

**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**

**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.

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

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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.**

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APRIL 4, 2024**

**D.2 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 FROM THE MARCH 21, 2024, PLANNING AND ZONING COMMISSION MEETING)**

**CONTINUED**

Chair Welborn introduced the item, opened the public hearing, and called for Managing Director of Development Services Clayton Comstock to present the item.

Mr. Comstock discussed the purpose for the updated subdivision regulations and the process for preparing the updated ordinance.

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

Gary Chambers, 6817 Little Ranch Road, North Richland Hills, Texas, commented on staff approval of plats as it relates to zoning change applications.

Chair Welborn stated the public hearing would remain open.

Principal Planner Clayton Husband discussed the contents of the draft ordinance. He presented the comments and questions received during the public comment period on the draft ordinance and discussed recommended modifications and revisions to the document to address the comments. He discussed the appeal process for staff disapproval of certain plats, text edits regarding modifications and waivers, and flag lots.

Chair Welborn, Vice Chair Stamps, and Commissioner Ross discussed revising the

text regarding flag lots to soften the language stating flag lots were expressly prohibited and require that the plats should also be approved by City Council.

Mr. Comstock discussed masonry screening wall standards as they relate to various roadway classifications. He stated the draft ordinance proposes screening walls to apply to Major and Minor Arterials, and C4U Major Collector and C2U Major Collector roadways.

Commissioner Narayana and Mr. Comstock discussed screening wall requirements along interstate freeway corridors.

Chair Welborn and Mr. Comstock discussed how vacant parcels should be considered for future redevelopment opportunities in relation to screening wall requirements.

Commissioner Ross and Mr. Comstock discussed standards for masonry screening walls as part of planned development districts or on roadways where walls are not required.

Chair Welborn, Commissioner Narayana, Commissioner Ross, and Mr. Comstock discussed separating the masonry screening wall standards from the transportation plan and adding a standard for screening walls on any street if a residential plat includes five or more lots.

Chair Welborn and Commissioner Goetz discussed the financial impact of requiring masonry walls on smaller developments and the long-term value of the investment in screening walls instead of wood fences.

Mr. Husband discussed approval and appeal authority related to Planning and Zoning Commission and City Council, definitions, and conveyance plats.

Chair Welborn, Ms. Waggoner, and Mr. Comstock discussed requirements for showing floodplain boundaries on recorded plats.

Commissioner Narayana and Mr. Comstock discussed requirements for showing building lines on plats.

Mr. Husband discussed installation of field monuments, capitalization of the word "city," adding electricity and other public facilities as part of the general subdivision development policy, revising terminology for "subdivision plat" to "plat" in the

document, and text edits related to the enforcement of chapter regulations.

Commissioner Narayana, Commissioner Goetz, and Mr. Husband discussed the scope of approval, expiration dates, and extension of approval for preliminary plats.

Commissioner Stamps left the chambers at 8:38 p.m.

Commissioner Stamps rejoined the meeting at 8:40 p.m.

Alternate Luppy left the chambers at 8:43 p.m.

Alternate Luppy rejoined the meeting at 8:46 p.m.

Mr. Husband discussed the applicability of rough proportionality to oversizing of public facilities, oversizing of water and sewer systems, the applicability of rough proportionality to requirements for the improvement of adjacent streets and utilities, timing for updates to land use assumptions related to impact fees, text edits to completeness determination requirements, sidewalk requirements, and state plane coordinate requirements for plats.

Commissioner Narayana and Mr. Husband discussed adding language for addressing future coordinate system updates.

Mr. Comstock discussed the use of the consent agenda as it relates to plats, text edits related to modifications and waivers, the time requirements for completeness review, cul-de-sac lengths, and filing of preliminary plats in City records.

Mr. Comstock summarized the next steps associated with the project, including a work session with City Council, consideration of the final draft by Planning and Zoning Commission, and the effective date of the new regulations.

Chair Welborn and Mr. Comstock discussed the number of people who provided feedback on the draft subdivision regulations.

Chair Welborn the public hearing is open and is the second of three public hearings about the subdivision regulations update. He stated the Commission will also hold a public hearing at the April 18 meeting.

**A MOTION WAS MADE BY COMMISSIONER STAMPS, SECONDED BY COMMISSIONER BRIDGES TO CONTINUE THE PUBLIC HEARING FOR TR23-03 TO THE APRIL 18, 2024, PLANNING AND ZONING COMMISSION MEETING.**

**MOTION TO APPROVE CARRIED 7-0.**