



# **RICHMOND**

EST. **TEXAS** 1837

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

Zoom Teleconferencing Meeting Room

Monday, December 6, 2021, 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 Monday, December 6, 2021, at 5:00 p.m. A quorum was present, with the following members in attendance:

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

Staff in attendance: Jose Abraham, Planning Director; Howard Christian, Assistant City Manager; Christian Togmus, Planner I; 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. Pledge of Allegiance to the U.S. Flag and Texas Flag was recited.

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 November 1, 2021, meeting. Commissioner Myska noted that the meeting date on the first page was inaccurate and needs revision. Commissioner Frederick moved to approve the minutes with the noted revision. The motion was seconded by Commissioner Hogue. 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 Monday, January 3rd at 5:00 p.m.

Commissioner Kubelka introduced agenda item C1., Public hearing to receive comments for or against a request by Meritage Homes to rezone an approximate 45.135 acre tract of land from Business Park (BP) to General Residential (GR) 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 along F.M. 2218 at Wall Street, south of Wal-Mart. Mr. Abraham explained that the property was recently annexed and that the proposed rezoning results from the UDC requirement pertaining to zoning designation of annexation. Commissioner Hogue asked if the applicant is the same builder who developed the subdivision located to the east of the subject site. Mr. Abraham indicated that staff was

not sure about that. Commissioner Myska stated that due to the limited access, addition of 160 homes at the location is not a wise decision. She further stated that 50-foot-wide lots would not enhance the tax base. Mr. Abraham explained that the proposed residential subdivision will be developed to meet the minimum standards of the Unified Development Code (UDC) and that a Traffic Impact Analysis is required prior to approval of plat applications. Hearing no public comments, the agenda item was closed.

Commissioner Kubelka introduced agenda item C1b., Consideration of the approval of a final report to City Commission on agenda item C1a., above. Commissioner Hogue 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 not unanimous. Commissioner Hogue, Commissioner Frederick, and Commissioner Kubelka voted "Yay". Commissioner Myska voted "Nay."

Commissioner Kubelka introduced agenda item C2a., Public hearing to receive comments for or against a request by NewQuest Properties to rezone an approximate 1.7709 acre tract of land from Suburban Residential (SR) to General Commercial (GC) 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 the northern corner of F.M. 762 (Thompson Road) and Circle Oak Parkway intersection. Mr. Benjamin Svoboda residing at 3255 Persimmon Grove expressed his concerns about general traffic in the area, building construction noise, potential noise, flooding, and light pollution from the development. Mr. Abraham explained that the need for the rezoning arises from the recent annexation of the property. He indicated that at the time of annexation, the property is assigned a zoning designation based on the Future Land Use Plan which is later rezoned if needed. He also explained that the commercial project which is under construction was reviewed and approved upon conformance to development standards of the UDC. He assured that Mr. Svoboda's concerns will be discussed with the developer and shall also be noted at the time inspections. Staff and Commissioners generally discussed the development and general issues relating to the development. Hearing no further public comments, the agenda item was closed.

Commissioner Kubelka introduced agenda item C2b., Consideration of the approval of a final report to a City Commission on agenda item C2a., above. Commissioner Hogue moved to forward Staff's recommendation of approval to the City Commission. The motion was seconded by Commissioner Frederick. Commissioner Myska abstained from voting. The vote for the motion was unanimous.

Commissioner Kubelka introduced agenda item C3a., Public hearing to receive comments for or against text amendments to the Unified Development Code, to include certain changes to fence regulations. The specific sections to be amended includes: 1. Section 5.2.101, Fences and Walls; 2. Section 6.3.311, Fence Permit; and 3. Chapter 7, Measurements and Words. Mr. Abraham explained that the proposed amendment is based on insight gained through development plan review experiences since the adoption of the UDC. He indicated that the proposed amendment would facilitate a clearer understanding of the regulation and allow more effective administration and enforcement of the regulations. Mr. Abraham provided the details of the proposed amendment from the report and concluded the presentation. Hearing no public comments, the agenda item was closed.

Commissioner Kubelka introduced agenda item C3b., Consideration of the approval of a final report to City Commission on Agenda Item C3a., above. Commissioner Myska moved to forward Staff's recommendation to the City Commission. The motion was seconded by Commissioner Hogue. The vote for the motion was unanimous.

Commissioner Kubelka introduced agenda item C4a., Public hearing to receive comments for or against text amendments to the Unified Development Code, to include certain changes to parking requirements and standards. Mr. Abraham explained that the proposed amendment would include language to consider existing angled on-street parking spaces to on-street parking allowance for non-residential uses and include language to allow construction of parking spaces for non-residential uses within right-of-way upon approval by City Commission and meeting specific requirements. Staff and Commissioners generally discussed the parking related issues within OT, Olde Town district and the proposed amendment. Hearing no 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. Commissioner Myska moved to forward Staff's recommendation to the City Commission. The motion was seconded by Commissioner Hogue. Commissioner Frederick abstained from voting. The vote for the motion was unanimous.

Commissioner Kubelka introduced agenda item C5., Development related staff update. 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 projects discussed included the following proposed projects:

- Private School at 902 Richmond Parkway;
- Fuel Station at NE Corner at Harlem; and
- Vehicle Sale/Services at US 59 on the East side of Carmax.

Projects under reviews discussed included the following proposed projects:

- General Commercial at 2117 Lamar Drive;
- Event Facilities at 715 Edgewood Drive;
- Adding streetlights at the Richmond Mobile Home Park;
- Office Warehouses at 139 F.M. 359;
- Fort Bend Commissary at 729 F.M. 359; and
- New elementary school within the Veranda development

Commissioner Kubelka introduced agenda item C6., Excuse from attendance at regular Planning and Zoning Commission Meeting. Mr. Abraham noted that Commissioner Schultz has requested to be excused from the meeting citing work-related travel reasons. Commissioner Myska moved to excuse 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., Discuss Planning and Zoning Snippet provided by staff. Mr. Abraham generally discussed the snippet which provided information on signs exempted from permitting.

Commissioner Kubelka introduced agenda item C8., Consider agenda item requests by Commissioners for January 3, 2021 regular meeting. No suggestions were made.

There being no further business to be brought before the Planning and Zoning Commission, Commissioner Kubelka adjourned the meeting at 5:55 p.m.

Approved:



Katherine M. Graeber-Kubelka (Chair)