio

Absent:	Mark Haynes	Place 1
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Staff Members:	Clayton Comstock	Planning Manager
	Clayton Husband	Principal Planner
	John Chapman	Planning Technician
	Caroline Waggoner	City Engineer
	Marrk Callier	Management Assistant

Chairman Randall Shiflet called the meeting to order at 6:32 p.m.

**A.1. ANNOUNCEMENTS - UPCOMING CITY EVENTS**

Principal Planner Clayton Husband announced the upcoming events in the city.

**A.2. DISCUSS DEVELOPMENT ACTIVITY REPORT AND CITY COUNCIL ACTION.**

Principal Planner Clayton Husband and Planning Manager Clayton Comstock

summarized the actions taken on Planning related items at the May 8, 2017 and May 15, 2017 City Council meetings and discussed current development activity in North Richland Hills.

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

Principal Planner Clayton Husband discussed items on the agenda and asked for questions.

Commissioner Jerry Tyner asked if the accessory structure related to items ZC 2017-06 and RP 2017-05 was encroaching on the proposed common lot line. Mr. Husband responded if the accessory structure is currently there it will need to be moved.

Chairman Randall Shiflet called for Planning Manager Clayton Comstock to discuss his recent trip to The American Planning Association National Conference in New York City, New York.

**REGULAR MEETING**

**A. CALL TO ORDER**

Present:	Randall Shiflet	Place 4, Chairman
	Bill Schopper	Place 6, Vice Chairman
	Don Bowen	Place 3, Secretary
	Jerry Tyner	Place 2
	Kathy Luppy	Place 5
	Steven Cooper	Place 7
	Justin Welborn	Ex-Officio

Absent:	Mark Haynes	Place 1
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Staff Members:	Clayton Comstock	Planning Manager
	Clayton Husband	Principal Planner
	John Chapman	Planning Technician
	Caroline Waggoner	City Engineer
	Marrk Callier	Management Assistant

Chairman Randall Shiflet called the meeting to order at 7:00 p.m.

**A.1 PLEDGE OF ALLEGIANCE**

Ex-Officio Justin Welborn led the Pledge of Allegiance to the United States and Texas flags.

**B. MINUTES**

**B.1. APPROVE MINUTES OF THE MAY 4, 2017, PLANNING AND ZONING COMMISSION MEETING.**

**APPROVED**

A MOTION WAS MADE BY COMMISSIONER LUPPY, SECONDED BY COMMISSIONER COOPER TO APPROVED THE MINUTES OF THE MAY 4, 2017 PLANNING AND ZONING COMMISSION MEETING. MOTION TO APPROVE CARRIED 6-0.

**C PUBLIC HEARINGS**

**C.1. ZC 2017-06 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM SPRY SURVEYORS FOR A ZONING CHANGE FROM AG AGRICULTURAL TO R-1 SINGLE FAMILY RESIDENTIAL ON 1.028 ACRES LOCATED AT 6905 AND 6909 CRANE ROAD.**

**APPROVED**

Chairman Randall Shiflet introduced the item and called for Principal Planner Clayton Husband to provide the staff introduction. This item was presented in conjunction with D.1. RP 2017-05.

Mr. Husband presented the staff introduction.

Chairman Shiflet called for the applicant to present the request.

David Lewis, 408 Quail Crest Drive, Colleyville, Texas 76021, presented the zoning change and replat request.

Chairman Shiflet asked the applicant if the accessory structure in the middle of the property interferes with the proposed lot line. The applicant stated the structure was removed from the property.

Chairman Shiflet called for Mr. Husband to present the staff report.

Mr. Husband presented the staff report.

Chairman Shiflet opened the public hearing and asked for anyone wishing to speak for or against the request to come forward, seeing no one, he closed the public hearing.

**A MOTION WAS MADE BY COMMISSIONER BOWEN, SECONDED BY COMMISSIONER TYNER TO APPROVE ZC 2017-06. MOTION TO APPROVE CARRIED 6-0.**

**D. PLANNING AND DEVELOPMENT**

**D.1. RP 2017-05 CONSIDERATION OF A REQUEST FROM SPRY SURVEYORS FOR A REPLAT OF LOTS 3R AND 4R, DAWN-KING ADDITION ON 1.028 ACRES LOCATED AT 6905 AND 6909 CRANE ROAD.**

**APPROVED**

This item was presented in conjunction with C.1. ZC 2017-06.

**A MOTION WAS MADE BY COMMISSIONER COOPER, SECONDED BY COMMISSIONER LUPPY TO APPROVE RP 2017-05. MOTION TO APPROVE CARRIED 6-0.**

**D.2. AP 2017-02 CONSIDERATION OF A REQUEST FROM SPRY SURVEYORS FOR AN AMENDED PLAT OF LOTS 9R THROUGH 12R, BLOCK 2, BRIAR POINTE VILLAS ADDITION ON 0.302 ACRES LOCATED ON BRIAR POINTE DRIVE.**

**APPROVED**

Chairman Randall Shiflet introduced the item and called for Principal Planner Clayton Husband to provide the staff introduction.

Mr. Husband presented the staff introduction.

Chairman Shiflet called for the applicant to present the request.

David Lewis, 408 Quail Crest Drive, Colleyville, Texas 76021, presented the request.

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Mr. Husband presented the staff report.

**A MOTION WAS MADE BY COMMISSIONER LUPPY, SECONDED BY COMMISSIONER BOWEN TO APPROVE AP 2017-02. MOTION TO APPROVE CARRIED 6-0.**

**E. ADJOURNMENT**

Chairman Randall Shiflet adjourned the meeting at 7:11 p.m.

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Randall Shiflet, Chairman

Attest:

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Don Bowen, Secretary