

**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
APRIL 6, 2017**

WORK SESSION

A. CALL TO ORDER

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

Present:	Randall Shiflet	Place 4, Chairman
	Bill Schopper	Place 6, Vice Chairman
	Don Bowen	Place 3, Secretary
	Mark Haynes	Place 1
	Jerry Tyner	Place 2
	Kathy Luppy	Place 5
	Justin Welborn	Ex-Officio

Absent:	Steven Cooper	Place 7
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Staff Members:	Clayton Comstock	Planning Manager
	Clayton Husband	Principal Planner
	Chad VanSteenberg	Planner
	John Chapman	Planning Technician
	Caroline Waggoner	City Engineer
	Justin Naylor	Civil Engineer
	Craig Hulse	Director of Economic Development
	Chief Stan Tinney	Fire Chief
	Greg Lindsey	Battalion Chief

A.1. ANNOUNCEMENTS - UPCOMING CITY EVENTS

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

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

Planning Manager Clayton Comstock summarized the actions taken on Planning

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related items at the March 27, 2017 City Council meeting. He further discussed current development activity in North Richland Hills.

A.3. DISCUSS CURRENT CUL-DE-SAC RADII REQUIREMENTS.

Caroline Waggoner, City Engineer, presented considerations on cul-de-sac dimensions and asked for guidance from the Commission.

Planning Manager Clayton Comstock provided feedback stating Planning and Zoning's perspective is to limit the number of new cul-de-sacs in North Richland Hills. Mr. Comstock discussed various pros and cons of cul-de-sacs.

Commissioner Jerry Tyner asked the Fire Department if the fire trucks have the ability to maneuver a cul-de-sac if a car is parked in within the cul-de-sac itself. Battalion Chief Greg Lindsey responded to the question by stating if the diameter of the cul-de-sac is eighty feet a fire truck can maneuver the cul-de-sac without issue. If a vehicle is parked within an eighty foot cul-de-sac, the department's fire trucks would not have the ability to turn. Mr. Lindsey continued to state that if cul-de-sacs were ninety-six feet in diameter there would be enough room for fire trucks to maneuver cul-de-sacs if a vehicle is parked within the turning radius.

Chairman Randall Shiflet asked if there was a problem with the current ninety-six diameter cul-de-sacs and how a cul-de-sac should be determined based on block length. Mr. Lindsey stated the gold standard of creating a cul-de-sac based on block length is 150 feet. Chairman Shiflet then asked if the Fire Department has concerns of blocks measuring less than 150 feet in length. Mr. Lindsey stated 150 feet is an accepted length.

Commissioner Justin Welborn asked if blocks measuring 150 feet or less are required to have a cul-de-sac. Mr. Lindsey stated fire code does not require blocks being less than 150 feet have a cul-de-sac. Commissioner Welborn asked for confirmation of subdivision code concerning cul-de-sacs and how often the Fire Department reverses out of a street with a dead end. Mr. Lindsey stated there is a high percentage of fire trucks which enter cul-de-sacs or dead ends that need to back out entirely or make multiple turning maneuvers.

Chief Stan Tinney stated ninety-six feet would be best for the department and that eighty feet would not be ideal.

Chairman Shiflet asked if applicants could request a variance on a case-by-case scenario to decrease the size of the cul-de-sac if the diameter remains at ninety-six

feet. Mr. Comstock responded that applicants could submit a planned development with a variance to the cul-de-sac diameter. Commissioners Don Bowen and Mark Haynes stated cul-de-sacs should remain ninety-six feet in diameter and that if needed submit a planned development for a variance to the diameter.

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

No items were discussed by the commission during the Work Session.

The Work Session was adjourned at 7:08 p.m.

REGULAR MEETING

A. CALL TO ORDER

Chairman Randall Shiflet called the Regular Meeting to order at 7:10 p.m.

Present:	Randall Shiflet	Place 4, Chairman
	Bill Schopper	Place 6, Vice Chairman
	Don Bowen	Place 3, Secretary
	Mark Haynes	Place 1
	Jerry Tyner	Place 2
	Kathy Luppy	Place 5
	Justin Welborn	Ex-Officio
Absent:	Steven Cooper	Place 7
Staff Members:	Clayton Comstock	Planning Manager
	Clayton Husband	Principal Planner
	Chad VanSteenberg	Planner
	John Chapman	Planning Technician
	Caroline Waggoner	City Engineer
	Justin Naylor	Civil Engineer
	Craig Hulse	Director of Economic Development
	Chief Stan Tinney	Fire Chief
	Greg Lindsey	Battalion Chief

A.1. PLEDGE OF ALLEGIANCE

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

B. MINUTES

B.1. APPROVE MINUTES OF THE MARCH 16, 2017 PLANNING AND ZONING COMMISSION MEETING.

APPROVED

A MOTION WAS MADE BY COMMISSIONER HAYNES, SECONDED BY COMMISSIONER TYNER TO APPROVE THE MINUTES OF THE MARCH 16, 2017 PLANNING AND ZONING COMMISSION MEETING. MOTION TO APPROVE CARRIED 6-0.

D. PLANNING AND DEVELOPMENT

D.1. FP 2016-16 CONSIDERATION OF A REQUEST FROM SPRY SURVEYORS FOR A FINAL PLAT OF LOTS 4 AND 5, BLOCK 13, MEADOWVIEW ESTATES ADDITION ON 0.9652 ACRES LOCATED AT 8501 RUMFIELD ROAD.

APPROVED

Chairman Randall Shiflet called for item D.1. to be discussed first and called for staff to introduce the item.

Principal Planner Clayton Husband presented the staff introduction.

Chairman Shiflet called for the applicant to come forward and present the proposal.

The applicant, Trevor Truss, 8241 Mid Cities Boulevard, North Richland Hills, Texas presented the final plat proposal.

Chairman Shiflet called on Mr. Husband to present the staff report.

Mr. Husband presented the staff report stating the plat meets City zoning ordinances and subdivision regulations.

A MOTION WAS MADE BY COMMISSIONER BOWEN, SECONDED BY COMMISSIONER LUPPY TO APPROVE FP 2016-16. MOTION TO APPROVE CARRIED 6-0.

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C. PUBLIC HEARINGS

C.1. ZC 2017-01 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM NICK CRAIG FOR A ZONING CHANGE FROM C-1 COMMERCIAL TO NR-PD NON-RESIDENTIAL PLANNED DEVELOPMENT ON 6.91 ACRES LOCATED AT 8500 CARDINAL LANE.

APPROVED WITH CONDITIONS

Chairman Randall Shiflet called for Planning Manager Clayton Comstock to introduce the item.

Mr. Comstock introduced the item.

Chairman Shiflet called for the applicant to come forward and present the proposal.

Mark Wood, 6617 Precinct Line Road, North Richland Hills, Texas on behalf of Stonecreek Real Estate Partners, gave opening remarks, introduced other partners and the applicant, Nick Craig.

Nick Craig, with Stonecreek Real Estate Partners, 4329 Reeder Road, Carrollton, Texas presented the proposal; going over why the site was selected, go over the project overview, what sets Stonecreek apart from other similar facilities, and benefits to North Richland Hills.

Chairman Shiflet asked if there were any questions for the applicant. Seeing none, Chairman Shiflet called for Mr. Comstock to give the staff report.

Mr. Comstock presented the staff report recommending that if the request is approved, stipulate three or four additional canopy trees on the south side of the building be added, remove or underground the aerial utilities along Cardinal Lane, and defer 55 parking spaces adjacent to office pad site until the office buildings are developed.

Chairman opened the public hearing and called on Charles Scoma to speak.

Charles Scoma, 8300 Cardinal Lane, North Richland Hills, Texas shared his concerns of traffic at the intersection of Mid Cities Boulevard and Davis Boulevard, but was uncertain that this type of development would increase traffic in the area. Mr. Scoma also asked if this development was apart of the tax increment financing (TIF) district and stated this development would have made a good contribution to the TIF.

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The public hearing appearance card completed by Mr. Scoma did not indicate opposition or support for the request.

Chairman Shiflet next called for Marc Tolson to speak.

Marc Tolson, 6025 Winter Park Drive, North Richland Hills, Texas spoke in support of the Stonecreek Assisted Living facility. *The public meeting appearance card completed by Mr. Tolson indicated support for the request.*

Ms. Beckie Kopplin, 3504 Tomlinson Court, Arlington, Texas completed a public meeting appearance card indicating her support, but did not wish to speak at the public hearing.

Mr. Nick Allison, PO Box 1107, Dallas, Texas completed a public meeting appearance card indicating his support, but did not wish to speak at the public hearing.

Chairman Shiflet asked if there was anyone else wishing to speak.

Earl Matthews, 8606 Martin Drive, North Richland Hills, Texas discussed the traffic on Mid Cities as well as the potential safety risks concerning the lack of sidewalk on Amundson Drive.

Chairman Shiflet asked if sidewalks are included in the site plan and Planning Manager Clayton Comstock stated the site plan provided a six foot sidewalk along Amundson Drive.

Chairman Shiflet called for anyone wishing to speak for or against the request to come forward, seeing no one, he closed the public hearing.

Chairman Shiflet asked for staff recommendation. Mr. Comstock summarized the recommendations from staff concerning landscaping, utilities, and parking.

Chairman Shiflet discussed medical and city services required by this development.

Commissioner Don Bowen asked Mr. Comstock if the open space will be irrigated and maintained by the applicant. Mr. Comstock stated this would be private property, so any irrigation would be installed by the applicant. The applicant, Nick Craig discussed which areas on the site plan would be irrigated.

Commissioner Jerry Tyner asked the applicant if the open area on the site plan titled "dog park" will be enclosed. The applicant, Nick Craig, stated there will be a wrought iron fence to enclose area.

Commissioner Luppy stated this development could benefit the City's aging population.

Commissioner Mark Haynes gave support for staff's recommendation of landscaping, but did not give full support in requesting the aerial utilities be buried or removed.

Chairman Shiflet request the Commission pass the item with staff stipulations concerning landscaping and parking.

Commissioner Haynes requested to amend his motion to approve the item with the stipulation to add three or four canopy trees to the south side of the property, and to defer 55 parking spaces.

A MOTION WAS MADE BY COMMISSIONER HAYNES, SECONDED BY COMMISSIONER TYNER TO APPROVE ZC 2017-01 WITH THE STIPULATIONS TO ADD THREE TO FOUR CANOPY TREES TO THE SOUTH SIDE OF THE BUILDING AND DEFER 55 PARKING SPACES. MOTION TO APPROVE CARRIED 6-0.

C.2. ZC 2017-02 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM EAST STAR DESIGN FOR A ZONING CHANGE FROM C-1 COMMERCIAL TO RD-PD REDEVELOPMENT PLANNED DEVELOPMENT ON 1.03 ACRES LOCATED AT 7407 BOULEVARD 26.

APPROVED

Chairman Randall Shiflet introduced the item and called for Principal Planner Clayton Husband to provide the staff introduction.

Mr. Husband gave the staff introduction.

Chairman Shiflet called for the applicant to come forward and present the proposal.

The applicant, Greg Guerin, 2000 Rushing Creek Drive, Heartland, Texas presented the proposal.

Mr. Husband summarized the staff report including the site's right-of-way, set back requirements, and building elevations.

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Chairman Shiflet opened the public hearing and asked for anyone wishing to speak for or against the request to come forward, seeing no one, he closed the public hearing.

A MOTION WAS MADE BY COMMISSIONER HAYNES, SECONDED BY COMMISSIONER LUPPY TO APPROVE ZC 2017-02. MOTION TO APPROVE CARRIED 6-0.

Meeting went into recess at 8:34 p.m. and reconvened at 8:40 p.m.

C.3. ZC 2017-04 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM M.J. WRIGHT & ASSOCIATES, INC., FOR A ZONING CHANGE FROM C-1 COMMERCIAL TO RD-PD REDEVELOPMENT PLANNED DEVELOPMENT ON 1.40 ACRES LOCATED AT 8409 HARWOOD ROAD.

APPROVED WITH CONDITIONS

Chairman Randall Shiflet introduced the item and called for Principal Planner Clayton Husband to present the staff introduction.

Mr. Husband gave the staff introduction and introduced the applicant.

The applicant, Michael Wright, 8233 Mid Cities Boulevard, North Richland Hills, Texas presented the proposal and explained why the proposed use is ideal for the identified lot.

The property owners, Carlos Dorris, 8313 Thornway Court, North Richland Hills, Texas and Jeff Wood, 205 Valley View Drive North, Colleyville, Texas gave supporting details for the intended use of the property and explained the area's demand for said proposal.

Chairman Shiflet asked if the property owners would consider a different material on the facade of the structure and suggested an updated look to the facade of the new structure.

Ex-Officio Justin Welborn asked if there would be any disposal sites on the property. Jeff Wood stated the property would not have sewage, but a dump station would be installed to empty sewage contents into and it will be locked and under surveillance. The recreational vehicle bays will have the ability to power heaters and refrigerators for the vehicles while being stored, but will have no water or sewer.

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The applicant, Mr. Wright, explained a draft of the masonry on the building to acknowledge Chairman Shiflet's earlier concern.

Principal Planner Husband presented the staff report.

Chairman Shiflet asked for the purpose of the curb stops blocking a portion of the entrance. Principal Planner Husband stated the curb stops are on the north side of the building and were added to prevent cut through traffic. Chairman Shiflet mentioned if this poses an issue for the Fire Department; Mr. Husband stated no.

Commissioner Jerry Tyner questioned the space available for the recreational vehicles to maneuver through. Property owner, Jeff Wood addressed the question and stated the plans met the minimum turn radius of recreational vehicles.

Chairman Shiflet called for anyone wishing to speak for or against the request to come forward, seeing no one, he closed the public hearing.

A MOTION WAS MADE BY COMMISSIONER HAYNES, SECONDED BY COMMISSIONER LUPPY TO APPROVE ZC 2017-04 WITH STAFF RECOMMENDATIONS NOTED IN THE STAFF REPORT. MOTION TO APPROVE CARRIED 5-1. (BOWEN)

C.4. SUP 2017-02 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM LARRY STEWART CUSTOM HOMES FOR A SPECIAL USE PERMIT FOR AN ACCESSORY BUILDING LARGER THAN 1,000 SQUARE FEET LOCATED AT 7416 BURSEY ROAD.

APPROVED WITH CONDITIONS

Chairman Randall Shiflet introduced the item, opened the public hearing, and asked for Principal Planner Clayton Husband to present the staff introduction and opened the public hearing.

Mr. Husband presented the staff introduction.

Chairman Shiflet called for the applicant to come forward.

The applicant, Larry Stewart, 5504 Valley View Drive West, Colleyville, Texas, explained the proposal and reason for the variance.

Chairman Shiflet called for Mr. Husband to present the staff report. Mr. Husband presented the staff report.

Kenneth Bartels, 7472 Woodhaven Drive, North Richland Hills, Texas, was called to speak. Mr. Bartels spoke in favor of the additional structure. *The public meeting appearance card completed by Mr. Bartels indicated support of the request.*

Glen Campbell, 7441 Woodhaven Drive, North Richland Hills, Texas, was called to speak and stated concern over drainage, sight obstruction, and resale of the property. He requested that the building be moved further away from the shared fence line. *The public meeting appearance card completed by Mr. Campbell indicated opposition of the request.*

Chairman Shiflet called for anyone wishing to speak for or against the request to come forward, seeing no one, he closed the public hearing.

Commissioner Kathy Luppy asked if the owner of the property could reduce the building's size to match current codes. The property owner stated that could be accomplished, but voiced concern over lack of storage space if the building was reduced and opposes purchasing a temporary free standing structure. The property owner also stated the improved drainage should not create any issues to answer Mr. Campbell's earlier concern.

Ex-Officio Justin Welborn voiced support for a permanent structure rather than a free-standing structure and asked what the minimum setback is for this structure. Mr. Husband stated a 10 foot setback is the minimum requirement.

Commissioner Mark Haynes asked the applicant if the building could be reduced to 15 feet in height. Mr. Stuart replied that the height of the structure could be reduced, but would then not match the pitch of the home's roof.

Chairman Shiflet referred to the staff report description of the item.

Commissioner Don Bowen stated the board would be setting a precedent for such accessory buildings. Chairman Shiflet stated because this is a Special Use Permit, this type of application allows the Commission to evaluate on a case-by-case scenario and does not set a precedent.

A MOTION WAS MADE BY COMMISSIONER BOWEN, SECONDED BY COMMISSIONER HAYNES TO DENY SUP 2017-02. THE MOTION FAILED 2-4. (HAYNES, BOWEN)

APPROVED WITH CONDITIONS

Commissioner Jerry Tyner asked if the maximum square footage allowed by this Special Use Permit included the porch. Principal Planner Clayton Comstock replied yes.

A MOTION WAS MADE BY COMMISSIONER LUPPY, SECONDED BY COMMISSIONER TYNER TO APPROVE SUP 2017-02 WITH STIPULATIONS THAT THE PERMANENT ACCESSORY BUILDING NOT EXCEED 1,284 SQUARE FEET, CAN NOT EXCEED 16 FEET AND 7.75 INCHES IN HEIGHT, AND HAVE A SET BACK OF TWENTY FEET. MOTION TO APPROVE CARRIED 4-2. (HAYNES, BOWEN)

C.5. SDP 2016-05 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM SKEETER & BUCKY, LP, FOR A SPECIAL DEVELOPMENT PLAN FOR IRON HORSE VILLAGE ON 9.17 ACRES LOCATED IN THE 6300-6400 BLOCKS OF IRON HORSE BOULEVARD.

DENIED

Chairman Randall Shiflet introduced and opened the public hearing for the item and called for Planning Manager Clayton Comstock to present the staff introduction.

Mr. Comstock presented the staff introduction and introduced the applicant.

The applicant, Robin McCaffrey, 7909 County Road 4814, Ladonia, Texas detailed the proposal and site details.

Carl Malcolm, 8340 Meadow Road, Dallas, Texas spoke more about the architecture and mixed use of the property.

Chairman Shiflet asked the applicant if the staff recommendation to remove the retail program area terms be removed or amended is feasible. The Mr. Malcolm stated the recommendation would not be feasible for the project.

Mr. Comstock presented the staff report with recommendations, if approved, to remove building D from Phase 1 construction, and to remove the retail program area terms in favor of 11,000 square feet of dedicated commercial space. Chairman

Shiflet asked if the 11,000 square feet of dedicated commercial in staff's recommendation is a part of the additional 28,000 square feet of flex commercial space. Mr. Comstock replied yes.

Chairman Shiflet called for the applicant to address any staff comments.

Mr. McCaffrey stated the removal of building D would not allow the project to move forward. Chairman Shiflet voiced concern over the five year term of the retail and commercial space.

Chairman Shiflet called for anyone wishing to speak for or against the request to come forward, seeing no one, he closed the public hearing.

Ex-Officio Justin Welborn asked if the parking across the street would be accessible to the residents of the property. Mr. McCaffrey stated surface parking surrounds the property.

A MOTION WAS MADE BY COMMISSIONER HAYNES, SECONDED BY COMMISSIONER BOWEN TO DENY SDP 2016-05. MOTION TO DENY CARRIED 6-0.

E. ADJOURNMENT

Chairman Randall Shiflet adjourned the meeting at 10:20 p.m.

Randall Shiflet, Chairman

Attest:

Don Bowen, Secretary