

**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  
JANUARY 4, 2018**

**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 4th day of January, 2018 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      |
|          | Steven Cooper      | Place 7, Vice Chairman |
|          | Jerry Tyner        | Place 2, Secretary     |
|          | Justin Welborn     | Place 1                |
|          | Don Bowen          | Place 3                |
|          | Kathy Luppy        | Place 5                |
|          | Mason Orr          | Place 6                |
|          | Robert Housewright | Ex-Officio             |

**Absent:**

|                |                  |                                  |
|----------------|------------------|----------------------------------|
| Staff Members: | Clayton Comstock | Planning Manager                 |
|                | Clayton Husband  | Principal Planner                |
|                | John Chapman     | Planning Technician              |
|                | Justin Naylor    | Civil Engineer                   |
|                | Craig Hulse      | Director of Economic Development |

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

**A.1 PLANNING MANAGER REPORT**

Planning Manager Clayton Comstock summarized the actions taken on Planning related items at the December 11, 2017, City Council meeting. He further discussed current development activity in North Richland Hills as well as upcoming events and announcements.

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

Planning Manager Clayton Comstock informed the Commission items D.2, AP 2017-05, and D.3, AP 2017-06, will be moved to the first two items of the regular meeting.

Mr. Comstock continued discussing item C.1 and recommended Commissioner Jerry Tyner ask his question concerning security fencing around the proposed antenna with the applicant.

Mr. Comstock then discussed items C.2, SDP 2017-05, and D.1, RP 2017-11, with the Commission and discussed the possibility of back-in parking along Iron Horse Boulevard, stating there is no interest in back-in parking at this time.

Chairman Randall Shiflet adjourned the work session at 6:58 p.m.

## **REGULAR MEETING**

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

Chairman Randall Shiflet called the meeting to order at 7:03 p.m.

|          |                    |                        |
|----------|--------------------|------------------------|
| Present: | Randall Shiflet    | Place 4, Chairman      |
|          | Steven Cooper      | Place 7, Vice Chairman |
|          | Jerry Tyner        | Place 2, Secretary     |
|          | Justin Welborn     | Place 1                |
|          | Don Bowen          | Place 3                |
|          | Kathy Luppy        | Place 5                |
|          | Mason Orr          | Place 6                |
|          | Robert Housewright | Ex-Officio             |

Absent:

|                |                  |                                  |
|----------------|------------------|----------------------------------|
| Staff Members: | Clayton Comstock | Planning Manager                 |
|                | Clayton Husband  | Principal Planner                |
|                | John Chapman     | Planning Technician              |
|                | Justin Naylor    | Civil Engineer                   |
|                | Craig Hulse      | Director of Economic Development |

### **A.1. PLEDGE OF ALLEGIANCE**

January 04, 2018

Planning and Zoning Commission Meeting Minutes

Page 2 of 8

Commissioner Mason Orr led the Pledge of Allegiance to the United States and Texas flags.

**A.2. ADMINISTRATION OF THE OATH OF OFFICE TO PLANNING AND ZONING COMMISSION EX-OFFICIO MEMBER.**

Mr. Robert Housewright was sworn in as Planning and Zoning Commission Ex-Officio by Planning Technician John Chapman.

**B. MINUTES**

**B.1. APPROVE MINUTES OF THE DECEMBER 7, 2017, PLANNING AND ZONING COMMISSION MEETING.**

**APPROVED**

**A MOTION WAS MADE BY COMMISSIONER KATHY LUPPY, SECONDED BY COMMISSIONER DON BOWEN TO APPROVE MINUTES OF THE DECEMBER 7, 2017, PLANNING AND ZONING COMMISSION MEETING.**

**MOTION TO APPROVE CARRIED 7-0.**

**PLANNING AND DEVELOPMENT**

**D.2. AP 2017-05 CONSIDERATION OF A REQUEST FROM JBI PARTNERS, INC., FOR AN AMENDED PLAT OF HOMETOWN CANAL DISTRICT PHASE 5A ON 12.924 ACRES LOCATED SOUTHWEST OF THE INTERSECTION OF ICE HOUSE DRIVE AND BRIDGE STREET.**

**APPROVED**

Chairman Randall Shiflet introduced items D.2 and D.3, AP 2017-06, stating both will be discussed together and asked for Principal Planner Clayton Husband to introduce the request.

Mr. Husband introduced the request.

Chairman Shiflet asked for the applicant to present both requests.

Joshua Luke, 16301 Quorum Drive, Addison, Texas 75001, presented the requests on behalf of JBI Partners, Inc.

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

January 04, 2018

Planning and Zoning Commission Meeting Minutes

Page 3 of 8

Mr. Husband presented the staff report.

**A MOTION WAS MADE BY COMMISSIONER TYNER, SECONDED BY ORR TO APPROVE AP 2017-05.**

**MOTION TO APPROVE CARRIED 7-0.**

**D.3. AP 2017-06 CONSIDERATION OF A REQUEST FROM JBI PARTNERS, INC., FOR AN AMENDED PLAT OF HOMETOWN CANAL DISTRICT PHASE 5B ON 3.984 ACRES LOCATED SOUTHEAST OF THE INTERSECTION OF ICE HOUSE DRIVE AND BRIDGE STREET.**

**APPROVED**

Item D.3 was discussed in conjunction with item D.2, AP 2017-05.

**A MOTION WAS MADE BY COMMISSIONER JUSTIN WELBORN, SECONDED BY COMMISSIONER JERRY TYNER TO APPROVE AP 2017-06.**

**MOTION TO APPROVE CARRIED 7-0.**

## **C PUBLIC HEARINGS**

**C.1. SUP 2017-12 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM ARCHER WESTERN/HERZOG JV FOR A SPECIAL USE PERMIT FOR A 60-FOOT TALL COMMUNICATIONS TOWER IN THE RAILROAD RIGHT-OF-WAY IN THE 6400 BLOCK OF SMITHFIELD ROAD, BEING DESCRIBED AS A PORTION OF TRACT 16, JOHN H. BARLOUGH SURVEY, ABSTRACT 130.**

**APPROVED**

Chairman Randall Shiflet introduced the item, opened the public hearing, and asked for Planning Manager Clayton Comstock to introduce the request.

Planning Manager Clayton Comstock presented the request.

Chairman Shiflet called for the applicant to present their request.

Blair Severson, 6851 NE Loop 820, North Richland Hills, Texas 76180, presented the

request on behalf of Archer Western Herzog.

Commissioner Don Bowen asked the applicant if other users will have access to the antenna. Mr. Severson stated the antenna will only be used by TEXRail.

Commissioner Jerry Tyner asked the applicant if there will be any screening or privacy fencing around the proposed antenna. Mr. Severson stated the antenna will be located within the railroad's fenceline near the southern railroad property line.

Chairman Shiflet asked the applicant if there would be any consideration on wrapping the utility shed with artwork. Mr. Severson stated wrapping the utility shed would be against Federal Railroad Administration standards.

Chairman Shiflet asked Mr. Comstock to present the staff report.

Mr. Comstock presented the staff report.

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

**A MOTION WAS MADE BY COMMISSIONER LUPPY, SECONDED BY COMMISSIONER COOPER TO APPROVE SUP 2017-12.**

**MOTION TO APPROVE CARRIED 7-0.**

**C.2. SDP 2017-05 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM RIGHT QUEST, LLC, FOR A SPECIAL DEVELOPMENT PLAN AT THE SOUTHEAST CORNER OF IRON HORSE BOULEVARD AND BROWNING DRIVE, BEING 9.55 ACRES DESCRIBED AS TRACT 1B3, EDMUND KING SURVEY, ABSTRACT 892.**

**APPROVED**

*Commissioner Justin Welborn announced he filed an affidavit of disqualification because he works with the applicant and exited the Council Chambers at 7:23 p.m.*

Chairman Randall Shiflet introduced the item, opened the public hearing, and asked for Planning Manager Clayton Comstock to introduce the request.

Mr. Comstock introduced the request.

January 04, 2018

Planning and Zoning Commission Meeting Minutes

Page 5 of 8

Chairman Shiflet asked for the applicant to present the request.

Chris Harden, 5057 Keller Springs Road, Addison, Texas 75001, presented the request on behalf of Right Quest, LLC.

Commissioner Jerry Tyner and Vice Chairman Steven Cooper discussed concerns with the applicant over the lack of parking spaces for commercial sites on the property. Mr. Harden stated part of the Special Development Plan is for a parking variance and mentioned that the layout of the property caters to a more walkable experience.

Mr. Tyner asked what the average square footage is for the commercial flex spaces. Mr. Harden stated the size of each flex space will be determined by the type of business.

Chairman Shiflet asked if the potential future development site to the southeast of the proposed development is under contract. Mr. Harden stated no.

Chairman Shiflet asked for Mr. Comstock to present the staff report.

Mr. Comstock presented the staff report.

Mr. Cooper asked if the green spaced proposed to become commercial at a later date was counted towards the required green space percentage. Mr. Comstock stated the mentioned green space was not included as part of the site's green space percentage.

Mr. Tyner asked if the City has a fire truck capable of putting out a fire on the four-story building. Mr. Comstock stated yes.

Chairman Shiflet asked if the conceptual images met the architectural requirements. Mr. Comstock stated the images show more architectural elements than required within the Transit Oriented Development.

Chairman Shiflet discussed architectural articulations of the four-story structure fronting Iron Horse Boulevard with the applicant.

Chairman Shiflet called for anyone wishing to speak for or against the request.

John Pitstick, 700 West Harwood Road, Hurst, Texas 76054, spoke in support of the proposed development on behalf of Beaten Path Development.

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

**A MOTION WAS MADE BY COMMISSIONER BOWEN, SECONDED BY COMMISSIONER TYNER TO APPROVE SDP 2017-05.**

**MOTION TO APPROVE CARRIED 6-0-1, WITH COMMISSIONER JUSTIN WELBORN ABSTAINING.**

**D. PLANNING AND DEVELOPMENT**

**D.1. RP 2017-11 CONSIDERATION OF A REQUEST FROM GOODWIN & MARSHALL, INC., FOR A REPLAT OF LOT 19, BLOCK A, THE VILLAS AT SMITHFIELD, PHASE 2, ON 3.114 ACRES LOCATED IN THE 6800 BLOCK OF DAVIS BOULEVARD.**

**APPROVED**

Chairman Randall Shiflet introduced the item, announced Commissioner Justin Welborn has recused himself from the item and asked for Principal Planner Clayton Husband to introduce the request.

Mr. Husband introduced the request.

Chairman Shiflet asked for the applicant to present the request.

John Pitstick, 700 West Harwood Road, Hurst Texas, 76054, presented the request on behalf of Beaten Path Development.

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

Mr. Husband presented the staff report.

A MOTION WAS MADE BY COMMISSIONER COOPER, SECONDED BY COMMISSIONER LUPPY TO APPROVE RP 2017-11.

MOTION TO APPROVE CARRIED 6-0-1, WITH COMMISSIONER JUSTIN WELBORN ABSTAINING.

**E. ADJOURNMENT**

Chairman Randall Shiflet adjourned the meeting at 8:23 p.m.

---

Randall Shiflet, Chairman

Attest:

---

Jerry Tyner, Secretary