



RICHMOND

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Planning & Zoning Commission Meeting Minutes

Zoom Teleconferencing Meeting Room

Monday, May 4, 2020, at 5:00 P.M.

The Planning and Zoning Commission for the City of Richmond, Texas met in a regular meeting on Monday, May 4, 2020 at 5:00 p.m. In compliance with recommendations from the Centers for Disease Control (CDC) and local governmental agencies to avoid the spread of COVID-19, the Planning and Zoning Commission meeting was teleconferenced via the Zoom Virtual meeting platform. A quorum was present, with the following members in attendance:

Larry Pittman (Chair)
Ernest Hogue
Katherine M. Graeber-Kubelka
Noell Myska

Staff in attendance: Jose Abraham Planning Director; Mason Garcia, Associate Planner; Howard Christian, Assistant City Manager; Christine Cappel, Public Works Administrative Manager; Gary Smith, City Attorney; and Terri Vela, City Manager.

Commissioner Pittman introduced agenda A2, public comments, and asked for any public comments pertaining to items not included on the agenda. Hearing no public comment, the agenda item was closed.

Commissioner Pittman introduced agenda item B1., Review and approve minutes from the March 2, 2020, meeting. Commissioner Kubelka moved to approve the minutes. The motion was seconded by Commissioner Myska. The vote for the motion was unanimous.

Commissioner Pittman introduced agenda item B3., stating that the next Planning and Zoning Commission meeting will be on Monday, June 1, 2020 at 5:00 p.m.

Commissioner Pittman introduced agenda item C1a., To receive comments for or against a request by Vanessa Piedra on behalf of HW 589 Holdings LLC., to replat 2.64 acres of land, being a replat of lots 7-15 of Block 2 of Veranda Section 29 as recorded in plat no. 20190286 of the Fort Bend County Plat Records, in order to change the minimum slab elevation note for lots 7-15 and to reflect the release of a CenterPoint easement that created an encumbrance on lots 13-15. The proposed replat is also referred to as Veranda Section Twenty - Nine Partial Replat No. 1. Hearing no more public comment, the agenda item was closed.

Commissioner Pittman introduced agenda item C1b., Review and recommendation of a final report to City Commission for a Replat—Veranda Section Twenty - Nine Partial Replat No. 1— of 2.64 acres of

land – 1 Block – 9 lots – 0 Reserves. Jose Abraham, Planning Director, explained that the proposed subdivision is within the Veranda Residential Development as part of the Development Agreement between the City of Richmond and HW 589 Holdings LLC. The acreage of the proposed replat comprised a portion of Veranda Section Twenty-Nine – Final Plat (Total 20 Lots), which was recorded in November 2019. Mr. Abraham explained that the proposed replat would change the minimum slab elevation for lots 7-15 and reflect the release of a CenterPoint easement that created an encumbrance on lots 13-15. Mr. Abraham further detailed that the minimum slab elevation would increase from 77.8 to 78.51 feet above mean sea level in order to reflect recently amended drainage district requirements. Mr. Abraham emphasized that the proposed replat would not alter the lot sizes. Mr. Abraham stated Staff's recommendation of approval of the replat. Commissioner Hogue abstained from voting. Commissioner Myska moved to forward staff's recommendation to the City Commission. Commissioner Kulbeka seconded the motion. The vote for the motion was unanimous.

Commissioner Pittman introduced agenda item C2., Review and recommendation of a final report to City Commission for a Final plat – Crossbridge Church at Harvest Green – 14.429 acres of land – 0 Lots – 1 Block – 1 Reserve. According to Mr. Abraham explained that a preliminary plat for the subject site was approved by the City Commission on March 16, 2020, and that the proposed final plat was in conformance to the approved preliminary plat. Mr. Abraham stated Staff's recommendation of approval conditioned upon addressing the comments listed in the report. Commissioner Kulbelka moved to forward staff's recommendation to the City Commission. Commissioner Hogue seconded the motion. The vote for the motion was unanimous.

Commissioner Pittman introduced agenda item C3., Review and recommendation of a final report to City Commission for a Short Form Final plat – Riverside Ranch Commercial Sec Two Replat No 2 and Extension – 5.2579 acres of land – 0 Lots – 1 Block – 1 Reserve. Mr. Abraham explained that subject site was situated within the City of Richmond Extraterritorial Jurisdiction east of FM 723 and west of the Riverside Ranch subdivision. According to Mr. Abraham, the proposed short form final plat included a partial replat of Reserve B of Riverside Ranch Commercial Sec Two, along with 0.5312 acres of unplatted land abutting the subject site. Mr. Abraham provided further background, noting that Reserve B of Riverside Ranch Commercial Sec Two was previously replatted in 2019; and that the currently proposed plat included the remainder of Reserve B. Mr. Abraham stated Staff's recommendation of approval conditioned upon addressing the comments listed in the report. Commissioner Hogue forward Staff's recommendation to the City Commission. Commissioner Myska seconded the motion. The vote for the motion was unanimous.

Commissioner Pittman introduced agenda item C4., Review and recommendation of a final report to City Commission for a Final plat – Mandola Farms Section One – 62.96 acres of land – 154 Lots – 6 Blocks – 3 Reserves. Mr. Abraham explained that the proposed subdivision is within the Mandola Farms Residential Development—located south of U.S. Highway 90A, and bounded by Hennessey Road, Edgewood Drive, and Damon Street— as part of the Service and Development Agreement between the City of Richmond and Meritage Homes. Mr. Abraham noted that although the proposed final plat conformed to the General Plan for the Mandola Farms Master Planned Community, it deviated from the preliminary plat in that, the proposed plat included an additional lot. However, the added lot met the lot size requirements of the UDC. Mr. Abraham explained that Staff is recommending approval conditioned upon addressing comments listed in the report. He added that one of the comments is to either revise the preliminary plat or revise the final plat to conform to the preliminary plat. Commissioner Kubelka asked if a traffic analysis for the subdivision was conducted. Commissioner Myska inquired as well if Lamar Consolidated School District (LCISD) was notified of the impact and potential enrollment of new residents. Mr. Abraham explained that a Traffic Impact Analysis was approved by the City Engineer and

that the School District was notified. Commissioner Myska moved to forward Staff's recommendation to the City Commission. Commissioner Hogue seconded the motion. The vote for the motion was unanimous.

Commissioner Pittman introduced agenda item C5a., Staff update on a proposed multi-family development located south of US 59, along the east side of Williams Way abutting the City of Richmond Wastewater treatment plant at its southeast corner. Mr. Abraham noted that this update pertained to a project first presented to the Commission as a petition for inclusion into the City of Richmond Extraterritorial Jurisdiction, and request for reduced parking requirements during the March 2020 regular Planning & Zoning Commission meeting. He also added that during that meeting, no action was taken, and the item was postponed for the April 2020 Planning & Zoning Commission regular meeting to allow for additional discussion and research by the applicant. However, the April 2020 regular Planning & Zoning Commission meeting was cancelled as result of the ongoing COVID-19 pandemic. Thus, the item was alternatively presented during the April 2020 regular City Commission meeting, but was also postponed for further consideration. The City Commission emphasized the following points:

- The provision of sufficient parking is a critical component of a quality multi-family development, and any reduced parking requirement should be based off sound research.
- Staff's recommendation would result in an approximate 30% reduction in parking for the proposed development. If a parking shortage were to occur as a result of the reduced parking requirements, it would negatively impact the community.
- The City Commission noted that consistency breeds credibility, arguing that it would be more beneficial to reevaluate the Unified Development Code (UDC) requirements rather than to consider parking reductions on a case-by-case basis.

Mr. Abraham gave a background on the proposed project and explained that the applicant is proposing a multi-family residential development with a total of 282 units and provided the following details:

The 15.896 acre subject site is presently vacant. The applicant is proposing a multi-family residential development with a total of 282 units. The development is proposed to include:

- 115 One Bedroom Units;
- 140 Two Bedroom Units; and
- 27 Three Bedroom Units

Based on the UDC's parking requirement of 2 spaces for efficiency unit and 1 BR unit; 3 spaces per du for 2 BR; 4 spaces per du for 3 BR plus; the proposed development is required to have a total of 758 parking spaces. Based on a Parking Study, the applicant is requesting that the parking requirement be reduced to:

- 1.5 spaces per unit for One Bedroom units; and
- 1.8 spaces per unit for Two or more-bedroom units.

Mr. Abraham mentioned that staff conducted some research on the issue of parking demand for multi-family development to help evaluate the current multi-family development parking requirements of the UDC. According to him the research is based on (1) Case study of two existing multi-family development in the City of Richmond's ETJ; (2) Trends evident from Census and American Community Survey Data; (3) Comparative analysis of parking requirements of other jurisdiction in the Houston Metropolitan area. Mr. Abraham summarized his findings as follows:

- For both existing multi-family developments, even with lower parking ratio, we are generally seeing parking vacancy rate in the 25 to 30% range. The parking study does not include parking spaces provided for the leasing office and at the time of counting parking spaces, the spaces dedicated for leasing office visitors were vacant. Also, the parking vacancy recorded was despite rental occupancy being above 90% which is the generally observed peak of occupancy (92-95%). Also, occupied dwelling units for both developments include certain units that do not generate parking since they are set aside as model units. There are no known parking related complaints for the two developments studied. Staff has not witnessed or received any complaints about overflow parking on public street providing access to the developments studied.
- The general trend based on US Census data shows higher percentage of one and two vehicle availability per household. We see that the percentage of one and two vehicles availability is higher than three or more vehicles even within households with more than two people. This suggests that the current parking requirement may be excessive.
- Parking requirements within some jurisdictions are less than the City of Richmond requirement and some are more. Staff's recommendation for the request for reduced parking requirement discussed in March 2020 regular meeting is comparable to parking requirement of City of Fulshear and City of Missouri City.

Commissioner Pittman introduced agenda item C5b., Review and recommendation of a final report to City Commission for a request to allow reduced parking requirement for a proposed multi-family residential development based on a Parking Study provided as per Section 4.2.100 of the Unified Development Code. Mr. Abraham explained that any discussion on the item was limited to the request for reduced parking requirements; all other aspects of the proposed development would be reviewed as part of a formal administrative Site Development Plan review process. Mr. Abraham indicated that, the applicant had assured that the proposed development would conform to all other requirements of the UDC. The Commission discussed various aspects of the research provided by staff and discussed their concerns for and against reduced parking for multi-family developments in general. Commissioner Hogue moved to forward staff's recommendation of reducing the parking requirement to 1.8 spaces per unit or 1.07 spaces per bedroom—whichever is more for the proposed multi-family development—and further moved to re-evaluate UDC's parking requirements for multi-family development. Commissioner Kubelka seconded the motion. Commissioner Myska abstained from voting. The vote for the motion was unanimous.

Commissioner Pittman introduced agenda item C6., Discuss potential petition for annexation into City of Richmond city limits for: a) An approximate 2.083 acres of Land (more or less) to be annexed into the city limits of the City of Richmond being a portion of the road right-of-way of Pitts Road (80 feet wide overall including a portion of a call 2.156 acre road widening - Fort Bend County Clerk's File No. 9509356 and including all of a call 0.206 acre road right-of-way – Fort Bend County Clerk's File No. 9237267), all being in the William Morton Survey, Abstract No. 62, Fort Bend County, Texas. b) An approximate 0.0694 acre located in the William Morton Survey, abstract No. 62, in Fort Bend County, Texas; being a portion of 9th Street (called 70-feet wide per Volume 309, Page 328, Fort Bend County Deed Records) extending from the south right of way line of Highway 90A to the existing city limits line on the northern line of the proposed Mandela Farms development. c) An approximate 116.78 acres of land in the Jane Long Survey, abstract no. 55 in Fort Bend County, Texas; being the former Fort Bend Country Club and currently future expansion of the Veranda development bounded by FM 762, Del Webb Sweetgrass development, the existing Veranda development, and the current city limits to the southeast of Golfview. Gary Smith, City Attorney, provided updates regarding the potential annexations.

Mr. Abraham explained that a request to annex a 2.083 acre portion of the Pitts Road right-of-way extending from the railroad tracks to the edge of a tract recently annexed by the City of Richmond has been received. He explained that the annexation is based on the recommendation by Fort Bend County Engineering. He added that this potential annexation would result in the expansion of the City of Richmond Extraterritorial Jurisdiction. Mr. Abraham, then, discussed the potential annexation of the access to Mandola Farms residential development from US 90A. Mr. Smith noted that discussions were ongoing between the City of Richmond, Fort Bend County and the property owners of Mandola Farms regarding the possible inclusion of additional access alongside the proposed annexation. Lastly, Mr. Abraham stated that Staff has received a request to annex the site of the former Fort Bend County Country Club into Richmond's City Limits in order to accommodate future expansion of the ongoing Veranda Development. An approved Veranda Development General Plan for the subject site allows for residential and non-residential uses. He added that this potential annexation would also result in an expansion of the City of Richmond's Extraterritorial Jurisdiction. Terri Vela, City Manager, noted that while there were concerns regarding potential flooding at the site and adjoining property, these hazards would be sufficiently mitigated through well planned drainage and detention system.

Commissioner Pittman introduced agenda item C7., Discussion on Comprehensive Master Plan Update process. Mr. Abraham discussed that Staff had received 60 responses from an online survey soliciting public input for the Comprehensive Master Plan Update. Although Staff had initially planned for a focus group and listening session, these public events were cancelled due to the COVID-19 pandemic. Mr. Abraham noted that Staff would brainstorm potential alternatives in the coming weeks, as public engagement was a critical part of the Comprehensive Master Plan Update. Mr. Abraham stated that in the meantime the online survey would remain open.

Commissioner Pittman introduced agenda item C8., Consider agenda item requests by Commissioners for June 1, 2020 regular meeting. Commissioner Pittman asked for any items the Commissioner's wished to discuss for the next meeting. Although no items were offered, Commissioner Myska praised the idea of a standard agenda item requesting discussion points for upcoming meetings.

There being no further business to be brought before the Planning and Zoning Commission, Commissioner Pittman adjourned the meeting at 6:22 p.m.

Approved:



Larry Pittman, Planning and Zoning Commission Chair