

**ZONING BOARD OF ADJUSTMENT  
JUNE 7, 2022  
MINUTES**

Roll Call:

Members present

Jorge Cisneros, Chair  
Ashly Schilling, Place 3  
Chris Utchell, Place 4  
Lisa Skier, Place 5  
Pamela Keith, Alternate 1 (arrived 6:04 p.m.)

Members absent

Sanjay Mathew, Place 2

Staff present

Logan Thatcher, Assistant to the City Manager  
Lindsay Wells, City Secretary  
Alecia Kreh, City Attorney

**1. CALL TO ORDER**

Chairman Cisneros called the meeting to order at 6:01 p.m.

**2. EXECUTIVE SESSION**

**A. 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 Zoning Board of Adjustment to seek advice from the City Attorney as to the posted subject matter of this Zoning Board of Adjustment meeting.

**Motion:** Motion was made by Member Utchell and seconded by Member Skier to convene into Executive Session. Time: 6:01 p.m.

Motion carried by a vote of 4-0.

**B. Reconvene:** Action necessary on items discussed in Executive Session

Chairman Cisneros reconvened into open session. Time 6:07 p.m.

**3. PUBLIC COMMENTS**

None.

## **REGULAR AGENDA**

### **4. Approve minutes from the March 1, 2022 Zoning Board of Adjustment meeting.**

**Motion:** Motion was made by Member Schilling and seconded by Member Utchell to approve the March 1, 2022 Zoning Board of Adjustment meeting minutes.

Motion carried by a vote of 5-0.

### **5. Approved ZBA 2022-0260, a request for a variance to build an addition that does not meet setback requirements for the property described as Lot 4, Block 40, Richland Hills Addition, City of Richland Hills, Tarrant County, Texas, otherwise known as 6720 Reeves Street, Richland Hills, Texas 76118. PUBLIC HEARING**

Assistant to the City Manager Logan Thatcher presented ZBA 2022-0260, a request for a variance to build an addition that does not meet setback requirements for the property described as 6720 Reeves Street, Lot 4, Block 40, Richland Hills Addition, City of Richland Hills, Tarrant County, Texas. The property is a 0.28-acre lot with a 1,153 square foot single family residence in the SF-10 zoning district.

Mr. Thatcher advised that the applicant is requesting a Variance in order complete her room addition. The room addition is 227 square feet. The applicant started work prior to pulling a permit thus received a stop work order from code compliance. When the applicant came to pull a permit for the room addition, staff reviewed the plans and found that the addition would not meet setback requirements. The room addition would only leave 1 foot from the 10-foot setback from the neighboring property. For SF-10 Zoning district, it states in Section 2.03.02 that the side yard setback must meet a minimum of 10 feet.

The applicant has previously come before the board on February 1, 2022, and on March 1, 2022, both being denied. The first case was denied as a special exception, and the second time as a variance. For ZBA 2022-0260, she has adjusted the site plan so that the addition is still in-line with the existing structure. However, still does not meet the SF-10 side yard setback of 10 feet.

The Board asked several questions of Applicant Maria Salazar, including the status of the property being a legal nonconforming structure.

Chairman Cisneros opened the Public Hearing at 6:13 p.m. and asked to hear from any proponents followed by opponents of the case.

Maria Salazar, 6720 Reeves Street, Richland Hills, responded to several questions and advised that the previous construction has been removed, she has taken the concerns and suggestions of the board into consideration and has submitted a plan that she feels will meet their approval.

Chairman Cisneros closed the Public Hearing at 6:15 p.m.

Discussion ensued regarding the sideyard setbacks between this property and the home next door and construction plans or drawings.

**Motion:** Motion was made by Member Keith and seconded by Member Schilling to approve ZBA 2022-0260, a request for a variance to build an addition that does not meet setback requirements for the property described as Lot 4, Block 40 Richland Hills Addition, City of Richland Hills, Tarrant County, Texas otherwise known as 6720 Reeves Street, Richland Hills, Texas 76118.

Motion passed by a vote of 5-0.

## **6. ADJOURNMENT**

**Motion:** Motion was made by Member Skier and seconded by Member Utchell to adjourn.

Motion carried by a vote of 5-0.

There being no further business to come before the Zoning Board of Adjustment, Chairman Cisneros declared the meeting adjourned at 6:19 p.m.

**ATTEST:**

**APPROVED:**

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Lindsay Wells, City Secretary

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Jorge Cisneros, Chairman