

**MINUTES OF THE WORK SESSION AND REGULAR MEETING  
OF THE ZONING BOARD OF ADJUSTMENT OF THE  
CITY OF NORTH RICHLAND HILLS, TEXAS  
HELD IN THE CITY HALL 4301 CITY POINT DRIVE  
JULY 27, 2023**

**WORK SESSION: 6:30 PM**

**A. CALL TO ORDER**

The Zoning Board of Adjustment of the City of North Richland Hills, Texas met in work session on the 27th day of June 2023 at 6:30 p.m., prior to the 7:00 p.m. regular Zoning Board of Adjustment meeting in the City Council Workroom.

Present:	Steve Koons	Vice Chair, Place 4
	Jim Kemp	Place 1
	Bill Gibbs	Place 6
	Doris Elston	Place 7

Absent:	Thomas Duer	Chair, Place 5
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Staff Members:	Clayton Comstock	Planning Director
	Clayton Husband	Principal Planner
	Emily Marlow	Planning Technician

Vice Chair Koons called the work session to order at 6:31 p.m.

**1 ELECTION OF OFFICERS**

Vice Chair Koons stated the election of officers would be postponed to a future meeting where the all the Board members could be present.

**2 PLANNING DIRECTOR REPORT**

Principal Planner Clayton Husband presented the city announcements.

**3 DISCUSS ITEMS FROM THE REGULAR ZONING BOARD OF ADJUSTMENT MEETING.**

Principal Planner Clayton Husband discussed the item on the regular meeting agenda.

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Vice Chair Koons adjourned the work session at 6:41 p.m.

**REGULAR MEETING: 7:00 PM**

**A. CALL TO ORDER**

Vice Chair Koons called the meeting to order at 7:00 p.m.

Present:	Steve Koons	Vice Chair, Place 4
	Jim Kemp	Place 1
	Bill Gibbs	Place 6
	Doris Elston	Place 7

Absent:	Thomas Duer	Chair, Place 5
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Staff Members:	Clayton Comstock	Planning Director
	Clayton Husband	Principal Planner
	Emily Marlow	Planning Technician

**A.1 PLEDGE**

Vice Chair Koons led the Pledge of Allegiance to the United States flag.

**A.2 PUBLIC COMMENTS**

There were no requests to speak from the public.

**B. MINUTES**

**B.1 APPROVE MINUTES OF THE SEPTEMBER 22, 2022, ZONING BOARD OF ADJUSTMENT MEETING.**

**APPROVED**

**A MOTION WAS MADE BY BOARD MEMBER KEMP, SECONDED BY BOARD MEMBER ELSTON, TO APPROVE THE MINUTES FROM THE SEPTEMBER 22, 2022, ZONING BOARD OF ADJUSTMENT MEETING.**

**MOTION TO APPROVE CARRIED 4-0.**

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**B.2 APPROVE MINUTES OF THE JUNE 22, 2023, ZONING BOARD OF ADJUSTMENT MEETING.**

**APPROVED**

**A MOTION WAS MADE BY BOARD MEMBER KEMP, SECONDED BY BOARD MEMBER ELSTON, TO APPROVE THE MINUTES FROM THE JUNE 22, 2023, ZONING BOARD OF ADJUSTMENT MEETING.**

**MOTION TO APPROVE CARRIED 4-0.**

**C. GENERAL ITEMS**

**C.1 ZBA23-0009 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM LAURALEE CHITTY FOR A VARIANCE FROM SECTION 118-831 (MINIMUM PARKING REQUIREMENTS) OF THE NORTH RICHLAND HILLS ZONING ORDINANCE AT 6400 DORCHESTER TRAIL, BEING 0.163 ACRES DESCRIBED AS LOT 8, BLOCK 18, NORTH PARK ESTATES.**

**APPROVED**

Vice Chair Koons read the rules and regulations of the Zoning Board of Adjustment.

Vice Chair Koons opened the public hearing and called for Principal Planner Clayton Husband to introduce the request. Mr. Husband introduced the request.

Vice Chair Koons called for the applicant to present the request and be sworn in prior to speaking.

Lauralee Chitty, 9009 Ridge Court, Cleburne, Texas, was sworn in by Vice Chair Koons and presented the request. She stated that she is a real estate agent who is representing the owner of the property's daughter, who has power of attorney over her mother. The subject property is for sale and the nonconformity was found when Ms. Chitty sought a retroactive permit for the garage conversion. Ms. Chitty stated that a detached garage could not be built on the property due to the location of the air conditioning unit and the narrow space between the house and the side property lines. Ms. Chitty also stated that the current owner of the property lives in an assisted living facility and her daughter lives in Alaska, and this contributes to the hardship associated with the request.

Board Member Gibbs and Ms. Chitty discussed reasons for not converting the space back into a garage.

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Bryan Davis, 12443 Latigo Drive, Frisco, Texas, came forward to speak. Mr. Davis stated that he is a real estate agent representing the buyer of the subject property. He discussed the rising costs of purchasing a home and the way that the layout and price of the subject home suited his client. He stated that the buyer and seller are working together and are ready to complete the sale. Mr. Davis also discussed how the property was not suited for a detached garage and how the current driveway provided an appropriate amount of parking.

Board Member Gibbs and Mr. Davis discussed his client's plans to upgrade the landscaping of the property.

Vice Chair Koons called for Principal Planner Clayton Husband to present the staff report. Mr. Husband presented the staff report.

Board Member Kemp and Mr. Husband discussed how a detached garage would affect open space in the rear yard.

Vice Chair Koons called for anyone wishing to speak for or against the request to come forward. There being no one else wishing to speak, Vice Chair Koons closed the public hearing.

**A MOTION WAS MADE BY BOARD MEMBER KEMP, SECONDED BY BOARD MEMBER ELSTON, TO APPROVE ZBA23-0009.**

**THE MOTION CARRIED 4-0.**

**D. ADJOURNMENT**

Vice Chair Koons adjourned the meeting at 7:20 p.m.

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Steve Koons, Vice Chair

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Clayton Husband, Secretary