

**PLANNING AND ZONING COMMISSION
MEETING AGENDA
CITY HALL, 3200 DIANA DRIVE
July 25, 2023 at 6:00 PM**

1. CALL TO ORDER

2. EXECUTIVE SESSION

Executive Session: Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Section 551.071. **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.**

3. PUBLIC COMMENTS

This is the public's opportunity to address the Planning & Zoning Commission about non-agenda items. In compliance with the Texas Open Meetings Act, Commission members and city staff are prevented from discussing non-agenda items and may only respond with statements of factual information or existing city policy.

REGULAR AGENDA

4. Approve minutes from the May 23, 2023 Planning and Zoning Commission meeting
5. Consider a Specific Use Permit to permit the use "Outside Storage, Incidental Use" at the property described as Block 4 Lot 15 Henry A L Subdivision, Richland Hills, Texas, otherwise known as 6821 Baker Boulevard, Richland Hills, Texas 76118. **Public Hearing**

6. ADJOURNMENT

A quorum of the City Council or other Boards may be present at this meeting

CERTIFICATE

I hereby certify that the above agenda was posted on this the 20th day of July 2023 by 5:30 p.m. on the official bulletin board at the Richland Hills City Hall, 3200 Diana Drive, Richland Hills, Texas, pursuant to the Texas Government Code, Chapter 551.

Lindsay Rawlinson

Lindsay Rawlinson
City Secretary



ACCESSIBILITY STATEMENT

The Facility is wheelchair accessible. If you plan to attend this public meeting and have a disability that requires special arrangements, please notify the City Secretary 48 hours in advance at (817) 616-3810 and reasonable accommodations will be made to assist you.

Memorandum

To: Richland Hills Planning and Zoning Commission

From: Lindsay Rawlinson, City Secretary

Date: July 25, 2023

Subject: Minutes from the May 23, 2023 Regular Planning and Zoning Commission Meeting

Agenda Item:

Approve minutes from the May 23, 2023 Planning and Zoning Commission meeting.

Background Information:

N/A

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

May 23, 2023 Draft Minutes

Suggested Motion:

Motion to approve the minutes from the May 23, 2023 Planning and Zoning Commission meeting.

**RICHLAND HILLS PLANNING & ZONING COMMISSION
REGULAR MEETING
CITY HALL, 3200 DIANA DRIVE
MAY 23, 2023
MINUTES**

Members Present

Michael Wilson, Chair
Jackson Durham, Place 3
Mary Witt, Place 4

Members Absent

Kenneth Keating, Place 1
Kelle Jones, Place 5

Alternate Members Absent

Mary Sullivan, Alternate 1

Staff Present

Logan Thatcher, Assistant to the City Manager
Lindsay Rawlinson, City Secretary
Rachel Raggio, City Attorney

1. CALL TO ORDER

Chair Wilson called to order at 6:05 p.m.

2. EXECUTIVE SESSION

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.

None.

3. PUBLIC COMMENTS

None

REGULAR AGENDA

4. Approved minutes from the March 28, 2023 Planning and Zoning Commission meeting.

Motion: Motion was made by Commissioner Durham and seconded by Commissioner Witt to approve the minutes from the March 28, 2023 Planning and Zoning Commission meeting.

Motion carried by a vote of 4-0.

- 5. Approved a Final Plat for the property described as Block L Lots 7 and 8A Richland Hills Addition, otherwise known as 7145 Baker Boulevard, Richland Hills, Texas 76118 and Block L Lot 6 Richland Hills Addition, otherwise known as 7151 Baker Boulevard, Richland Hills, Texas.**

Commissioner Durham recused himself from this item and left the meeting at 6:07 p.m.

Assistant to the City Manager Logan Thatcher presented the item to the Commission and advised that the development known as Richland Crossing has submitted a final plat for the development. The plat must formally be submitted and filed with the City and will be presented for City Council consideration on June 26, 2023.

Motion: Motion was made by Chair Wilson and seconded by Commissioner Witt to approve a Final Plat for the property described as Block L Lots 7 and 8A Richland Hills Addition, otherwise known as 7145 Baker Boulevard, Richland Hills, Texas 76118 and Block L Lot 6 Richland Hills Addition, otherwise known as 7151 Baker Boulevard, Richland Hills, Texas.

Motion carried by a vote of 2-0.

6. ADJOURNMENT

Chair Wilson declared the meeting adjourned at 6:09 p.m.

ATTEST:

APPROVED:

Lindsay Rawlinson, City Secretary

Michael Wilson, Chairman

Memorandum

To: Richland Hills Planning and Zoning Commission

From: Logan Thatcher, Assistant to the City Manager

Date: July 25, 2023

Subject: Specific Use Permit – “Outside Storage”

Agenda Item:

Consider a Specific Use Permit to permit the use “Outside Storage, Incidental Use” at the property described as Block 4 Lot 15 Henry A L Subdivision, Richland Hills, Texas, otherwise known as 6821 Baker Boulevard, Richland Hills, Texas 76118. **Public Hearing**

Background Information:

The applicant for this Specific Use Permit is Joe Cortez with True North Data, LLC. The property is 6821 Baker Boulevard, suite C. Mr. Cortez is asking that the incidental use of outside storage be added to park vehicles behind the building. There is currently a 8’ vinyl fence with a gate that is existing. The enclosed fence area is 3,280 square feet.

Financial Considerations:

There are not any financial considerations for the replat.

Board/Citizen Input:

Planning and Zoning Commission consideration: July 25, 2023

City Council consideration: August 8, 2023

Attachments:

Application
Property Photos
Site Plan

Suggested Motion:

Motion to approve a Specific Use Permit to permit the use “Outside Storage, Incidental Use” at the property described as Block 4 Lot 15 Henry A L Subdivision, Richland Hills, Texas, otherwise known as 6821 Baker Boulevard, Richland Hills, Texas 76118.



City of Richland Hills Zoning Application

Application Type

- Specific Use Permit
- Planned Development
- Zoning Text Amendment
- Zoning Map Amendment

Applicant Information

Applicant's Name: JOE CORTEZ

Business Name: TRUE NORTH DATA, LLC

Phone: 972-679-2744 Email TRUENORTHDATA@GMAIL.COM

Property Information

Property Address 6821 BAKER BLVD #C Square Feet 311 (4,025 S.F. TOTAL BLDG.)

Building Owner OMAR SOTO Deed Date 05-09-2022

Company DGO PROPERTY, LLC Phone 682-704-8748

Owner Address 6821 BAKER BLVD #B RICHLAND HILLS, TX 76118

Owner's Phone # 817-602-9695 Owner's Email OMAR.SOTO@DGOCONSTRUCTION.COM

Previous Occupant VACANT

Current Zoning MX

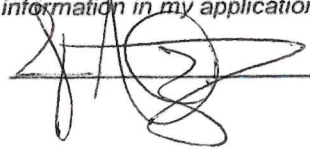
Zoning Request

Please describe the nature of your request

SEE ATTACHED LETTER

Signature

I certify that my answers are true and complete to the best of my knowledge and I understand that false or misleading information in my application may result in zoning violations.

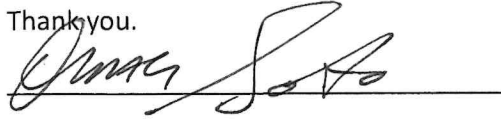
Signature:  Date: 7/10/23

July 25, 2023
5-3
Monday, July 10, 2023

To whom it may concern:

I, Omar Soto, owner of the subject tract located at 6821 Baker Blvd. Richland Hills, TX 76118 do hereby grant open storage parking (pending city approval) of pick-up trucks to True North Data, LLC, a land surveying company, to be parked overnight within the enclosed gated area in the rear of the building. The 8' Vinyl gate and fenced area meets the City of Richland Hills building requirements.

Thank you.

A handwritten signature in black ink, appearing to read "Omar Soto", is written over a solid horizontal line.

Omar Soto - Owner

6821 Baker Boulevard

