



RICHMOND

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Planning & Zoning Commission Meeting Minutes

City Commission Room | 600 Morton Street, Richmond, Texas 77469

Monday, January 3, 2022, at 5:00 P.M.

The Planning and Zoning Commission for the City of Richmond, Texas met in a regular meeting on Monday, January 3, 2022, at 5:00 p.m. A quorum was present, with the following members in attendance:

Katherine M. Graeber-Kubelka
Juan Martinez
Aimee Frederick
David Randolph
Noell Myska

Staff in attendance: Jose Abraham, Planning Director; Christian Togmus, Planner I; Lori Bownds, Building Official; 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. Former Commissioner Hogue shared a brief statement expressing appreciation for the opportunity to serve on the Planning and Zoning Commission. Hearing no further public comments, the agenda item was closed.

Commissioner Kubelka introduced agenda A4, Swearing in all Planning & Zoning Commissioners. All Commissioners were sworn in by Laura Scarlato, City Secretary.

Commissioner Kubelka introduced agenda A5, to elect both Planning and Zoning Commission Chair and Vice-Chair. Commissioner Myska moved to elect Commissioner Kubelka as Chair. Commissioner Frederick seconded the Motion. The vote for the motion was unanimous. Commissioner Frederick moved to elect Commission Myska as Vice Chair. Commissioner Kubelka seconded the Motion. The vote for the motion was unanimous.

Commissioner Kubelka introduced agenda item B1., Review and approve minutes from the December 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 Monday, February 7 at 5:00 p.m.

Commissioner Kubelka introduced agenda item C1., Consideration of the approval of a final report to City Commission for a Final Plat – Veranda Section Thirty-Six Phase II – 46.94 acres of land – 1 Block – 8 Reserves. The subject site is a section within Veranda Master Planned Community. Mr. Abraham generally discussed details of the proposed Section including lot details. In response to Commissioner Myska’s question, Mr. Abraham clarified the location of the detention area and the abutting cemetery. Commissioner Martinez requested information about the Veranda entrance and exit onto FM 762, to which Mr. Abraham noted the request and concluded by stating staff’s recommendation of conditional approval based on comments listed in the report.

Commissioner Kubelka introduced agenda item C2., Consideration of the approval of a final report to City Commission for an Amending Plat – OSP NW 359 Reserve “A” – 4.3164 acres of land – 1 Block – 0 Lots – 1 Reserve. The subject site is located on the west side of Mason Rd and south of Richmond Fire Station 3. Mr. Abraham indicated that the reason for the proposed amending plat is to rectify an error in Note 2, and changes the minimum slab elevation from 91.5 feet to 89 feet. Mr. Abraham concluded by stating staff’s recommendation of approval for the proposed amending plat. 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 C3a., Public hearing to receive comments for or against a request by Ryan Moeckel on behalf of Terrence Martin, to replat an approximate 0.212 acre tract of land being a portion of Lot No. 7 in Block 3 of Winston Terrace, a subdivision recorded in Vol. 237 Page 535 of the Fort Bend County Plat Records. Mr. Abraham explained in his presentation that the reason for the replat is to exclude a small portion of the existing lot which has an existing accessory structure. Hearing no further public comments, the agenda item was closed.

Commissioner Kubelka introduced agenda item C3b., Consideration of the approval of a final report to a City Commission for a Replat – Winston Terrace Section One Partial Replat of Lot 7, Block 3 – 0.212 acres of land – 1 Block – 1 Lot – 0 Reserves. The subject site is located along Burnet Street within Winston Terrace residential subdivision. Staff recommended approval conditioned upon the specific comments listed in the report. Commissioner Myska moved to forward Staff’s recommendation of conditional approval to the City Commission. The motion was seconded by Commissioner Frederick. The vote for the motion was unanimous.

Commissioner Kubelka introduced agenda item C4a., Public hearing to receive comments for or against a request by the Fleming family to rename the section of 10th Street, which is part of the FM 762/10th Street extension and improvement project to Arizona Fleming Street. The referenced street section is located north of US 90A and extends to Clay Street. Mr. Abraham provided details of the proposed street renaming and explained the historical significance of Arizona Fleming. He also explained that even though the proposed renaming is generally consistent with the Ordinance No. 2016-19 which provides Park, Facility, and Street Naming Policy, written consent from the owners of two-thirds of the linear frontage along the street has not been provided. Further, he explained that the issue of acquiring land and determining ownership along 10th street due to the street improvements that are ongoing. Mr. Abraham presented a public comment letter from Mr. Robert J. Haas residing at 1716 Magnolia Lane. The letter appreciated the idea of memorializing Arizona Fleming, however, suggested that the Commission consider other possible ways primarily due to potential confusion caused by existing Fleming Street and also a potential name change if the street becomes a Texas Department of

Transportation Road. Commissioner Myska expressed her concerns about renaming a street which is part of an ongoing project and highlighted emergency services related concerns caused by existing Fleming Street. 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 for Agenda Item C4a., above. Commissioner Myska moved to postpone the item until additional information about the status of the project can be provided. The motion was seconded by Commissioner Martinez. 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:

- Improvements to building at 101 South 3rd Street
- Addition of building/vestibule to 605 Mabel Street
- Addition of classroom/vestibule to 1630 Pitts Road
- New Residential Subdivision at FM 2218 at Wall Street
- Warehouse at 1006 FM 359
- Industrial Distribution and Multi Family at Southwest Freeway (along Highway 59 to the south of Williams Ranch and east of Del Webb residential subdivisions); Commissioner Myska voiced her concerns over the traffic, apartments already in the area.
- Tesla Showroom at 21555 Southwest Freeway
- Gas Station/Washeteria/Convenience Store at 1515 Preston Street
- Office at 821 E. Highway 90A
- Parking for Art Studio at 1005 Fort Street
- Antique Store at 203 Sims Road

Commissioner Kubelka introduced agenda item C6., Recognize and appreciate the service of former Planning and Zoning Commissioners Ernest Hogue & Melissa Schultz. All Commissioners shared their personal memories and offered appreciation for their service. Mr. Abraham expressed staff's appreciation for both former Commissioners and briefly shared their valuable help and support.

Commissioner Kubelka introduced agenda item C7., Excuse from attendance at regular Planning and Zoning Commission Meeting. No excuses from attendance was considered.

Commissioner Kubelka introduced agenda item C8., Consider agenda item requests by Commissioners for January 3, 2022 regular meeting. Commissioner Kubelka requested a ride-along to see the various types of signs throughout Richmond. Mr. Abraham explained that in the future, snippets will include specific topics based on the recommendation by the Commissioners.

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)