



Planning & Zoning Commission Meeting Minutes

Zoom Teleconferencing Meeting Room

Monday, February 1, 2021, at 5:00 P.M.

The Planning and Zoning Commission for the City of Richmond, Texas met in a regular meeting on Monday, February 1, 2021, at 5:01 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)
Aimee Frederick
Melissa Schultz

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; and Gary Smith, City Attorney.

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 January 4, 2020, meeting. Commissioner Frederick moved to approve the minutes. The motion was seconded by Commissioner Schultz. The vote for the motion was unanimous.

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

Commissioner Kubelka introduced agenda item C1., Review and recommendation of a final report to City Commission for a Final Plat– OSP NW 359 Reserve "A" – 4.3164 acres of land – 0 Lots – 1 Blocks – 1 Reserve. The subject site is located on the west side of Mason Road, south of City of Richmond Fire Station 3. Mr. Abraham explained that the subject site is zoned GC, General Commercial and allows for commercial uses. He added that the proposed plat conforms to the recently approved General Plan and Preliminary Plat. Mr. Abraham also informed that the subject site is proposed to be developed for an Ace Hardware Store. Mr. Abraham concluded by recommending approval of the Final Plat. Commissioner Schultz moved to forward Staff's recommendation of approval to the City Commission. The motion was seconded by Commissioner Frederick. The vote for the motion was unanimous.

Commissioner Kubelka introduced agenda item C2., Staff update on a potential annexation of a portion of FM 762 right of way located between Dowling Drive and Brazos Town Crossing. Mr. Smith updated

the Commission regarding the potential annexation. He explained that the right-of-way will continue to be a Texas Department of Transportation right-of-way after annexation and the completed annexation of the area will expand Richmond's extraterritorial jurisdiction (ETJ) to include a portion of the US 59/I-69 right of way; the southern portion of Del Webb, Section 13A, a platted subdivision in Fort Bend County; and the Murphy Jones Cemetery located on the south side of US 59/I-69 right of way. He briefly discussed the annexation process and indicated that staff's recommendation to City Commission would be to annex the subject site. Commissioner Kubelka asked if the Richmond Police service will extend to the subject site if annexed. Mr. Smith answered that the Richmond Police will be able to enforce the statutes and ordinances that apply and be able to engage in traffic control along the roadway. Commission Frederick asked how the proposed annexation impacts the areas around the subject site. Mr. Smith explained that the Railroad rights-of-way is not made part of the proposed annexation and that Del Webb and the George Foundation tract would continue to be within the Extra Territorial Jurisdiction (ETJ) and a Municipal Utility District. Commissioner Frederick asked if the Veranda Development is within the City limits. Mr. Smith explained that most of Veranda is within City's ETJ and reminded that the former Country Club tract was made part of the Veranda development and annexed into the City Limits recently.

Commissioner Kubelka introduced agenda item C3., Consider agenda item requests by Commissioners for March 1, 2021 regular meeting. Hearing none, the agenda item was closed.

Commissioner Kubelka introduced agenda item C4., Development related staff updates. Mr. Abraham spoke about the informational snippets that was provided with the agenda packet. He explained that the one-page snippets are intended to provide brief information about a planning and zoning related topic and are not made part of the agenda. He also indicated that if the Commission would like to discuss a topic it can be added on the following month's agenda.

Mr. Garcia provided an overview of development projects discussed at pre-application conferences and that are under review since the last regular meeting. The pre-application projects discussed included the following proposed projects:

- Church at 2012 E Highway 90A;
- Ace Hardware Store south of Fire Station 3 on Mason Road;
- Texas Biergarten at 112 Jackson Street (Old Fire Station building); and
- Multi-family apartments along Williams Way Boulevard (south of Us 59).

Projects under reviews discussed included the following proposed projects:

- Richmond Town Center Retail Strip at 3415 FM 762;
- Wells Fargo (lighting improvement) at 700 Jackson Street;
- Fossum Family Dental Care at 1840 FM 359;
- Anchor Bend Church at 1400 FM 2218;
- Walgreens addition of a clinic at 1600 Jackson Street;
- ESG Facility (Office warehouse) at 1011 E Highway 90A;
- Pet Suites River Pointe at 20430 US 59;
- Fort Bend Women's Center office addition at 1500 Pultar Road;
- Auto Shop Extension at 1621 FM 359; and
- Riverside Ranch Commercial (office Warehouse) at 3520 FM 723.

Commissioner Frederick asked about the specific location of the proposed apartments. Mr. Garcia explained the location to be south of US 59, along the east side of Williams Way and that the subject site

abuts the City of Richmond Wastewater treatment plant at its southeast corner. Commissioner Schultz asked if the proposed Ace Hardware is a new location for the Plantation Hardware Store on FM 359. Mr. Abraham explained that it was not clear from the discussions staff had with the design team and that he will reach out to the applicant for that information. Commissioner Kubelka thanked Staff for all the efforts and information provided to the Commission, especially the helpful information provided through the snippets.

There being no further business to be brought before the Planning and Zoning Commission, Commissioner Kubelka adjourned the meeting at 5:30 p.m.

Approved:



Katherine M. Graeber-Kubelka (Vice-Chair)