



Planning & Zoning Commission Meeting Minutes

Zoom Teleconferencing Meeting Room

Monday, April 5, 2021, at 5:00 P.M.

The Planning and Zoning Commission for the City of Richmond, Texas met in a regular meeting on Monday, April 4, 2021, 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:

Katherine M. Graeber-Kubelka (Chair)
Aimee Frederick
Melissa Schultz
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; Duane Whitehead and Llarance Turner, City Engineers, and Gary Smith, City Attorney.

Commissioner Kubelka introduced agenda A2., Public comments, and asked if there were any public comments. Manard Paige residing at 5318 Winding River Road spoke on agenda item C1b. Mr. Paige expressed his opposition against the replat of the subject site located at 5202 Winding River Drive, citing flooding related concerns. Hearing no more public comments, the agenda item was closed.

Commissioner Kubelka introduced agenda A3., Discuss and consider taking action on reciting the Pledge of Allegiance to the U.S. flag and Texas flag before each meeting. Mr. Smith explained that the City Commission adopted a policy to recite the Pledge of Allegiance to the United States of America and Texas flags before each meeting. He added that the policy allows each Board and Commission to decide whether or not to recite the pledges at their respective meetings. Planning and Zoning Commissioners discussed the policy and expressed their preference to recite the pledge of allegiance only at in-person meetings. Commissioner Hogue moved to start reciting the Pledge of allegiance to the United States of America and Texas flags when in-person meetings resume. The motion was seconded by Commissioner Myska. The vote for the motion was unanimous.

Commissioner Kubelka introduced the consent agenda items:

B1. Review and approve minutes from the March 1, 2021, meeting.

B2. Next Planning and Zoning Commission meeting is Monday, May 3, 2021, at 5:00 p.m.

Commissioner Frederick moved to approve the consent agenda. The motion was seconded by Commissioner Hogue. The vote for the motion was unanimous.

Commissioner Kubelka introduced agenda item C1a., Public hearing to receive comments for or against a request by Ryan Moeckel on behalf of Billy R. Corbin and Mary O. Corbin, to replat approximately 4.072 acre tract of land in the Samuel Isaac League Survey, Abstract No. 35; also being Lot 6 Block 4, River Forest Sec. 3 as recorded in Slide No. 1494A Fort Bend County Plat Records in order to create two lots and one block. The proposed replat is called River Forest Section Three Lot Six, Block 4 Replat No. 1 and includes a plat variance request. Kent Hanszen, representing the applicant, briefly explained the application, and mentioned that the request letter submitted elaborates the reasons for the variance request. Commissioner Myska acknowledged the support letters provided by the applicant but indicated that most of the support letters are from residents who are not in close vicinity to the subject site. She further added that objections presented by owners of the property adjoining the subject site generate concerns. Hearing no more public comments, the agenda item was closed.

Commissioner Kubelka introduced agenda item C1b., Review and recommendation of a final report to City Commission for a Replat - River Forest Section Three Lot Six, Block 4 Replat No. 1 – 4.072 acres of land – 1 Block – 2 Lots – 0 Reserves and associated Plat variance. The subject site is part of the River Forest Residential Subdivision located at 5202 Winding River Drive. Mr. Abraham explained that the subject site is an existing flag lot within River Forest Residential subdivision. He elaborated that the applicant is requesting to replat the lot to create two lots out of which one lot will be accessed through a shared driveway easement and will not have street frontage. He further added that since the existing lot was platted as a flag lot, the approval of the replat is dependent on the granting of a variance to the minimum frontage requirement of Section 4.1.101.C.1. of the Unified Development Code. Commissioner Myska asked Mr. Paige residing at 5318 Winding River Road which lot belonged to him. Mr. Paige explained that his property abuts the subject site on the west side and is concerned that the proposed replat could negatively impact his property in terms of flooding.

Commission Hogue enquired if flooding related issues were considered by staff as part of the review. Mr. Abraham explained that the report included the City Engineer's review and that the replat is also being reviewed by Fort Bend County Engineering and Fort Bend County Drainage District for conformance to drainage and flooding related requirements. Commissioner Hogue asked if the City Engineer approved this, to which Mr. Abraham explained that staff's recommendation includes City Engineer's recommendation as well. Mr. Abraham concluded by presenting Staff's recommendation of approval with specific conditions listed in the report. Commissioners Myska expressed her concerns about the proposed replat in terms of shared access easement and drainage related issues cited by the neighbor. Greg Schmidt, President of Texas Engineering and Mapping (TEAM), generally discussed drainage design within the subdivision and highlighted that the impact of proximity to Brazos River is somewhat uniform within the subdivision and explained that the proposed replat and subsequent construction of homes will not result in any added risk in terms of flooding.

Commissioner Myska indicated that her parents lived down the road and was flooded out twice, and that adding two homes on the subject site could result in more flooding. Mr. Abraham explained that the subject site is 4.072 acres and the replat results in Lot 1 being 1.750 and Lot 2 being 2.322 acres. Mr. Whitehead, City Engineer, generally explained flood plain management and indicated that all proposed construction will be based on the minimum standards and requirements adopted by Fort Bend County and City of Richmond.

Commission Frederick explained that the replat is just the first step, and there are a lot of other steps required prior to home construction. Mr. Paige added that the proposed construction includes homes, driveways and a pond and that his property will be a sponge for both of those lots due to the lake

flooding and coming over to his property. Commission Frederick explained that she understood Mr. Paige's concern, but what he explained is hypothetical because the agenda item is only for a replat. Commissioner Hogue moved to forward Staff's recommendation of conditional approval to the City Commission. The motion was seconded by Commissioner Frederick. Commissioners Hogue, Commissioner Frederick, and Commissioner Schultz voted Yay, and Commissioner Myska voted Nay.

Commissioner Kubelka introduced agenda item C2., Review and recommendation of a final report to City Commission for a Short Form Final Plat – Intex United – 10.000 acres of land – 0 Lots – 1 Block – 1 Reserve. The subject site is located along the west side of Collins Rd, North of Highway 90A and south of Preston St. Mr. Abraham explained that this part of an older plat, Borden's 2nd Addition and this has a replat component to it. He added that the subject site is being replated so that a Sign fabrication company is able to use the existing building. Mr. Abraham concluded by presenting Staff's recommendation of approval with specific conditions listed in the report. Commissioner Myska moved to forward Staff's recommendation of approval with the specific conditions listed in the report to the City Commission. The motion was seconded by Commissioner Schultz. The vote for the motion was unanimous.

Commissioner Kubelka introduced agenda item C3., Review and recommendation of a final report to City Commission for a Final Plat – Veranda Section Thirty-Eight – 22.83 acres of land – 58 Lots – 2 Blocks – 4 Reserves. The subject site is a section within Veranda master planned community located at the northeast corner of former Fort Bend Country Club Tract. To avoid a conflict of interest, Commissioner Hogue abstained from any discussion and voting. Mr. Abraham explained that the subject site is located within Veranda Residential Development which is governed by a Development Agreement between the City of Richmond and HW 589 Holdings LLC. He added that proposed subdivision includes 58 Lots that are minimum 65' wide in 2 blocks. He further explained that the acreage within this proposed final plat was part of the approved Veranda Section Thirty-Eight Preliminary Plat. Mr. Abraham concluded by presenting Staff's recommendation of approval with specific conditions listed in the report. Commissioner Frederick and staff discussed about the existing HL&P easement and how it separates this section from adjoining subdivisions. Commissioner Myska moved to forward Staff's recommendation of approval with the specific conditions listed in the report to the City Commission. The motion was seconded by Commissioner Frederick. The vote for the motion was unanimous.

Commissioner Kubelka introduced agenda item C4., Review and recommendation of a final report to City Commission for a Final Plat– Veranda Section Thirty-Nine – 6.83 acres of land – 25 Lots – 1 Block – 3 Reserves. The subject site is a section within Veranda master planned community. Commissioner Hogue abstained from any discussion and voting. Commissioner Myska moved to forward Staff's recommendation of approval to the City Commission. The motion was seconded by Commissioner Schultz. The vote for the motion was unanimous.

Commissioner Kubelka introduced agenda item C5., Review and recommendation of a final report to City Commission for a Final Plat – Lamar CISD Maxine Phelan Elementary School – 15.835 acres of land – 0 Lots –1 Block – 1 Reserve. The subject site is a proposed school site within the Veranda master planned community. Commissioner Hogue abstained from any discussion and voting. Commissioner Myska 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 C6., Review and recommendation of a final report to City Commission for a Final Plat – Pecan Grove Municipal Utility District Administration Building – 3.461 acres of land – 0 Lots – 1 Block – 1 Reserve. The subject site is located at 751 Pitts Rd; north of Pecan

Grove Volunteer Fire Department and south of The Grove residential subdivision. Mr. Abraham explained the application and identified a typographical error on the report where the plat is identified as a preliminary plat instead of final plat. Mr. Abraham concluded by presenting Staff's recommendation of approval with specific conditions listed in the report. Commissioner Hogue moved to forward Staff's recommendation of approval with the specific conditions listed in the report to the City Commission. The motion was seconded by Commissioner Myska. The vote for the motion was unanimous.

Commissioner Kubelka introduced agenda item C7a., Public hearing to receive comments for or against a request by Brant Phillips to rezone an approximate 0.28 acres tract of land from GR, General Residential to OT, Olde Town district and to the extent the rezoning deviates from the Future Land Use Plan of the Comprehensive Master Plan, to provide for an amendment thereto. The subject site is located at 1215 Main St; the southeast corner of the Main Street and South Union Street intersection. Commissioner Schultz generally inquired about the circumstances when a Commissioner should abstain from participating in discussion and voting. Mr. Smith explained that if a Commissioner has an interest in the property being discussed in terms of ownership or investment or if the property will cause a benefit or detriment to one's personal property then there is a conflict of interest. Hearing no public comments, the agenda item was closed.

Commissioner Kubelka introduced agenda item C7b., Consideration of the approval of a final report to City Commission on agenda item C7a., above. Mr. Garcia explained that the subject site is located at 1215 Main Street and includes a 1,388 square foot house, a detached garage, and a shed. He made a presentation explaining that the proposed rezoning aligns with the goals and Future Land Use Plan of the Comprehensive master plan and that the proposed rezoning is not anticipated to negatively impact the general area. He highlighted that in the past certain properties in the general area were rezoned to OT district and in reviewing the request, both Planning and Zoning Commission and City Commission observed that OT designation would be more appropriate for the general area demarcated by S Union St, Thompson Rd, Main St, and Austin St, given the mix of existing residential and non-residential uses in the area. Mr. Garcia concluded by presenting Staff's recommendation of approval of the proposed rezoning of the subject site from General Residential (GR) to Olde Town (OT), and to the extent the rezoning deviates from the Future Land Use Plan of the Comprehensive Master Plan, to provide an amendment thereto. Staff and Commissioners generally discussed the rezoning request. Commissioner Myska 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 C8., Consider agenda item requests by Commissioners for May 3, 2021 regular meeting. No request was made.

Commissioner Kubelka introduced agenda item C9., Development related staff update. 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:

- Rezoning of 1203 Main Street;
- Offices at 401 Austin Street;
- Meeting area for Church Group at 409 S. 11th Street;
- New home at 206 Clark Street;
- Office at 605 Austin Street;
- Duplex at 812 6th Street;

- Meadery at 611 Calhoun Street;
- Art Center at 515 Austin Street;
- Event Center at 815 Edgewood;
- General office at 303 Austin Street; and
- Existing home at 1903 Center Street.

Projects under reviews discussed included the following proposed projects:

- HEB Fuel Station/Carwash at 23520 Circle Oak Parkway;
- Cambridge Rehab Gazebo Addition at 1106 Golfview Drive;
- Richmond Town Center at 3415 FM 762;
- Tiny Toon's Childcare and Learning Center at 821 E. Hwy 90A;
- Fort Bend Commissary Services at 729 FM 359;
- Maxine Phelan Elementary School at 1600 Great Blue Heron; and
- Veranda Dog Park Parking Lot at Veranda.

Commissioner Kubelka asked Mr. Abraham about the next meeting. Mr. Abraham explained that the next City Commission meeting will be held in person and on Zoom. He suggested that this might be an opportunity for Commissioners and the Public to be able to meet in person.

There being no further business to be brought before the Planning and Zoning Commission, Commissioner Kubelka adjourned the meeting at 6:30 p.m.

Approved:



Katherine M. Graeber-Kubelka (Chair)