

**RICHLAND HILLS PLANNING & ZONING COMMISSION  
REGULAR MEETING  
CITY HALL, 3200 DIANA DRIVE  
NOVEMBER 30, 2021  
MINUTES**

Members Present

Michael Wilson, Chair  
Kenneth Keating, Place 1

Mary Witt, Place 4  
Kelle Jones, Place 5

Alternate Members Present

Theresa Bledsoe, Alternate 2

Staff Present

Logan Thatcher, Assistant to the City Manager  
Cathy Bourg, City Secretary  
Alecia Kreh, City Attorney

Members Absent

Jackson Durham, Place 3

Mary Sullivan, Alternate 1

**1. CALL TO ORDER**

Commission Chair Wilson called to order at 6:00 p.m.

**2. EXECUTIVE SESSION**

- A. Executive Session:** Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Section 551.071. Refer to posted list attached hereto and incorporated herein. **Executive Session may be held, under these exceptions, at any time during the meeting that a need arises for the Planning and Zoning Commission to seek advice from the City Attorney as to the posted subject matter of this Planning and Zoning Commission meeting.**

Chair Wilson convened into executive session. Time: 6:00 p.m.

- B. Reconvene:** Action necessary on items discussed in Executive Session

Chair Wilson reconvened into open session. Time: 6:12 p.m.

### 3. PUBLIC COMMENTS

None

### **REGULAR AGENDA**

#### **4. Approve minutes from the October 26, 2021 Planning and Zoning Commission meeting.**

**Motion:** Motion was made by Commission Member Jones and seconded by Commission Member Witt to approve the minutes from the October 26, 2021 Planning and Zoning Commission meeting.

Motion carried by a vote of 5-0.

#### **5. Consider a zoning change request from MF-1 Two-Family (Duplex) Residential to Planned Development for the properties described as lot 5, Block 3, McCoy Addition to Richland Hills, Tarrant County, Texas otherwise known as 3800 Cagle Drive, Richland Hills, Texas 76118 and 3802 Cagle Drive, Richland Hills, Texas 76118. PUBLIC HEARING**

Logan Thatcher, Assistant to the City Manager presented a zoning change request from MF-1 Two-Family (Duplex) Residential to Planned Development for the properties described as lot 5, Block 3, McCoy Addition to Richland Hills, Tarrant County, Texas otherwise known as 3800 Cagle Drive, Richland Hills, Texas 76118 and 3802 Cagle Drive, Richland Hills, Texas 76118.

The applicants for this zoning change are Louisa Magee and Gemma Parrish. Louisa Magee owns 3802 Cagle Drive while Gemma Parrish owns 3800 Cagle Drive. They are requesting a zoning change from MF-1 Two-Family (Duplex) Residential through a planned development to retain MF-1 Two-Family (Duplex) residential use. Louisa Magee would like to sell her property; however, the duplex is currently platted as one lot attached to Gemma Parrish's property. In order to sell the property, she does need to separate her side of the property that she owns.

Louisa Magee spoke regarding her request and answered questions from the commission.

Chair Wilson opened the public hearing for item 5 and item 6 – Time 6:23 p.m.

None

Chair Wilson closed the public hearing for item 5 and item 6 – Time 6:23 p.m.

**Motion:** Motion was made by Commission Member Bledsoe and seconded by Commission Member Keating to approve a zoning change request from

MF-1 Two-Family (Duplex) Residential to Planned Development for the properties described as lot 5, Block 3, McCoy Addition to Richland Hills, Tarrant County, Texas otherwise known as 3800 Cagle Drive, Richland Hills, Texas 76118 and 3802 Cagle Drive, Richland Hills, Texas 76118.

Motion carried by a vote of 5-0.

**6. Consider a Replat for the property described as Lot 5, Block 3, McCoy Addition to Richland Hills, Tarrant County, Texas otherwise known as 3800 Cagle Drive, Richland Hills, Texas 76118 and 3802 Cagle Drive, Richland Hills, Texas 76118. PUBLIC HEARING**

Logan Thatcher, Assistant to the City Manager presented a Replat for the property described as Lot 5, Block 3, McCoy Addition to Richland Hills, Tarrant County, Texas otherwise known as 3800 Cagle Drive, Richland Hills, Texas 76118 and 3802 Cagle Drive, Richland Hills, Texas 76118.

Chair Wilson opened the public hearing for item 5 and item 6 – Time 6:23 p.m.

None

Chair Wilson closed the public hearing for item 5 and item 6 – Time 6:23 p.m.

**Motion:** Motion was made by Commission Member Jones and seconded by Commission Member Witt to recommend approval of a final plat of Lot 5, Block 3, McCoy Addition to Richland Hills, Tarrant County, Texas otherwise known as 3800 Cagle Drive, Richland Hills, Texas 76118 and 3802 Cagle Drive, Richland Hills, Texas 76118.

Motion carried by a vote of 5-0.

**7. ADJOURNMENT**

There being no further business to come before the Commission, Chair Wilson declared the meeting adjourned at 6:25 p.m.

**ATTEST:**

**APPROVED:**

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Lindsay Wells, City Secretary

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Michael Wilson, Chairman