

**RICHLAND HILLS PLANNING & ZONING COMMISSION
REGULAR MEETING
MARCH 25, 2025
MINUTES**

Members Present

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

Members Absent

Kenneth Keating, Place 1
Kelle Jones, Place 5
Ray Stilwell, Alternate 2

Staff Present

JP Ducay, Director of Planning and Development Services
Lindsay Rawlinson, City Secretary
Bradley Anderle, City Attorney

1. CALL TO ORDER

Chair Wilson called to order at 6:01 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 January 28, 2025 Planning and Zoning Commission meeting

Motion: Motion was made by Commissioner Albee and seconded by Commissioner Durham to approve the minutes from the January 28, 2025 Planning and Zoning Commission meeting.

Motion carried by a vote of 4-0.

5. Approved Ordinance 1522-25 a Specific Use Permit (2025-0231) to permit a “Fortune Teller/Psychic” use for the property described as Lot 7, Block 2, William Addition, Richland Hills, Texas, otherwise known as 7410 Boulevard 26 (suite 103), Richland Hills, Texas 76118. PUBLIC HEARING

Director of Planning and Development Services JP Ducay presented the item to the Commission and advised that on March 10, 2025, an application was submitted by Carol Adams (applicant) requesting a SUP, Specific Use Permit, allowing for the use of “Fortune Teller/Psychic” in the MX, Mixed Use Zoning District for 7410 Boulevard 26, suite 103. The subject 0.7-acre property contains a 13,000 square-foot multi-suite retail strip-center.

The applicant is proposing to occupy the vacant 300 square-foot suite (103) and offer “Fortune Teller/Psychic” services. The applicant received a Certificate of Occupancy for a “Retail, Store and Shop” on March 18, 2025. The predominate element of the business is the sale of candles and crystals. However, the applicant is also requesting to provide “Fortune Teller/Psychic” services as an ancillary element of the business. The use of “Fortune Teller/Psychic” is allowed only by Specific Use Permit (SUP) in the MX, Mixed Use Zoning District.

The City’s 2014 Comprehensive Plan designates the subject area as Mixed Use. This land use type is intended to support a compact mix 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. Staff recommends approval of ordinance 1522-25 for a specific use permit allowing for the use of “Fortune Teller/Psychic” at 7410 Blvd 26 (suite 103).

One letter of opposition was submitted by a property owner within 200 feet of the subject property.

Discussion ensued regarding the parameters of the specific use permit and the letter of opposition.

City Attorney Bradley Anderle advised that the specific use permit would apply to only the suite number (103) and not the entire property and outlined the basic reasons the City would approve a specific use permit.

Applicant Carol Adams informed the Commission that she is a fourth generation psychic and this is a family owned business that has been in operation for 50 years in Haltom City. She is seeking to expand their business into Richland Hills but the psychic portion of the business will be by appointment only.

Chair Wilson opened the public hearing at 6:12 p.m. and asked to hear from any proponents followed by opponents of the case.

Seeing none, Chair Wilson closed the public hearing at 6:13 p.m.

Discussion ensued regarding parking and the best use of the property.

Motion: Motion was made by Commissioner Albee and seconded by Chair Wilson to Ordinance 1522-25 a Specific Use Permit (2025-0231) to permit a “Fortune Teller/Psychic” use for the property described as Lot 7, Block 2, William Addition, Richland Hills, Texas, otherwise known as 7410 Boulevard 26 (suite 103), Richland Hills, Texas 76118.

Motion carried by a vote of 4-0.

6. Approved Ordinance 1523-25 a Planned Development (2025-0226) with a base zoning of LC, Light Commercial allowing for a “Manufacturing, Light” use with an outside storage element for the property described as Lot 13R, Block H, Richland Hills Addition, otherwise known as 6525 Baker Blvd, Richland Hills, Texas 76118. PUBLIC HEARING

Director of Planning and Development Services JP Ducay presented the item to the Commission and advised that on March 7, 2025, an application was submitted by Brad and Cliff Chapman (applicants) with Layne Glass Company requesting to rezone the subject property to PD, Planned Development with a base zoning of LC, Light Commercial. The intent of this request is to purchase the property and allow for a glass fabrication company to occupy and operate out of the subject building.

The subject 2.5-acre property addressed as 6525 Baker Boulevard is currently zoned MX, Mixed Use. The applicant is requesting to rezone the property to PD, Planned Development with a base zoning of LC, Light Commercial to allow for the use of “Manufacturing, Light” and “Outside Storage, Incidental”. The use of “Manufacturing, Light” and “Outside Storage, Incidental” are only permitted by specific use permit (SUP) in the LC, Light Commercial zoning district. Subsequently, the applicant is requesting to add conditions to the PD, Planned Development to allow for the use of “Manufacturing, Light” and Outside Storage, Incidental”.

Their outside storage needs are primarily for excess aluminum stock lengths (covered) and company trailers. The applicant has also indicated that if they are permitted to occupy this site, they intend on making substantial improvements to the building and property. Additional landscaping would also be installed throughout the site and in-between the residential areas to act as a natural noise barrier.

Applicant Cliff Chapman stated that this is a family business and he is a third generation glassmaker.

Applicant Brad Chapman provided details of their business including that they have seen 28 percent growth and will be doubling their overall space with this purchase. There are typically 25-30 employees in the offices and they plan to bring their entire business headquarters to Richland Hills. Additionally, he advised that there are plans to make improvements to the facility and overall security and estimated that it will take approximately two to three months to complete the improvements and transition.

Chair Wilson opened the public hearing at 6:39 p.m. and asked to hear from any proponents followed by opponents of the case.

Hearing none, Chair Wilson closed the public hearing at 6:40 p.m.

Motion: Motion was made by Chair Wilson and seconded by Commissioner Durham to approve Ordinance 1523-25 a Planned Development (2025-0226) with a base zoning of LC, Light Commercial allowing for a “Manufacturing, Light” use with an outside storage element for the property described as Lot 13R, Block H, Richland Hills Addition, otherwise known as 6525 Baker Blvd, Richland Hills, Texas 76118.

Motion carried by a vote of 4-0.

7. Approved Ordinance 1524-25 amending Ordinance 1463-22 to increase the maximum number of food trucks permitted on the City Market property described as Popplewell, S Survey, Abstract 1241, Tract 2J, otherwise known as 7206 Latham Dr, Richland Hills, Texas 76118. PUBLIC HEARING

Director of Planning and Development Services JP Ducay presented the item to the Commission and advised that in October 2022, Dan Boykin (owner/applicant) requested a Specific Use Permit (SUP) to allow for the operation of a “Farmers Market” at 7206 Latham. This SUP request was approved with the following conditions:

1. Two portable restrooms are permitted to stay on site for a period of one (1) year from the effective date of this SUP ordinance, on the condition that screening is provided when the farmer’s market is not in operation. Following the one (1) year term, portable restrooms are prohibited one site.
2. No more than three (3) food trucks shall be permitted to operate on site at any one time. One main food truck, as depicted on the site plan attached hereto as Exhibit B, that is to be permanently located on site shall be allowed to be connected to City utilities (water, sewer, and electric). No other food trucks shall be allowed to be connected City utilities.
3. Within one (1) year from the effective date of this SUP ordinance, the North Storage building, as depicted on the site plan attached hereto as Exhibit B, shall be converted to restrooms.
4. The dumpster on site shall be screened per City ordinances.

On February 19, 2025, an application was submitted by Mr. Boykin requesting to amend the original SUP ordinance to increase the maximum number of food trucks permitted at the City Market.

Discussion ensued regarding the conditions of the original SUP ordinance and the City’s views on approving increasing the overall number of food trucks.

Mr. Ducay confirmed that the bathroom facility was built in accordance with the SUP condition, overall site parking requirements would not be affected by adding additional trucks, and the City would allow six trucks on the property.

Chair Wilson opened the public hearing at 6:51 p.m. and asked to hear from any proponents followed by opponents of the case.

Hearing none, Chair Wilson closed the public hearing at 6:51 p.m.

Motion: Motion was made by Commissioner Durham and seconded by Commissioner Witt to approve Ordinance 1524-25 amending Ordinance 1463-22 to increase the maximum number of food trucks permitted on the City Market property described as Popplewell, S Survey, Abstract 1241, Tract 2J, otherwise known as 7206 Latham Dr, Richland Hills, Texas 76118.

Motion carried by a vote of 4-0.

8. ADJOURNMENT

Chair Wilson declared the meeting adjourned at 6:54 p.m.

ATTEST:

APPROVED:

Lindsay Rawlinson, City Secretary

Michael Wilson, Chair