



OWNER	
OC Constructions	
PO Box 1951	
Colleyville TX 76034	
T:	[REDACTED]
E:	[REDACTED]

AGENT	
Windrose Land Services	
220 Elm Street, Suite 200 B	
Lewisville TX 75057	
T:	[REDACTED]
E:	[REDACTED]

The Development Review Committee has reviewed the above referenced project received by the City on 5/28/2018 and we offer the following comments. These comments are to be used in revising this application. By City policy, all of the following numbered comments must be addressed in writing prior to this case receiving approval from the Development Review Committee.

PLANNING	Clayton Husband	817.427.6307	chusband@nrhtx.com
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GENERAL COMMENTS

1. The final plat is also a replat of an existing lot that is zoned for residential use. In accordance with Texas Local Government Code §§ 212.014 and 212.015, the final plat will require a public hearing held by the City Council prior to action on the plat. Written notice of the public hearing must also be sent to the owners of lots that are within the original subdivision and that are within 200 feet of the lot being replatted.
2. The proposed lots do not conform to the minimum width or area requirements of the R-3 Single-Family Residential zoning district. The lots may be approved if a waiver is granted by the Planning and Zoning Commission and City Council.

In order to consider a waiver, the applicant must submit a letter stating the grounds for the request and describing the special conditions or circumstances causing hardships that justify the waivers being requested. Additional information is available online at [Subdivision Regulations Section 110-42](#).

PLAT

1. Add the City case number near the bottom right corner of the drawings (Case RP 2019-04).
2. There is a minor discrepancy in the owner’s certificate. Verify and update as needed.
 - a. In the first call, the deed reference for the Turner property does not match the drawing. The description shows Volume 4750 and the drawing shows Volume 4150.
3. The zoning for the property requires a front building line of 20 feet adjacent to the Mickey Street frontage. The building line should be measured from the back line of the right-of-way dedication. Add the building line to the plat.
4. Add the following note: *No above ground franchise utility appurtenances are allowed in the fronts of the properties.*

PLAT

1. Add a 7.5-foot UTILITY EASEMENT along the rear of each of the new lots.
2. Verify the existing right-of-way of Odell Street and Mickey Street with established corner monuments on the opposite side of the streets. Show the dimension and monuments on the drawing.
3. **Informational.** An engineered grading plan must be provided at the time of building permit submittal for each lot.
4. **Informational.** Water and sewer taps will need to be installed for the new lots. Each lot must have service in the front of the lot. The water service for the lot fronting Odell Street must be bored.

DRC ACTION SUMMARY

The City of North Richland Hills Development Review Committee (DRC) reviewed the case listed above on 6/11/2019 and had the above-mentioned comments. Please correct the items listed in the attached comments and resubmit the following at your earliest convenience:

1. **RESPONSE LETTER.** A written letter providing the applicant's response to all comments included in this letter.
2. **REVISED PLAT.** Three copies (3) of revised full-size blackline prints of all plat sheets, folded to 9" X 12". One (1) set of reduced size plans (11"X17" sheet) of all plat sheets.
3. **DIGITAL FILES.** Full-size digital files of all plans submitted, in PDF, JPEG or TIF format, on a CD or sent via email. Plans must be scanned at a resolution that is clearly legible when magnified for review.

The DRC generally needs one to two weeks to review the corrected prints, at which time additional comments will be provided or the case will be certified by the DRC.

If you have any questions or need additional information, feel free to contact any member of the DRC listed below. If you need information on the review process or submittal requirements, please contact Clayton Husband at 817.427.6307 or chusband@nrhtx.com.

DRC DEPARTMENT REPRESENTATIVES

Planning Director: Clayton Comstock	817.427.6301	City Manager's Office: Paulette Hartman	817.427.6003
Planning: Chad VanSteenberg	817.427.6337	City Manager's Office: Mike Curtis	817.427.6401
Planning: Clayton Husband	817.427.6307	City Engineer: Caroline Waggoner	817.427.6406
Building Official: Dave Pendley	817.427.6308	Public Works: Justin Naylor	817.427.6405
Economic Development: Craig Hulse	817.427.6091	Public Works: Fahad Rajabali	817.427.6407
Fire: Kenneth Rawson	817.427.6925	Public Works: Marrk Callier	817.427.6410
Police: Carrie White	817.427.7003	Neighborhood Services: Stefanie Martinez	817.427.6655
GIS: Tina Hansen	817.427.6252	Parks and Recreation: Bill Thornton	817.427.6625