

**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
SEPTEMBER 20, 2018**

WORK SESSION

A. CALL TO ORDER

The Planning and Zoning Commission of the City of North Richland Hills, Texas met in work session on the 20th day of September, 2018 at 6:30 p.m. in the City Council Workroom prior to the 7:00 p.m. regular Planning and Zoning Commission meeting.

Present:	Justin Welborn	Place 1, Chairman
	Jerry Tyner	Place 2, Vice Chairman
	Kathy Luppy	Place 5, Secretary
	Don Bowen	Place 3
	Sarah Olvey	Place 4
	Mason Orr	Place 6
	Wendy Werner	Place 7
	Kelvin Deupree	Ex-Officio

Absent:

Staff Members:	Clayton Comstock	Planning Manager
	Clayton Husband	Principal Planner
	Chad VanSteenberg	Planner
	John Chapman	Planning Technician
	Justin Naylor	Civil Engineer

A.1 PLANNING MANAGER REPORT

Planning Manager Clayton Comstock summarized actions taken on planning related items at the September 10, 2018, City Council meeting and provided city announcements. He further discussed development activity in North Richland Hills.

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

Planning Manager Clayton Comstock reviewed the items C.1 and D.1.

September 20, 2018

Planning and Zoning Commission Meeting Minutes

Page 1 of 5

A.3 PRESENTATION ON THE NRH ZONING ORDINANCE

Planning Manager Clayton Comstock introduced the schedule of reviewing the North Richland Hills zoning code.

Principal Planner Clayton Husband presented a general overview of all residential zoning districts, lot and area requirements, and design criteria.

Planning Technician John Chapman presented a general overview of accessory buildings and structures, secondary living units, carports, and solar panels.

Mr. Comstock presented a general overview of the Residential Planned Development District and Residential Infill Planned Development District and design criteria common for these districts.

Chairman Justin Welborn adjourned the meeting at 7:20 p.m.

REGULAR MEETING

A. CALL TO ORDER

Present:	Justin Welborn	Place 1, Chairman
	Jerry Tyner	Place 2, Vice Chairman
	Kathy Luppy	Place 5, Secretary
	Don Bowen	Place 3
	Sarah Olvey	Place 4
	Mason Orr	Place 6
	Wendy Werner	Place 7
	Kelvin Deupree	Ex-Officio

Absent:

Staff Members:	Clayton Comstock	Planning Manager
	Clayton Husband	Principal Planner
	Chad VanSteenberg	Planner
	John Chapman	Planning Technician
	Justin Naylor	Civil Engineer

:Chairman Justin Welborn called the meeting to order at 7:24 p.m.

September 20, 2018

Planning and Zoning Commission Meeting Minutes

Page 2 of 5

A.1 PLEDGE OF ALLEGIANCE

Ex-Officio Kelvin Deupree led the Pledge of Allegiance to United States and Texas flags.

B. MINUTES

B.1. APPROVE MINUTES OF THE SEPTEMBER 6, 2018, PLANNING AND ZONING COMMISSION MEETING.

APPROVED

A MOTION WAS MADE BY COMMISSIONER MASON ORR, SECONDED BY COMMISSIONER KATHY LUPPY TO APPROVE MINUTES OF THE SEPTEMBER 6, 2018, PLANNING AND ZONING COMMISSION MEETING.

MOTION TO APPROVE CARRIED 7-0.

C. PUBLIC HEARINGS

C.1. ZC 2018-11 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM ALPHA LAND SURVEYING, INC. FOR A ZONING CHANGE FROM R-1-S SPECIAL SINGLE-FAMILY TO R-1 SINGLE-FAMILY RESIDENTIAL AT 6779 BRITTANY PARK COURT, BEING 0.526 ACRES DESCRIBED AS A PORTION OF LOT 4, BLOCK 4, MORGAN MEADOWS ADDITION.

APPROVED

Chairman Justin Welborn introduced items C.1 and D.1, stating both will be presented together and voted on separately. Chairman Welborn opened the public hearing for item C.1 and called for Planning Manager Clayton Comstock to introduce the request. Mr. Comstock introduced the request.

Chairman Welborn called for the applicant to present the request.

Ralph Swearingin, 6890 Bluebonnet Court, North Richland Hills, Texas 76182, presented the request.

Randy Shiflet, 7524 Woodhaven Drive, North Richland Hills, Texas 76182, continued to present the request.

September 20, 2018

Planning and Zoning Commission Meeting Minutes

Page 3 of 5

Chairman Welborn and Mr. Shiflet discussed changing the setback for the proposed property on Meadow Road from 25 feet to 35 feet.

Chairman Welborn called for Mr. Comstock to present the staff report. Mr. Comstock presented the staff report.

Commissioner Don Bowen and Mr. Comstock discussed the side building line for the proposed property oriented towards Meadow Road.

Charlene Whitfill Franko, 7444 North Forty Road, North Richland Hills, Texas 76182, spoke in opposition to the request.

Chairman Welborn called for anyone wishing to speak for or against the request to come forward. There being no one wishing to speak, Chairman Welborn closed the public hearing.

Commissioner Sarah Olvey and Mr. Comstock discussed the entrance to the subject property from Brittany Park Court.

Commissioner Mason Orr asked the Commissioner if a condition could be added to require a 35-foot front building line. Chairman Welborn stated that cannot be added to the motion.

A MOTION WAS MADE BY VICE-CHAIRMAN JERRY TYNER, SECONDED BY COMMISSIONER DON BOWEN TO APPROVE ZC 2018-11.

MOTION TO APPROVE CARRIED 7-0.

D. PLANNING AND DEVELOPMENT

D.1. RP 2018-06 CONSIDERATION OF A REQUEST FROM ALPHA LAND SURVEYING, INC., FOR A REPLAT OF LOTS 4R1 AND 4R2, BLOCK 4, MORGAN MEADOWS ADDITION, BEING 1.67 ACRES LOCATED AT 6779 BRITTANY PARK COURT.

APPROVED

This item was presented in conjunction with item C.1.

A MOTION WAS MADE BY COMMISSIONER MASON ORR, SECONDED BY COMMISSIONER SARAH OLVEY TO APPROVE RP 2018-06, SUBJECT TO APPROVAL OF THE ZONING CHANGE (ZC 2018-11).

MOTION TO APPROVE CARRIED 7-0.

E. ADJOURNMENT

Chairman Justin Welborn adjourned the meeting at 7:56 p.m.

Justin Welborn, Chairman

Attest:

Kathy Luppy, Secretary