

**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  
SEPTEMBER 21, 2017**

**WORK SESSION**

The Planning and Zoning Commission of the City of North Richland Hills, Texas met in work session on the 21st day of September, 2017 at 6:30 p.m. in the City Council Workroom prior to the 7:00 p.m. regular Planning and Zoning Commission meeting.

Present:	Randall Shiflet	Place 4, Chairman
	Steven Cooper	Place 7
	Jerry Tyner	Place 2
	Justin Welborn	Place 1
	Don Bowen	Place 3
	Kathy Luppy	Place 5
	Mason Orr	Ex-Officio

Absent:

Staff Members:	Clayton Comstock	Planning Manager
	Clayton Husband	Principal Planner
	John Chapman	Planning Technician
	Justin Naylor	Civil Engineer
	Marrk Callier	Management Assistant

**A. CALL TO ORDER**

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

**A.1. PLANNING MANAGER REPORT**

Planning Manager Clayton Comstock announced the upcoming events in the city, construction updates, and gave a summary of City Council action from their August 17, 2017 meeting.

Commissioner Don Bowen arrived at 6:32 p.m.

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Mr. Comstock announced the resignation of Bill Schopper from the Planning and Zoning Commission. Mr. Schopper became a Commissioner on June 13, 2002.

Chairman Randall Shiflet asked that Mr. Schopper be recognized publicly.

Mr. Comstock stated that will be arranged.

Commissioner Bowen asked if the truck driving training behind Richland Plaza was permissible.

Mr. Comstock stated staff received a call asking if zoning permitted the use and stated yes.

#### **A.2. DISCUSS ITEMS FROM THE REGULAR PLANNING AND ZONING COMMISSION MEETING.**

Principal Planner Clayton Husband discussed items on the agenda and asked for questions.

Concerning item C.1., SUP 2017-06, Commissioner Justin Welborn asked what the minimum set backs are for the proposed accessory structure.

Mr. Husband stated the minimum set backs are ten feet and six feet on the sides, and ten feet on the rear.

Commissioner Jerry Tyner asked if this property is as wooded as a property from a similar case.

Mr. Husband stated the property has areas that are heavily wooded.

Chairman Randall Shiflet asked if the two eleven-foot lanes are a part of the bus loop.

Planning Manager Clayton Comstock stated the bus loop is thirty feet wide.

Commissioner Justin Welborn stated the south lane is twenty-two feet wide.

Chairman Shiflet acknowledged this was the lane in question and asked if that lane would become a part of Cardinal Lane some day.

Mr. Comstock stated yes.

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## **REGULAR MEETING**

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

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

Present:	Randall Shiflet	Place 4, Chairman
	Steven Cooper	Place 7
	Jerry Tyner	Place 2
	Justin Welborn	Place 1
	Don Bowen	Place 3
	Kathy Luppy	Place 5
	Mason Orr	Ex-Officio

Absent:

Staff Members:	Clayton Comstock	Planning Manager
	Clayton Husband	Principal Planner
	John Chapman	Planning Technician
	Justin Naylor	Civil Engineer
	Marrk Callier	Management Assistant

### **A.1 PLEDGE OF ALLEGIANCE**

Ex-Officio Mason Orr led the Pledge of Allegiance to the United States and Texas Flags.

### **A.2. ELECTION OF OFFICERS**

#### **APPROVED**

Chairman Randall Shiflet opened nominations for Chairman, Vice-Chairman, and Secretary of the Planning and Zoning Commission.

**A MOTION TO NOMINATE RANDALL SHIFLET FOR CHAIRMAN, STEVEN COOPER FOR VICE-CHAIRMAN, AND JERRY TYNER FOR SECRETARY WAS MADE BY COMMISSIONER DON BOWEN, SECONDED BY COMMISSIONER JUSTIN WELBORN. MOTION TO APPROVE NOMINATIONS CARRIED 6-0.**

### **B. MINUTES**

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**B.1. APPROVE MINUTES OF THE AUGUST 17, 2017, PLANNING AND ZONING COMMISSION MEETING.**

**A MOTION WAS MADE BY COMMISSIONER DON BOWEN, SECONDED BY VICE-CHAIRMAN STEVEN COOPER TO APPROVE THE MINUTES OF THE AUGUST 17, 2017, PLANNING AND ZONING COMMISSION MEETING. MOTION TO APPROVE CARRIED 6-0.**

**PLANNING AND DEVELOPMENT**

**D.2. RP 2017-09 CONSIDERATION OF A REQUEST FROM HP CIVIL ENGINEERING, LLC FOR A REPLAT OF LOT 1R, BLOCK C; LOT 2R, BLOCK A; AND LOT 1R, BLOCK B, HOMETOWN-DOLCE ADDITION ON 9.824 ACRES LOCATED AT 8900 VERMILLION STREET, 6021 ASHBURY STREET, AND 6021 PARKER BOULEVARD.**

**APPROVED**

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

Mr. Comstock introduced the request.

Chairman Shiflet called for the applicant to present their request.

Sidney Stratton, 5339 Alpha Road, Dallas, Texas 75240 presented the request on behalf of HP Civil Engineering.

Chairman Shiflet asked for Mr. Comstock to present the staff report.

Mr. Comstock presented the staff report.

**A MOTION WAS MADE BY VICE-CHAIRMAN STEVEN COOPER, SECONDED BY COMMISSIONER JERRY TYNER TO APPROVE RP 2017-09. MOTION TO APPROVE CARRIED 6-0.**

**C. PUBLIC HEARINGS**

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**C.1. SUP 2017-06 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM KEVIN TRAVELL FOR A SPECIAL USE PERMIT FOR AN ACCESSORY BUILDING LARGER THAN 1,000 SQUARE FEET ON 2.015 ACRES LOCATED AT 7504 BURSEY ROAD.**

**APPROVED**

Chairman Randall Shiflet introduced the item, opened the public hearing, and called for Principal Planner Clayton Husband to introduce the request.

Mr. Husband introduced the request.

Chairman Shiflet called for the applicant to present their request.

Dohrman Wintermute, 7504 Bursey Road, North Richland Hills, Texas 76182 presented their request.

Chairman Shiflet asked if the four existing structures will be removed.

Mr. Wintermute stated that all existing accessory buildings would be removed.

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

Mr. Husband presented the staff report.

Chairman Shiflet asked if the Development Review Committee's recommendation for denial is due to the existing code. Mr. Husband replied yes, the denial recommendation is based on existing city code and development policy.

Chairman Shiflet expressed that this portion of the code should be revisited.

Chairman Shiflet asked if the structure was attached to the house would there need for a special use permit.

Mr. Husband stated no.

Commissioner Don Bowen asked if the fifteen foot height limitation should be upheld or if the existing pitch is acceptable.

Mr. Husband stated there is no opposition to the proposed pitch.

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Chairman Shiflet stated the matching roof pitch is to address flat roofs or slight grades of roofs, not necessarily to limit architectural designs that mimic the primary structures.

Mr. Husband stated there are different interpretations of how to measure the height of the building, but that the City's code specifically defines the height from the ground to the peak of the roof.

Commissioner Jerry Tyner asked the applicant what the intent of the building is.

Mr. Wintermute stated the building will be used for lawn equipment, wood working, and storage.

Commissioner Justin Welborn asked what the minimum set backs are with reference to adjacent properties and buildings.

Mr. Husband stated the property is zoned R-1 and that the side and rear yard setback requires about ten feet. Mr. Husband continued, stating the proposed setbacks exceed this requirement.

Chairman Shiflet 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 DON BOWEN, SECONDED BY COMMISSIONER KATHY LUPPY TO APPROVE SUP 2017-06. MOTION TO APPROVE CARRIED 6-0.**

**C.2. SUP 2017-05 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM U-HAUL FOR A SPECIAL USE PERMIT FOR A WAIVER OF THE MASONRY REQUIREMENT FOR AN AUTOMOBILE SHADE STRUCTURE ON 3.089 ACRES LOCATED AT 8213 BOULEVARD 26.**

**APPROVED WITH CONDITIONS**

Chairman Randall Shiflet introduced the item, opened the public hearing, and called for Principal Planner Clayton Husband to introduce the request.

Mr. Husband presented the request.

Chairman Shiflet called for the applicant to present their request.

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Ken Birch, 8213 Boulevard 26, North Richland Hills, Texas 76180, representing U-Haul marketing, presented the request.

Chairman Shiflet asked what the color of the canopy will be.

Mr. Birch stated the canopy will be green.

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

Mr. Husband presented the staff report.

Chairman Shiflet asked what the height of the canopy was.

Mr. Husband stated the peak is nineteen feet high.

Chairman Shiflet asked if there would be a difference in the request if this was a "big-box" store.

Mr. Husband stated there are specific zoning standards for auto shade structures, such as the masonry requirement, that apply to all businesses, but it also allows for a waiver to the masonry requirement.

Chairman Shiflet asked what the Development Review Committee's (DRC) recommendation is.

Mr. Husband stated that DRC's recommendation is approval subject to conditions.

Commissioner Don Bowen asked if this is similar to the shade structure waiver given to Auto Nation.

Mr. Husband stated the support structure is similar.

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

**A MOTION WAS MADE BY VICE-CHAIRMAN STEVEN COOPER, SECONDED BY COMMISSIONER DON BOWEN TO APPROVE SUP 2017-05, SUBJECT TO THE STATED CONDITIONS. MOTION TO APPROVE CARRIED 5-1.**

**C.3. SDP 2017-04 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM PACHECO KOCH CONSULTING ENGINEERS, INC., FOR A SPECIAL DEVELOPMENT PLAN FOR THE TEXRAIL SMITHFIELD STATION PARKING LOT ON 8.246 ACRES LOCATED AT 6408 AND 6416 SMITHFIELD ROAD.**

**APPROVED WITH CONDITIONS**

Chairman Randall Shifflet introduced items C.3. SDP 2017-04 and item D.1. RP 2017-04, opened the public hearing for item C.3. and called for Planning Manager Clayton Comstock to introduce the request.

Mr. Comstock introduced the request.

Chairman Shiflet called for the applicant to present the request.

Richey Thompson 801 Cherry Street Fort Worth, Texas 76102 presented the request.

Vice-Chairman Steven Cooper asked what the color of the sign will be.

Mr. Thompson stated the City and Fort Worth Transportation Authority will work to chose a color.

Chairman Shiflet asked for clarification as to what the sign will say?

Mr. Thompson stated the sign will say "Smithfield Station."

Chairman Shiflet Called for Mr. Comstock to present the staff report.

Mr. Comstock presented the staff report.

Commissioner Jerry Tyner asked if exiting onto Davis Boulevard is only southbound. Mr. Comstock stated leaving this site will only send an individual southbound.

Commissioner Tyner asked if the buses will be able to exit onto Davis and if there is enough room for the buses to maneuver.

Mr. Comstock stated buses will have the option to exit onto Davis Boulevard once Cardinal Lane is expanded.



Commissioner Tyner asked where the sign will be.

Chairman Shiflet stated that the driveway width for Cardinal Lane is twenty-two feet wide and asked if that is in keeping with the transit oriented development plan.

Mr. Comstock stated yes.

Chairman Shiflet asked how wide is the driveway.

Mr. Comstock stated the radius is twenty feet.

Chairman Shiflet stated two eleven-foot lanes are not big enough for buses and large trucks and asked what problem would be ran into if the widths were changed to two twelve foot lanes and thirty-six feet wide for the parking lot.

Mr. Comstock stated the Fort Worth Transportation Authority would need to change their plans and the right-of-way can be expanded, but the road would still neck down to a twenty-two foot street.

Chairman Shiflet stated trying to maneuver two eleven-foot lanes are difficult and stated thirty-three feet is not enough.

Chairman Shiflet asked how the landscape maintenance will be taken care of.

Mr. Comstock stated the station and grounds will be maintained by the Fort Worth Transportation Authority.

Chairman Shiflet asked if there is a limitation for cars to use the bus lane.

Mr. Thompson stated there would not be a physical limitation for pedestrian vehicles to enter the bus lane, but they could place a sign.

Chair asked the applicant for thoughts concerning street widths.

Mr. Thompson stated the street width should not be an issue for their buses.

Commissioner Justin Welborn asked how large the busses are.

Mr. Thompson stated sixty feet long.

Commissioner Welborn asked if the landscaping is consistent with other Fort Worth Transportation Authority stations.

Mr. Thompson stated it is similar to other stations.

Commissioner Jerry Tyner asked if there will be a similar case for the Iron Horse Station.

Mr. Comstock stated that case came through in 2015.

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

Commissioner Kathy Luppy motioned to approve item C.3., seconded by Vice-Chairman Steven Cooper.

Chairman Shiflet stated that the driveway width should be expanded and whether or not it is sufficient.

Commissioner Welborn proposed to amend the motion to add a condition requiring curb return radii be a minimum of twenty-five feet.

**A MOTION WAS MADE BY COMMISSIONER KATHY LUPPY, SECONDED BY VICE-CHAIRMAN STEVEN COOPER TO APPROVE SDP 2017-04 WITH THE CONDITION THAT CURB RETURN RADII BE A MINIMUM OF TWENTY-FIVE FEET. MOTION TO APPROVE CARRIED 6-0.**

#### **D. PLANNING AND DEVELOPMENT**

**D.1. RP 2017-06 CONSIDERATION OF A REQUEST FROM PACHECO KOCH CONSULTING ENGINEERS, INC., FOR A REPLAT OF LOTS 2R1 AND 11R1, BLOCK H, SMITHFIELD ADDITION ON 8.246 ACRES LOCATED AT 6408 AND 6416 SMITHFIELD ROAD.**

#### **APPROVED**

Item was presented in conjunction with item C.3. SDP 2017-04.

**A MOTION WAS MADE BY COMMISSIONER JERRY TYNER, SECONDED BY COMMISSIONER JUSTIN WELBORN TO APPROVE RP 2017-06. MOTION TO APPROVE CARRIED 6-0.**

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**E. ADJOURNMENT**

Chairman Randall Shiflet adjourned the meeting at 8:11 p.m.

CERTIFICATION

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Randall Shiflet, Chairman

Attest:

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Jerry Tyner, Secretary