

**PLANNING AND ZONING COMMISSION  
MEETING AGENDA  
CITY HALL, 3200 DIANA DRIVE  
January 28, 2025, 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 December 17, 2024, Planning and Zoning Commission meeting
5. Consider Ordinance 1521-25 a Specific Use Permit (2024-1084) to permit a "Live/Work Unit" for the property described as Hayworth Sol Survey, Abstract 710, Tract 2A04K, otherwise known as 3917 Booth Calloway Rd, 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 23<sup>rd</sup> day of January 2025 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: January 28, 2025

Subject: Minutes from the December 17, 2024 Regular Planning and Zoning Commission Meeting

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## **Agenda Item:**

Approve minutes from the December 17, 2024 Planning and Zoning Commission meeting.

## **Background Information:**

N/A

## **Financial Considerations:**

N/A

## **Legal Review:**

N/A

## **Board/Citizen Input:**

N/A

## **Attachments:**

December 17, 2024 Draft Minutes

## **Suggested Motion:**

Motion to approve the minutes from the December 17, 2024 Planning and Zoning Commission meeting.

**RICHLAND HILLS PLANNING & ZONING COMMISSION  
REGULAR MEETING  
DECEMBER 17, 2024  
MINUTES**

Members Present

Michael Wilson, Chair  
Jackson Durham, Place 3  
Mary Witt, Place 4  
Keith Albee, Alternate 1  
Ray Stilwell, Alternate 2

Members Absent

Kenneth Keating, Place 1  
Kelle Jones, Place 5

Staff Present

JP Ducay, Director of Planning and Development Services  
Lindsay Rawlinson, City Secretary  
Elizabeth Yelverton, City Attorney

**1. CALL TO ORDER**

Chair Wilson called to order at 6:00 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 October 22, 2024 Planning and Zoning Commission meeting**

**Motion:** Motion was made by Commissioner Durham and seconded by Commissioner Witt to approve the minutes from the October 22, 2024 Planning and Zoning Commission meeting.

Motion carried by a vote of 3-0.

**5. Approved Ordinance 1518-25 a zoning text amendment to Chapter 90 of the Comprehensive Zoning Ordinance of the City of Richland Hills by amending Article 3, Section 3.02 “Use Chart”, to allow for the use of “Hall, Reception/Banquet/Meeting” by specific use permit in the P, Professional Office zoning district. PUBLIC HEARING**

Director of Planning and Development Services JP Ducay presented the item to the Commission and advised that on November 4, 2024, City staff was made aware of a private event venue operating at 7272 Glenview Drive. After further review, it was determined that the private event business was operating in the same building and as an extension of an existing bridal shop business. The bridal shop received its Certificate of Occupancy in March 2022. According to the certificate of occupancy, the business was designated as “Retail, store and shop” which is allowed by right in the Professional Office zoning district. The Certificate of Occupancy did not permit private events to operate at this location. According to the zoning ordinance, a private event business, such as the one operating at 7272 Glenview Drive, would be categorized as a “Hall, Reception/ Banquet/ Meeting” use. This use is not permitted in the subject Professional Office zoning district.

The owner was informed that the private event business would not be allowed to operate at this location unless changes to the zoning ordinance were made. After detailed discussions with City staff, the owner submitted a zoning text amendment requesting to amend the use chart to permit the use of “Hall, Reception/Banquet/Meeting” by Specific Use Permit (SUP) in the P, Professional Office zoning district.

The recently adopted Glenview Corridor Plan established a vision for this area to function as a key entrance to Richland Hills that hosts a broad array of restaurants, shops, and housing options. This corridor can serve as a destination with higher-quality mixed-uses and place making elements that attract people to live, work, and play. The proposed zoning text amendment is in general compliance with goals and visions set forth by the Glenview Corridor Plan.

Discussion ensued regarding zoning changes allowed by right and the areas of the city affected by the zoning change.

Mr. Ducay advised that the new zoning will not be allowed by right. Anyone requesting to use this particular zoning would be required to apply for a Specific Use Permit. Additionally, he stated that the Glenview corridor is the only area of the City with the Professional Office zoning district.

Chair Wilson opened the public hearing at 6:11 p.m. and asked to hear from any proponents followed by opponents of the case.

Angela Campbell Zier, 7272 Glenview Drive, Richland Hills, provided a brief overview of her venue.

Billy Goodwin, 7225 Hardisty, Richland Hills, expressed concern regarding parking issues and late night events.

Chair Wilson closed the public hearing at 6:16 p.m.

Discussion ensued regarding requirements for future specific use permits.

**Motion:** Motion was made by Commissioner Witt and seconded by Commissioner Albee to approve Ordinance 1518-25 a zoning text amendment to Chapter 90 of the Comprehensive Zoning Ordinance of the City of Richland Hills by amending Article 3, Section 3.02 “Use Chart”, to allow for the use of “Hall, Reception/Banquet/Meeting” by specific use permit in the P, Professional Office zoning district.

Motion carried by a vote of 3-0.

**6. Approved Ordinance 1519-25 a conditional Specific Use Permit (2024-1050) to permit a “Hall, Reception/Banquet/Meeting” use for the property described as Lot 1, Block 20, Richland Hills Addition, Richland Hills, Texas, otherwise known as 7272 Glenview Dr, Richland Hills, Texas 76118. PUBLIC HEARING**

Director of Planning and Development Services JP Ducay presented the item to the Commission and advised that on November 20, 2024, an application was submitted by owner Angela Campbell Zier requesting a conditional Specific Use Permit (SUP) allowing for the use of “Hall, Reception/Banquet/Meeting” in the P, Professional Office Zoning District for 7272 Glenview Drive. The subject property is approximately 0.39 acres and contains a 1,400 square-foot bridal shop known as Swoon Worthy Bridal.

On November 4, 2024, City staff was made aware of a private event venue operating at 7272 Glenview Drive. After further review, it was determined that the private event business was operating on the same property and as an extension of the bridal shop Swoon Worthy Bridal. Swoon Worthy Bridal received its Certificate of Occupancy in March 2022. According to the Certificate of Occupancy, the business was designated as “Retail, store and shop” which is allowed by right in the Professional Office zoning district. The Certificate of Occupancy did not permit private events to operate at this location. According to the zoning ordinance, a private event business such as the one operating at 7272 Glenview Drive would be categorized as a “Hall, Reception/Banquet/Meeting” use. This use is not permitted in the subject Professional Office zoning district.

After detailed discussions with City staff, the owner submitted a zoning text amendment requesting to amend the use chart to permit the use of “Hall, Reception/Banquet/Meeting” by SUP in the P, Professional Office zoning district. Contingent upon City Council approval of the previous agenda item, the owner is requesting the subject SUP to allow for the use of “Hall, Reception/Banquet/Meeting” with conditions in the P, Professional Office Zoning District for 7272 Glenview Drive.

The proposed conditions are as follows:

1. Valet parking shall be provided for all private events held at the subject location.
  - a. Permitted private event parking areas shall be limited to 7272 and 7255 Glenview Drive.
  - b. Vehicles shall be parked on-site and on an approved surface.

Chair Wilson opened the public hearing at 6:28 p.m. and asked to hear from any proponents followed by opponents of the case.

Angela Campbell Zier, 7272 Glenview Drive, provided a brief presentation regarding the event space and the background for requesting this use. She clarified that events will be small and held outside in the garden area. The one event held thus far had 40 people in attendance with no issues. Additionally, she advised that she has contracted with Richland Hills Police Department to provide an off-duty officer for events.

Billy Goodwin, 7225 Hardisty, Richland Hills, expressed his support for the application, stating that he feels she will be good to work with.

Chair Wilson closed the public hearing at 6:42 p.m.

Further discussion ensued regarding occupancy limits for indoor and outdoor spaces.

Mr. Ducay advised that occupancy limits are generally referring to indoor spaces but a condition will need to be added to the Certificate of Occupancy to account for occupancy limits in outdoor spaces.

Ms. Campbell Zier reiterated that she is seeking to provide an intimate venue for small numbers of guests.

**Motion:** Motion was made by Chair Wilson and seconded by Commissioner Witt to approve Ordinance 1519-25 a conditional Specific Use Permit (2024-1050) to permit a "Hall, Reception/Banquet/Meeting" use for the property described as Lot 1, Block 20, Richland Hills Addition, Richland Hills, Texas, otherwise known as 7272 Glenview Dr, Richland Hills, Texas 76118.

Motion carried by a vote of 3-0.

## 7. ADJOURNMENT

Chair Wilson declared the meeting adjourned at 6:48 p.m.

**ATTEST:**

**APPROVED:**

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Lindsay Rawlinson, City Secretary

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Michael Wilson, Chairman

# Memorandum

To: Richland Hills Planning and Zoning Commission

From: JP Ducay, Director of Planning and Development Services

Date: January 28, 2025

Subject: 3917 Booth Calloway – Live/Work Unit SUP

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## **Agenda Item:**

Consider Ordinance 1521-25 a Specific Use Permit (2024-1084) to permit a “Live/Work Unit” for the property described as Hayworth Sol Survey, Abstract 710, Tract 2A04K, otherwise known as 3917 Booth Calloway, Richland Hills, Texas 76118. **Public Hearing**

## **Background Information:**

On December 16, 2024, an application was submitted by Jing Yi Tsing (owner/applicant) requesting a SUP, Specific Use Permit, allowing for the use of “Live/Work Unit” in the MX, Mixed Use Zoning District for 3917 Booth Calloway Rd. The subject 0.8-acre property contains a 2,400 square-foot building operating as A Chinese Wellness Center and as the primary residence of the business owner.

In August 2024, the Development Services department received an anonymous complaint that the wellness center business was performing services without the proper licenses. The city investigated this claim and determined that services were being provided without the proper or active licenses. Subsequently, the Certificate of Occupancy was pulled and cease and desist business operation tags were placed on the business. The owner was informed that the proper licenses and supplemental documentation would need to be submitted in order to update the Certificate of Occupancy and bring the business into compliance. However, during this investigation, staff was made aware that a separate portion of the building was being utilized as the primary residence of the owner and her family. City records, including the Certificate of Occupancy, did not acknowledge a residential element in the subject building. Subsequently, the residential element shall also be brought into compliance with the current Mixed Use (MX) zoning standards and acknowledged on the Certificate of Occupancy. In attempt to bring the residential portion into compliance, the owner is requesting a SUP to allow for the use of “Live/Work Unit” at 3917 Booth Calloway.

According to the owner, the building was purchased in 1998 as a single-family home. The owner and her family moved into the home after purchasing. In 1999, the owner submitted several permits to expand the structure, pour a parking lot, and install signage. These permits were an effort to construct the necessary commercial elements that would allow for the eventual operation of the wellness center business. The original single-family portion of the building was never converted and has remained the primary residence of the owner and her family since 1998.

City records indicate that these permits were submitted in 1999, however, there is no mention or acknowledgement of a dual commercial/residential use of the building. This SUP request is an attempt to allow for the continued residential use of the building.

According to the zoning ordinance, the use of "Live/Work Unit" is defined as a single unit (e.g., studio, loft, or one bedroom) consisting of both a commercial/office and a residential component that is occupied by the same resident. The live/work unit shall be the primary dwelling of the occupant.

**Planning Analysis:**

The City's 2014 Comprehensive Plan designates the subject area as Mixed Use. This land use type is intended to support a compact mix of office, retail, cultural facilities, and medium-to-high density housing, providing the residents with a vibrant blend of opportunities to live, work, shop and play within a closely defined area. This land use category should incorporate a range of building structures and land uses, including multi-story residential above retail, townhomes and single-family residences.

**Financial Considerations:**

There are not any financial considerations for the SUP.

**Board/Citizen Input:**

Planning and Zoning Commission consideration: January 28, 2025  
City Council consideration: February 10, 2025

**Attachments:**

Application, Personal Narrative, and Images  
Property Photos  
Draft Ordinance 1521-25  
Sections 6.08 Specific Use Permit (SUP)

**Suggested Motion:**

Motion to \_\_\_\_\_ Ordinance 1521-25 a Specific Use Permit (2024-1084) to permit a "Live/Work Unit" for the property described as Hayworth Sol Survey, Abstract 710, Tract 2A04K, otherwise known as 3917 Booth Calloway, Richland Hills, Texas 76118.



# Richland Hills Development Services

3200 Diana Drive | Richland Hills, TX, 76118

817-616-3800 | richlandhills.com

## Zoning Application

### Application Type

- Specific Use Permit (Fee: \$300.00)
- Zoning Text Amendment (Fee: \$300.00)
- Planned Development (Fee: \$300.00)
- Zoning Map Amendment (Fee: \$300.00)

### Applicant Information

Applicant's Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

### Property Information

Property Address: \_\_\_\_\_

Square Feet: \_\_\_\_\_ Deed Date: \_\_\_\_\_

Building Owner: \_\_\_\_\_

Company: \_\_\_\_\_

Phone: \_\_\_\_\_

Owner Address: \_\_\_\_\_

Owner Phone Number: \_\_\_\_\_

Owner Email Address: \_\_\_\_\_

Previous Occupant: \_\_\_\_\_ Current Zoning: \_\_\_\_\_

### Zoning Request

Please provide a detailed description of your request: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### 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: \_\_\_\_\_

**Public Hearing Information**

Planning & Zoning Hearing Date: \_\_\_\_\_ City Council Hearing Date: \_\_\_\_\_

Permit Number: \_\_\_\_\_ Receipt Number: \_\_\_\_\_ Date: \_\_\_\_\_

Notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Received by: \_\_\_\_\_

**3917 BOOTH CALLOWAY RD.**  
**SPECIAL USE PERMIT APPLICATION**

3917 Booth Calloway Rd, Richland Hills, TX. 76118 is located within a Richland Hills mixed use zone. The property is approximately 2389 square feet and has been operating as a commercial business on the front portion of the building and residential on the back portion for approximately 25 years. The property was originally purchased from a family that utilized it as a residential property. Mrs. Tsing acquired the property in 1998 and has lived there with her family since purchasing the property.

In approximately 1999, Mrs. Tsing obtained the necessary permits to add a commercial element to the existing structure short after so that she could practice Eastern Medicine as a licensed Acupuncturist (prior to her recent retirement) while living with her family in the property. She currently has Licensed Acupuncturists waiting to provide services to the community while going through this process. Additionally, Tarrant Appraisal District has recognized the property as two separate units and issuing a Homestead exemption as of 2012.

Currently, the residential portion is occupied by Mrs. Tsing, her husband, two grandchildren, and youngest son. Occasionally, Mrs. Tsing's oldest son and daughter visit and stay at their childhood home when they are in town. Separate from family, Mrs. Tsing has a handyman that will occasionally stay overnight when Mrs. Tsing and her family are out of town to look after her property and animals. No part of the property is a rental now nor will be in the future. This property has been the homestead of Mrs. Tsing and her family since 1998 and the location of her business since approximately 1999.

**Commercial portion includes:**

- 1) Two (3) Entrances
  - a. Main Entrance facing east opens from the parking lot
  - b. Side Entrance facing north for disabled patients
  - c. Back Entrance used by Mrs. Tsing and her family to enter from the residential portion.
- 2) Two (2) bathrooms
- 3) Two (2) Offices
- 4) Five (5) Exam Rooms
- 5) One (1) Reflexology Room
- 6) One (1) Storage Room
- 7) Main Entrance where the Lobby/Reception is located
- 8) One (1) Kitchen
- 9) One (1) Laundry Area

**The Residential portion includes:**

- 1) Three Entrances/Exit Points (One of which is only used as an emergency exit)
- 2) Four (4) Bedrooms
- 3) Three (3) Bathrooms
- 4) One (1) Kitchen
- 5) Two (2) Living Areas
- 6) Several Storage/Closets

According to TAD records (Exhibit A), The Original Deed, Instrument 00032540000138, Deed Page 0000138, was issued 12/31/1900 to Jay and Ruth Chambers. Jay, along with his sons James, Duane, and Victor, built the single-family home in approximately 1958 (Exhibit B & C) when the Chambers family relocated from Oklahoma to Richland Hills Texas. 03/22/1978, the homes owner changed to Ruth L Chambers Estate and remained that way until 06/12/1998, when the family sold the home to Halima Lawer, Mrs. Tsing's mother-in-law. Tarrant County Appraisal District shows records of a homestead exemption issued to Mrs. Chambers with 1995 being the final year prior to 2012 (Exhibit D). The reason being is that Mrs. Chambers passed away in 1995 and it no longer met the requirements for a homestead exemption. Our Client cannot speak to the reasons why her mother-in-law did not continue the homestead exemption from 1998-2011 but when Ms. Lawer passed away in 2011, the property was then deeded to Mrs. Tsing on 10/10/2011. The homestead exemption then began again in 2012.

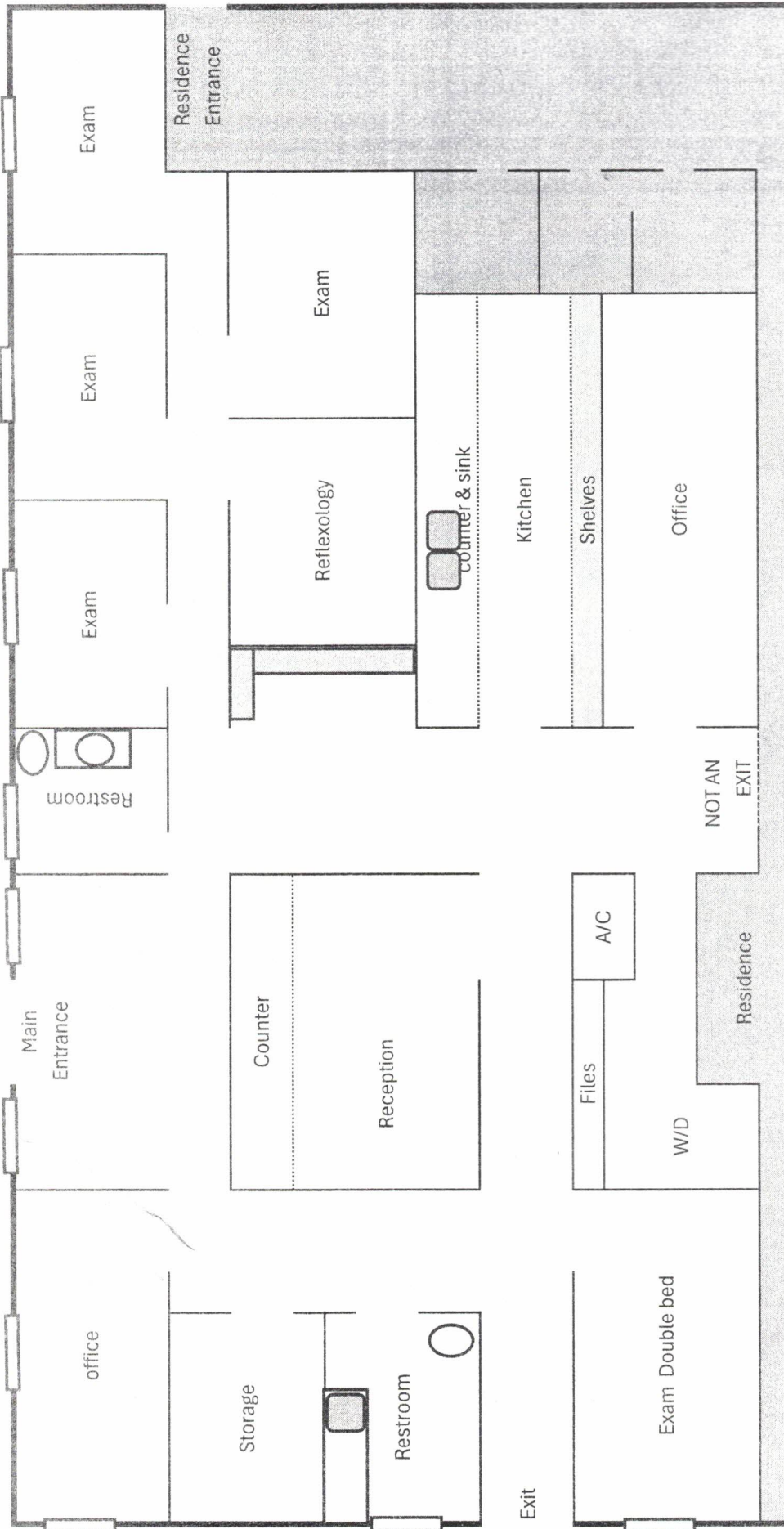
It is unknown to our Client why City records are incomplete and/or missing regarding this homes history but for approximately 66 years, this hand-built property has been used as a residence and with City approval, and passage of City Inspections, it has been both a residence and business for the latter 26 of those 66 years without issue.

**To access the Residential portion from the Commercial portion, an individual must go through a locked door that displays a sign stating, “NO ENTRY, RESIDENTIAL”, followed by an additional door that then leads into the residential portion. To access from outside, an individual must go through a wooden fence with a gate.**

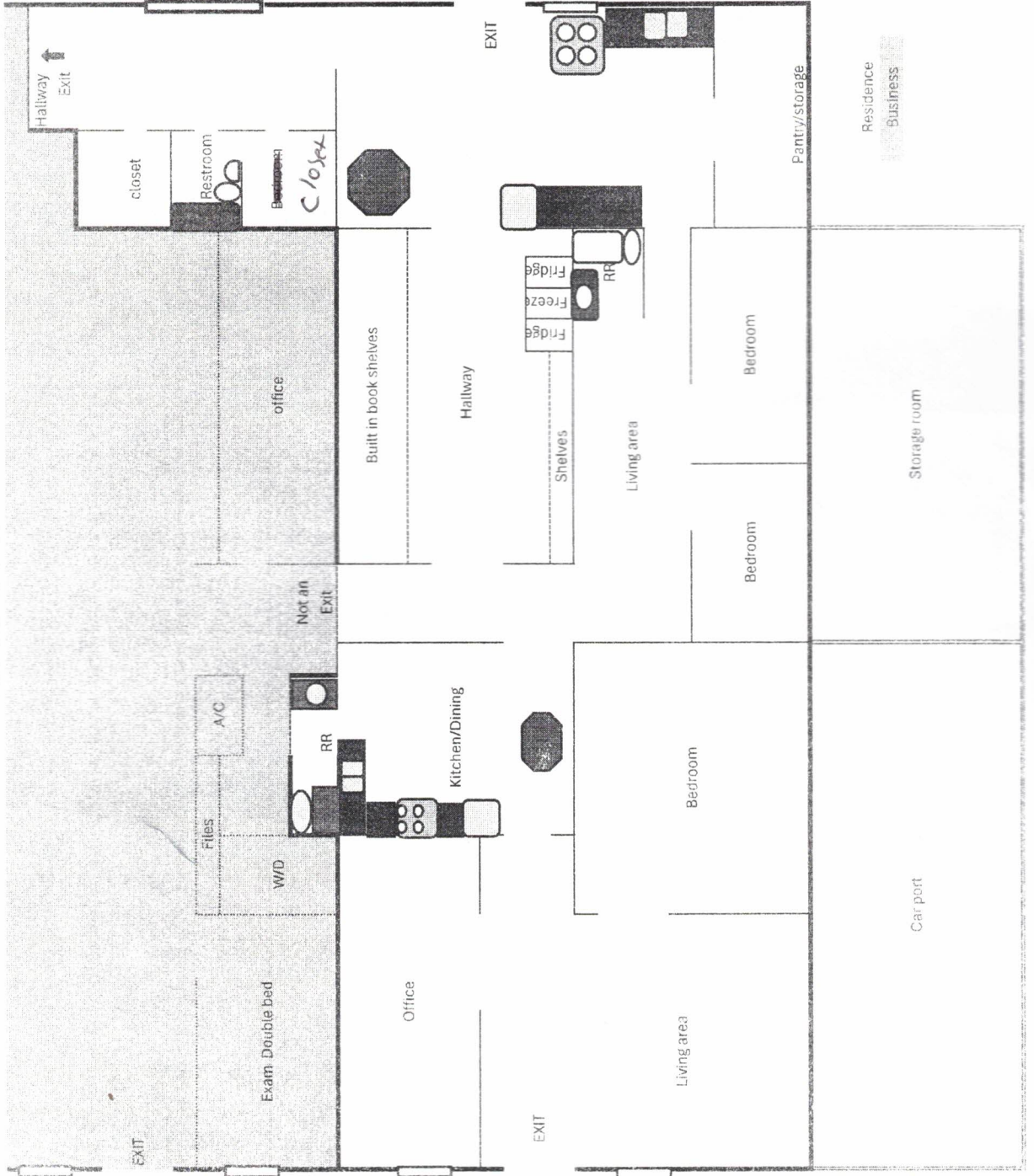
**THE PROPERTY HAS A CLEAR SEPARATION BETWEEN THE COMMERCIAL AND RESIDENTIAL PORTIONS OF THE PROPERTY AND NO DOOR FROM THE COMMERCIAL PORTION ENTERS DIRECTLY INTO THE RESIDENTIAL PORTION.**

**3917 BOOTH CALLOWAY RD.**  
**FLOOR PLAN**  
SPECIAL USE PERMIT APPLICATION

# A Chinese Wellness Center



Residence area

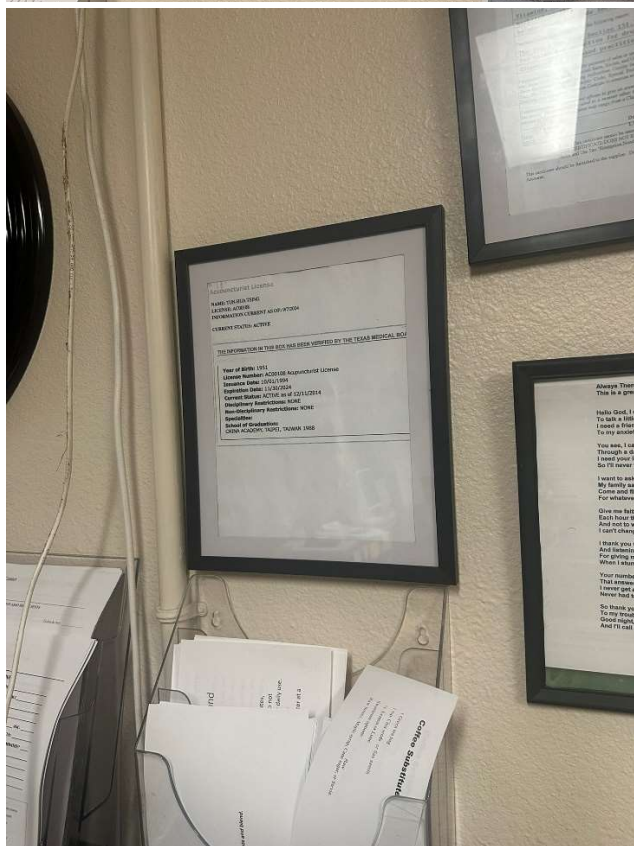
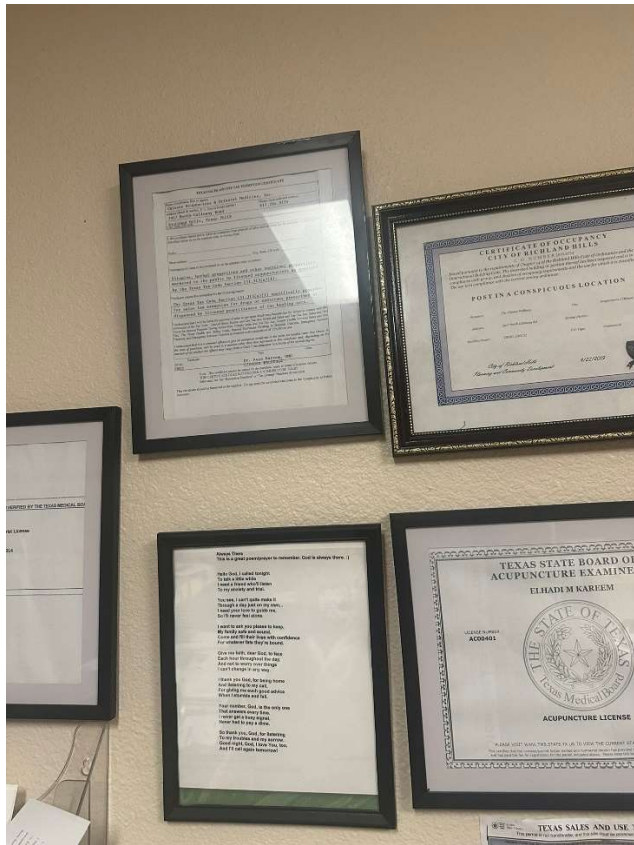


Commercial Portion

Lobby/Reception







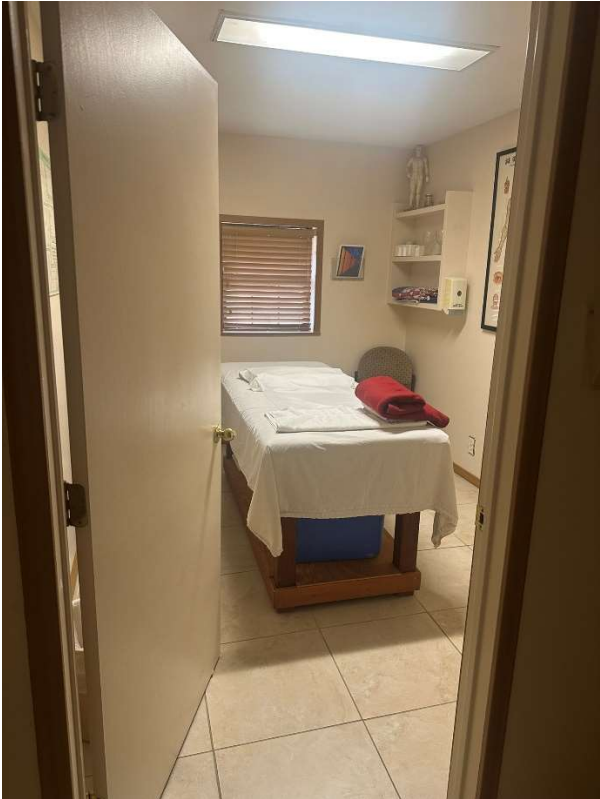
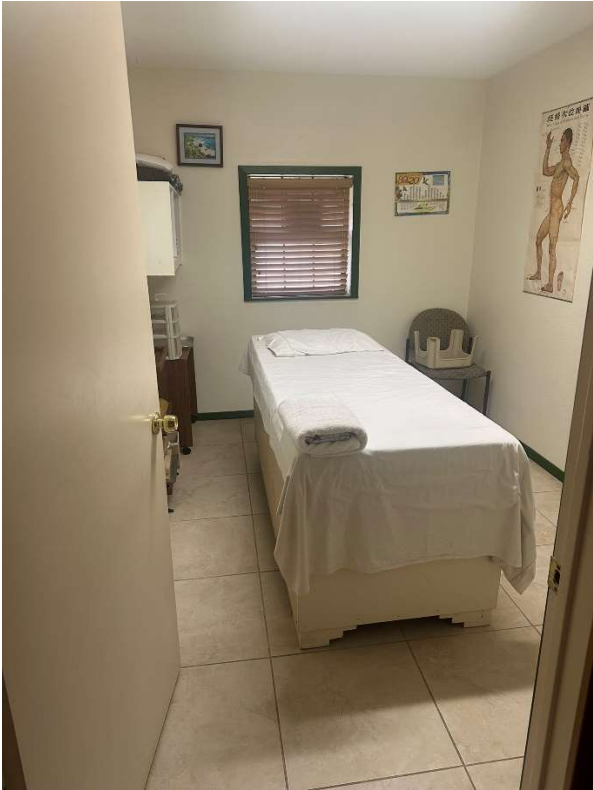
Commercial Portion Supplement Area

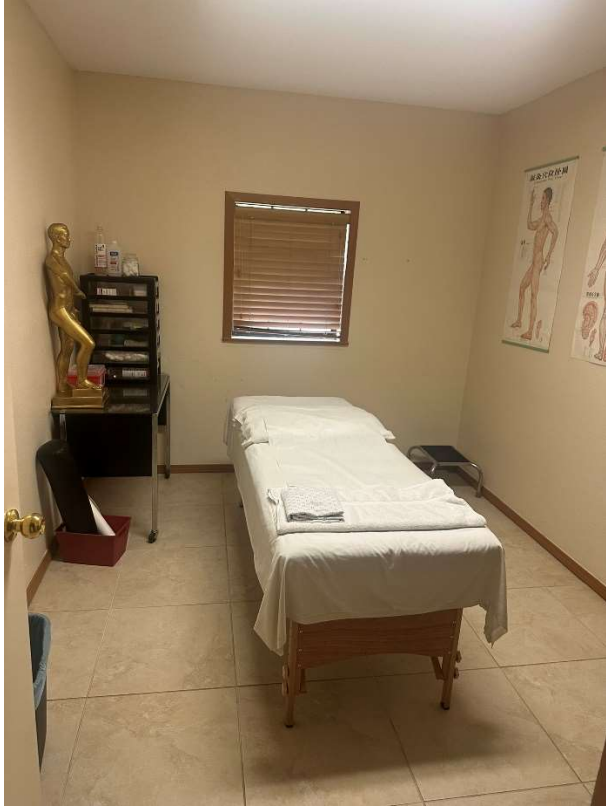


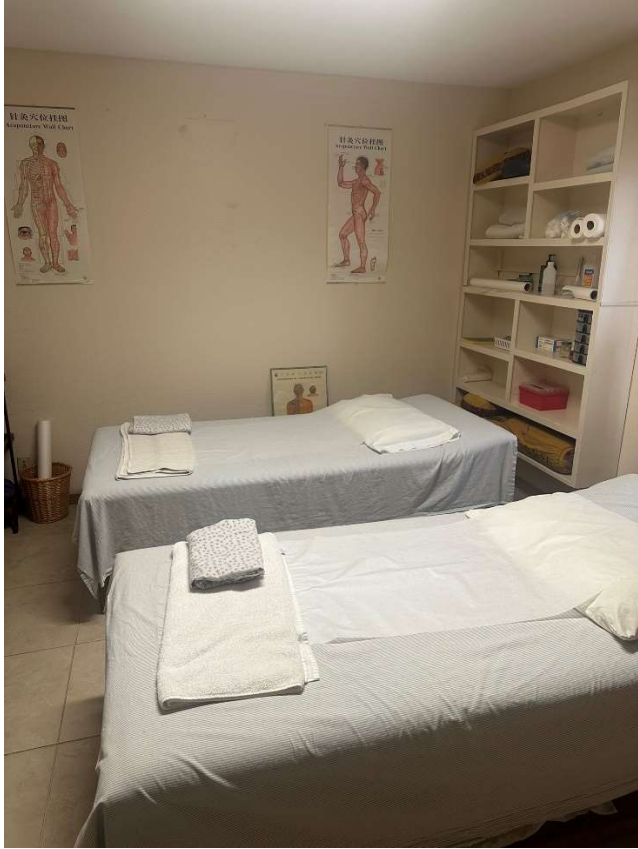
Commercial Portion Office/Storage

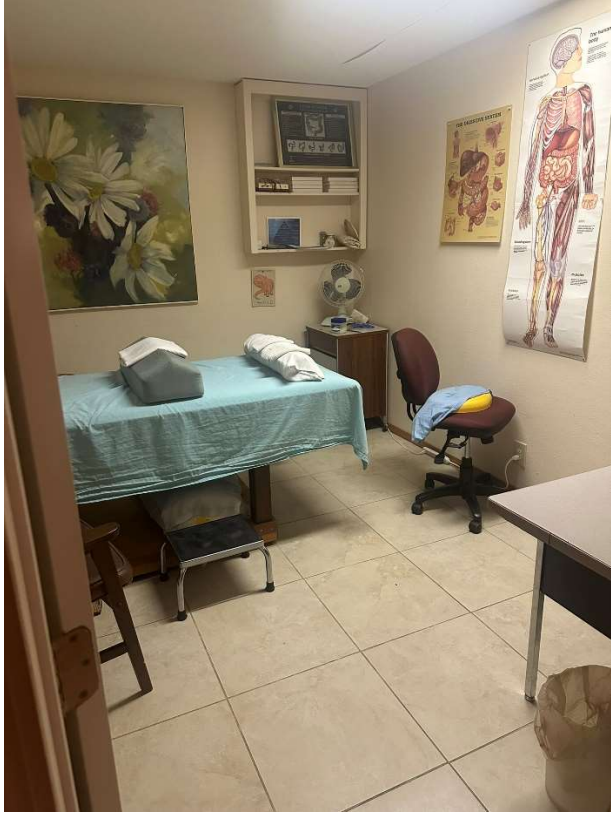


Commercial Portion Exam Rooms









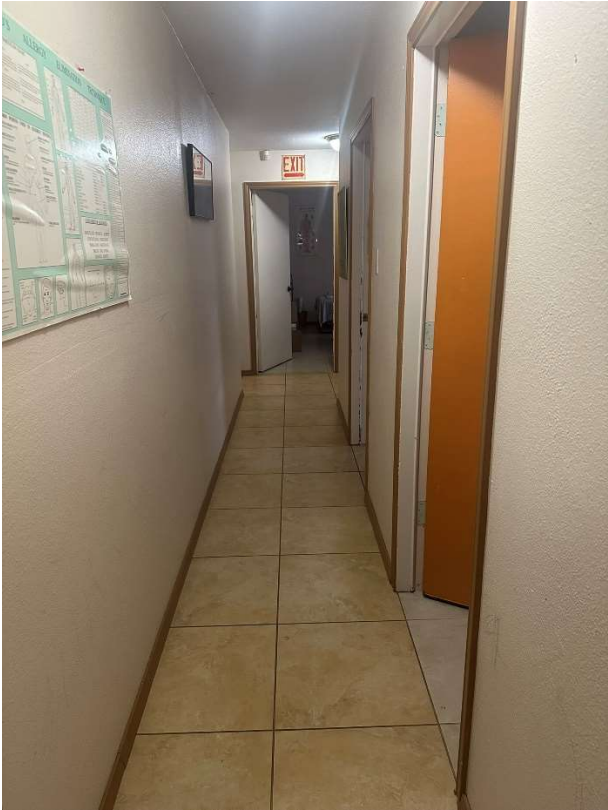
Commercial Portion Kitchen



Commercial Portion Bathrooms



Commercial Portion Hallways



Commercial Portion Additional Entrance



Commercial Portion Laundry Area



Residential Portion Bedrooms





Residential Portion Office



Residential Portion Living Area







Residential Portion Kitchen/Dining





Residential Portion Back Entrance



Residential Backyard



**3917 BOOTH CALLOWAY RD.**  
**TARRANT APPRAISAL DISTRICT**  
**SPECIAL USE PERMIT APPLICATION**

Email your payment questions: [taxpayments@tarrantcountytx.gov](mailto:taxpayments@tarrantcountytx.gov)

[← GO BACK](#)

**ACCOUNT:**

00004464257

**TOTAL DUE**

\$5,263.32

**Basic Information**

**OWNER**

**TSING JING YI**

3917 BOOTH CALLOWAY RD  
RICHLAND HILLS, TX 76118-5325

**TYPE**  
 Real

**OWNERSHIP %**  
100.000000

**LOCATION**

0003917 BOOTH CALLOWAY RD

**LEGAL**

HAYWORTH, SOL SURVEY ABSTRACT 710 TRACT 2A04K PORTION WITH EXEMPTION


[View More](#) 

**Property Tax Record**

[PAYMENT HISTORY / RECEIPTS](#)

Sort year by:  

Show:

2024		<b>DUE AMOUNT</b>
		\$5,263.32
<b>LAST PAYMENT</b>	<b>LEVY AMOUNT</b>	<b>LEVY DUE</b>
None	\$5,263.32	\$5,263.32
<b>PENALTY</b>	<b>INTEREST</b>	<b>COL PENALTY</b>
\$0.00	\$0.00	\$0.00
<b>2024 VALUES</b>		
Land: 57,499		
Improvement: 205,291		
<b>2024 EXEMPTIONS</b> ⓘ		
None		
<a href="#">VIEW BREAKDOWN</a>		
<a href="#">Minimize</a> 		

2023		<b>DUE AMOUNT</b>
		\$0.00

<b>LAST PAYMENT</b> None	<b>LEVY AMOUNT</b> \$3,659.88	<b>LEVY DUE</b> \$0.00
<b>PENALTY</b> \$0.00	<b>INTEREST</b> \$0.00	<b>COL PENALTY</b> \$0.00
<b>2023 VALUES</b> Land: 57,499 Improvement: 205,291		
<b>2023 EXEMPTIONS ⓘ</b> Homestead: 100,000		
<a href="#">VIEW BREAKDOWN</a>		
<a href="#">Minimize ^</a>		

<b>2022</b>	<b>DUE AMOUNT</b> \$0.00
<b>LAST PAYMENT</b> None	<b>LEVY AMOUNT</b> \$5,192.00
<b>PENALTY</b> \$0.00	<b>INTEREST</b> \$0.00
<b>2022 VALUES</b> Land: 57,499 Improvement: 205,291	
<b>2022 EXEMPTIONS ⓘ</b> Homestead: 40,000	
<a href="#">VIEW BREAKDOWN</a>	
<a href="#">Minimize ^</a>	

<b>2021</b>	<b>DUE AMOUNT</b> \$0.00
<b>LAST PAYMENT</b> None	<b>LEVY AMOUNT</b> \$5,399.33
<b>PENALTY</b> \$0.00	<b>INTEREST</b> \$0.00
<b>2021 VALUES</b> Land: 57,499 Improvement: 197,606	
<b>2021 EXEMPTIONS ⓘ</b> Homestead: 25,000	
<a href="#">VIEW BREAKDOWN</a>	
<a href="#">Minimize ^</a>	

<b>2020</b>	<b>DUE AMOUNT</b> \$0.00
<b>LAST PAYMENT</b> None	<b>LEVY AMOUNT</b> \$5,399.33
<b>PENALTY</b> \$0.00	<b>INTEREST</b> \$0.00
<b>2020 VALUES</b> Land: 57,499 Improvement: 197,606	
<b>2020 EXEMPTIONS ⓘ</b> Homestead: 25,000	
<a href="#">VIEW BREAKDOWN</a>	
<a href="#">Minimize ^</a>	

2020

DUE AMOUNT  
\$0.00

LAST PAYMENT None	LEVY AMOUNT \$5,516.43	LEVY DUE \$0.00
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PENALTY \$0.00	INTEREST \$0.00	COL PENALTY \$0.00
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2020 VALUES  
Land: 57,499  
Improvement: 174,415

2020 EXEMPTIONS ⓘ  
Homestead: 25,000

[VIEW BREAKDOWN](#)

[Minimize](#) ^

2019

DUE AMOUNT  
\$0.00

LAST PAYMENT None	LEVY AMOUNT \$4,990.27	LEVY DUE \$0.00
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PENALTY \$0.00	INTEREST \$0.00	COL PENALTY \$0.00
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2019 VALUES  
Land: 57,499  
Improvement: 153,332

2019 EXEMPTIONS ⓘ  
Homestead: 25,000

[VIEW BREAKDOWN](#)

[Minimize](#) ^

2018

DUE AMOUNT  
\$0.00

LAST PAYMENT None	LEVY AMOUNT \$4,601.16	LEVY DUE \$0.00
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PENALTY \$0.00	INTEREST \$0.00	COL PENALTY \$0.00
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2018 VALUES  
Land: 57,499  
Improvement: 134,165

2018 EXEMPTIONS ⓘ  
Homestead: 25,000

[VIEW BREAKDOWN](#)

[Minimize](#) ^

2017

DUE AMOUNT  
\$0.00

LAST PAYMENT None	LEVY AMOUNT \$4,212.30	LEVY DUE \$0.00
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PENALTY \$0.00	INTEREST \$0.00	COL PENALTY \$0.00
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2017 VALUES  
Land: 57,499  
Improvement: 116,741

2017 EXEMPTIONS ⓘ  
Homestead: 25,000

[VIEW BREAKDOWN](#)

[Minimize](#) ^

2016

DUE AMOUNT  
\$0.00

LAST PAYMENT None	LEVY AMOUNT \$3,900.56	LEVY DUE \$0.00
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PENALTY \$0.00	INTEREST \$0.00	COL PENALTY \$0.00
-------------------	--------------------	-----------------------

2016 VALUES  
Land: 91,999  
Improvement: 66,401

2016 EXEMPTIONS ⓘ  
Homestead: 25,000

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2015

DUE AMOUNT  
\$0.00

LAST PAYMENT None	LEVY AMOUNT \$3,415.23	LEVY DUE \$0.00
----------------------	---------------------------	--------------------

PENALTY \$0.00	INTEREST \$0.00	COL PENALTY \$0.00
-------------------	--------------------	-----------------------

2015 VALUES  
Land: 57,499  
Improvement: 86,501

2015 EXEMPTIONS ⓘ  
Homestead: 25,000

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2014

DUE AMOUNT  
\$0.00

LAST PAYMENT None	LEVY AMOUNT \$3,535.22	LEVY DUE \$0.00
----------------------	---------------------------	--------------------

PENALTY \$0.00	INTEREST \$0.00	COL PENALTY \$0.00
-------------------	--------------------	-----------------------

2014 VALUES  
Land: 57,499  
Improvement: 86,501

2014 EXEMPTIONS ⓘ  
Homestead: 15,000

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2013

DUE AMOUNT  
\$0.00

LAST PAYMENT None	LEVY AMOUNT \$3,535.22	LEVY DUE \$0.00
----------------------	---------------------------	--------------------

PENALTY \$0.00	INTEREST \$0.00	COL PENALTY \$0.00
-------------------	--------------------	-----------------------

2013 VALUES  
Land: 57,499  
Improvement: 86,501

2013 EXEMPTIONS ⓘ  
Homestead: 15,000

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2012

DUE AMOUNT  
\$0.00

LAST PAYMENT None	LEVY AMOUNT \$3,361.03	LEVY DUE \$0.00
----------------------	---------------------------	--------------------

PENALTY \$0.00	INTEREST \$0.00	COL PENALTY \$0.00
-------------------	--------------------	-----------------------

2012 VALUES  
Land: 57,499  
Improvement: 79,841

2012 EXEMPTIONS ⓘ  
Homestead: 15,000

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2011

DUE AMOUNT  
\$0.00

LAST PAYMENT None	LEVY AMOUNT \$6,319.44	LEVY DUE \$0.00
----------------------	---------------------------	--------------------

PENALTY \$0.00	INTEREST \$0.00	COL PENALTY \$0.00
-------------------	--------------------	-----------------------

2011 VALUES  
Land: 95,832  
Improvement: 144,668

2011 EXEMPTIONS ⓘ  
None

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2010

DUE AMOUNT  
\$0.00

LAST PAYMENT None	LEVY AMOUNT \$6,186.98	LEVY DUE \$0.00
----------------------	---------------------------	--------------------

PENALTY \$0.00	INTEREST \$0.00	COL PENALTY \$0.00
-------------------	--------------------	-----------------------

2010 VALUES  
Land: 95,832  
Improvement: 144,668

2010 EXEMPTIONS ⓘ  
None

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2009

DUE AMOUNT  
\$0.00

LAST PAYMENT None	LEVY AMOUNT \$6,469.63	LEVY DUE \$0.00
----------------------	---------------------------	--------------------

PENALTY \$0.00	INTEREST \$0.00	COL PENALTY \$0.00
-------------------	--------------------	-----------------------

2009 VALUES  
Land: 95,832  
Improvement: 162,168

2009 EXEMPTIONS ⓘ  
None

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2008

DUE AMOUNT  
\$0.00

LAST PAYMENT None	LEVY AMOUNT \$6,447.57	LEVY DUE \$0.00
----------------------	---------------------------	--------------------

PENALTY \$0.00	INTEREST \$0.00	COL PENALTY \$0.00
-------------------	--------------------	-----------------------

2008 VALUES  
Land: 95,832  
Improvement: 162,168

2008 EXEMPTIONS ⓘ  
None

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2007

DUE AMOUNT  
\$0.00

LAST PAYMENT None	LEVY AMOUNT \$6,448.30	LEVY DUE \$0.00
----------------------	---------------------------	--------------------

PENALTY \$0.00	INTEREST \$0.00	COL PENALTY \$0.00
-------------------	--------------------	-----------------------

2007 VALUES  
Land: 95,832  
Improvement: 162,933

2007 EXEMPTIONS ⓘ  
None

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2006

DUE AMOUNT  
\$0.00

LAST PAYMENT None	LEVY AMOUNT \$6,129.29	LEVY DUE \$0.00
----------------------	---------------------------	--------------------

PENALTY \$0.00	INTEREST \$0.00	COL PENALTY \$0.00
-------------------	--------------------	-----------------------

2006 VALUES  
Land: 95,832  
Improvement: 135,168

2006 EXEMPTIONS ⓘ  
None

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2005

DUE AMOUNT  
\$0.00

LAST PAYMENT None	LEVY AMOUNT \$5,197.83	LEVY DUE \$0.00
----------------------	---------------------------	--------------------

PENALTY \$0.00	INTEREST \$0.00	COL PENALTY \$0.00
-------------------	--------------------	-----------------------

2005 VALUES  
Land: 95,832  
Improvement: 96,668

2005 EXEMPTIONS ⓘ  
None

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2004

DUE AMOUNT  
\$0.00

LAST PAYMENT None	LEVY AMOUNT \$5,198.60	LEVY DUE \$0.00
----------------------	---------------------------	--------------------

PENALTY \$0.00	INTEREST \$0.00	COL PENALTY \$0.00
-------------------	--------------------	-----------------------

2004 VALUES  
Land: 95,832  
Improvement: 96,668

2004 EXEMPTIONS ⓘ  
None

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2003

DUE AMOUNT  
\$0.00

LAST PAYMENT None	LEVY AMOUNT \$4,712.25	LEVY DUE \$0.00
----------------------	---------------------------	--------------------

PENALTY \$0.00	INTEREST \$0.00	COL PENALTY \$0.00
-------------------	--------------------	-----------------------

2003 VALUES  
Land: 95,832  
Improvement: 79,168

2003 EXEMPTIONS ⓘ  
None

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2002

DUE AMOUNT  
\$0.00

LAST PAYMENT None	LEVY AMOUNT \$2,812.54	LEVY DUE \$0.00
----------------------	---------------------------	--------------------

PENALTY \$0.00	INTEREST \$0.00	COL PENALTY \$0.00
-------------------	--------------------	-----------------------

2002 VALUES  
Land: 76,666  
Improvement: 28,334

2002 EXEMPTIONS ⓘ  
None

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2001

DUE AMOUNT  
\$0.00

LAST PAYMENT None	LEVY AMOUNT \$3,005.76	LEVY DUE \$0.00
----------------------	---------------------------	--------------------

PENALTY \$0.00	INTEREST \$0.00	COL PENALTY \$0.00
-------------------	--------------------	-----------------------

2001 VALUES  
Land: 76,666  
Improvement: 28,334

2001 EXEMPTIONS ⓘ  
None

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2000

DUE AMOUNT  
\$0.00

LAST PAYMENT None	LEVY AMOUNT \$2,163.55	LEVY DUE \$0.00
----------------------	---------------------------	--------------------

PENALTY \$0.00	INTEREST \$0.00	COL PENALTY \$0.00
-------------------	--------------------	-----------------------

2000 VALUES  
Land: 76,666  
Improvement: 6,450

2000 EXEMPTIONS ⓘ  
None

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1999

DUE AMOUNT  
\$0.00

LAST PAYMENT None	LEVY AMOUNT \$2,124.28	LEVY DUE \$0.00
----------------------	---------------------------	--------------------

PENALTY \$0.00	INTEREST \$0.00	COL PENALTY \$0.00
-------------------	--------------------	-----------------------

1999 VALUES  
Land: 76,666  
Improvement: 6,450

1999 EXEMPTIONS ⓘ  
None

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1998

DUE AMOUNT  
\$0.00

LAST PAYMENT None	LEVY AMOUNT \$1,618.51	LEVY DUE \$0.00
----------------------	---------------------------	--------------------

PENALTY \$0.00	INTEREST \$0.00	COL PENALTY \$0.00
-------------------	--------------------	-----------------------

1998 VALUES  
Land: 57,499  
Improvement: 6,450

1998 EXEMPTIONS ⓘ  
None

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1997

DUE AMOUNT  
\$0.00

LAST PAYMENT None	LEVY AMOUNT \$1,408.12	LEVY DUE \$0.00
----------------------	---------------------------	--------------------

PENALTY \$0.00	INTEREST \$0.00	COL PENALTY \$0.00
-------------------	--------------------	-----------------------

1997 VALUES  
Land: 51,749  
Improvement: 6,450

1997 EXEMPTIONS ⓘ  
None

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1996		DUE AMOUNT \$0.00
LAST PAYMENT None	LEVY AMOUNT \$1,425.01	LEVY DUE \$0.00
PENALTY \$0.00	INTEREST \$0.00	COL PENALTY \$0.00
1996 VALUES Land: 51,749 Improvement: 6,450		
1996 EXEMPTIONS ⓘ None		
<a href="#">VIEW BREAKDOWN</a>		
<a href="#">Minimize ^</a>		

1995		DUE AMOUNT \$0.00
LAST PAYMENT None	LEVY AMOUNT \$807.78	LEVY DUE \$0.00
PENALTY \$0.00	INTEREST \$0.00	COL PENALTY \$0.00
1995 VALUES Land: 51,749 Improvement: 6,450		
1995 EXEMPTIONS ⓘ Homestead: 5,000		
<a href="#">VIEW BREAKDOWN</a>		
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1994		DUE AMOUNT \$0.00
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1993		DUE AMOUNT \$0.00
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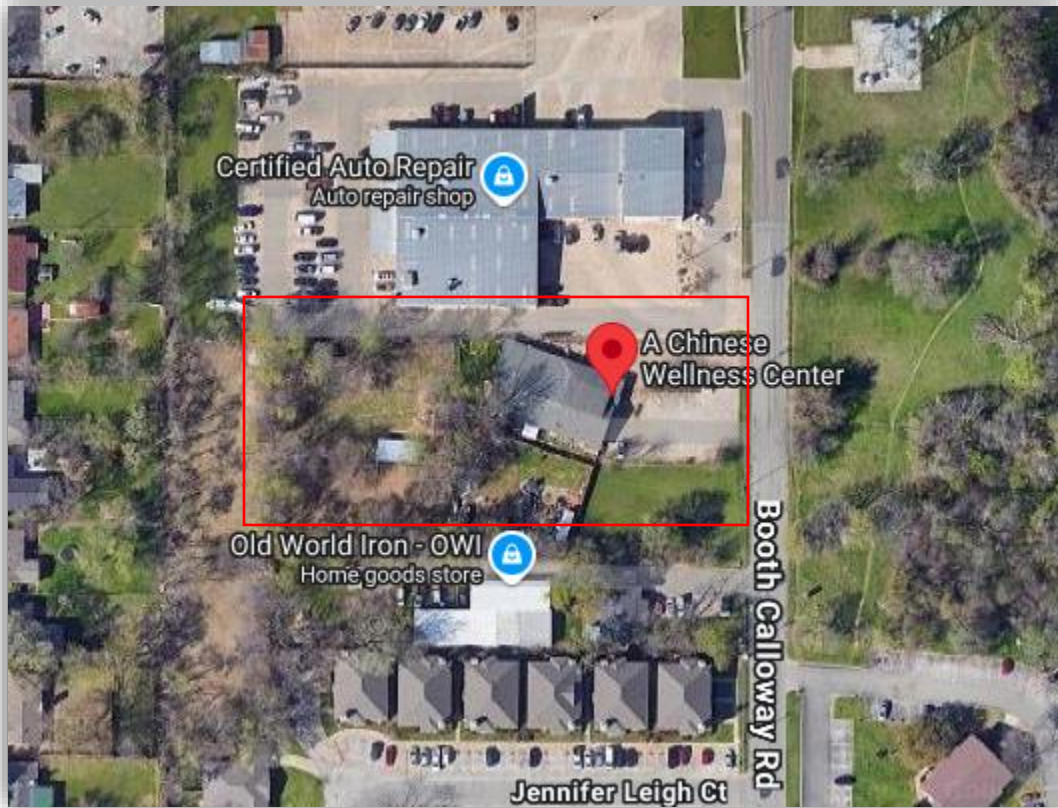
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## 3917 Booth Calloway Property Photos



**ORDINANCE NO. 1521-25**

**AN ORDINANCE AMENDING CHAPTER 90 OF THE RICHLAND HILLS CODE, AS AMENDED, THE COMPREHENSIVE ZONING ORDINANCE OF THE CITY OF RICHLAND HILLS, BY GRANTING A SPECIFIC USE PERMIT PERMITTING A LIVE/WORK UNIT ON CERTAIN PROPERTY LOCATED AT 3917 BOOTH CALLOWAY ROAD, RICHLAND HILLS, TEXAS; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY FOR VIOLATIONS; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Richland Hills (the “City”) is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

**WHEREAS**, pursuant to Chapter 211 of the Local Government Code, the City has adopted a comprehensive zoning ordinance, codified as Chapter 90 of the Richland Hills Code, and a comprehensive zoning map, regulating the location and use of buildings, other structures, and land for business, industrial, residential, or other purposes, and providing for a method to amend said ordinance and map for the purpose of promoting the public health, safety, morals, and general welfare, all in accordance with a comprehensive plan; and

**WHEREAS**, in accordance with the Comprehensive Zoning Ordinance, the owner of the property referenced below has filed an application for a specific use permit for a Live/Work Unit use in the Mixed Use (MX) Zoning District; and

**WHEREAS**, a public hearing was duly held by the Planning and Zoning Commission of the City on January 28, 2025, and by the City Council of the City on February 10, 2025, with respect to the use changes described herein; and

**WHEREAS**, all requirements of law dealing with notice to other property owners, publication, and all procedural requirements have been complied with in accordance with the comprehensive zoning ordinance and Chapter 211 of the Local Government Code; and

**WHEREAS**, the City Council of the City does hereby deem it advisable and in the public interest to grant such permit on the terms and conditions described herein.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF RICHLAND HILLS, TEXAS, THAT:**

**SECTION 1.  
SPECIAL USE PERMIT GRANTED**

Chapter 90, "Zoning," of the Richland Hills Code, as amended, is hereby amended so that a specific use permit is granted as shown and described below:

Applicant:                   Jing Yi Tsing

Property Owner:        Jing Yi Tsing

Property Address:   3917 Booth Calloway Rd, Richland Hills, Texas 76118

Legal Description:   Hayworth, Sol Survey Abstract 710 Tract 2A04K

Zoning Change:        The property shall remain located in the Mixed Use (MX) Zoning District, and a Specific Use Permit for a Live/Work Unit is hereby granted subject to the terms and conditions provided herein.

**SECTION 2.  
ACCORDANCE WITH COMPREHENSIVE PLAN AND PURPOSES OF ZONING**

The zoning districts, boundaries, and uses as herein established have been made in accordance with the comprehensive plan for the purpose of promoting the health, safety, morals, and general welfare of the community. They have been designed to lessen congestion in the streets; to secure safety from fire, panic, flood, and other dangers; to provide adequate light and air; to prevent overcrowding of land; to avoid undue concentration of population; and to facilitate the adequate provisions of transportation, water, sewerage, parks, and other public requirements. They have been made after a full and complete hearing with reasonable consideration among other things of the character of the district and its peculiar suitability for the particular uses and with a view of conserving the value of the buildings and encouraging the most appropriate use of land throughout the community.

**SECTION 3.  
ZONING ORDINANCE AND SPECIAL TERMS AND CONDITIONS APPLICABLE**

The use of the property described herein shall be subject to all the applicable regulations contained in the Comprehensive Zoning Ordinance and all other applicable and pertinent ordinances of the City for the zoning district into which they have been assigned.

**SECTION 4.  
ORDINANCE CUMULATIVE**

This Ordinance shall be cumulative of all other ordinances of the City of Richland Hills affecting zoning and land use, as amended, and shall not repeal any of the provisions

of such ordinances except in those instances where provisions of such ordinances are in direct conflict with the provisions of this Ordinance.

#### **SECTION 5. SAVINGS**

All rights or remedies of the City are expressly saved as to any and all violations of Chapter 90 of the Richland Hills Code, as amended, or any other ordinance affecting zoning and land use that have accrued at the time of the effective date of this Ordinance and as to such accrued violations and all pending litigation, both civil and criminal, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the Courts.

#### **SECTION 6. SEVERABILITY**

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph, or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph, or section.

#### **SECTION 7. PENALTY**

Any person, firm, or corporation who violates, disobeys, omits, neglects, or refuses to comply with or who resists the enforcement of any of the provisions of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction thereof, shall be punished by a fine as provided in Section 1-14 of the Richland Hills Code. Each day that a violation is permitted to exist shall constitute a separate offense. In addition, any person, firm, or corporation who violates, disobeys, omits, neglects, or refuses to comply with or who resists the enforcement of any of the provisions of this Ordinance may be subjected to such civil penalties as authorized by law.

#### **SECTION 8. PUBLICATION CLAUSE**

The City Secretary of the City of Richland Hills is hereby directed to publish caption, penalty clause, and effective date clause in the official newspaper as/if required by law.

#### **SECTION 9.**

**EFFECTIVE DATE**

This Ordinance shall be in full force and effect from and after its passage and publication as required by law, and it is so ordained.

**PASSED AND APPROVED** at a regular meeting of the Richland Hills City Council on February 10, 2025, by a vote of \_\_\_\_\_ ayes, \_\_\_\_\_ nays, and \_\_\_\_\_ abstentions.

**APPROVED:**

\_\_\_\_\_  
THE HONORABLE MAYOR CURTIS BERGTHOLD

**ATTEST:**

\_\_\_\_\_  
LINDSAY RAWLINSON, CITY SECRETARY

**§ 6.08. Specific Use Permit (SUP).**

**90-6.08.01 Specific Use Permit Regulations and Procedures.**

**(A) Procedures for processing a specific use permit.**

- (1) The zoning administrator shall initiate review of the SUP and may request written comments from the development review committee (DRC), if deemed necessary.
- (2) Planning and zoning commission shall review and recommend approval, approval with conditions, or denial of the SUP to the city council.
- (3) After receiving recommendation from planning and zoning commission, city council shall approve, approve with conditions, or deny the SUP. Although the approval of the SUP does not change the zoning classification.
- (4) Both planning and zoning commission and city council shall provide the required public hearing and notice in accordance with section 6.03.02. Public Hearings and Notification Requirements for Zoning Related Applications.

**(B) Compatibility considerations.**

- (1) The city council and the planning and zoning commission in considering any request for specific use permit shall only approve such request after they have determined that the use or uses allowed will not be detrimental to the adjacent properties or to the city as a whole.
- (2) The zoning administrator, city council and the planning and zoning commission may require from the applicant any plans, information, operational data, and expert evaluation concerning the location, function, and characteristics of the proposed use or buildings.
- (3) The city council when granting a specific use permit, and the planning and zoning commission when making a recommendation concerning a specific use permit, shall establish conditions and regulations, in addition to those of the base zoning district, necessary to protect the health, safety, morals, and general welfare of the neighborhood and/or the city. In addition, the use shall be in general conformance with the comprehensive plan and general objectives of the city. These conditions may include but are not limited to:
  - (a) Paving of streets, alleys and sidewalks;
  - (b) Means of ingress and egress to public streets;
  - (c) Provisions for drainage;
  - (d) Adequate off-street parking;
  - (e) Protective screening, landscaping, and open space;
  - (f) Area or security lighting;

- (g) The locations and heights of structures;
- (h) Architectural compatibility of buildings;
- (i) Intensity of the use; and
- (j) Adequate traffic circulation required to contain all stacking activity on the site.

(C) Imposed conditions for approval.

- (1) In granting a specific use permit, the city council may impose conditions that shall be complied with by the owner or grantee before a certificate of occupancy may be issued by the building official for use of the building or property.
- (2) Any special conditions shall be set forth in writing in the ordinance granting the SUP.

(D) Compliance mandatory with written requirements. No specific use permit shall be granted unless the applicant, owner and grantee of the specific use permit shall be willing to accept and agree to be bound by and comply with the written requirements of the specific use permit, as attached to the site plan drawing(s) and approved by the planning and zoning commission and city council.

(E) Specific use permit expiration and extension.

- (1) SUP expiration. An SUP shall automatically expire if a building permit is not issued and construction begun within six months of the granting of the SUP.
- (2) SUP extension. The city council may authorize an extension beyond the six months upon recommendation by the zoning administrator.

(F) Enlargement, modification or structural alternation.

- (1) A building, premises, or land used under a specific use permit may be enlarged, modified, structurally altered, or otherwise changed provided the changes do not:
  - (a) Increase the height of structures, including antenna support structures;
  - (b) Increase building square footage from its size at the time the original specific use permit was granted by greater than ten percent;
  - (c) Reduce the distance between a building or noise-generating activity on the property and an adjacent, off-site residential use. This provision shall not apply should the property and the residential use be separated by a major thoroughfare depicted on the city's thoroughfare plan; or
  - (d) Reduce the amount of open space as indicated on the previously approved zoning exhibit.
- (2) All other enlargements, modifications, structural alterations, or changes shall require the approval of a new specific use permit. Antennas may be placed on

antenna support structure that is already permitted by an existing specific use permit without approval of a separate specific use permit subject to approval of a final plat and site plan for the property if appropriate.

- (3) An SUP can only be used by the specific use for which it is granted. (For example, a use that obtained an SUP cannot convert to another use that requires an SUP without approval.)
- (G) Board of adjustment exclusion. The board of adjustment shall not have jurisdiction to hear, review, reverse, or modify any decision, determination, or ruling with respect to the specific land use designated by any specific use permit.
- (H) Attached only to property Specific use permits are attached to the property, not to the owner, the business, or the subtenant.
- (I) Amend, change, or rescind a specific use permit. Upon holding a properly noticed public hearing, the city council may amend, change, or rescind a specific use permit after recommendation by the planning and zoning commission if:
  - (1) The building, premises, or land uses under a specific use permit is enlarged, modified, structurally altered, or otherwise significantly changed without approval of a separate specific use permit for such enlargement, modification, structural alteration or change;
  - (2) Violation of any provision of the terms or conditions of a specific use permit;
  - (3) Ad valorem taxes on the property are delinquent by more than six months; or
  - (4) The specific use permit was obtained by fraud or with deception.

[Ord. No. 1273-14, § 1(Exh. A), 5-6-2014; Ord. No. 1462-22 adopted 10/24/2022]