

**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 4301 CITY POINT DRIVE  
NORTH RICHLAND HILLS, TX 76180  
OCTOBER 19, 2017**

**WORK SESSION: 6:30 PM**

The Planning and Zoning Commission of the City of North Richland Hills, Texas met in work session on the 19th day of October, 2017 at 6:00 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, Vice Chairman
	Jerry Tyner	Place 2, Secretary
	Justin Welborn	Place 1
	Kathy Luppy	Place 5
	Mason Orr	Place 6

Absent:	Don Bowen	Place 3
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Staff Members:	Clayton Comstock	Planning Manager
	Clayton Husband	Principal Planner
	Chad VanSteenberg	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 6:31 p.m.

**A.1. PLANNING MANAGER REPORT**

Planning Manager Clayton Comstock announced the upcoming events in the city, and construction updates.

Commissioner Kathy Luppy asked about the new business, Overstock and Bargains located at 7520 NE Loop 820 North Richland Hills, Texas.

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

Planning Manager Clayton Comstock discussed item C.1. on the agenda and asked for questions.

Commissioner Jerry Tyner asked about the property to the west of the proposed parking lot.

Mr. Comstock stated there is an abandoned cell tower and industrial style lots on the property.

Commissioner Justin Welborn asked if the facades will all be identical.

Mr. Comstock stated the facades are identical.

Commissioner Kathy Luppy asked about the vacancy rate of the property.

Mr. Comstock stated he is unsure what the actual occupancy rate it.

Chairman Randall Shiflet asked if the address of the proposed parking lot could be changed from Davis Boulevard to Northeast Parkway.

Mr. Comstock stated that it would make sense for the proposed parking lot property to be addressed off Northeast Parkway and could be a recommendation made by the Commission.

Chairman Shiflet then asked if there will be landscaping along the DART right-of-way and the Cottonbelt Trail.

Mr. Comstock stated there is no landscaping illustration, but the site plan does indicate a landscape buffer along the DART right-of-way and the Cottonbelt Trail.

Principal Planner Clayton Husband discussed items C.2. and D.1. on the agenda and asked for any questions.

Commissioner Welborn asked if existing vegetation will need to be removed in order to construct the fence along the west property line.

Mr. Husband stated there are a lot of trees that may be affected based on where the

fence is located.

Commissioner Mason Orr asked if there will be two businesses working on the property.

Mr. Husband stated the vision for the structure currently on the property is to divide the building into two parts for two businesses.

Mr. Husband discussed item D.2. on the agenda and asked for any questions.

## **REGULAR MEETING**

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

Chairman Randall Shiflet called the meeting to order at 7:05 p.m.

Present:	Randall Shiflet	Place 4, Chairman
	Steven Cooper	Place 7, Vice Chairman
	Jerry Tyner	Place 2, Secretary
	Justin Welborn	Place 1
	Kathy Luppy	Place 5
	Mason Orr	Place 6

Absent:	Don Bowen	Place 3
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Staff Members:	Clayton Comstock	Planning Manager
	Clayton Husband	Principal Planner
	Chad VanSteenberg	Planner
	John Chapman	Planning Technician
	Justin Naylor	Civil Engineer
	Marrk Callier	Management Assistant

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

Commissioner Mason Orr led the Pledge of Allegiance to the United States and Texas flags.

### **B. MINUTES**

#### **B.1. APPROVE MINUTES OF THE OCTOBER 5, 2017, PLANNING AND ZONING COMMISSION MEETING.**

**APPROVED**

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A MOTION WAS MADE BY COMMISSIONER KATHY LUPPY, SECONDED BY COMMISSIONER JERRY TYNER TO APPROVE MINUTES OF THE OCTOBER 5, 2017, PLANNING AND ZONING COMMISSION MEETING. MOTION TO APPROVE CARRIED 6-0.

**C. PUBLIC HEARINGS**

**C.1. SDP 2017-02 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM VEENENDAALCAVE, INC. FOR A SPECIAL DEVELOPMENT PLAN AT 8200 NORTHEAST PARKWAY AND 6708 DAVIS BOULEVARD, BEING 9.55 ACRES DESCRIBED AS CULP ADDITION, BLOCK 3, LOT 4, AND CULP ADDITION, BLOCK 1, LOT 1R2.**

**APPROVED WITH CONDITIONS**

Chairman Randall Shiflet introduced the item, opened the public hearing, 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.

Scott Meekins, 1170 Peachtree Street NE, Atlanta, GA 30309, presented the request on behalf of VeenendaalCave, Inc.

Warren Hilla, 1301 Central Expressway, Allen, Texas 75070, also presented the request on behalf of Dynamic Engineering.

Chairman Shiflet asked Mr. Hilla where the dumpster will be situated and if individual mailboxes have been approved by the United States Postal Service.

Mr. Hilla stated individual mail boxes have not been approved yet.

Commissioner Jerry Tyner asked if Crystal Lane will connect to Northeast Parkway.

Chairman Shiflet stated there is already an existing connection.

Commissioner Justin Welborn asked what the material on the bottom of the facade will consist of.

Mr. Meekins stated the material will be an all masonry application.

Commissioner Welborn asked for clarification concerning the design of the individual facades.

Mr. Meekins stated each wing-wall will vary in length, but are similar in design.

Commissioner Welborn asked if the existing trees along the rail will be removed.

Mr. Meekins stated that the trees could potentially be kept.

Commissioner Welborn stated that he would like to see as many mature trees possible to remain on the property.

Commissioner Kathy Luppy asked if there were landscaping along the DART right-of-way.

Mr. Meekins stated that particular portion of the site may need to be investigated more with concerns to landscaping.

Commissioner Tyner asked what the backside of the facade wall will look like.

Mr. Meekins stated the concept plan does not detail what the walls will consist of structurally.

Commissioner Tyner restated his question and asked what will structurally keep the wing-wall grounded.

Mr. Meekins stated the question will need more investigation due to there not being any design plans at the present.

Commissioner Mason Orr asked what the current occupancy rate is.

Mr. Meekins estimated 94 percent.

Vice Chairman Cooper asked that mature trees on the site be preserved.

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

Mr. Comstock presented the staff report.

Chairman Shiflet asked if there is a possibility to ask for a landscaping buffer along the northeast line of the property.

Commissioner Welborn stated the current fence has no issues, and that all healthy trees should remain.

Mr. Comstock stated staff can get more information concerning the current state of the fence and landscaping along the DART right-of-way.

Chairman Shiflet stated some of the trees may be in the DART right-of-way and may not remain.

Chairman Shiflet asked if the motion can include striking the Davis Boulevard address from the proposed parking lot address.

Mr. Comstock stated that the address off Davis Boulevard can be struck and changed to Northeast Parkway.

Chairman Shiflet asked if the proposed permitted uses also allows for the Transit Oriented Development District (TOD) uses.

Mr. Comstock stated staff identified appropriate uses not traditionally within the TOD to be allowed on the property.

Chairman Shiflet stated he sees no issue with the name of Northeast Parkway.

Mr. Comstock stated a warrant for a traffic signal depends on when the west side of Davis Boulevard develops.

Chairman Shiflet stated he would like to see consideration of a striped walkway through the middle of the business complex to the new parking lot.

Mr. Comstock stated he would like to keep walking paths to sidewalks to keep children from walking through the business center.

Chairman Shiflet stated the additional sidewalk would give access for workers as well.

Chairman Shiflet called upon anyone wishing to speak for or against the item.

Those who spoke in opposition for item C.1.:

Jane Burks, 8321 Main Street, North Richland Hills, Texas 76180; David Blagg 6700 Davis Boulevard, North Richland Hills, Texas 76182.

Chairman Shiflet asked for the applicant to respond to any comments made.

Mr. Meekins responded to questions asked by the public and Commission.

Commissioner Welborn asked for clarification concerning the public access through the site from Davis Boulevard.

Mr. Hilla stated the recommendation to include a cross access could be removed.

Chairman Shiflet asked Mr. Comstock for clarification about the cross access easement.

Mr. Comstock stated the intent of the cross access easement was not recommended to send traffic through the property to the west, but to create a common access easement in order to make connections for public safety and stated the Commission may recommend there be a curb to stop traffic passing through.

Commissioner Welborn stated the approach should be abandoned until there is a common access easement.

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

Commissioner Welborn had a question concerning the addressing and asked if the Commission felt the address should be changed.

Chairman Shiflet stated there are no suites on the property with an address off Davis Boulevard and that the address change from Davis Boulevard to Northeast Parkway only refers to the proposed parking lot property to the south.

A MOTION WAS MADE BY COMMISSIONER JUSTIN WELBORN, SECONDED BY VICE CHAIRMAN STEVEN COOPER TO APPROVE SDP 2017-02 WITH FIVE CONDITIONS INCLUDING: READDRESSING THE PROPOSED PARKING LOT PROPERTY FROM DAVIS BOULEVARD TO NORTHEAST PARKWAY, CONSTRUCT ALL PARKING SHOWN ON THE SITE PLAN, REMOVE PAVEMENT ADJACENT TO THE DART RIGHT-OF-WAY TO ADD ADDITIONAL TREES, ADD AN ADDITIONAL DUMPSTER AT THE SOUTHWEST CORNER OF THE PROPERTY, AND ADD A DEAD-END BARRICADE TO THE DRIVE APPROACH AT THE SOUTHERN BOUNDARY UNTIL A CROSS ACCESS AGREEMENT HAS BEEN CREATED. MOTION TO APPROVE WITH CONDITIONS CARRIED 6-0.

C.2. ZC 2016-21 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM AHLERS PROPERTIES, LLC, FOR A ZONING CHANGE FROM OC OUTDOOR COMMERCIAL AND C-2 COMMERCIAL TO RD-PD REDEVELOPMENT PLANNED DEVELOPMENT AT 7707 AND 7709 DAVIS BOULEVARD, BEING 1.4832 ACRES DESCRIBED AS COLLEGE ACRES ADDITION, LOT 1B AND PART OF LOT 1.

**APPROVED WITH CONDITIONS**

Chairman Randall Shiflet stated items C.2 & D.1 will be presented in conjunction with each other.

Chairman Shiflet opened the public hearing for item C.2. ZC 2016-21 and called for Principal Planner Clayton Husband to introduce the request.

Mr. Husband introduced the request.

Chairman Shiflet called the applicant to present the request.

Dan Ahlers, 1445 Shady Oaks Drive, Southlake Texas, 76092, presented their request.

Chairman Shiflet asked for the applicant to speak more about the second phase of the property as well as the access to the property.

Mr. Ahlers responded to Chairman Shilfet's questions.

Chairman Shifet asked for Mr. Husband to present the staff report.

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Mr. Husband presented the staff report.

Vice Chairman Steven Cooper asked why there is a request to not have a masonry wall, and instead have a cedar fence.

Mr. Husband stated the cedar fence could allow mature trees along the property line to be saved.

Chairman Shiflet asked for the setback and height of the sign.

Mr. Husband stated there is no required setback and that the size of the sign will be no greater than 75 square feet.

Mr. Ahlers stated the request for the modification to the masonry fencing 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 KATHY LUPPY, SECONDED BY VICE CHAIRMAN STEVEN COOPER TO APPROVE ZC 2016-21 WITH A MODIFICATION TO THE MASONRY WALL REQUIREMENT. MOTION TO APPROVE WITH CONDITIONS CARRIED 6-0.**

**D. PLANNING AND DEVELOPMENT**

**D.1. RP 2016-11 CONSIDERATION OF A REQUEST FROM AHLERS PROPERTIES, LLC, FOR A REPLAT OF LOT 1B1, BLOCK 1, COLLEGE ACRES ADDITION ON 1.4832 ACRES LOCATED AT 7707 AND 7709 DAVIS BOULEVARD.**

**APPROVED**

Item was presented in conjunction with item C.2.

**A MOTION WAS MADE BY COMMISSIONER JERRY TYNER, SECONDED BY COMMISSIONER MASON ORR TO APPROVE RP 2016-11. MOTION TO APPROVE CARRIED 6-0.**

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**D.2. AP 2017-04 CONSIDERATION OF A REQUEST FROM A.N.A. CONSULTANTS FOR AN AMENDED PLAT OF FRESH MEADOWS ESTATES ON 16.152 ACRES LOCATED IN THE 8400 AND 8500 BLOCKS OF SHADY GROVE ROAD AND 8600 BLOCK OF CLAY HIBBINS ROAD.**

**APPROVED**

Chairman Shiflet introduced the item and called for Principal Planner Clayton Husband to introduce the request.

Mr. Husband introduced the request.

**A MOTION WAS MADE BY COMMISSIONER KATHY LUPPY, SECONDED BY COMMISSIONER JUSTIN WELBORN TO APPROVE AP 2017-04. MOTION TO APPROVE CARRIED 6-0.**

**E. ADJOURNMENT**

Chairman Randall Shiflet adjourned the meeting at 8:31 p.m.

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Randall Shiflet, Chairman

Attest:

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Jerry Tyner, Secretary