

**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 1, 2016**

**WORK SESSION: 6:30 PM**

**CALL TO ORDER**

Chairman Randall Shiflet called the Work Session to order at 6:32 p.m.

**ROLL CALL**

Present:	Randall Shiflet	Chairman, Place 4
	Mike Benton	Place 2
	Don Bowen	Place 3
	Kathy Luppy	Place 5
	Bill Schopper	Vice Chair, Place 6
	Steven Cooper	Place 7
	Jerry Tyner	Ex-Officio

Absent:	Mark Haynes	Place 1
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Staff:	Clayton Comstock	Planning Manager
	Clayton Husband	Principal Planner
	Chad VanSteenberg	Planner
	Caroline Waggoner	City Engineer

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

Principal Planner Clayton Husband discussed the items on the December 1, 2016 regular Planning and Zoning Commission agenda.

Regarding the three related zoning and plat items on the regular agenda, Chairman Randall Shiflet asked if any of the right of way for Buck Street and Frankie B Street had been adandoned by the city.

City Engineer Caroline Waggoner stated that the western end of the Frankie B Street

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right of way was vacated sometime in the 90's, although utility easements were retained. That right of way reverted to the property owners to the north and south. The right of way for Buck Street has not been vacated and the city has no intention of vacation on that street.

## **2. ANNOUNCEMENTS - UPCOMING CITY EVENTS**

Planning Manager Clayton Comstock provided the Commission with announcements and upcoming events in the city.

## **3. DISCUSS DEVELOPMENT ACTIVITY REPORT AND CITY COUNCIL ACTION.**

Planning Manager Clayton Comstock used the remaining Work Session time to provide the Commission with a thorough update on current development projects within North Richland Hills. This included an extensive slide show containing photos of the subject properties.

City Engineer Caroline Waggoner also provided an update on the current road improvement projects in the city.

The Work Session was adjourned at 7:08 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 7:11 p.m.

### **ROLL CALL**

Present:	Randall Shiflet	Chairman, Place 4
	Mike Benton	Place 2
	Don Bowen	Place 3
	Kathy Luppy	Place 5
	Bill Schopper	Vice Chair, Place 6
	Steven Cooper	Place 7

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Jerry Tyner                      Ex-Officio

Absent:    Mark Haynes                      Place 1

Staff: Clayton Comstock                      Planning Manager  
         Clayton Husband                      Principal Planner  
         Chad VanSteenberg                      Planner  
         Caroline Waggoner                      City Engineer

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 NOVEMBER 17, 2016 PLANNING AND ZONING COMMISSION MEETING.**

**APPROVED**

**A    MOTION    WAS    MADE    BY    COMMISSIONER    LUPPY,    SECONDED    BY  
COMMISSIONER BOWEN TO APPROVE THE MINUTES OF THE NOVEMBER 17,  
2016 PLANNING AND ZONING COMMISSION MEETING.**

**MOTION TO APPROVE CARRIED 6-0.**

C.       PUBLIC HEARINGS

**C.1.    ZC 2016-11 PUBLIC HEARING AND CONSIDERATION OF A REQUEST  
FROM HAMILTON DUFFY P.C. FOR A ZONING CHANGE FROM AG  
AGRICULTURAL TO R-1 SINGLE FAMILY AND R-2 SINGLE FAMILY ON  
APPROXIMATELY 0.61 ACRES LOCATED AT 6816 MEADOW ROAD.**

**APPROVED**

Principal Planner Clayton Husband introduced the three related requests, ZC 2016-11, PP 2016-13, FP 2016-09.

Applicant David Zimmerman, 7524 Frankie B Street, NRH, came forward to present the zoning and platting requests.

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Mr. Husband presented the staff report for the zoning and platting requests.

Chairman Randall Shiflet asked about the pavement thickness for the turnaround on Lot 15 and its suitability for emergency vehicles.

Mr. Husband stated that it would be designed appropriately for those types of vehicles.

Chairman Shiflet opened the public hearing. Seeing no speakers, he closed the public hearing and requested a motion.

**A MOTION WAS MADE BY COMMISSIONER BOWEN, SECONDED BY COMMISSIONER COOPER TO APPROVE ZC 2016-11.**

**MOTION TO APPROVE CARRIED 6-0.**

**D. PLANNING AND DEVELOPMENT**

**D.1. PP 2016-13 CONSIDERATION OF A REQUEST FROM Z FAMILY ENTERPRISES LLC FOR A PRELIMINARY PLAT OF HEWITT ESTATES ADDITION ON 3.279 ACRES LOCATED IN THE 7500 BLOCKS OF FRANKIE B STREET AND BUCK STREET.**

**APPROVED**

Item D.1 was presented in conjunction with Items C.1 and D.2.

**A MOTION WAS MADE BY COMMISSIONER COOPER, SECONDED BY COMMISSIONER LUPPY TO APPROVE PP 2016-13.**

**MOTION TO APPROVE CARRIED 6-0.**

**D.2. FP 2016-09 CONSIDERATION OF A REQUEST FROM Z FAMILY ENTERPRISES LLC FOR A FINAL PLAT OF HEWITT ESTATES ADDITION ON 1.535 ACRES LOCATED IN THE 7500 BLOCK OF BUCK STREET.**

**APPROVED**

Item D.2 was presented in conjunction with Items C.1 and D.1.

**A MOTION WAS MADE BY COMMISSIONER LUPPY, SECONDED BY COMMISSIONER BOWEN TO APPROVE FP 2016-09.**

**MOTION TO APPROVE CARRIED 6-0.**

**E. ADJOURNMENT**

Chairman Randall Shiflet adjourned the meeting at 7:24 p.m.

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Randall Shiflet, Chairman

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Don Bowen, Secretary