



City of Richmond

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Planning & Zoning Commission Meeting Minutes

600 Morton Street
Richmond, Texas 77584
Monday, March 5, 2018 at 5:00 P.M.

PLANNING & ZONING COMMISSION MINUTES

The Planning and Zoning Commission for the City of Richmond, Texas met in a regular meeting on Monday, March 5, 2018, at 5:00 p.m. Commissioner Hogue, called the meeting to order at 5:02 p.m. A quorum was present, with the following members in attendance:

Katherine M. Graeber – Kubelka
Ernest Hogue
Libby King
Larry Pittman

Staff in attendance: Jessica Duet, Planning Director; Gary Smith, City Attorney; Jose Abraham, Planner II, Lori Bownds, Building Official, and Jordan Adams, GIS Specialist.

Commissioner Hogue declared the meeting open.

Commissioner Hogue introduced agenda item A2., public comment. He asked if there were any public comments. Hearing no public comment the agenda item was closed.

Commissioner Hogue introduced agenda item B1., review and approval of the minutes from February 5, 2018. The motion was presented by Commissioner Graeber - Kubelka for approval of the minutes. The motion was seconded by Commissioner King. The vote was unanimous for approval.

Commissioner Hogue introduced agenda item B2., stating the next Planning and Zoning Commission meeting will be Monday, April 2, 2018, at 5:00 p.m.

Commissioner Hogue introduced agenda item C1., review and recommendation of a final report to City Commission for a final plat for Harvest Home Drive Street Dedication

Section 2 – 10.01 acres of land – 2 Blocks – 2 Reserves. Commissioner Hogue excused himself from the discussion of this final plat. The discussion of the agenda item was then led by Commissioner Pittman due to Vice Chair Dostal's absence. City staff recommended approval of this final plat with two conditions. Commissioner Graeber – Kubelka motioned to recommend approval with City staff's recommendation. The motion was seconded by Commissioner King. The vote was unanimous for approval.

Commissioner Hogue introduced agenda item C2., review and recommendation of a final report to City Commission for a general plan major amendment for Veranda – 707.3± acres of land. Commissioner Hogue excused himself from the discussion of this general plan major amendment. The discussion of the agenda item was then led by Commissioner Pittman due to Vice Chair Dostal's absence. City staff recommended approval of this general plan major amendment with one condition. Commissioner King motioned to recommend approval with City staff's recommendation. The motion was seconded by Commissioner Graeber - Kubelka. The vote was unanimous for approval.

Commissioner Hogue introduced agenda item C3., review and recommendation of a final report to City Commission for a preliminary plat for Veranda Section Twenty-two – 12.6± acres of land – 42 Lots – 3 Blocks – 1 Reserve. Commissioner Hogue excused himself from the discussion of this preliminary plat. The discussion of the agenda item was then led by Commissioner Pittman due to Vice Chair Dostal's absence. City staff recommended approval of this preliminary plat with six conditions. Commissioner King motioned to recommend approval with City staff's recommendation. The motion was seconded by Commissioner Graeber - Kubelka. The vote was unanimous for approval.

Commissioner Hogue introduced agenda item C4., public hearing to receive comments for or against a request by David J. Smith and Jeanine Smith to replat 0.5068 acres of land being a replat of Lots 1 – 3, 8 – 10 and the east ½ of Lots 4 & 11, Block 67, City of Richmond (Vol. "A", Pg. 62; F.B.C.D.R.) in the John T. Edwards Survey, Abstract No. 23, City of Richmond, Fort Bend County Texas, to create two (2) lots and one (1) block. Commissioner Hogue asked if there were any public comments. The first speaker was Ms. Stephanie Foster (715 Main Street) questioned about historical restrictions for the structure and its height. The second speaker was Mr. Bill Harger (1610 Brookstone Lane, Sugar Land) he had a question about the use of the property. The third speaker was Mr. David Smith (918 Harvard, Houston/property owner). Mr. Smith stated the property was to be developed with single-family residence. At this time his plan was to build only one home and leave the remaining lot vacant. He also stated he will build the home so that it architecturally blends in with the existing neighborhood.

Commissioner Hogue introduced agenda item C5., review and recommendation of a final report to City Commission for a replat for Smith Acres – 0.5068 acres of land – 2 Lots – 1 Block. City staff recommended approval of this replat with two conditions. Commissioner Pittman motioned to recommend approval with City staff's recommendation. The motion

was seconded by King. The vote was unanimous for approval.

Commissioner Hogue introduced agenda item C6., consideration of the approval of a final report to City Commission on a text amendment to the Unified Development Code to establish a Recreational Vehicle Park (RV) zoning district. Ms. Jessica Duet, Planning Director, gave a brief presentation outlining the items discussed from the February 22, 2018, Planning and Zoning Commission workshop. She discussed conclusions and recommendations made from the workshop discussion. The first item of discussion was the allowance of "RV shade structures". The structures are to be built to 16 feet in height and constructed with an exterior finish material of "Hardi-plank". With this new addition to the design portion of the UDC, a new definition was created called "RV shade structure". The Planning and Zoning Commission gave concern over no written language for width and depth for the structure since they wanted to have uniformity of these structures. They informed Ms. Duet to include both width, depth, and a statement to this effect in the text of the UDC. The second item of discussion was the minimum separation between RVs. Ms. Duet presented research stating that 15 feet between RVs was sufficient and the Planning and Zoning Commission agreed. The third item for discussion was the allowance of tent camping. Ms. Duet stated she amended the definition for "RV Park" to allow tent camping and recreational cabins. Because of the allowance of the new uses a new definition for "tent" and "recreational cabin" was created. The Planning and Zoning Commission concurred. The fourth item for discussion was the allowance of individual storage space in maintenance buildings in the RV Park. Ms. Duet presented text language which provides for a maximum of six feet by 10 feet of storage if the RV park owner chooses to provide for storage options. The Planning and Zoning Commission also concurred with this recommendation. Commissioner Pittman brought some items for discussion including the allowance of "alcohol beverage sales", "commercial amusement, outdoor", "commercial amusement, indoor", and "food truck service" in the proposed RV Park zoning district. The Planning and Zoning Commission and Ms. Duet concurred with Commissioner Pittman. Commissioner Pittman motioned to recommend approval of the text amendment to the Unified Development Code to establish a Recreational Vehicle Park (RV) zoning district as presented by City staff along with the following conditions: 1) redefine the RV Park zoning district in Table 4.2.101A to account for "habitation"; 2) allow "alcohol beverage sales" as a limited use; 3) allow "commercial amusement, indoor" as a conditional use; 4) allow "commercial amusement, outdoor" as a conditional use; 5) allow "food truck service" as a temporary limited use; 6) require "RV shade structures to have uniform exterior finish and roofs; 7) correct "mobile tiny house" definition so that travel vehicles must be currently licensed by DOT not just TXDOT; and 8) include width and depth measurements for "RV shade structures". The motion was seconded by King. The vote was unanimous for approval.

There being no further business to be brought before the Planning and Zoning Commission, Commissioner Hogue adjourned the meeting at 5:35 p.m.

Approved:

A handwritten signature in blue ink, appearing to read "E. Hogue", is written over a horizontal line.

Ernest Hogue, Planning and Zoning Commission Chair