

**RICHLAND HILLS PLANNING & ZONING COMMISSION  
REGULAR MEETING  
SEPTEMBER 26, 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 6:08 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**

Debbie Conley, 3328 Kingsbury Drive, Richland Hills, expressed concern about her driveway and mentioned the City formerly had a Beautification Committee and hoped it returned.

**REGULAR AGENDA**

**4. Approved minutes from the July 25, 2023 Planning and Zoning Commission meeting.**

**Motion:** Motion was made by Commissioner Witt and seconded by Commissioner Durham to approve the minutes from the July 25, 2023 Planning and Zoning Commission meeting.

Motion carried by a vote of 3-0.

**5. Approved a zoning change from Single Family-10 to Mixed Use at the property described as Block 29 Lot 24 N 150' of Lot 24, Richland Hills addition, Richland Hills, Texas, otherwise known as 6831 Baker Boulevard, Richland Hills, Texas 76118 and the property described as Block 29 Lot 24A, Richland Hills addition, Richland Hills, Texas, otherwise known as 6831 Baker Boulevard. PUBLIC HEARING**

Assistant to the City Manager Logan Thatcher presented the item to the Commission and advised that applicant Kairi Gardner with LE Engineering is seeking to rezone the property at 6831 Baker Boulevard. The property is one lot but has two separate Tarrant Appraisal District (TAD) accounts that are addressed as 6831 Baker Boulevard. The southern portion off Baker Boulevard is zoned Mixed Use, while the property just north is zoned Single Family-10. The applicant has purchased the property which includes both portions of the lot and is requesting that the zoning be congruent by rezoning the back portion to Mixed Use. The Future land use plan references Mixed Use for the south side of the lot and Single Family-10 for the north portion.

Mr. Thatcher advised that the property had needed a lot of remediation and the applicant has done significant work already such as removing mold.

Chair Wilson opened the public hearing at 6:16 p.m. and asked to hear from any proponents followed by opponents of the case.

Debbie Conley, 3328 Kingsbury Drive, Richland Hills, expressed concern regarding the noise from the construction.

Kathy Spradlin, 3316 Henry, Richland Hills, expressed appreciation for the improvements that have been completed already.

Matt Clover, 6809 Davidson Drive, Richland Hills, expressed concern regarding the brightness and direction of a security light at the rear of the property and asked that it be aimed a different direction.

Louis Hernandez, LE Engineering, apologized for the noise during construction. He confirmed that they do not fabricate their materials onsite normally but they are doing the improvements themselves and confirmed once construction is complete, it will be rare for noise to be heard. He has been pleased with the process of improving the property.

Chair Wilson closed the public hearing at 6:27 p.m.

**Motion:** Motion was made by Commissioner Durham and seconded by Commissioner Witt to approve a zoning change from Single Family-10 to

Mixed Use at the property described as Block 29 Lot 24 N 150' of Lot 24, Richland Hills addition, Richland Hills, Texas, otherwise known as 6831 Baker Boulevard, Richland Hills, Texas 76118 and the property described as Block 29 Lot 24A, Richland Hills addition, Richland Hills, Texas, otherwise known as 6831 Baker Boulevard.

Motion carried by a vote of 3-0.

**6. Approved a Specific Use Permit to permit the use “Outside Storage, Incidental Use” at the property described as Block 29 Lot 24 N 150’ of Lot 24, Richland Hills addition, Richland Hills, Texas, otherwise known as 6831 Baker Boulevard, Richland Hills, Texas 76118 and the property described as Block 29 Lot 24A, Richland Hills addition, Richland Hills, Texas, otherwise known as 6831 Baker Boulevard. PUBLIC HEARING**

Assistant to the City Manager Logan Thatcher presented the item to the Commission and advised that applicant Kairi Gardner with LE Engineering is seeking a Specific Use Permit (SUP) for his property at 6831 Baker Boulevard for “Outside Storage and Display, incidental use.” The applicant will be storing vehicles, and occasionally some equipment. They plan to screen the entire back portion for the outside storage with the proper material with an eight-foot masonry wall.

Discussion ensued regarding fencing the entire property and gate access for vehicles.

Chair Wilson opened the public hearing at 6:34 p.m. and asked to hear from any proponents followed by opponents of the case.

Louis Hernandez, LE Engineering, advised that they will be installing a brand new, eight-foot fence to allow vehicles and a fork lift to park at the back of the property and cleaning up the property overall.

Discussion ensued regarding building new curb cuts and a proper ingress into the property from the street.

Chair Wilson closed the public hearing at 6:40 p.m.

**Motion:** Motion was made by Commissioner Witt and seconded by Commissioner Durham to approve a Specific Use Permit to permit the use “Outside Storage, Incidental Use” at the property described as Block 29 Lot 24 N 150’ of Lot 24, Richland Hills addition, Richland Hills, Texas, otherwise known as 6831 Baker Boulevard, Richland Hills, Texas 76118 and the property described as Block 29 Lot 24A, Richland Hills addition, Richland Hills, Texas, otherwise known as 6831 Baker Boulevard.

Motion carried by a vote of 3-0.

**7. Approved a zoning text amendment to Chapter 90 of the Comprehensive Zoning Ordinance of the City of Richland Hills by amending Article 8 to add a**

**definition for Fleet Vehicle and to amend the definition of “Outside Storage and Display” and “Office, Administrative, Medical or Professional.” PUBLIC HEARING**

Assistant to the City Manager Logan Thatcher presented the item to the Commission and advised that the proposed ordinance amends Chapter 90 of the Comprehensive Zoning Ordinance by adding a clear definition for Fleet Vehicle and amending definitions that reference fleet vehicles.

Discussion ensued regarding fleet versus repair vehicles as well as heavy load vehicles defined.

Chair Wilson opened the public hearing at 6:54 p.m. and asked to hear from any proponents followed by opponents of the case.

Hearing none, Chair Wilson closed the public hearing at 6:54 p.m.

**Motion:** Motion was made by Chair Wilson and seconded by Commissioner Durham to approve a zoning text amendment to Chapter 90 of the Comprehensive Zoning Ordinance of the City of Richland Hills by amending Article 8 to add a definition for Fleet Vehicle and to amend the definition of “Outside Storage and Display” and “Office, Administrative, Medical or Professional” with the recommendation to ensure box trucks are excluded from the definition of a fleet vehicle.

Motion carried by a vote of 3-0.

**8. Approved a zoning text amendment to Chapter 90 of the Comprehensive Zoning Ordinance of the City of Richland Hills by amending Article 3 to allow for certain alcohol related uses to be an authorized use by right or by specific use permit within specified zoning districts, and to establish conditional development standards for certain alcohol related uses, and to amend Article 8 to add definitions for certain alcohol related uses. PUBLIC HEARING**

Assistant to the City Manager Logan Thatcher presented the item to the Commission and advised that in December 2000, Richland Hills voters approved two local option elections to allow “the legal sale of beer and wine for off-premises consumption only” and “the legal sale of mixed beverages in restaurants by food and beverage certificate holders only”. In October 2000, the Planning and Zoning Commission discussed adding alcohol uses including definitions of brewery, brewpub, tap room, wine bar, and winery to the Comprehensive Zoning Ordinance in correlation with the local options but the uses were never formally approved and codified by the Planning and Zoning Commission and City Council.

Additionally, on November 7, 2023, a local option election will be held to allow “the legal sale of all alcoholic beverages for off-premise consumption only.” The proposed ordinance adds definitions and zoning specifications to the previously approved alcohol uses as well as the definition of a package liquor store.

Discussion ensued regarding the percentages set by the Texas Alcoholic Beverage Code related to bars and wine bars.

Chair Wilson opened the public hearing at 7:06 p.m. and asked to hear from any proponents followed by opponents of the case.

Hearing none, Chair Wilson closed the public hearing at 7:06 p.m.

**Motion:** Motion was made by Chair Wilson and seconded by Commissioner Durham to approve a zoning text amendment to Chapter 90 of the Comprehensive Zoning Ordinance of the City of Richland Hills by amending Article 3 to allow for certain alcohol related uses to be an authorized use by right or by specific use permit within specified zoning districts, and to establish conditional development standards for certain alcohol related uses, and to amend Article 8 to add definitions for certain alcohol related uses.

Motion carried by a vote of 3-0.

## 9. ADJOURNMENT

Chair Wilson declared the meeting adjourned at 7:07 p.m.

**ATTEST:**

**APPROVED:**

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Lindsay Rawlinson, City Secretary

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Michael Wilson, Chairman