

**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
SEPTEMBER 19, 2019**

WORK SESSION: 6:30 PM

CALL TO ORDER

The Planning and Zoning Commission of the City of North Richland Hills, Texas met in work session on the 19th day of September 2019, at 6:30 p.m. in the City Council Work Room prior to the 7:00 p.m. regular Planning and Zoning Commission meeting.

Present:	Justin Welborn	Chair, Place 1
	Jerry Tyner	Vice Chair, Place 2
	Kathy Luppy	Secretary, Place 5
	Don Bowen	Place 3
	Sarah Olvey	Place 4
	Wendy Werner	Place 7
	Kelvin Deupree	Ex-Officio
Absent:	Mason Orr	Place 6
Staff Members:	Clayton Comstock	Planning Director
	Clayton Husband	Principal Planner
	Chad VanSteenberg	Planner
	Fahad Rajabali	Engineer Associate
	Marrk Callier	Management Analyst

Chair Welborn called the work session to order at 6:30 p.m.

1. PLANNING DIRECTOR REPORT

Planning Director Clayton Comstock presented the city announcements, and summarized the City Council and Landscape Review Board meetings held on August 26, 2019.

Commissioner Bowen, Mr. Comstock, and Mr. Husband discussed activity at the old

Thrift Town site on Boulevard 26.

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

Planning Director Clayton Comstock discussed all items on the regular meeting agenda.

Mr. Comstock, Chair Welborn, and Ex-Officio Deupree discussed cases that were recently withdrawn, and the process of resubmitting an application.

Mr. Comstock and Vice Chair Tyner discussed DRC conditions and ensuring they are placed in the motion.

Mr. Comstock and Commissioner Olvey discussed DRC conditions and how to present them in a motion.

Mr. Comstock, Commissioner Werner, and Chair Welborn discussed DRC conditions and what is mentioned in the staff report during the presentation during a Commission meeting.

Mr. Comstock and Commissioner Luppy discussed the memorandum and listing of the conditions.

Mr. Comstock and Vice Chair Tyner discussed drainage issues near the property on item D.1.

Mr. Comstock, Mr. Rajabali, and Ex-Officio Deupree discussed the drainage easement adjacent to the property on item D.1.

Mr. Comstock and Chair Welborn discussed flag lots.

Mr. Comstock and Vice Chair Tyner discussed the length of the driveway and access challenges for the property on item D.1.

Mr. Comstock and Commissioner Werner discussed an error in the September 5, 2019, minutes.

Chair Welborn adjourned the work session at 7:03 p.m.

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REGULAR MEETING: Immediately following worksession (but not earlier than 7:00 pm)

A. CALL TO ORDER

Chair Welborn called the meeting to order at 7:06 p.m.

Present:	Justin Welborn	Chair, Place 1
	Jerry Tyner	Vice Chair, Place 2
	Kathy Luppy	Secretary, Place 5
	Don Bowen	Place 3
	Sarah Olvey	Place 4
	Wendy Werner	Place 7
	Kelvin Deupree	Ex-Officio
Absent:	Mason Orr	Place 6
Staff Members:	Clayton Comstock	Planning Director
	Clayton Husband	Principal Planner
	Chad VanSteenberg	Planner
	Justin Naylor	Civil Engineer
	Fahad Rajabali	Engineer Associate
	Marrk Callier	Management Analyst

A.1 PLEDGE

Ex-Officio Deupree led the Pledge of Allegiance to the United States and Texas flags.

A.2 PUBLIC COMMENTS

EXECUTIVE SESSION

The Planning and Zoning Commission may confer privately with its attorney to seek legal advice on any matter listed on the agenda or on any matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551, Texas Government Code.

B. MINUTES

B.1 APPROVE MINUTES OF THE SEPTEMBER 5, 2019, PLANNING AND ZONING COMMISSION MEETING.

APPROVED

A MOTION WAS MADE BY COMMISSIONER WERNER, SECONDED BY COMMISSIONER OLVEY TO APPROVE THE MINUTES OF THE SEPTEMBER 5, 2019, MEETING, WITH ONE CORRECTION TO STRIKE THE LAST SENTENCE ON PAGE 8 IN REFERENCE TO COMMISSIONER WERNER DISCUSSING THE FENCE.

MOTION TO APPROVE CARRIED 6-0.

C. PUBLIC HEARINGS

C.1 ZC 2019-02 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM JERRY JACKSON FOR A ZONING CHANGE FROM R-1-S SPECIAL SINGLE-FAMILY TO R-1 SINGLE-FAMILY RESIDENTIAL AT 6805 MEADOW ROAD, BEING 0.64 ACRES DESCRIBED AS THE SOUTH 95 FEET OF LOT 7, BLOCK 3, MORGAN MEADOWS.

APPROVED

Chair Welborn introduced the item, opened the public hearing, 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.

Jerry Jackson, property owner, 6805 Meadow Road, North Richland Hills, Texas, presented the request.

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.

A MOTION WAS MADE BY COMMISSIONER OLVEY, SECONDED BY COMMISSIONER LUPPY TO APPROVE ZC 2019-02.

MOTION TO APPROVE CARRIED 6-0.

C.2 ZC 2018-18 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM KAREN AND FRANK TRAZZERA FOR A ZONING CHANGE FROM AG AGRICULTURAL TO R-2 SINGLE-FAMILY RESIDENTIAL AT 6713 BRAZOS BEND DRIVE, BEING 1.89 ACRES DESCRIBED AS TRACTS 3D1, 3J, AND 3N, TANDY K MARTIN SURVEY, ABSTRACT 1055.

APPROVED

Chair Welborn stated that Items C.2 and D.1 would be presented together as they are associated with the same property. He introduced the items, opened the public hearing, 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.

Joe Trazzera, 6713 Brazos Bend Drive, North Richland Hills, Texas, presented the request.

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

Mr. Comstock and Commissioner Bowen discussed the driveway location and ownership of the driveway.

Mr. Comstock and Chair Welborn discussed zoning and waiver of subdivision requirements for street frontage.

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

Paulette Chapman, 6805 North Oaks Drive, North Richland Hills, Texas, spoke in opposition to the request.

Chair Welborn called for anyone else 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.

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Mr. Naylor and Chair Welborn discussed drainage and public improvement plans.

Mr. Naylor and Vice Chair Tyner discussed the drainage issues on surrounding properties.

A MOTION WAS MADE BY COMMISSIONER LUPPY, SECONDED BY COMMISSIONER BOWEN TO APPROVE ZC 2018-18.

MOTION TO APPROVE CARRIED 6-0.

D. PLANNING AND DEVELOPMENT

D.1 FP 2018-07 CONSIDERATION OF A REQUEST FROM KAREN AND FRANK TRAZZERA FOR A FINAL PLAT OF LOTS 10-12, BLOCK 6, WOODLAND OAKS ADDITION, BEING 1.89 ACRES LOCATED AT 6713 BRAZOS BEND DRIVE.

DISAPPROVED

Item D.1 was presented in conjunction with item C.2.

A MOTION WAS MADE BY VICE CHAIRTYNER, SECONDED BY COMMISSIONER WERNER TO DISAPPROVE FP 2018-07 DUE TO NONCOMPLIANCE WITH SECTION 110-177 OF THE SUBDIVISION REGULATIONS.

MOTION TO DISAPPROVE CARRIED 6-0.

D.2 FP 2019-10 CONSIDERATION OF A REQUEST FROM CONVERGENCE CAPITAL LLC FOR A FINAL PLAT OF LOTS 1-4, BLOCK A, BERRY CREEK VILLAGE, PHASE 1, BEING 3.062 ACRES LOCATED IN THE 8900-9100 BLOCKS OF MID-CITIES BOULEVARD.

APPROVED WITH CONDITIONS

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.

David Lewis, Spry Surveyors, 8241 Mid-Cities Boulevard, Suite 100, North Richland Hills TX 76182, presented the request.

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

A MOTION WAS MADE BY COMMISSIONER LUPPY, SECONDED BY COMMISSIONER OLVEY TO APPROVE FP 2019-10 WITH THE CONDITIONS OUTLINED IN THE DEVELOPMENT REVIEW COMMITTEE'S COMMENTS.

MOTION TO APPROVE CARRIED 6-0.

D.3 FP 2019-11 CONSIDERATION OF A REQUEST FROM TEXAS BLUEBONNET REALTY FOR A FINAL PLAT OF LOT 1, BLOCK A, NORTHSTAR ADDITION, BEING 3.191 ACRES LOCATED IN THE 8100 BLOCK OF PRECINCT LINE ROAD.

DISAPPROVED

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.

Drew Donosky, ClayMoore Engineering, 1903 Central Drive, Bedford, Texas 76021, presented the request.

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

Mr. Comstock, Ex-Officio Deupree, and Chair Welborn discussed the requirements for the off-site sanitary sewer easement to serve the property.

A MOTION WAS MADE BY COMMISSIONER OLVEY, SECONDED BY COMMISSIONER BOWEN TO DISAPPROVE FP 2019-11 DUE TO NONCOMPLIANCE WITH SECTION 110-365 OF THE SUBDIVISION REGULATIONS.

MOTION TO DISAPPROVE CARRIED 6-0.

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D.4 RP 2019-03 CONSIDERATION OF A REQUEST FROM KIMLEY-HORN FOR A REPLAT OF LOTS 1R2R1 AND 1R2R2, BLOCK 25, SNOW HEIGHTS ADDITION, BEING 3.11 ACRES LOCATED AT 6800 NE LOOP 820.

APPROVED WITH CONDITIONS

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.

Shay Geach, Kimley-Horn, 13455 Noel Road, Dallas, Texas, presented the request.

Chair Welborn and the applicant discussed the DRC comments and updated plat.

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

A MOTION WAS MADE BY COMMISSIONER WERNER, SECONDED BY VICE CHAIR TYNER TO APPROVE RP 2019-03 WITH THE CONDITIONS OUTLINED IN THE DEVELOPMENT REVIEW COMMITTEE'S COMMENTS.

MOTION TO APPROVE CARRIED 6-0.

D.5 RP 2019-05 CONSIDERATION OF A REQUEST FROM KOC GRAN VIA RICHLAND LLC FOR A REPLAT OF LOTS 2R1 AND 2R2, BLOCK 4, UNIVERSITY PLAZA ADDITION, BEING 8.681 ACRES LOCATED AT 8925 AND 9001 AIRPORT FREEWAY.

DISAPPROVED

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.

Dennis Edwards, Winkelmann, 6750 Hillcrest Plaza Drive, Dallas, Texas, presented the request.

Chair Welborn and the applicant discussed the plat recently submitted to the City.

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

Mr. Comstock and Chair Welborn discussed the reasons for the recommendation for disapproval.

A MOTION WAS MADE BY COMMISSIONER OLVEY, SECONDED BY VICE CHAIR TYNER TO DISAPPROVE RP 2019-05 DUE TO NONCOMPLIANCE WITH SECTION 110-365 AND SECTION 110-374 OF THE SUBDIVISION REGULATIONS.

MOTION TO DISAPPROVE CARRIED 6-0.

D.6 RP 2019-07 CONSIDERATION OF A REQUEST FROM DON D. PHIFER FOR A REPLAT OF LOTS 2R2R1 AND 2R2R2, BLOCK 5, BRENTWOOD ESTATES ADDITION, BEING 2.243 ACRES LOCATED AT 8801 NORTH TARRANT PARKWAY.

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.

Don Phifer, 8360 Thornhill Drive, North Richland Hills, Texas, presented the request.

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

A MOTION WAS MADE BY COMMISSIONER LUPPY, SECONDED BY COMMISSIONER WERNER TO APPROVE RP 2019-07.

MOTION TO APPROVE CARRIED 6-0.

D.7 RP 2019-09 CONSIDERATION OF A REQUEST FROM RANDALL SHIFLET FOR A REPLAT OF LOTS 2R1 AND 2R2, BLOCK A, REDDINGS REVISION, BEING 0.61 ACRES LOCATED AT 7909 MAIN STREET.

APPROVED WITH CONDITIONS

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.

Ed Kellie, Kellie Engineering, 205 Lindenwood Drive, Fort Worth, Texas, presented the request.

Chair Welborn and the applicant discussed the submitted construction plans.

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

Mr. Comstock and Ex-Officio Deupree discussed the requirements for street right-of-way.

Mr. Comstock and Vice Chair Tyner discussed the project limits of the future Main Street project and how it affects this property.

A MOTION WAS MADE BY VICE CHAIR TYNER, SECONDED BY COMMISSIONER WERNER TO APPROVE RP 2019-09 WITH THE CONDITIONS OUTLINED IN THE DEVELOPMENT REVIEW COMMITTEE'S COMMENTS.

MOTION TO APPROVE CARRIED 6-0.

E. ADJOURNMENT

Chair Welborn adjourned the meeting at 8:14 p.m.

Justin Welborn, Chair

Attest:

Kathy Luppy, Secretary