



RICHMOND

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Planning & Zoning Commission Meeting Minutes

City Commission Room | 600 Morton Street, Richmond, Texas 77469

Monday, March 4, 2019, at 5:00 P.M.

The Planning and Zoning Commission for the City of Richmond, Texas met in a regular meeting on Monday, March 4, 2019 at 5:00 p.m. Chairman Pittman called the meeting to order at 5:00 p.m. A quorum was present, with the following members in attendance:

Ernest Hogue

Larry Pittman (Chair)

Katherine M. Graeber-Kubelka (Vice Chair)

Noell Myska

Staff in attendance: Jose Abraham, Planning Director; Mason Garcia, Associate Planner; Jordan Adams, GIS Specialist; Lori Bownds, Building Official; Christine Cappel, Public Works Administrative Manager; Howard Christian, Assistant City Manager and Duane Whitehead, Kaluza Inc.

Commissioner Pittman introduced agenda A2, public comments. He asked for public comments for items not included on the agenda. Hearing no public comment, the agenda item was closed. Staff introduced new employee Mason Garcia, Associate Planner.

Commissioner Pittman introduced agenda item B1., review and approval of the minutes from February 4, 2019. Commissioner Kubelka made a motion to approve the minutes. The motion was seconded by Commissioner Myska. The vote for approval was unanimous.

Commissioner Pittman introduced agenda item B2., stating that the next Planning and Zoning Commission meeting will be on Monday, April 1, 2019 at 5:00 p.m.

Commissioner Pittman introduced agenda item C1., Review and recommendation of a final report to City Commission for a six month plat extension for Veranda Section Twenty-Three – 8.45 acres of land – 68 Lots – 3 Blocks – 2 Reserves. Commissioner Hogue abstained from discussing or voting on any items pertaining to Johnson Development activity. Commissioner Kubelka made a motion to accept the recommendation of Staff to approve the extension. The motion was seconded by Commissioner Myska. The vote for approval was unanimous.

Commissioner Pittman introduced agenda item C2., Review and recommendation of a final report to City Commission for a six month plat extension for Veranda Section Twenty- Four – 20.43 acres of land – 83 Lots – 2 Blocks – 3 Reserves. Commissioner Myska made a motion to accept the Veranda Section Twenty-Four – 20.43 acres of land – 83 Lots – 2 Blocks – 3 Reserves plat extension. The motion was seconded by Commissioner Kubelka. The vote for approval was unanimous.

Commissioner Pittman introduced agenda item C3., Review and recommendation of a final report to City Commission for a final plat for Veranda Section Twenty-Six – 18.69 acres of land – 68 Lots – 2 Blocks – 1 Reserve. Mr. Abraham explained that this section was already approved, but was brought back to add “Reserve B” to accommodate for utilities. Mr. Whitehead added that this was to eliminate a retaining wall that was between the two properties, in order to create a soft transition of slope. Mr. Abraham explained that this would not affect the lot sizes. Commissioner Kubelka made a motion to accept the final plat approval. The motion was seconded by Commissioner Myska. The vote for approval was unanimous.

Commissioner Pittman introduced agenda item C4., Review and recommendation of a final report to City Commission for a final plat for Veranda Section Twenty-Eight – 10.89 acres of land – 53 Lots – 3 Blocks – 2 Reserves. Mr. Abraham explained that while the preliminary plat was approved, the reduced building line was approved as a plat variance in this particular subdivision. Furthermore, Mr. Abraham noted the report needed to be amended to add a condition to address a typographical error found in plat note No. 9. The note states the subdivision is within Richmond’s ETJ, as well as within the City of Richmond, which is a contradictory statement. This was caught after the report was finalized, and necessitated a change. Commissioner Myska made a motion to accept the final plat approval. The motion was seconded by Commissioner Kubelka. The vote for approval was unanimous.

Commissioner Pittman introduced agenda item C5a., Public hearing to receive comments for or against the proposed annexation of an approximate 6.567 acres of land situated in the J.T. Edwards Survey, Abstract No. 23, Fort Bend County, Texas, being part of and out of a tract of land conveyed to George Foundation, as recorded under Volume 107, Pg. 526 of the Fort Bend County Deed Records (F.B.C.D.R.). (2000 Preston Street). Norman Scholes, representing Fort Bend Habitat for Humanity commented in support of annexation of the property, which has been owned by Habitat for Humanity since January 2019. Mr. Stoles explained the property was donated by the George Foundation, and that the proposed development would have houses built for low income residents. Mr. Scholes added that the property was converted from a commercial tract outside of the city limits, and requested residential zoning upon the property’s pending annexation.

Commissioner Pittman introduced agenda item C5b., Consideration of the approval of a final report to City Commission on agenda item C5a., (2000 Preston Street) Mr. Abraham discussed that a timeline for this application and a service plan was provided to the applicant. The approval of the annexation requires two public hearings; the first to be held on March 25, 2019 and the second on April 15, 2019, both of which are during scheduled City Commission Meetings. A Public Hearing was also scheduled for this Planning and Zoning Meeting to allow citizens to make comments. Mr. Abraham further detailed the city services that would be provided to the property if annexed. Commissioner Myska made a motion to accept Staff’s recommendation for C5a and C5b for the proposed annexation of an approximate 6.567 acres of land situated in the J.T. Edwards Survey. The motion was seconded by Commissioner Hogue. The vote for approval was unanimous.

Commissioner Pittman introduced agenda item C6a., Public Hearing to receive comments for or against a request by Jolie Craft of Van De Wiele & Vogler, Inc., to zone an approximate 6.567 acre tract of land proposed to be annexed into the city limits as General Residential (GR), and to the extent the rezoning deviates from the Future Land Use Plan of the Comprehensive Plan, to provide for an amendment thereto. (2000 Preston Street) Hearing no public comments, the agenda item was closed.

Commissioner Pittman introduced agenda item C6b., Consideration of the approval of a final report to City Commission on Agenda Item C6a., (2000 Preston Street). Commissioner Hogue made a motion to

accept Staff's recommendation for C6a and C6b for the proposed zoning of an approximate 6.567 acres of land situated in the J.T. Edwards Survey. The motion was seconded by Commissioner Kubelka. The vote for approval was unanimous.

Commissioner Pittman introduced agenda item C7a., Public Hearing to receive comments for or against a request by Michael C. Ciavarra to rezone an approximate 7,035 square feet tract of land from General Residential (GR) to Olde Town (OT) and to the extent the rezoning deviates from the Future Land Use Plan of the Comprehensive Plan, to provide for an amendment thereto (1302 Austin Street). Mr. Ciavarra explained that the property across the street was recently rezoned for similar office use, and he has had inquiries from people wanting to use this property for office space. Additionally, Mr. Abraham noted that he received an email from a resident, Mr. Hass, about some concerns that needed to be addressed and considered, and had also received a letter of support for the proposed rezoning from the adjoining law firm. Hearing no more public comments, the agenda item was closed.

Commissioner Pittman introduced agenda item C7b., Consideration of the approval of a final report to City Commission on Agenda Item C7a., (1302 Austin Street) Mr. Abraham made a presentation to discuss the proposed zoning. Staff recommended the Planning and Zoning commission to forward a positive recommendation of approval for the proposed rezoning. Commissioner Hogue made a motion to accept the application to rezone an approximate 7,035 square feet tract of land at 1302 Austin Street. The motion was seconded by Commissioner Myska. The vote for approval was unanimous.

Commissioner Pittman introduced agenda item C8., Discussion on a proposal by staff to reconsider certain provisions and regulations pertaining to Accessory dwelling unit, Land use allowance, Parking, and Landscaping within the OT, Olde Town district. Mr. Abraham provided follow-up on to the subject item and summarized inputs received from the City Commission and Richmond Historical Commission. Mr. Abraham updated the commission that provisions and regulations were in development stages at this point.

There being no further business to be brought before the Planning and Zoning Board, Commissioner Pittman adjourned the meeting at 6:00 p.m.

Approved:



Larry Pittman, Planning and Zoning Commission Chair