



RICHMOND

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Planning & Zoning Commission Meeting Minutes

City Hall Annex Conference Room | 600 Morton Street, Richmond, Texas 77469

Monday, August 2, 2021, at 5:00 P.M.

The Planning and Zoning Commission for the City of Richmond, Texas met in a regular meeting on Monday, August 2, 2021, at 5:00 p.m. A quorum was present, with the following members in attendance:

Katherine M. Graeber-Kubelka (Chair)
Aimee Frederick
Noell Myska

Staff in attendance: Jose Abraham, Planning Director; Christine Cappel, Public Works Administrative Manager; and Gary Smith, City Attorney.

Commissioner Kubelka introduced agenda A2, Recite the Pledge of Allegiance to the U. S. Flag and the Texas Flag.

Commissioner Kubelka introduced agenda A3, public comments, and asked if there were any public comments. Hearing no public comments, the agenda item was closed.

Commissioner Kubelka introduced agenda item B1., Review and approve minutes from the July 6, 2021, meeting. Commissioner Myska moved to approve the minutes. The motion was seconded by Commissioner Frederick. 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 7, 2021, 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 – Veranda Section Thirty-Two – 19.84 acres of land – 1 Block – 34 Lots – 4 Reserves. The subject site is a section within Veranda Master Planned Community. Mr. Abraham explained that this section is close to Richmond Parkway. He further explained that there was a preliminary plat that was previously approved, and the final plat conforms to the approved preliminary plat. Staff is recommending approval with 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 Frederick. 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 Final Plat – Veranda Daycare Center – 1.986 acres of land – 0 Lots – 1 Block – 1

Reserve. The subject site is located along Great Blue Heron Lane within Veranda Master Planned Community. Commissioner Myska asked about the specific daycare that is being proposed. Mr. Abraham explained that the site was dedicated for a Daycare Center when the Veranda Masterplan Community was approved, and that Staff is not aware of a specific daycare facility going there. He indicated that when a pre-application conference is requested, staff will provide details as part of the staff update. 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 C3., Review and recommendation of a final report to City Commission for a Final Plat – FM 723 Boat and RV Storage – 2.5049 acres of land – 0 Lots – 1 Block – 1 Reserve. The subject site is located along the eastside of FM 723 South of Riverside Boulevard. Mr. Abraham explained that a preliminary plat was approved with conditions and the applicant has met all the conditions except approval from the Drainage District. He also explained that the site was part of a commercial and residential development that was proposed prior to the adoption of the Unified Development Code, due to which, it is vested to development standards existing prior to the adoption of the Unified Development Code. Commissioner Frederick 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 C4a., Public hearing to receive comments for or against a request by Vincent Ramos (owner of the subject site) for a Conditional Use Permit to allow the operation of a counseling and training center at the subject site located at 1117 Powell Street; to revoke the existing Conditional Use Permit allowing a resale store; and to the extent the Conditional Use Permit deviates from the Future Land Use Plan of the Comprehensive Master Plan, to provide for an amendment thereto. Mr. Vincent Ramos, the property owner, spoke and indicated that a family business was operational at this location since 1977 and hopes to get the Conditional Use Permit approved for the proposed use. Mr. Curley Ellis, residing at 2202 Cherry Hill Court, generally discussed the proposed use of a Counseling and Training Center and explained that it will be beneficial to the community and possibly enhance the area. He indicated that there is so much investment being made on infrastructure, but there is a greater need to assist and uplift people within a community through counseling, training, and education. He concluded by expressing his appreciation for the City of Richmond, and how his kids have benefited greatly. He indicated that through this proposed use he wants to be a part of giving back. Hearing no further public comments, the agenda item was closed.

Commissioner Kubelka introduced agenda item C4b., Consideration of the approval of a final report to City Commission on Agenda Item C4a., above. Mr. Abraham explained that the subject site is located at 1117 Powell Street. He explained that a CUP was approved for the subject site which allowed a resale store. Since the owner of the resale store did not proceed with the plan, Mr. Ramos is requesting to consider the proposed use of a counseling and training center. Mr. Abraham explained other details provided in the staff report including the history of the property and the proposed use. He concluded that stating that Staff is recommending approval of the CUP with conditions listed in the report and is requesting that the Commission forward a positive recommendation to the City Commission. Commissioner Frederick asked why staff is requiring conformance of building design to Olde Town (OT) district standards. Mr. Abraham explained that OT district standards are more conducive to residential character. Commissioner Frederick asked if the proposed use will have a nonprofit status. Mr. Abraham explained that the applicant is in the process of registering the proposed use as a non-profit organization. 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 C5., Development related staff update including a discussion on the separation between Veranda, and existing subdivisions of Ironwood Forest, and Richmond Place. Mr. Abraham provided an overview of development projects discussed at pre-application conferences and that are under review since the last regular meeting. The pre-application conference projects discussed included:

- Office at Creektrail Lane and FM 359;
- Place of Worship and Assembly at Tract behind Liberty Center (GC);
- Medical Offices at Tract located to the west of Liberty Center (GC).

Mr. Abraham also provided a presentation on a strip of land between Veranda, and the existing subdivisions of Ironwood Forest, and Richmond Place. He explained that the strip between the developments is owned and maintained by CenterPoint Energy even though it is commonly understood as an easement. He explained that the width of the strip is 50 feet on east west axis and 35 feet on the north south axis. He also explained that Veranda development includes a 10-foot-wide reserve between the Veranda lots and the CenterPoint strip for drainage purposes.

Commissioner Kubelka introduced agenda item C6., Excuse from attendance at regular Planning and Zoning Commission Meeting. Mr. Abraham noted that Commissioner Hogue and Commissioner Schultz have requested to be excused from the meeting citing health reasons and work-related travel reasons. Commissioner Myska moved to excuse Commissioner Hogue's and Commissioner Schultz's absence at the meeting. The motion was seconded by Commissioner Frederick. The vote for the motion was unanimous.

Commissioner Kubelka introduced agenda item C7., Consider agenda item requests by Commissioners for August 2, 2021 regular meeting. Discussion included questions about the sign regulation snippet that was included in the packet. Mr. Abraham made a presentation regarding the temporary signs related provisions in UDC. He discussed a general overview of the requirements on the nonconforming signs and how signage has an impact on the communities' holistic value. Mr. Abraham highlighted the discussion questions that were presented as part of the snippet that was provided and suggested that the questions guide the discussion. Commission members and staff generally discussed the following issues related to signs regulations:

- Ways to bring non-conforming signs to conformance;
- Time limits on temporary signs;
- Pole banner signs within Downtown and Olde Town district;
- Code enforcement initiatives pertaining to signage;
- Allowing creativity on signs and making sign regulations business friendly;
- Uniformity of signage;
- How other communities approach sign regulations;
- Sign area and height allowances for signs within Olde Town district;
- Sign area allowance with respect to the location of the building and street classification;
- Signage within the Historic Overlay District.

There being no further business to be brought before the Planning and Zoning Commission, Commissioner Kubelka adjourned the meeting at 6:40 p.m.

Approved:



Katherine M. Graeber-Kubelka (Chair)