

**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
JANUARY 25, 2024**

WORK SESSION: 6:30 PM

The Zoning Board of Adjustment of the City of North Richland Hills, Texas met in work session on the 24th day of January 2024, at 6:30 p.m. in the City Council Chamber prior to the 7:00 p.m. regular Zoning Board of Adjustment meeting.

Present:	Steve Koons	Place 4, Vice Chair
	Jim Kemp	Place 1
	Bill Gibbs	Place 6
	Doris Elston	Place 7
	Eric Bales	Place 2, Alternate

Absent:	Tom Duer	Place 5, Chair
---------	----------	----------------

Staff Members:	Clayton Comstock	Managing Director
	Clayton Husband	Principal Planner
	Jailan Hadnot	Planning Technician

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

A. CALL TO ORDER

1 PLANNING DIRECTOR REPORT

Principal Planner Clayton Husband provided an update on City Council actions, development activity, and announcements.

2 PRESENTATION BY STAFF ON ITEMS FROM THE REGULAR ZONING BOARD OF ADJUSTMENT MEETING.

Principal Planner Clayton Husband summarized the item on the agenda.

Vice Chair Koons adjourned the work session at 6:55 p.m.

REGULAR MEETING: 7:00 PM

January 25, 2024

Zoning Board of Adjustment Meeting Minutes

Page 1 of 5

A. CALL TO ORDER

Vice Chair Koons called the meeting to order at 7:01 p.m.

Present:	Steve Koons	Place 4, Vice Chair
	Jim Kemp	Place 1
	Bill Gibbs	Place 6
	Doris Elston	Place 7
	Eric Bales	Place 2, Alternate

Absent:	Tom Duer	Place 5, Chair
---------	----------	----------------

Staff Members:	Clayton Comstock	Managing Director
	Clayton Husband	Principal Planner
	Jailan Hadnot	Planning Technician

B.1 PLEDGE

Principal Planner Clayton Husband led the Pledge of Allegiance to the United States flag.

B.2 PUBLIC COMMENTS

There were no requests to speak from the public.

C. MINUTES

C.1 APPROVE MINUTES OF THE NOVEMBER 14, 2023, ZONING BOARD OF ADJUSTMENT MEETING.

APPROVED

A MOTION WAS MADE BY BOARD MEMBER KEMP, SECONDED BY BOARD MEMBER GIBBS TO APPROVE THE MINUTES OF THE NOVEMBER 14, 2023, ZONING BOARD OF ADJUSTMENT MEETING. MOTION TO APPROVE CARRIED 5-0.

D. GENERAL ITEMS

January 25, 2024

Zoning Board of Adjustment Meeting Minutes

Page 2 of 5

D.1 ZBA23-0011 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM FORMBY CRE LLC FOR A VARIANCE FROM SECTION 118-831 (MINIMUM PARKING REQUIREMENTS) OF THE NORTH RICHLAND HILLS ZONING ORDINANCE AT 5208 DAVIS BOULEVARD, BEING 0.491 ACRES DESCRIBED AS LOT 2, BLOCK 19, CLEAR VIEW ADDITION.

APPROVED

Vice Chair Koons read the rules and regulations of the Zoning Board of Adjustment. He stated Alternate Eric Bales would be a voting member of the Board due to the absence of Chair Duer.

Vice Chair Koons opened the public hearing and called for Managing Director Clayton Comstock to introduce the request. Mr. Comstock introduced the request.

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

John Formby, 404 Splendid Sun Drive, El Paso, Texas, was sworn in by Vice Chair Koons and presented the request. He described the improvements they have made and are planning for the property and discussed the existing parking on the site and its effect on leasing.

Vice Chair Koons called for Managing Director Clayton Comstock to present the staff report. Mr. Comstock presented the staff report.

Board Member Gibbs and Mr. Comstock discussed new curb cut locations and the lack of areas to add parking to the site.

Alternate Bales and Mr. Comstock discussed window tinting and security bars in relation to one of the tenants.

Board Member Kemp and the applicant discussed whether 19 parking spaces were adequate for the site and tenant mix.

Vice Chair Koons and Adam Rawlings, a potential tenant for a personal training business in the center, discussed the number of clients for the business.

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.

January 25, 2024

Zoning Board of Adjustment Meeting Minutes

Page 3 of 5

A MOTION WAS MADE BY BOARD MEMBER GIBBS, SECONDED BY BOARD MEMBER ELSTON, TO APPROVE ZBA23-0011 SUBJECT TO PROPERTY IMPROVEMENTS PROPOSED BY THE APPLICANT AND THE CITY. THE MOTION CARRIED 5-0.

D.2 ZBA23-0012 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM OUTDOOR LIVING POOL AND PATIO FOR A VARIANCE FROM SECTION 118-313 (LOT AND AREA REQUIREMENTS) OF THE NORTH RICHLAND HILLS ZONING ORDINANCE AT 8986 BRADLEY DRIVE, BEING 0.1732 ACRES DESCRIBED AS LOT 19R, BLOCK 7, EDEN ADDITION.

APPROVED

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.

Guz Nezer, 8986 Bradley Drive, North Richland Hills, was sworn in by Vice Chair Koons and presented the request. He described the proposed improvements for the property and discussed the effect on rear yard open space.

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

Alternate Bales and Mr. Husband discussed how a detached structure the same size of the covered patio would not affect rear yard open space.

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 ZBA23-0012. THE MOTION CARRIED 5-0.

E. ADJOURNMENT

Vice Chair Koons adjourned the meeting at 7:50 p.m.

January 25, 2024

Zoning Board of Adjustment Meeting Minutes

Page 4 of 5

Jim Kemp, Place 1

Attest:

Clayton Husband AICP, Secretary