

**RICHLAND HILLS ZONING BOARD OF ADJUSTMENT
FEBRUARY 20, 2019
MINUTES**

Members present:

Jorge Cisneros, Chairman
Ashly Schilling, Place 3
Chris Utchell, Place 4

Members Absent:

Sanjay Mathews, Place 2
Corrie Hayward, Place 5

Staff

Kay Duffy, Development Manager
Candice Edmondson, Assistant City Manager
James Donovan, City Attorney

1. CALL TO ORDER

Chairman Cisneros called the meeting to order at 6:50 p.m.

2. ADMINISTER OATH OF OFFICE TO BOARD MEMBERS

All Zoning Board of Adjustment members were reappointed by city council on December 10, 2018 for a two year term. Mr. Cisneros, Ms. Schilling, and Mr. Utchell were sworn in for the new term at this meeting.

3. APPROVAL OF THE DECEMBER 12, 2017 MEETING MINUTES

Chris Utchell motioned to approve the minutes with the correction of a typo. Ashly Schilling made a second and all approved.

4. EXECUTIVE SESSION

No executive session was necessary at this meeting

5. PUBLIC HEARING AND CONSIDERATION OF A REQUEST FOR A SPECIAL EXCEPTION UNDER SEC. 6.13(D) OF CHAPTER 90 OF THE CODE OF ORDINANCES, CITY OF RICHLAND HILLS, TEXAS, TO ALLOW FOR AN ENCROACHMENT OF THE BUILDING INTO THE REQUIRED SIDE YARD SETBACK ON THE EAST SIDE OF THE PROPERTY LOCATED AT 6723 BROOKS AVENUE. (Case# ZBA 2019-0047)

Due to lack of a quorum, Mr. Utchell moved that this public hearing be continued on February 28, 2019 at 6:30 p.m. A second was made by Ashly Schilling and all approved.

6. ADJOURNMENT

Mr. Utchell motioned to adjourn. With a second from Ms. Schilling and approval by all Chairman Cisneros adjourned the meeting at 6:55 p.m.

ATTEST

APPROVED

Kay Duffy, Development Manager

Jorge Cisneros, Chairman