

**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  
NORTH RICHLAND HILLS, TX 76180  
DECEMBER 15, 2016**

**WORK SESSION: 6:30 PM**

**CALL TO ORDER**

Chairman Randall Shiflet called the Work Session to order at 6:30 p.m.

**ROLL CALL**

Present:	Randall Shiflet	Chairman, Place 4
	Don Bowen	Place 3
	Kathy Luppy	Place 5
	Bill Schopper	Vice Chair, Place 6
	Steven Cooper	Place 7

Absent:	Mark Haynes	Place 1
	Mike Benton	Place 2
	Jerry Tyner	Ex-Officio

Staff:	Clayton Comstock	Planning Manager
	Clayton Husband	Principal Planner
	Chad VanSteenberg	Planner
	Justin Naylor	Civil Engineer

**1. ANNOUNCEMENTS - UPCOMING CITY EVENTS**

Planning Manager Clayton Comstock announced the upcoming events in the city.

**2. DISCUSS DEVELOPMENT ACTIVITY REPORT AND CITY COUNCIL ACTION.**

Planning Manager Clayton Comstock summarized the actions taken on Planning related items at the December 12, 2016, City Council meeting.

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### **3. PRESENTATION BY UNT MASTERS IN PUBLIC ADMINISTRATION STUDENTS ON SAFE ROUTES TO SCHOOLS**

Planning Manager Clayton Comstock introduced a group of Master's of Public Administration students from the University of North Texas led by Dr. Abraham Benavides. The student group presented the findings of a service project they had completed for a course taught by Dr. Benavides which initiated a Safe Routes to School plan for the City of North Richland Hills.

### **4. DISCUSS ITEMS FROM THE REGULAR PLANNING AND ZONING COMMISSION MEETING.**

Planning Manager Clayton Comstock discussed the items on the December 15, 2016 regular Planning and Zoning Commission meeting agenda.

The Work Session was adjourned at 7:01 p.m.

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

#### **A. CALL TO ORDER**

Chairman Randall Shiflet called the Regular Meeting to order at 7:04 p.m.

#### **ROLL CALL**

Present:	Randall Shiflet	Chairman, Place 4
	Don Bowen	Place 3
	Kathy Luppy	Place 5
	Bill Schopper	Vice Chair, Place 6
	Steven Cooper	Place 7

Absent:	Mark Haynes	Place 1
	Mike Benton	Place 2
	Jerry Tyner	Ex-Officio

Staff:	Clayton Comstock	Planning Manager
	Clayton Husband	Principal Planner
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A.1. PLEDGE OF ALLEGIANCE

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

B. MINUTES

**B.1. APPROVE MINUTES OF THE DECEMBER 1, 2016 PLANNING AND ZONING COMMISSION MEETING.**

**APPROVED**

**A MOTION WAS MADE BY COMMISSIONER LUPPY, SECONDED BY COMMISSIONER COOPER TO APPROVE MINUTES OF THE DECEMBER 1, 2016 PLANNING AND ZONING COMMISSION MEETING.**

**MOTION TO APPROVE CARRIED 5-0.**

C. PUBLIC HEARINGS

**C.1. ZC 2016-18 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM DUSTIN AUSTIN FOR A ZONING CHANGE FROM AG AGRICULTURAL TO R-2 SINGLE FAMILY RESIDENTIAL ON 2.79 ACRES LOCATED AT 8149 PRECINCT LINE ROAD.**

**APPROVED**

Planning Manager Clayton Comstock introduced the zoning request.

John Pitstick, 700 West Harwood Road, Hurst, TX came forward representing Dustin Austin with Our Country Homes. Mr. Pitstick provided details about their request.

Mr. Comstock presented the staff report.

Chairman Randall Shiflet opened the public hearing and asked if anyone wished to speak. Seeing no one, he closed the public hearing and requested a motion.

**A MOTION WAS MADE BY COMMISSIONER BOWEN, SECONDED BY COMMISSIONER LUPPY TO APPROVE ZC 2016-18.**

**MOTION TO APPROVE CARRIED 5-0.**

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**C.2. SUP 2016-05 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM ICON CONSULTING ENGINEERS, INC., FOR A SPECIAL USE PERMIT FOR A DRIVE THROUGH BUILDING LESS THAN 1,400 SQUARE FEET LOCATED AT 6244 RUFE SNOW DRIVE.**

**APPROVED**

Principal Planner Clayton Husband introduced the Special Use Permit request.

Applicant, Mark Wattles, 900 SW 5th St, Portland, OR, came forward and provided details of the SUP request.

Chairman Randall Shiflet opened the public hearing.

Mr. Husband presented the staff report.

Chairman Randall Shiflet called forward anyone wishing to speak. Seeing no one, he closed the public hearing.

**A MOTION WAS MADE BY COMMISSIONER COOPER, SECONDED BY COMMISSIONER LUPPY TO APPROVE SUP 2016-05 SUBJECT TO THE RECOMMENDED CONDITIONS.**

**MOTION TO APPROVE CARRIED 5-0.**

**D. ADJOURNMENT**

Chairman Randall Shiflet adjourned the meeting at 7:29 p.m.

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Randall Shiflet, Chairman

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Don Bowen, Secretary