



RICHMOND

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Planning & Zoning Commission Meeting Minutes

Zoom Teleconference

Monday, November 2, 2020, at 5:00 P.M.

The Planning and Zoning Commission for the City of Richmond, Texas met in a regular meeting on Monday, November 2, 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)
Katherine M. Graeber-Kubelka (Vice-Chair)
Libby King
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; and Gary Smith, City Attorney.

Commissioner Pittman introduced agenda A2, public comments, and asked for any public comments. Hearing no public comment, the agenda item was closed.

Commissioner Pittman introduced agenda item B1., Review and approve minutes from the October 5, 2020, meeting. Commissioner Myska moved to approve the minutes. The motion was seconded by Commissioner King. The vote for the motion was unanimous.

Commissioner Pittman introduced agenda item B2., stating that the next Planning and Zoning Commission meeting would be on Monday, December 7, 2020 at 5:00 p.m.

Commissioner Pittman introduced agenda item C1., Public hearing to receive comments for or against a request by Ryan Moeckel on Behalf of Peyton Martin and Lauren Martin to replat approximately 3.4416 acre tract of land being out of lot 4, block 1, of Texana Plantation, Section 4 (Plat No. 1999027761; F.B.C.P.R.) in the Randall Jones League, Abstract No. 42, Fort Bend County, Texas, to create two (2) lots. The proposed replat is Texana Plantation Section 4 Lot 4 Replat No. 1. He announced that the applicant had requested to withdraw the proposed replat from consideration due to which, the public hearing would not be held.

Commissioner Pittman introduced agenda item C2a., Public hearing to receive comments for or against a request by Randy McClendon on Behalf of Ryse Investment, LLC. to replat approximately 0.9835 Acre tract of land in the Joseph Kuykendahl League Survey, Abstract No. 49; also being a replat of Lots 14 & 15 of Block 2, Estates at Lakes of Williams Ranch Sec. 1 as recorded in Plat No. 20180168 of the Fort Bend County Plat Records. The proposed replat is Estates at Lakes of Williams Ranch Sec. 1, Partial Replat No. 2. Commissioner Myska inquired about the number of lots associated with this replat. Mr. Abraham responded that the applicant planned to combine two existing lots into one large lot. Commissioner Pittman asked if there were any public comments. Hearing no public comment, the agenda item was closed.

Commissioner Pittman introduced agenda item C2b., Review and recommendation of a final report to City Commission for a replat of Lots 14 & 15 of Block 2, Estates at Lakes of Williams Ranch Sec. 1 as recorded in Plat No. 20180168 of the Fort Bend County Plat Records as Estates at Lakes of Williams Ranch Sec. 1, Partial Replat No. 2 – 0.9835 acres of land – 1 Block – 1 lot – 0 Reserves. Mr. Abraham explained that the proposed replat would combine two existing lots—Lot 14 and Lot 15 of Estates at Lakes of Williams Ranch Section 1— into one lot. Mr. Abraham indicated that Staff recommends approval of the replat. Commissioner Myska moved to forward Staff's recommendation of approval to the City Commission. The motion was seconded by Commissioner King. 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 Final Plat – Veranda Section Thirty-Seven – 10.27 acres of land – 46 Lots – 2 Blocks – 1 Reserve. The proposed final plat comprises a section of the Veranda master planned community. Mr. Abraham explained that the proposed final plat is a subdivision of 10.27 acre tract of land located in the Jane H. Long League, A-55, and includes forty-six minimum 50' wide and 6,000 sq. ft. lots in two blocks. Mr. Abraham noted that this proposed final plat would connect to Veranda Section Twenty-Seven, which included forty-five lots with a minimum width of 50'. Mr. Abraham presented Staff's recommendation of approval conditioned upon receiving an approval letter of the plat from the Fort Bend County Drainage District. Commissioner King inquired as to why the lots were platted with a minimum width of 50'. Mr. Abraham explained that the lot widths were previously approved with the preliminary plat as the lot sizes met minimum standards. Commissioner Kubelka moved to forward Staff's recommendation of approval to the City Commission. The motion was seconded by Commissioner King. 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 – Veranda Section Thirty-Six Phase I – 17.44 acres of land – 38 Lots – 2 Blocks – 4 Reserves. The proposed final plat comprises a section of the Veranda master planned community. Mr. Abraham explained that proposed subdivision comprises a portion of the approved Veranda Section Thirty-Six Preliminary Plat, which included listed fifty-eight lots with minimum width of 70' across two blocks and reserves dedicated as detention ponds for drainage purposes. Mr. Abraham confirmed that the proposed final plat conformed to the previously approved Veranda Section Thirty-Six preliminary plat. However, before recommending approval for the proposed final plat, Mr. Abraham noted one correction. He suggested that the condition also include indicating the minimum slab elevation on the plat. Commissioner Myska inquired as to why one of the lots off FM 762 was listed as 115.10 acres, although the section itself did not appear that large. Mr. Abraham explained that this was simply the legal description of the tract that abuts the section and includes acreage beyond what is visible within the plat. Commissioner Myska moved to forward Staff's recommendation of conditional

approval to the City Commission. The motion was seconded by Commissioner King. The vote for the motion was unanimous.

Commissioner Pittman introduced agenda item C5., Review and recommendation of a final report to City Commission for a Concept Plan – OSP NW 359 – 25.539 acres of land – 0 Lots – 1 Block – 13 Reserves. Mr. Abraham explained that the subject site for the proposed concept plan is located at the northeast corner of the FM 359 Rd and Mason Rd intersection, and is currently zoned General Commercial, therefore allowing commercial land use. He further explained that the proposed Concept Plan included zero lots, one block, and thirteen reserves with associated access and utility easements proposed to serve the pad sites. Mr. Abraham added that during a previous pre-application conference with Staff, the applicant indicated that one of the reserves would be the future site of a Plantation True Value Hardware store, although specific businesses for other pad sites had not been finalized. Mr. Abraham concluded, preseting Staff's recommendation of approval conditioned upon the applicant's revision of the location of the proposed 25' access easement to the rear side of Reserve B and Reserve F—two reserves adjoining existing residential lots— in order to accommodate landscape buffer yard required by Section 4.4.301 of the Unified Development Code (UDC). Commissioner Myska asked if a City of Richmond annexation notice applied only to Reserve F, or for the entire property. Mr. Abraham explained this label was in reference to the annexation ordinance for the entire property into the City Limits. Commissioner Pittman asked if there were any plans to eventually develop Reserve B and F as access easements. Mr. Abraham responded that eventually the site would have multiple cross-access easements, though these developments would occur in phases. Commissioner Myska asked if the Texana Plantation community had been versed about this development, as she felt the homeowners who abutted the site in question deserved to be notified of this project. Mr. Abraham responded that there is no requirement to provide notice of the proposed concept plan to adjoining subdivision. However, he added that all protection in terms of buffer yard, setback, and outdoor lighting requirements shall be considered at the time of site development review. Commissioner King moved to forward Staff's recommendation of conditional approval to the City Commission. The motion was seconded by Commissioner Myska. The vote for the motion was unanimous.

Commissioner Pittman introduced agenda item C6., Consider agenda item requests by Commissioners for December 7, 2020 regular meeting. There were no agenda item requests.

Commissioner Pittman introduced agenda item C7., Development related Staff updates. Mr. Abraham shared plans for a Special Workshop meeting on November 9th to primarily discuss the Veranda Development. Additionally, Mr. Abraham provided an overview of development projects discussed at pre-application conferences and currently undergoing Site Development Plan review since the last regular meeting. Projects of note included:

- A pre-application conference to discuss a potential property development at 821 Highway 90A. Staff met with the design consultant and property owner to discuss development regulations for a proposed day care and office building.
- Development of a proposed church at 1400 FM2218. The proposed subject site is the Old Tractor Supply Company building located west of the IBC Bank, and north of the Wall St and FM 2218 intersection. Staff met with the design team to discuss development regulations and requirements to allow the reuse of the existing building. Additional parking and landscaping to accommodate the proposed use was also discussed. The design team informed Staff of their intention to eventually submit site development plan and building permit applications.
- Review of a site development plan for Veranda at 762, a garden-style multifamily development. The final plat for the subject site—which comprises the former Fort Bend County Country Club

located off FM 762—was conditionally approved by the City Commission in September 2020. The development is proposed to include nine garden-style apartment buildings with a centralized clubhouse and related amenities. After one round of review, Staff had provided outstanding comments, and were awaiting resubmittal from the applicant.

Following Mr. Abraham’s Staff update, Commissioner Pittman stated that Commissioner King and himself would temporarily continue to serve on the Planning and Zoning Commission until the City Commission had appointed new commissioners.

There being no further business to be brought before the Planning and Zoning Commission, Commissioner Pittman adjourned the meeting at 5:32 p.m.

Approved:



Katherine M. Graeber-Kubelka (Vice-Chair)