

**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  
DECEMBER 2, 2024**

**Special Meeting**

**SPECIAL MEETING: 7:00 PM**

**A. CALL TO ORDER**

Chair Welborn called the work session to order at 7:03 p.m.

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

**Absent** Commissioner Bryan Kidd

**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.

**B. MINUTES**

**APPROVED**

**A MOTION WAS MADE BY COMMISSIONER ROSS, SECONDED BY COMMISSIONER STAMPS TO APPROVED. B. MINUTES MOTION TO APPROVE CARRIED 7-0.**

**B.1 APPROVE MINUTES OF THE NOVEMBER 7, 2024, PLANNING AND ZONING COMMISSION MEETING.**

**C. PUBLIC HEARINGS**

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**C.1 ZC24-0114 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM JUSTIN AND MICHELLE COMPTON FOR SPECIAL USE PERMIT FOR AN ACCESSORY DWELLING UNIT AT 7421 HIGHTOWER DRIVE, BEING 1.962 ACRES DESCRIBED AS TRACT 4B9, JOHN CONDRA SURVEY, ABSTRACT 311.**

**APPROVED**

Chair Welborn introduced the item 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 Compton at 7421 Hightower Dr in North Richland Hills presented the request.

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

Commissioner Ross and Mr. Husband discussed policies in place to prevent short term rental operation from being carried out at an accessory dwelling unit. Mr. Comstock expanded on the new process approved for monitoring short term rentals as they become registered through procedures approved by City Council.

Commissioner Goetz and Mr. Husband discussed the water meter and sewer tap details of the property and the accessory dwelling unit.

Commissioner McMahon and Mr. Husband discussed the defined livable area of the proposed accessory dwelling unit.

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 GOETZ, SECONDED BY COMMISSIONER STAMPS TO APPROVED. APPROVE ZC24-0114. MOTION TO APPROVE CARRIED 7-0.**

**C.2 ZC24-0119 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM KEVIN AND SUSAN HOLDEN FOR A ZONING CHANGE FROM AG (AGRICULTURAL) TO RE-1 (RESIDENTIAL ESTATE) AT 8033 VALLEY DRIVE, BEING 1.89 ACRES DESCRIBED AS TRACT 2B21, STEPHEN RICHARDSON SURVEY, ABSTRACT 1266.**

**APPROVED**

Chair Welborn introduced the item 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.

Kevin and Susan Holden at 8033 Valley Dr came forward to present the request.

Commissioner Ross and the applicant discussed the details regarding number of accessory buildings on the lot.

Commissioner Ross and the applicant discussed whether or not there would be driveway improvements made to the property.

Commissioner Ross and the applicant discussed the details regarding location and use of the proposed accessory building.

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

Commissioner Stamps and Mr. Husband discussed the details of the plat approval should the zoning change be approved.

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 Ross left the dais at 7:27pm.

**A MOTION WAS MADE BY COMMISSIONER ROSS, SECONDED BY COMMISSIONER STAMPS TO APPROVED. APPROVE ZC24-0119. MOTION TO APPROVE CARRIED 7-0.**

**C.3 ZC24-0117 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM RICK FIGUEROA FOR A ZONING CHANGE FROM RE-1 (RESIDENTIAL ESTATE) TO R-2 (SINGLE-FAMILY RESIDENTIAL) AT 8800 KIRK LANE, BEING 720 SQUARE FEET DESCRIBED AS A PORTION OF LOT 5, BLOCK 1, TAYLOR'S PLACE.**

**C.4 ZC24-0118 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM RICK FIGUEROA FOR A ZONING CHANGE FROM R-2 (SINGLE-FAMILY RESIDENTIAL) TO RE-1 (RESIDENTIAL ESTATE) AT 7536 KIRK ROAD, BEING 1,140 SQUARE FEET DESCRIBED AS A PORTION OF LOT 1, BLOCK 1, TAYLOR'S PLACE.**

**APPROVED**

Chair Welborn introduced the items and called for Principal Planner Clayton Husband

to introduce the request. Mr. Husband introduced the request.

Commissioner Ross returned to the dais at 7:29pm.

Chair Welborn called for the applicant to present the request.

Rick Figueroa at 8800 Kirk Lane in North Richland Hills TX came forward to present the request.

Commissioner Narayana, Mr. Husband, and the applicant discussed the replatting details of the property.

Chair Welborn and the applicant discussed the logic of the land swap in addition to meeting the R-2 zoning square footage requirement.

Commissioner Narayana and the applicant discussed the ownership of the properties in question.

Chair Welborn, Commissioner Narayana, and the applicant discussed whether or not the corner property would be built upon immediately.

Chair Goetz and the applicant discussed whether there were any other options to accomplish the goal of tapping into public sewer.

Commissioner Narayana, Mr. Husband, and the applicant discussed the details of a

possible driveway on Kirk Rd.

Commissioner Stamps, Mr. Husband, and the applicant discussed the methods of achieving the goal in relation to the property lines of the separate lots.

Commissioner Stamps, Nathan Frohman, and the applicant discussed the option of a public utility easement.

Commissioner Narayana and Mr. Husband discussed the tap into the sewer line for the corner property at 7536 Kirk Rd.

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 else wishing to speak, Chair Welborn closed the public hearing.

Commissioner Narayana and Mr. Husband discussed any other alternative options available to this request.

Commissioner Narayana and Mr. Husband discussed the shape of the new proposed lot causing problems in the future.

**A MOTION WAS MADE BY COMMISSIONER GOETZ, SECONDED BY COMMISSIONER MCMAHON TO APPROVED. APPROVE ZC24-0118. MOTION TO APPROVE CARRIED 7-0.**

**APPROVED**

**A MOTION WAS MADE BY COMMISSIONER MCMAHON, SECONDED BY COMMISSIONER GOETZ TO APPROVED. APPROVE ZC24-0118. MOTION TO APPROVE CARRIED 7-0.**

**C.5 ZC24-0115 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM DCG ENGINEERING INC FOR A REVISION TO SPECIAL USE PERMIT ORDINANCE 2068 AT 8213 BOULEVARD 26 AND A SPECIAL USE PERMIT FOR A NEW SELF-STORAGE FACILITY AT 8225 BOULEVARD 26, BEING 5.832 ACRES DESCRIBED AS LOT 1, BLOCK A, AMERCO ADDITION; AND TRACTS 14B1, 14B1A, AND 14C1, WILLIAM WALLACE SURVEY, ABSTRACT 1606.**

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## **APPROVED**

Chair Welborn introduced the item 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.

U-Haul representative 8221 Blvd 26 representing property owner Zack Holdings came forward to the dais.

Commissioner Carpenter left the dais at 7:52pm.

Commissioner Carpenter returned to the dais at 7:56pm.

Chair Welborn and the applicant discussed property value increase should the zoning change be approved.

Commissioner Goetz and the applicant discussed the possibility of new jobs being created by the new facility.

Commissioner Stamps and the applicant discussed the aesthetic of the properties in conjunction.

Commissioner Stamps and the applicant discussed the landscaping requirements of the properties in conjunction.

Commissioner Narayana and the applicant discussed the number of units within the proposed facility.

Commissioner Goetz and the applicant discussed the timeline of the project's completion.

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

Chairman Welborn and Mr. Comstock discussed the details of vertical articulation.

Chairman Welborn and Mr. Comstock discussed the details of building materials on the proposed building facility.

Commissioner Goetz left the dais at 8:13pm?????

Commissioner Goetz returned to the dais at 8:17 pm.

Commissioner McMahon, Mr. Comstock, and the applicant discussed the details of the indoor loading area and the number of cars that can fit.

Commissioner Narayana and Mr. Comstock discussed the conforming use of the existing property.

Commissioner Narayana and Mr. Comstock discussed the site standards regarding the enhancement of the existing facility.

Commissioner Narayana, Commissioner Ross, and Mr. Comstock discussed the existing sidewalks and the new standards per the comprehensive plan.

Commissioner Narayana and Mr. Comstock discussed which zoning districts allow storage facilities by right.

Commissioner Stamps and Mr. Comstock discussed the bay doors being seen from public right of way and any screening required.

The commission discussed the aesthetic features of the building.

Commissioner Ross and the applicant discussed the aesthetic cohesion of both properties.

Commissioner Ross and Mr. Comstock discussed the options to move forward with the approval of the request.

Mr. Comstock discussed the deviations regarding the signage of the building on the property.

Commissioner Ross and Mr. Comstock discussed the desire for landscape screening of vehicles on Blvd 26.

Commissioner Goetz, Commissioner McMahon, and Mr. Comstock discussed the details of the wall and monument signage for the building.

Commissioner Narayana and Mr. Comstock discussed the PD update to the existing property.

Commissioner Ross and Mr. Comstock discussed the opportunity for Development Review Committee to return the request to Planning and Zoning Commission.

Chairman Welborn and Mr. Comstock discussed the possibilities for approval regarding landscaping, building articulation, and facade standards.

Commissioner Narayana and Mr. Comstock discussed the opportunity for the site to be used for retail regarding the use and location of a storage building.

Chairman Welborn and the commission discussed competing retail use of the property.

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

Commissioner Narayana requested the elevations decided upon come back before the Planning and Zoning Commission for approval.

Commissioner Stamps requested that the building elevations reflect that the materials used and the general aesthetic reflect that the site is within a residential neighborhood.

Commissioner Ross spoke about the request.

Chairman Welborn spoke about the request.

Commissioner Carpenter discussed the possibility of City Council reviewing the site plan after staff has approved it.

The commission discussed the sidewalk details.

Mr. Comstock clarified the process of the current motion and staff review processes.

**THIS SPECIAL USE PERMIT WAS APPROVED.**

D. PLANNING AND DEVELOPMENT

**D.1 PLAT24-0078 CONSIDERATION OF A REQUEST FROM SOMERIK REALTY LLC FOR AN EXCEPTION TO SECTION 110-367(F) OF THE SUBDIVISION ORDINANCE TO ALLOW UNDERGROUND UTILITY SERVICE LINES TO BE LOCATED AT THE FRONT OF THE LOTS IN THE WAYFARER ADDITION, BEING 2.913 ACRES LOCATED AT 6716 STARDUST DRIVE.**

**APPROVED**

Chair Welborn introduced the item 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.

Todd Bowers at 504 Tumbleweed Trail in Colleyville, TX in North Richland Hills came forward to present the request.

Commissioner Ross and the applicant discussed vegetative screening.

Scott Bombach representing Encor came forward to the dais to discuss details of the utility easements.

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

**A MOTION WAS MADE BY COMMISSIONER STAMPS, SECONDED BY COMMISSIONER MCMAHON TO APPROVED. APPROVE THE EXCEPTION REQUEST FOR PLAT24-0078 WITH CONDITIONS. MOTION TO APPROVE CARRIED 7-0.**

**E. INFORMATION AND REPORTS**

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

**E.1 ANNOUNCEMENTS**

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F. ADJOURNMENT

Chair Welborn adjourned the meeting at 9:26pm.

CERTIFICATION

I do hereby certify that the above notice of meeting of the North Richland Hills Planning and Zoning Commission was posted at City Hall, City of North Richland Hills, Texas in compliance with Chapter 551, Texas Government Code on Wednesday, November 27, 2024, by 5:00 PM.

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Jailan Hadnot  
Planning Technician

**This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's office at 817-427-6060 for further information.**

**C.5 ZC24-0115 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM DCG ENGINEERING INC FOR A REVISION TO SPECIAL USE PERMIT ORDINANCE 2068 AT 8213 BOULEVARD 26 AND A SPECIAL USE PERMIT FOR A NEW SELF-STORAGE FACILITY AT 8225 BOULEVARD 26, BEING 5.832 ACRES DESCRIBED AS LOT 1, BLOCK A, AMERCO ADDITION; AND TRACTS 14B1, 14B1A, AND 14C1, WILLIAM WALLACE SURVEY, ABSTRACT 1606.**

APPROVED

**A MOTION WAS MADE BY COMMISSIONER NARAYANA, SECONDED BY COMMISSIONER GOETZ TO APPROVED. APPROVE ZC24-0115 AS A NR-PD WITH CONDITIONS. MOTION TO APPROVE CARRIED 7-0.**