

**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 21, 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 21st 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.

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

Vice Chair Stamps called the work session to order at 6:35 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.

Director of Planning Clayton Comstock discussed items on the regular meeting

agenda.

Vice-Chair Stamps adjourned the work session at 7:05 p.m.

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

A. CALL TO ORDER

Vice Chair Stamps called the meeting to order at 7:10 p.m.

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

A.1 PLEDGE

Alternate Luppy 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

APPROVE MINUTES OF THE MARCH 7, 2024, PLANNING AND ZONING COMMISSION MEETING.

APPROVED

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A MOTION WAS MADE BY COMMISSIONER ROSS, SECONDED BY COMMISSIONER GOETZ TO APPROVE MINUTES OF THE MARCH 7, 2024, PLANNING AND ZONING COMMISSION MEETING.

MOTION TO APPROVE CARRIED 5-0.

C. PUBLIC HEARINGS

TR23-03 PUBLIC HEARING TO CONSIDER A COMPREHENSIVE AMENDMENT TO CHAPTER 110, SUBDIVISIONS, OF THE NORTH RICHLAND HILLS CODE OF ORDINANCES. THE PROPOSED AMENDMENT REVISES AND UPDATES THE CURRENT SUBDIVISION REGULATIONS IN THEIR ENTIRETY AND INCLUDES REVISIONS TO APPROVAL AUTHORITY FOR PLATS, GENERAL PLATTING AND PLAT REVIEW PROCEDURES, ADDITION OF A MINOR PLAT PROCESS, PROCEDURES FOR WAIVERS AND MODIFICATIONS, AND DESIGN CRITERIA FOR SUBDIVISIONS.

CONTINUED

Vice Chair Stamps introduced the item, opened the public hearing, and called for Planning Director Clayton Comstock to present the item. Mr. Comstock discussed the purpose for the updated subdivision regulations and the process for preparing the updated ordinance.

Principal Planner Clayton Husband discussed the contents of the draft ordinance. He discussed delegation of approval authority provided in state law, the general platting process and review procedures, the process for minor plats, consideration of waivers and modifications of standards, design criteria, and flag lots.

Commissioner Ross and Mr. Husband discussed the approval process for flag lots.

Mr. Comstock discussed masonry screening wall standards as they relate to various roadway classifications.

Commissioner Narayana and Mr. Comstock discussed which roadways could be affected by changing the masonry screening wall standards.

Commissioner Ross and Mr. Comstock discussed the process for approval of plats by staff.

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Commissioner Ross and Mr. Husband discussed language contained within the modifications and waivers section associated with preliminary plats.

Vice Chair Stamps and Mr. Comstock discussed design and maintenance standards for masonry screening walls.

Commissioner Narayana, Mr. Comstock, and Mr. Husband discussed enforcement mechanisms for subdivision ordinance violations.

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

Charles Scoma, 8300 Cardinal Lane, North Richland Hills, Texas, spoke regarding delegation of plat approval, community involvement in plat applications, and public hearings related to plats.

Tracy Bennett, 3825 Scruggs Drive, North Richland Hills, Texas, spoke regarding masonry screening wall standards and flag lots.

Vice Chair Stamps called for anyone wishing to speak for or against the request to come forward. There being no one else wishing to speak, Vice Chair Stamps stated the public hearing will be continued at the April 4, 2024, meeting.

Commissioner Narayana and Commissioner Ross discussed the differences between C2U Major Collector and C4U Major Collector standards related to masonry screening walls.

Alternate Luppy and Mr. Comstock discussed the reasons behind changes to thoroughfare designations for the Vision2030 plan.

Commissioner Goetz expressed support for the proposed masonry screening wall revisions.

Commissioner Ross discussed the approval process for flag lots and recommended that City Council consideration may be appropriate if the plat requires a waiver or modification of the standards. Commissioner Goetz and Alternate Luppy concurred with this recommendation.

Vice Chair Stamps and Mr. Comstock discussed the City Council's charge to review and update the subdivision regulations.

A MOTION WAS MADE BY COMMISSIONER GOETZ, SECONDED BY NARAYANA TO CONTINUE THE PUBLIC HEARING FOR TR23-03 TO THE APRIL 4, 2024, PLANNING AND ZONING COMMISSION MEETING.

MOTION TO CONTINUE CARRIED 5-0.

D. PLANNING AND DEVELOPMENT

EXECUTIVE SESSION

E. ADJOURNMENT

Vice Chair Stamps adjourned the meeting at 8:35 p.m.

Greg Stamps, Vice Chair

Attest:

Jared Ross, Secretary