

**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  
MARCH 7, 2024**

**WORK SESSION: 6:30 PM**

**A. CALL TO ORDER**

The Planning and Zoning Commission of the City of North Richland Hills, Texas met in work session on the 7th day of March 2024, 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
	Greg Stamps	Vice Chair, Place 4
	Jared Ross	Secretary, Place 5
	Brianne Goetz	Place 7
Absent:	Jay Risky	Place 2
	Jayashree Narayana	Place 5
	Anthony Bridges	Place 6
	Kathy Luppy	Alternate A
Staff Members:	Clayton Comstock	Director of Planning
	Clayton Husband	Principal Planner
	Chad VanSteenberg	Planner
	Caroline Waggoner	Assistant City Manager

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

**1 DIRECTOR OF PLANNING REPORT**

Director of Planning Clayton Comstock presented the city announcements and summarized recent City Council actions.

**2 PRESENTATION BY STAFF ON ITEMS FROM THE REGULAR PLANNING AND ZONING COMMISSION MEETING.**

This item was not discussed.

March 07, 2024

Planning and Zoning Commission Meeting Minutes

Page 1 of 7

**3 PRESENTATION AND DISCUSSION REGARDING AMENDMENTS TO CHAPTER 110 OF THE CITY CODE (SUBDIVISION REGULATIONS).**

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

**A. CALL TO ORDER**

Chair Welborn called the meeting to order at 7:17 p.m.

Present:	Justin Welborn	Chair, Place 1
	Greg Stamps	Vice Chair, Place 4
	Jared Ross	Secretary, Place 5
	Brianne Goetz	Place 7
Absent:	Jay Risky	Place 2
	Jayashree Narayana	Place 5
	Anthony Bridges	Place 6
	Kathy Luppy	Alternate A
Staff Members:	Clayton Comstock	Director of Planning
	Clayton Husband	Principal Planner
	Chad VanSteenberg	Planner
	Caroline Waggoner	Assistant City Manager

**A.1 PLEDGE**

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

**A.2 PUBLIC COMMENTS**

There were no requests to speak from the public.

**B. MINUTES**

**B.1 APPROVE MINUTES OF THE FEBRUARY 15, 2024, PLANNING AND ZONING COMMISSION MEETING.**

**APPROVED**

March 07, 2024

Planning and Zoning Commission Meeting Minutes

Page 2 of 7

**A MOTION WAS MADE BY COMMISSIONER ROSS, SECONDED BY COMMISSIONER STAMPS TO APPROVE MINUTES OF THE FEBRUARY 15, 2024, PLANNING AND ZONING COMMISSION MEETING.**

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

**C. PLANNING AND DEVELOPMENT**

**C.1 PLAT24-0059 CONSIDERATION OF A REQUEST FROM CARLOS REYES FOR A FINAL PLAT OF LOT 12, BLOCK A, JOHN'S ADDITION, BEING 0.944 ACRES LOCATED AT 8301 CARDINAL LANE.**

**APPROVED**

Chair Welborn introduced the item and called for Planning Director Clayton Comstock to introduce the request. Mr. Comstock introduced the request.

Carlos Reyes, 6801 Curtis Road, Colleyville, Texas, presented the request.

Commissioner Ross and Mr. Reyes discussed plans for the house and property.

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

Chair Welborn and Mr. Comstock discussed the existing and required right of way for Cardinal Lane.

Commissioner Stamps and Mr. Comstock discussed transit oriented development requirements for this lot regarding streets, on-street parking, sidewalks, and lot standards

**A MOTION WAS MADE BY COMMISSIONER STAMPS, SECONDED BY COMMISSIONER GOETZ TO APPROVE PLAT24-0059 WITH THE CONDITIONS OUTLINED IN THE DEVELOPMENT REVIEW COMMITTEE COMMENTS.**

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

March 07, 2024

Planning and Zoning Commission Meeting Minutes

Page 3 of 7

**C.2 PLAT24-0060 CONSIDERATION OF A REQUEST FROM WESTWOOD PROFESSIONAL SERVICES FOR A PRELIMINARY PLAT OF THE MEADOW, BEING 29.553 ACRES LOCATED AT THE SOUTHEAST CORNER OF RUFÉ SNOW DRIVE AND BURSEY ROAD.**

**APPROVED**

Chair Welborn introduced the item and called for Planning Director Clayton Comstock to introduce the request. Mr. Comstock introduced the request.

Matthew Lee, Westwood Professional Services, 2901 Dallas Parkway, Plano, Texas, presented the request.

Commissioner Stamps, Commissioner Ross, and Mr. Lee discussed the lot layout on the plat and zoning exhibits and the required fencing approved with the development.

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

Commissioner Ross and Mr. Comstock discussed the zoning hearing for the subject addition and the existing street connections.

Commissioners Ross and Goetz thanked the applicant for their attention to detail with the layout of the subdivision relative to the adjacent subdivision developments.

**A MOTION WAS MADE BY COMMISSIONER GOETZ, SECONDED BY COMMISSIONER ROSS TO APPROVE PLAT24-0060 WITH THE CONDITIONS OUTLINED IN THE DEVELOPMENT REVIEW COMMITTEE COMMENTS.**

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

**D. PUBLIC HEARINGS**

**D.2 ZC23-0088 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM TX THRIFT LLC FOR A SPECIAL USE PERMIT FOR A SECONDHAND GOODS DEALER AT 6246 RUFÉ SNOW DRIVE, BEING 3.93 ACRES DESCRIBED AS LOT 4R, BLOCK 1, NORTHLAND SHOPPING CENTER ADDITION.**

**APPROVED**

Chair Welborn introduced the item, opened the public hearing, and called for

March 07, 2024

Planning and Zoning Commission Meeting Minutes

Page 4 of 7

Principal Planner Clayton Husband to introduce the item.

Dave Kloeber, Eco Thrift, 7949 E Acoma Drive, Scottsdale, Arizona, presented the request. He discussed the company history, other store locations around the country, how merchandise is acquired, and proposed store operations in North Richland Hills.

Commissioner Goetz and Mr. Kloeber discussed the operating hours of the proposed store. Mr. Kloeber stated 10 AM to 8 PM Monday through Saturday and 11 AM to 5 PM Sunday.

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

Chair Welborn and Mr. Husband discussed the similarity between the BioLife development requirements and the proposed conditions for approval for Eco Thrift.

Commissioner Ross and Mr. Husband discussed the previous tenants in the lease space and if the property owner is willing to abide by the conditions of approval. Mr. Husband stated the applicant and property owner provided a letter agreeing to the conditions.

Commissioner Goetz and Mr. Husband discussed the expiration date language for the special use permit.

Chair Welborn, Mr. Husband, and Mr. Kloeber discussed similar stores in Texas, and competing stores in the area.

Chair Welborn and Mr. Kloeber discussed the sourcing of the merchandise sold in the store. Mr. Kloeber stated they purchase all merchandise from two charitable organizations and do not accept donated items from the public.

Commissioner Ross and Mr. Kloeber discussed the demand for thrift stores in the current economy.

Chairman Stamps and Mr. Husband discussed possible alternative tenants for this lease space.

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.

Commissioner Goetz and Mr. Kloeber discussed average sales for this size store. Mr. Kloeber stated the size of the store is average for the company and expects to generate about \$7.5 million in annual sales.

Commissioner Stamps and Mr. Kloeber discussed the typical type of stores that surround the proposed location and the effect this business model generally has on those stores.

Commissioner Stamps and Mr. Husband discussed how staff recommendations are developed through the Development Review Committee process.

Commissioner Ross stated the benefit of this type of use requiring case-by-case consideration, and that the use seems to be a good fit for this location and could increase customer traffic in the center.

Commissioner Goetz stated the longevity of the company being in business may help the space stay occupied longer.

Commissioner Stamps stated that the use seems to be a good fit for this location.

Chair Welborn and Mr. Husband discussed additional conditions related to the expiration of the special use permit.

**A MOTION WAS MADE BY COMMISSIONER ROSS, SECONDED BY COMMISSIONER GOETZ TO APPROVE ZC23-0088 WITH PROPERTY IMPROVEMENTS LISTED IN THE STAFF REPORT.**

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

**EXECUTIVE SESSION**

**E. ADJOURNMENT**

Chair Welborn adjourned the meeting at 8:20 p.m.

---

Justin Welborn, Chair

Attest:

---

Jared Ross, Secretary