

**MINUTES OF THE WORK SESSION AND REGULAR MEETING  
OF THE ZONING BOARD OF ADJUSTMENT OF THE  
CITY OF NORTH RICHLAND HILLS, TEXAS  
HELD IN THE CITY COUNCIL WORKROOM, THIRD FLOOR  
JANUARY 24, 2019**

**WORK SESSION**

**A. CALL TO ORDER**

The Zoning Board of Appeals of the City of North Richland Hills, Texas met in work session on the 24th day of January 2019 at 6:30 p.m. in the City Council Workroom prior to the 7:00 p.m. regular session.

Present:	Tom Duer	Place 5, Chairman
	Jim Kemp	Place 1
	Fonda Kunkel	Place 4
	Bill Gibbs	Place 6
	Doris Elston	Place 7
	Thomas Clemmons	Place 2, Alternate
	Steve Koons	Place 3, Alternate

**Absent:**

City Staff:	Clayton Comstock	Planning Director
	Clayton Husband	Principal Planner
	Chad VanSteenberg	Planner
	John Chapman	Planning Technician

Chairman Tom Duer called the work session to order at 6:32 p.m.

**1 PLANNING DIRECTOR REPORT**

Planning Director Clayton Comstock provided an update on City Council approved projects, development activity, and City announcements.

**2 ADMINISTRATION OF THE OATHS OF OFFICE TO ZONING BOARD OF ADJUSTMENT MEMBERS IN PLACES 2 (ALTERNATE), 3 (ALTERNATE), 4, AND 6.**

Planning Technician John Chapman administered the Oaths of Office to Alternate

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Board Member Thomas Clemmons, Alternate Board Member Steve Koons, Board Member Fonda Kunkel, and Board Member Bill Gibbs.

### **3 ELECTION OF OFFICERS**

Chairman Tom Duer opened nominations for chairman.

**A MOTION WAS MADE BY BOARD MEMBER JIM KEMP, SECONDED BY BOARD MEMBER FONDA KUNKEL TO NOMINATE BOARD MEMBER TOM DUER AS CHAIRMAN OF THE ZONING BOARD OF ADJUSTMENT.**

**THE NOMINATION CARRIED 5-0.**

Chairman Tom Duer opened nominations for vice-chair.

**A MOTION WAS MADE BY BOARD MEMBER JIM KEMP, SECONDED BY BOARD MEMBER FONDA KUNKEL TO NOMINATE BOARD MEMBER DORIS ELSTON AS VICE-CHAIR OF THE ZONING BOARD OF ADJUSTMENT.**

**THE NOMINATION CARRIED 5-0.**

### **4 DISCUSS ITEMS FROM THE REGULAR ZONING BOARD OF ADJUSTMENT MEETING.**

No items were discussed during the work session.

Chairman Tom Duer adjourned the work session at 6:59 p.m.

### **REGULAR MEETING**

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

Chairman Tom Duer called the meeting to order at 7:00 p.m.

Present:	Tom Duer	Place 5, Chairman
	Jim Kemp	Place 1
	Fonda Kunkel	Place 4
	Bill Gibbs	Place 6
	Doris Elston	Place 7
	Thomas Clemmons	Place 2, Alternate
	Steve Koons	Place 3, Alternate

Absent:

City Staff:	Clayton Comstock	Planning Director
	Clayton Husband	Principal Planner
	Chad VanSteenberg	Planner
	John Chapman	Planning Technician

**B. MINUTES**

**B.1 APPROVE MINUTES OF THE APRIL 26, 2018, ZONING BOARD OF ADJUSTMENT MEETING.**

**APPROVED**

**A MOTION WAS MADE BY BOARD MEMBER JIM KEMP, SECONDED BY BOARD MEMBER BILL GIBBS TO APPROVE MINUTES OF THE APRIL 26, 2018, ZONING BOARD OF ADJUSTMENT MEETING.**

**MOTION TO APPROVE CARRIED 5-0.**

**C. GENERAL ITEMS**

**C.1 BA 2019-01 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM WRAYMON E. HILL FOR A VARIANCE TO SECTION 118-313 (LOT AND AREA REQUIREMENTS) AT 3840 DIAMOND LOCH WEST, BEING 0.43 ACRES DESCRIBED AS LOT 28, BLOCK 2, DIAMOND LOCH ADDITION.**

Chairman Tom Duer read the rules and regulations of the Zoning Board of Adjustment.

Chairman Duer introduced the item, and called for Principal Planner Clayton Husband to introduce the request. Mr. Husband introduced the request.

Chairman Duer asked Mr. Husband for the street address of the residence adjacent to the panhandle of the subject property to check against registered letters of opposition and support. Mr. Husband stated 3844 Diamond Loch West.

Chairman Duer called for the applicant to present the request and be sworn in prior

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to speaking.

The applicant, Patrick Clonan, 8682 Spring Garden, Fort Worth, Texas 76244, was sworn in by Chairman Duer and presented the request.

Mr. Clonan stated the request is to obtain a variance to front building line for a porte-cochere, and a variance to the rear and side yard setbacks for a patio cover.

Board Member Gibbs asked the applicant if any other property in the subdivision has a panhandle abutment leading into the retention pond. Mr. Gibbs also asked if the stained wood and wood columns will blend in with the wood color on the residence.

Referring to the question by Board Member Gibbs concerning other lots within the subdivision with a panhandle abutment leading into the water, Clayton Comstock stated there are about a half-dozen lots with similar characteristics.

The Board asked when the structure was constructed in the rear yard. Mr. Husband stated he is not aware of the exact date.

**A MOTION WAS MADE BY BOARD MEMBER BILL GIBBS, SECONDED BY BOARD MEMBER JIM KEMP TO APPROVE BA 2019-01 SUBJECT TO THE FINISH COLORS OF THE PORTE-COCHERE MUST MATCH THE COLORS OF THE EXISTING HOUSE, THE ROOF MATERIALS OF THE PORTE-COCHERE MUST MATCH THE COLOR AND STYLE OF THE ROOF MATERIALS OF THE EXISTING HOUSE, AND THE COLUMNS OF THE PORTE-COCHERE MUST BE WRAPPED IN A STONE MASONRY FINISH THAT IS SIMILAR IN COLOR AND APPEARANCE OF THE EXISTING HOUSE.**

**MOTION TO APPROVE CARRIED 5-0.**

#### **D. ADJOURNMENT**

Chairman Tom Duer adjourned the meeting at 7:29 p.m.

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Tom Duer, Chairman

Attest:

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John Chapman, Secretary