



# **RICHMOND**

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## **Planning & Zoning Commission Meeting Minutes**

Zoom Teleconferencing Meeting Room

Tuesday, August 4, 2020, at 5:00 P.M.

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The Planning and Zoning Commission for the City of Richmond, Texas met in a regular meeting on Tuesday, August 4, 2020 at 5:06 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:

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

Staff in attendance: Jose Abraham, Planning Director; Mason Garcia, Associate Planner; Howard Christian, Assistant City Manager; Christine Cappel, Public Works Administrative Manager; Lori Bownds, Building Official; Gary Smith, City Attorney; and Duane Whitehead, City Engineer (Kaluza, Inc.).

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

Commissioner Kubelka introduced agenda item B1., Review and approve minutes from the July 6, 2020, meeting. Commissioner Hogue moved to approve the minutes. The motion was seconded by Commissioner Kubelka. The vote for the motion was unanimous.

Commissioner Kubelka introduced agenda item B2., stating that the next Planning and Zoning Commission meeting would be on Tuesday, September 8<sup>th</sup> at 5:00 p.m.

Commissioner Kubelka introduced agenda item C1., Review and recommendation of a final report to City Commission for a replat – City of Richmond Morton Street Reserves – 1.646 acres of land – 0 Lots – 1 Blocks – 3 Reserves. The subject site can be described as a 1.646 acre of Land (Fort Bend County Clerk's File No. 2014013434) being a portion of Out Lot No. 15 of Randon's Addition to the Town of Richmond (Volume A, Page 484; Deed Records of Fort Bend County, Texas) and a portion of Lot No. 2, Section 2 of Borden's Lots Back of Richmond (Volume B, Page 758; Deed Records of Fort Bend County, Texas) including a portion of the original right-of-way of Union Street (30 feet wide, call 0.125 acre abandonment - Volume 481, Page 49; Deed Records of Fort Bend County, Texas), all being in the Jane H. Long Survey, Abstract No. 55 and in the John T. Edwards Survey, Abstract No. 23, Fort Bend County, Texas. The subject site is the old Thompson Clinic property, located north of the intersection of Morton St and Union St. Jose Abraham, Planning Director, explained that subject site is owned by the City and constitutes several lots. Commissioner Myska asked about the purpose of the replat and any development plans. Mr. Abraham explained that the purpose of the replat was to combine the

individual lots, as the City intended to lease the property for commercial use. He added that the replat would include a clear legal description of the property to avoid any confusion regarding boundary lines during the leasing process. Mr. Abraham further detailed that the proposed replat would combine the existing lots to create three reserves in one block and a 15' wide strip of land along Myrtle Street dedicated for right-of-way purposes. Mr. Abraham concluded, delivering Staff's recommendation of approval conditioned upon addressing the comments listed in the staff report. Commissioner Myska inquired if the road widening would negatively affect existing businesses. Mr. Abraham explained that the strip of land dedicated of road widening will have no impact on existing businesses. Commissioner Hogue moved to forward Staff's recommendation to the City Commission. Commissioner Myska seconded the motion. The vote for the motion was unanimous.

Commissioner Kubelka introduced agenda item C2., Review and recommendation of a final report to City Commission for a replat – City of Richmond Block 107 Replat – 0.961 acres of land – 0 Lots – 1 Blocks – 1 Reserve. The subject site can be described as being all of Block No. One-Hundred Seven (107), including Lot No. 1 through 14, inclusive, save and except a State of Texas call 0.051 acre tract of land for road right-of-way (Parcel No. 1 - Volume 458, Page 165; Deed Records of Fort Bend County, Texas), of the City of Richmond (subdivision plat recorded in Volume A, Page 62; Deed Records of Fort Bend County, Texas) in the William Morton Survey, Abstract No. 63, Fort Bend County, Texas. The subject site is the old fire station property located on the northeast corner of South 2nd Street and Hwy 90A intersection. Mr. Abraham explained that the proposed replat consists of the old City of Richmond Fire Station located at the northeastern corner of Jackson Street and South 2<sup>nd</sup> Street. Mr. Abraham explained that the proposed replat would combine the existing lots—presently owned by the City of Richmond— to create one block and one reserve. Mr. Abraham delivered Staff's recommendation of approval conditioned upon addressing comments listed in the staff report. 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 Kubelka introduced agenda item C3a., Staff presentation and discussion on Veranda Development Traffic Impact Analysis and approved Drainage Plan. Mr. Abraham prefaced that a brief discussion of the Traffic Impact Analysis (TIA) and Drainage Plan for the Veranda Development was requested by the Commission at the July regular meeting. Duane Whitehead, City Engineer, led the discussion. Mr. Whitehead explained the TIA was originally submitted in late 2018, with revisions prepared in February 2020 to specifically address a proposed multi-family development close to the intersection of FM 762 and to Wildwood Park Road (located within the former Fort Bend Country Club tract). To compensate for this proposed development, a left turn lane will be necessary from FM 762 into Wildwood Park Road, and from Wildwood Park Road into the development's parking area. He added that according to the TIA, a traffic signal will be required at the intersection of Richmond Parkway and Veranda Trails Parkway; intersection of FM 762 and Wildwood Park Road; and Circle Seven Road and Richmond Parkway.

Commissioner Myska expressed her concerns about the traffic on FM 762, as well as an abundance of traffic lights along Richmond Parkway delaying timely travel. Mr. Whitehead explained that traffic lights are a safety measure and its need is based on the level of service of the street. He further clarified that he understood Commissioner Myska's concerns but noted that accidents were likely to occur without traffic signals. Mr. Whitehead reasoned that traffic signals increased safety and were adequately distanced with over 1,000 feet between each other. Mr. Whitehead cited the traffic signal at Golfview Drive and Wildwood Park Road, noting that there was at least 1,300 feet between signals—much greater than the minimum distance recommended by TxDOT. Commissioner Myska responded that in her opinion the City was over-developed, and that an excessive number of residents in new and existing

neighborhoods and apartments would only induce more traffic-related issues and accidents. Mr. Whitehead replied that development and progress are inevitable, to which Commissioner Myska expressed her frustration as a homeowner and long-time resident of Richmond. Mr. Whitehead assured Commissioner Myska that other traffic signals had previously been installed in areas along US 90-Alternate, and that traffic signals promoted a greater degree of safety. Commissioner Kubelka offered her appreciation for the explanations Mr. Whitehead provided.

Mr. Whitehead provided an overview of the Veranda Drainage Plan. He explained that the Veranda Drainage Plan was approved on May 22, 2019 and that the Drainage Plan is a tool to ensure that development within Veranda does not cause any flooding related impact and meets the minimum standards. Commissioner Myska inquired if the Drainage Plan factored in multifamily uses recently approved under the Veranda General Plan amendment. Mr. Whitehead responded that the Drainage Plan factors in the multifamily uses and that Staff would pay further attention to the details of the development plans to ensure that the proposed impervious cover does not exceed the assumptions made in the drainage plan. Mr. Whitehead noted that if the proposed impervious cover increases, additional detention would be required. Commissioner Myska also asked if the Drainage Plan encompassed a CenterPoint easement adjacent to the Veranda development, stating that she had addressed her concerns regarding the insufficient drainage within this strip with the City Manager, Terri Vela. Mr. Whitehead noted that the drainage issue with this easement will be addressed by the developer as each section abutting the easement progresses, and that eventually the easement would be included in the Veranda Drainage Plan. In response, Commissioner Myska questioned if CenterPoint would have any involvement in addressing the drainage issues, to which Mr. Whitehead replied that CenterPoint would not, as their main use for the easement was for access to their facilities, and therefore had little incentive to invest in drainage maintenance. Mr. Whitehead pointed out that the responsibility was on the developer to manage drainage on adjacent properties. Commissioner Myska expressed her concern for the drainage impacts on existing homes nearby, but Mr. Whitehead clarified that adjoining communities will not be impacted. Commissioner Kubelka again offered her appreciation for the information Mr. Whitehead provided.

Commissioner Kubelka introduced agenda item C4., Consider agenda item requests by Commissioners for September 8, 2020 regular meeting. Commissioner Hogue and Commissioner Myska stated they had no pressing items to discuss.

Commissioner Kubelka introduced agenda item C5., Development related staff update. Mr. Abraham provided an overview of a list of development projects that were discussed at pre-application conferences and are undergoing Site Development Plan review since the last regular meeting. One of the projects included in Mr. Abraham's discussion was an accessory dwelling unit within an existing garage at 600 Houston Street in the Olde Town district. Commissioner Myska questioned why the City would allow this, as the residents would have to park their vehicles outside of the garage, in turn potentially creating parking issues. Mr. Abraham clarified that the Olde Town district included provisions to allow for accessory dwelling units as long the resident could provide proof that the property had at least three alternative parking spots. Mr. Abraham further explained that if the site plan fulfilled all the other requirements stipulated for the Olde Town district, the use of an accessory dwelling unit was permitted. Commissioner Myska expressed that she believed this could negatively impact neighboring property values. Mr. Abraham clarified that the project was still under review for associated planning, engineering, and building code requirements. Commissioner Hogue inquired if the applicant was essentially building a garage apartment, to which Mr. Abraham confirmed. Commissioner Kubelka thanked Mr. Abraham for the report.

There being no further business to be brought before the Planning and Zoning Commission, Commissioner Kubelka adjourned the meeting at 5:40 p.m.

Approved:

  
Larry Pittman, Planning and Zoning Commission Chair