



RICHMOND

EST. **TEXAS** 1837

Where History Meets Opportunity

Planning & Zoning Commission Meeting

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

Monday, June 6, 2022, at 5:00 P.M.

<i>Position 1:</i>	<i>Katherine M. Graeber – Kubelka (Chair)</i>
<i>Position 2:</i>	<i>Juan Martinez</i>
<i>Position 3:</i>	<i>Aimee Frederick</i>
<i>Position 4:</i>	<i>David Randolph</i>
<i>Position 5:</i>	<i>Noell Myska (Vice Chair)</i>

This meeting may be viewed by using the following Zoom meeting link:

Join Zoom Meeting

<https://us06web.zoom.us/j/89190611428?pwd=cVZReTQ2NEFQOFpQQ085Z0k2M0FYZz09>

Meeting ID: 891 9061 1428

Passcode: 741867

One tap mobile

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Dial by your location

+1 346 248 7799 US (Houston)

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+1 301 715 8592 US (Washington DC)

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Meeting ID: 891 9061 1428

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A QUORUM OF THE CITY COMMISSION MAY BE PRESENT AT THIS MEETING.

AGENDA

- A1. Call to Order, Determine Quorum, Declare Meeting Open.
- A2. Recite the Pledge of Allegiance to the U. S. Flag and the Texas Flag.
- A3. Public comments. (Public comment is limited to a maximum of 3 minutes per item. Time may not be given to another speaker. No Deliberations with the Commission).

CONSENT AGENDA

- B1. Review and approve minutes from the May 2, 2022, regular meeting (a copy is enclosed).
- B2. Next Planning and Zoning Commission meeting is Tuesday, July 5, 2022, at 5:00 p.m.

REGULAR AGENDA

Plat Applications

- C1. Review and recommendation of a final report to City Commission for a Preliminary Plat – Indigo Village Core – 12.79 acres of land – 1 Block – 0 Lots – 1 Reserve. The subject site is a section within the Indigo Master Planned Community located between Harlem Road and Grand Parkway, south of Owens Road.
- C2. Review and recommendation of a final report to City Commission for a Final Plat – E Lox Biz Park – 3.7980 acres of land – 1 Block – 0 Lots – 2 Reserves. The subject site is located on the west side of F.M. 359 south of Blaisdale Rd.

UDC Text Amendment

- C3a. Public hearing to receive comments for or against a text amendment to the Unified Development Code and associated changes to the Public Infrastructure Design Manual, to revise minimum slab elevation requirement based on updated Fort Bend County and Federal Emergency Management Agency regulations. The specific sections to be amended may include:
 - Sec. 4.3.203, Standards for Flood Hazard Reduction.
 - Chapter 7, Measurements and Words.
- C3b. Consideration of the approval of a final report to City Commission on agenda item C3a., above.

Other

- C4. Staff presentation and discussion: Parking within Downtown and Olde Town districts.
- C5. Development related staff update.
- C6. Excuse from attendance at regular Planning and Zoning Commission Meeting.
- C7. Consider agenda item requests by Commissioners for July 5, 2022, regular meeting.
- C8. Adjournment.

In compliance with Americans with Disabilities Act, City of Richmond will provide reasonable accommodations for persons attending Planning and Zoning Commission meetings. To better serve you, requests should be received 48 hours prior to the meetings. Please contact the City Secretary's Office at 281-342-5456 for accommodations.



RICHMOND

EST. **TEXAS** 1837

Where History Meets Opportunity

Planning & Zoning Commission Meeting Minutes

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

Monday, April 2, 2022, at 5:00 P.M.

The Planning and Zoning Commission for the City of Richmond, Texas met in a regular meeting on Monday, May 2, 2022, at 5:03 p.m. A quorum was present, with the following members in attendance:

Katherine M. Graeber-Kubelka (Chair)

Juan Martinez

Aimee Frederick

Noell Myska

David Randolph

Staff in attendance: Jose Abraham, Planning Director; Christine Cappel, Public Works Administrative Manager; Terri Vela, City Manager; Howard Christian, Assistant City Manager / Public Works Director; Gary Smith, City Attorney, Rebecca Haas, Mayor; and Scott Fajkus, Building Official.

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.

Robert Haas, 1716 Magnolia Lane, spoke regarding agenda item C2, 902 Richmond Parkway. He presented his concerns about parking in this area. He noted that the parking study presented is based on an older version of the Institute of Transportation Engineers (ITE) Trip and Parking generation manual. He also suggested that parking need for events also be considered in reviewing the minimum parking requirement for the site. He brought the Commission's attention to traffic related issues caused by existing schools in the area and noted that the study and plan submitted does not address pick-up and drop-off queuing needs. Mr. Haas emphasized that he is not against the project but urged that the provided study be carefully reviewed.

Hearing no further public comments, the agenda item was closed.

Commissioner Kubelka introduced agenda item B1., Review and approve minutes from the April 4, 2022, meeting. Commissioner Myska noted typographic error within last paragraph on page 2 of the minutes

where it mentions a 10-wheeler instead of an 18-wheeler and HED instead of HEB. Commissioner Frederick moved to approve minutes with revisions to address the typographic errors. The motion was seconded by Commissioner Myska. 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, June 6, 2022, at 5:00 p.m.

Commissioner Kubelka introduced agenda item C1., Discuss proposed rezoning and development of an approximate 14.3294-acre single-family residential rental community. The subject site is located along the Northside of Richmond Parkway at the northeastern corner of Richmond Parkway and Golfview Drive intersection, abutting Liberty Center on the west side and Ayala Court residential community on the east side. Mr. Abraham explained that this is an agenda request to discuss a rezoning application and associated development that will be presented for action at the June 2022 regular meeting. In providing some background he indicated that the subject site was rezoned from GR, General Residential to GC, General Commercial in 2018 at the request of the property owner. He clarified that Staff recommended approval of the zoning change; Planning and Zoning Commission recommended denying the requested Zoning change; and City Commission approved the requested zoning change based on which the Future Land Use Plan was amended to reflect the change. Mr. Abraham mentioned that a rezoning application to allow for a rental community was received but since the noticing requirement could not be met, staff has included this as a discussion item. Mr. Chetan Dave representing Excelsior Partners Group introduced himself and his company and provided information and data to support the demand for a rental community in the Richmond area. He also presented examples of various comparable projects in the Texas and Arizona area. The applicant, staff, and Commissioners generally discussed the project to get a better understanding of the type of project. Commissioner Myska asked for the reasoning behind City Commission's decision in 2018, to which, Mr. Abraham explained that there were several factors including vested rights and development of residential sections in Veranda since the adoption of the Future Land Use Plan.

Commissioner Kubelka introduced agenda item C2., Review and recommendation of a final report to the City Commission for a parking study required by *Section 4.2.103.B. Special study* of the Unified Development Code for proposed school at 902 Richmond Parkway. Mr. Abraham explained that this is a request to approve the parking requirements for a proposed school at 902 Richmond Parkway. He explained that the subject site is located along the west side of Richmond Parkway to the north of Richmond Parkway and Fannin Street intersection. He also explained that the subject site includes an existing residential building and accessory buildings and added that the proposed Knile center is a private school for 1st to 12th Grade students with 12 to 14 staff members. Mr. Abraham explained the parking study and clarified that the study is based on the data provided for private schools in the ITE Trip Generation and Parking manual instead of a peak parking analysis for comparable use as required by section 4.2.103.B. The owner of the proposed school Ms. Betsy Vega and her engineers Justin Schrader and Tony Voigt explained the proposed project and specific details of the parking study. Ms. Vega emphasized that the school is not a regular school and will always remain small. She explained that the school will have hybrid attendance with home-schooling, virtual attendance, and in-person attendance at the location. Mr. Voigt clarified that based on the data the parking demand is 18 spaces and they are proposed a total of 23 spaces. Commissioners discussed the details of the proposed projects with respect to parking and traffic related concerns. Commissioner Myska asked staff if a Traffic Impact Analysis (TIA) was submitted and to show sufficient queuing space and minimal impact on Richmond Parkway traffic flow. Mr. Abraham explained that a TIA has not been submitted and that the proposed site plan may have to be changed based on the findings of the TIA to accommodate queuing. He also added that the City

Engineer has reviewed the study and offered no objection since the data is nationally used in determining parking demand and the understanding that the proposed school is not specifically focused on 11th and 12th grade. Mr. Abraham concluded by recommending approval of a parking requirement of 0.30 Vehicles per student / 23 parking spaces based on a 75-student enrollment for the proposed project. Commissioner Frederick moved to approve the final report to the City Commission for the parking study at 902 Richmond Parkway. Commissioner Myska seconded the motion. Commissioner Randolph voted 'Aye;' Commissioner Martinez voted 'Nay'; Commissioner Frederick voted 'Aye'; Commissioner Myska voted 'Aye;' and Commissioner Kubelka voted 'Aye' and the motion passed.

Commissioner Kubelka introduced agenda item C3., Staff presentation: Overview of the Development Agreement approved for Agrihood / Indigo Master Planned Community. Mr. Abraham provided an overview of the Indigo Development Agreement and had a discussion with the Commission about details pertaining to lot sizes and dwelling unit types.

Commissioner Kubelka introduced agenda item C4., Development related staff update.

The pre-application projects discussed included the following proposed projects:

- Richmond Parkway & Golfview Drive (GC) – Single-family Rental Community
- 311 S. 11th Street (GC/WFBMD) – Restaurant
- 311 S. 11th Street (GC/WFBMD) – Medical Office / Clinic
- 210 Morton Street (DN) – Art Gallery
- 4720 FM 359 (ETJ) – Foster Creek Vet Clinic (Parking & Det. Pond)

Projects under reviews discussed included the following proposed projects:

- 203 Sims Road (ETJ) – Antique Store
- 902 Richmond Parkway (ETJ) – Knile Center Private School
- 3420 FM 723 (ETJ) – Plaza at 723 (Commercial & Retail)
- 1420 FM 359 (SC District) – Site Improvements

Commissioner Kubelka introduced agenda item C5., Excuse from attendance at regular Planning and Zoning Commission Meeting. All Commissioners were in attendance.

Commissioner Kubelka introduced agenda item C6., Consider agenda item requests by Commissioners for June 6, 2022, regular meeting. None were presented.

Commissioner Kubelka introduced agenda item C7., Adjournment. There being no further business to be brought before the Planning and Zoning Commission, Commissioner Kubelka adjourned the meeting at 6:54 p.m.

Approved:

Katherine M. Graeber-Kubelka (Chair)

PLANNING AND ZONING COMMISSION

Staff Report: Plat Application

Agenda Date: June 6, 2022

Agenda Item: C1.

Plat Name: Indigo Village Core - Preliminary Plat

Applicant: Jennifer Carline/Merrett Huddleston | Elevation Land Solutions

Project Description: A subdivision of 12.76-acre tract of land located out of the Jane Wilkins Survey, A-96, Fort Bend County, Texas.

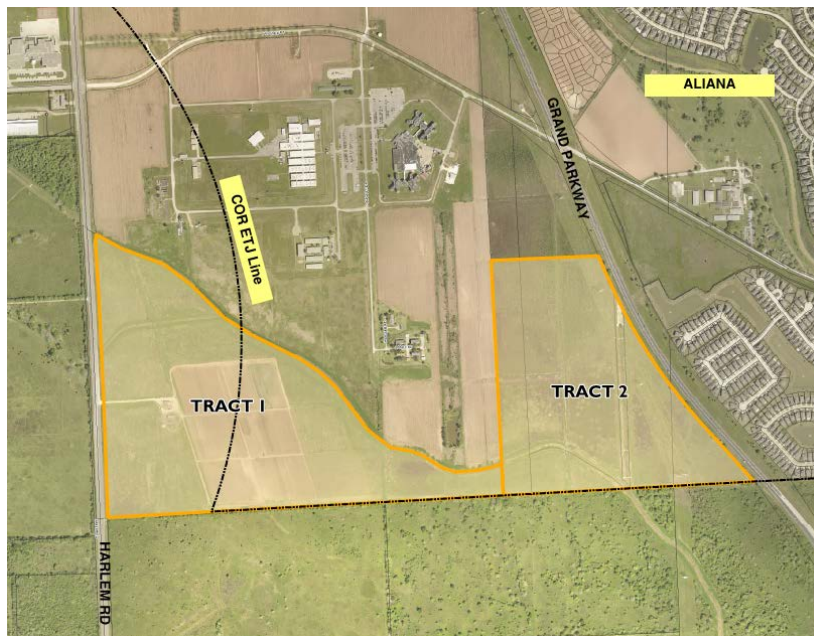
Zoning Designation: NA / ETJ (Development Agreement)

Reviewers: City of Richmond Development Review Committee (DRC)

Project Planner: Jose Abraham, Planning Director

Background/Review Notes

- The proposed subdivision is located at 1300 Harlem Road which is on the northeastern portion of John Sharp Drive and Harlem Road.
- The subject site is being developed as a Master Planned Community (Vicinity Map below) called Indigo (Previously Agrihood) with a concept based on walkability, agriculture, and compact development. A Development Agreement which allowed for modified development standards for the proposed development was approved in November 2021.
- The proposed preliminary plat includes a large reserve which the applicant has indicated that may have to be replatted at the later stage as development progresses. (Concept rendering attached)

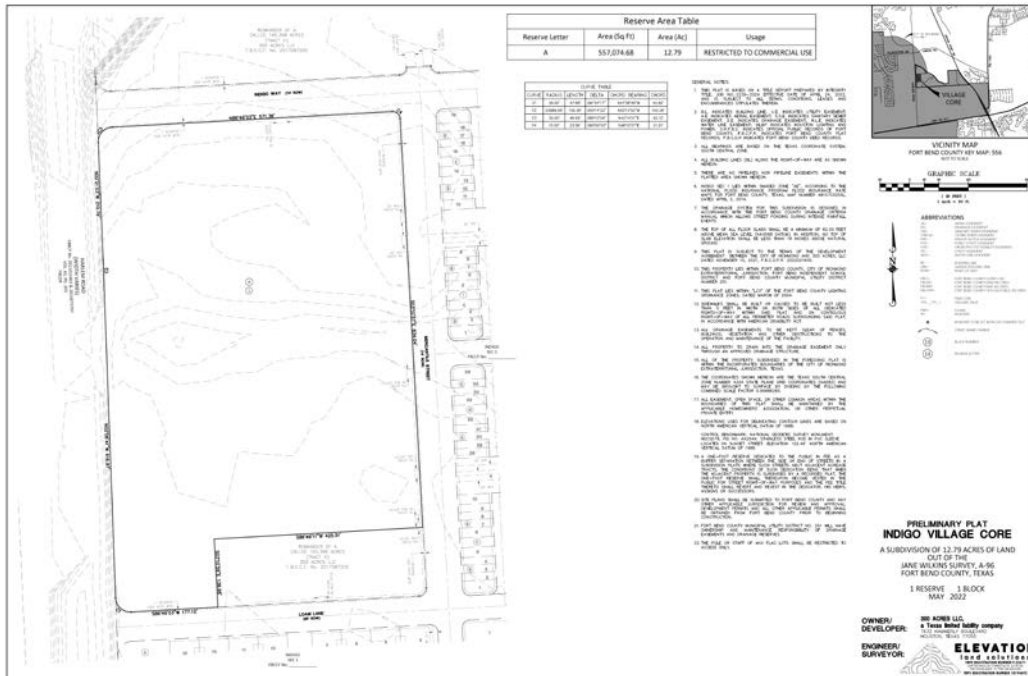


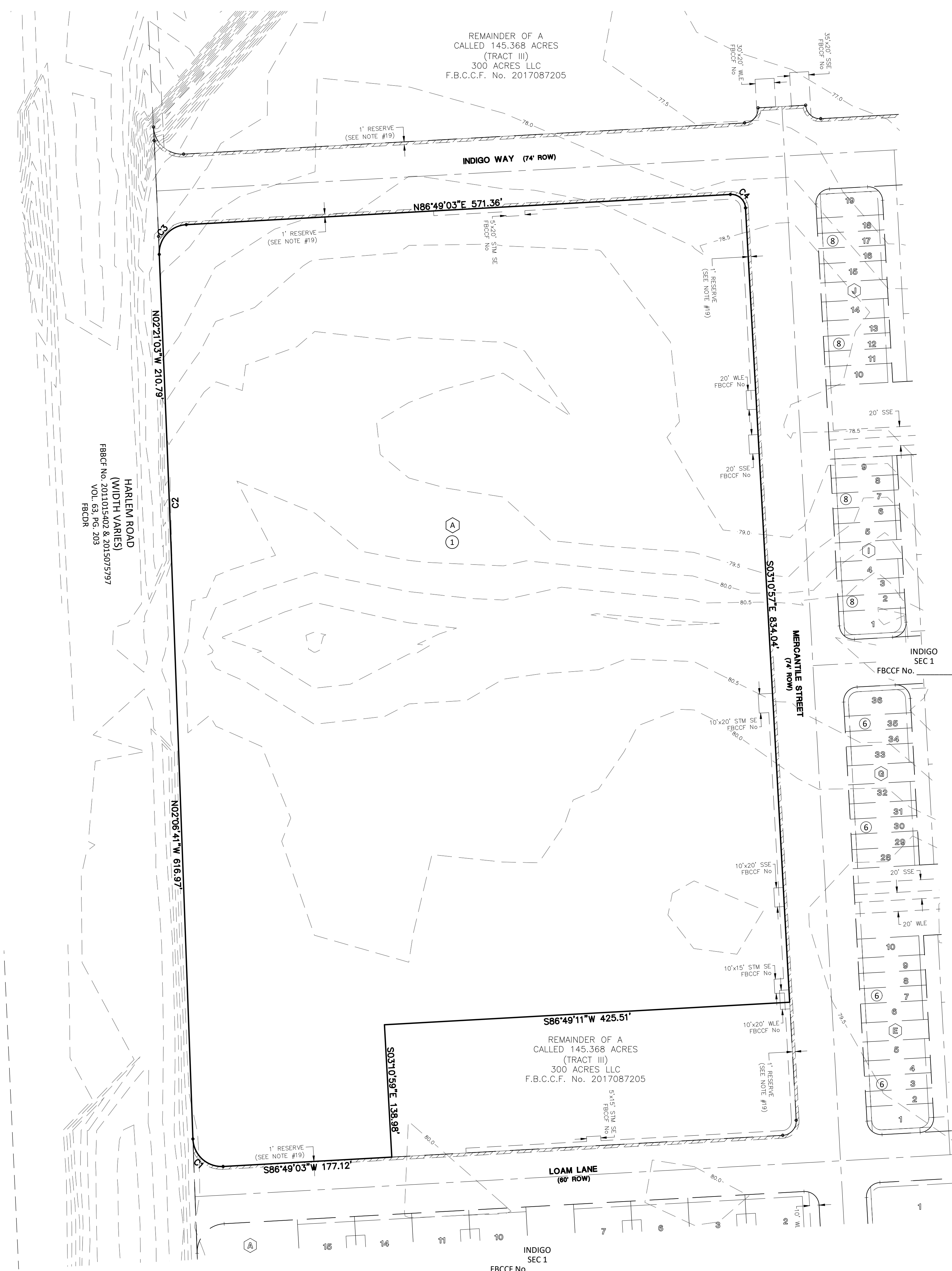
Staff Recommendation

CONDITIONAL APPROVAL: Staff recommends approval of this Preliminary Plat conditioned upon addressing the comments listed below:

Comments to ensure accuracy, clarity, and conformance to Section 6.3.502 of the UDC and approved DA:

1. Provide a copy of the Title Report referenced in Plat Note# 1.
2. Remove Plat note #22 as it does not apply to this plat or explain how it applies to this plat.
3. Revise to show the setbacks approved for non-residential and mixed-use development in the Development Agreement.
4. As mentioned in previous meeting, provide an access easement or right-of-way for the drive on the south property line to provide for access to the other parts of the property.
5. Dimensions on some of the rectangular easements are incorrect. At the southeast corner of the tract there is an easement labeled as 10'x15' but is actually a 15'x15'. There is also another about the middle of the east property line that is labeled as a 10'x20' but is drawn as a 15'x20'. Correct the easement labels.
 - a) Also, provide labels for the linear easements that run parallel to the right-of-way.
6. Easements located outside this plat boundary should be reference with the FBCCFN, just like the Section 1 labels.
7. Based on the utility plans provided, the utilities that serve the village core are intended to be public (which would allow for connection of future users, especially if the reserve is further divided). Provide easements for those utilities on this plat.
8. Update plat note #8 to follow the current Fort Bend County Drainage District Minimum Slab Elevation criteria as spelled out in the Interim Atlas 14 Drainage Criteria Manual.
9. **NOTE:** As discussed in the meeting on May 17th, the remainder of land at the southeast corner of this plat must be in the platting process before a final plat for the Village Core is approved





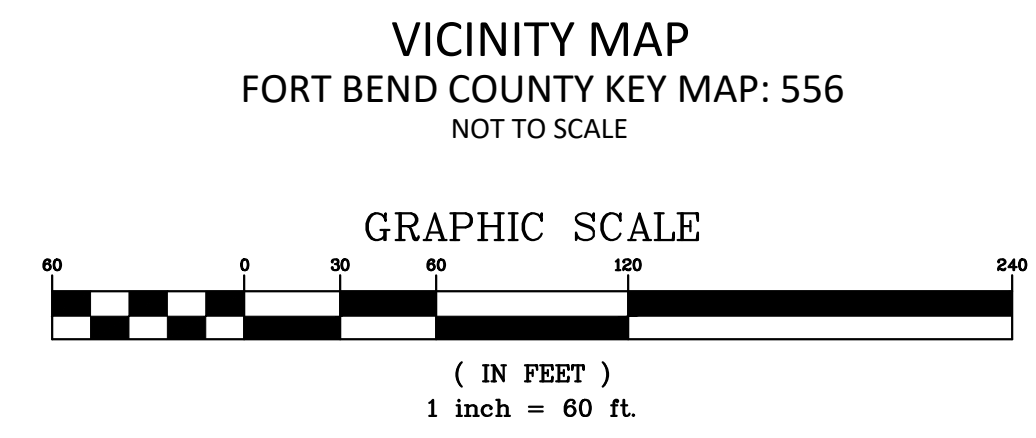
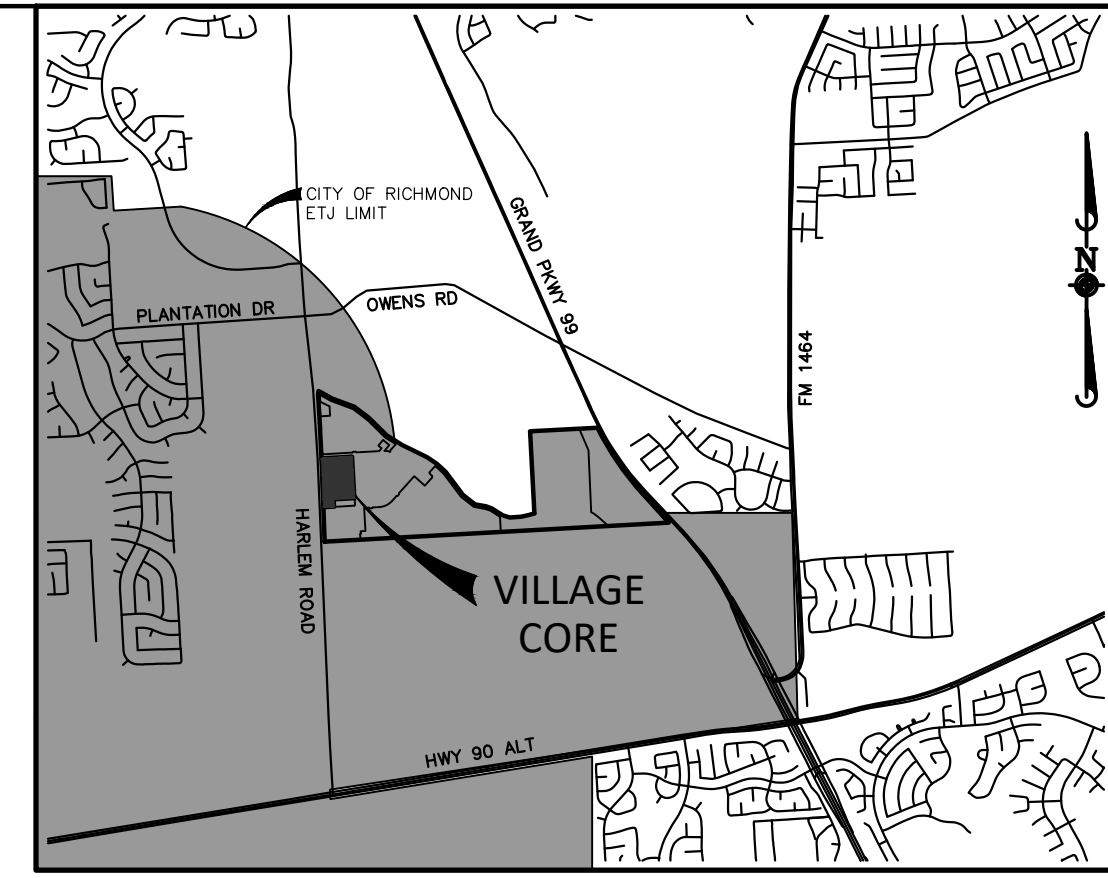
REMAINDER OF A CALLED 145.368 ACRES (TRACT III) 300 ACRES LLC F.B.C.C.F. No. 2017087205

REMAINDER OF A CALLED 145.368 ACRES (TRACT III) 300 ACRES LLC F.B.C.C.F. No. 2017087205

Reserve Letter	Area (Sq Ft)	Area (Ac)	Usage
A	557,074.68	12.79	RESTRICTED TO COMMERCIAL USE

CURVE TABLE					
CURVE	RADIUS	LENGTH	DELTA	CHORD BEARING	CHORD
C1	30.00'	47.68'	091°04'17"	N47°38'49"W	42.82'
C2	23989.95'	100.26'	000°14'22"	N02°13'52"W	100.26'
C3	30.00'	46.69'	089°10'04"	N42°14'01"E	42.12'
C4	15.00'	23.56'	090°00'00"	S48°10'57"E	21.21'

- GENERAL NOTES:
- THIS PLAT IS BASED ON A TITLE REPORT PREPARED BY INTEGRITY TITLE, JOB NO. 2239-332A EFFECTIVE DATE OF APRIL 24, 2022, AND IS SUBJECT TO ALL TERMS, CONDITIONS, LEASES AND ENCUMBRANCES STIPULATED THEREIN.
 - B.L. INDICATES BUILDING LINE; U.E. INDICATES UTILITY EASEMENT; A.E. INDICATES AERIAL EASEMENT; S.S.E. INDICATES SANITARY SEWER EASEMENT; D.E. INDICATES DRAINAGE EASEMENT; W.L.E. INDICATES WATER LINE EASEMENT; HL&P INDICATES HOUSTON LIGHTING AND POWER; O.R.F.B.C. INDICATES OFFICIAL PUBLIC RECORDS OF FORT BEND COUNTY; F.B.C.P.R. INDICATES FORT BEND COUNTY PLAT RECORDS; F.B.C.D.R INDICATES FORT BEND COUNTY DEED RECORDS.
 - ALL BEARINGS ARE BASED ON THE TEXAS COORDINATE SYSTEM, SOUTH CENTRAL ZONE.
 - ALL BUILDING LINES (BL) ALONG THE RIGHT-OF-WAY ARE AS SHOWN HEREON.
 - THERE ARE NO PIPELINES NOR PIPELINE EASEMENTS WITHIN THE PLATTED AREA SHOWN HEREON.
 - INDIGO SEC 1 LIES WITHIN SHADED ZONE "AE", ACCORDING TO THE NATIONAL FLOOD INSURANCE PROGRAM FLOOD INSURANCE RATE MAPS FOR FORT BEND COUNTY, TEXAS, MAP NUMBER 48157C0255L, DATED APRIL 2, 2014.
 - THE DRAINAGE SYSTEM FOR THIS SUBDIVISION IS DESIGNED IN ACCORDANCE WITH THE FORT BEND COUNTY DRAINAGE CRITERIA MANUAL WHICH ALLOWS STREET PONDING DURING INTENSE RAINFALL EVENTS.
 - THE TOP OF ALL FLOOR SLABS SHALL BE A MINIMUM OF 82.00 FEET ABOVE MEAN SEA LEVEL (NAVD88 DATUM). IN ADDITION, NO TOP OF SLAB ELEVATION SHALL BE LESS THAN 18 INCHES ABOVE NATURAL GROUND.
 - THIS PLAT IS SUBJECT TO THE TERMS OF THE DEVELOPMENT AGREEMENT BETWEEN THE CITY OF RICHMOND AND 300 ACRES, LLC DATED NOVEMBER 15, 2021, F.B.C.O.P.R. 2022021655.
 - THIS PROPERTY LIES WITHIN FORT BEND COUNTY, CITY OF RICHMOND EXTRATERRITORIAL JURISDICTION, FORT BEND INDEPENDENT SCHOOL DISTRICT AND FORT BEND COUNTY MUNICIPAL UTILITY DISTRICT NUMBER 251.
 - THIS PLAT LIES WITHIN "LZ3" OF THE FORT BEND COUNTY LIGHTING ORDINANCE ZONES, DATED MARCH OF 2004.
 - SIDEWALKS SHALL BE BUILT OR CAUSED TO BE BUILT NOT LESS THAN 5 FEET IN WIDTH ON BOTH SIDES OF ALL DEDICATED RIGHTS-OF-WAY WITHIN SAID PLAT AND ON CONTIGUOUS RIGHT-OF-WAY OF ALL PERIMETER ROADS SURROUNDING SAID PLAT, IN ACCORDANCE WITH AMERICAN DISABILITY ACT.
 - ALL DRAINAGE EASEMENTS TO BE KEPT CLEAR OF FENCES, BUILDINGS, VEGETATION AND OTHER OBSTRUCTIONS TO THE OPERATION AND MAINTENANCE OF THE FACILITY.
 - ALL PROPERTY TO DRAIN INTO THE DRAINAGE EASEMENT ONLY THROUGH AN APPROVED DRAINAGE STRUCTURE.
 - ALL OF THE PROPERTY SUBDIVIDED IN THE FOREGOING PLAT IS WITHIN THE INCORPORATED BOUNDARIES OF THE CITY OF RICHMOND EXTRATERRITORIAL JURISDICTION, TEXAS.
 - THE COORDINATES SHOWN HEREON ARE THE TEXAS SOUTH CENTRAL ZONE NUMBER 4204 STATE PLANE GRID COORDINATES (NAD83) AND MAY BE BROUGHT TO SURFACE BY DIVIDING BY THE FOLLOWING COMBINED SCALE FACTOR 0.99986265.
 - ALL EASEMENT, OPEN SPACE, OR OTHER COMMON AREAS WITHIN THE BOUNDARIES OF THIS PLAT SHALL BE MAINTAINED BY THE APPLICABLE HOMEOWNERS' ASSOCIATION, OR OTHER PERPETUAL PRIVATE ENTITY.
 - ELEVATIONS USED FOR DELINEATING CONTOUR LINES ARE BASED ON NORTH AMERICAN VERTICAL DATUM OF 1988.
CONTROL BENCHMARK: NATIONAL GEODETIC SURVEY MONUMENT HGCS078, PID NO. AX2549; STAINLESS STEEL ROD IN PVC SLEEVE LOCATED ON SUNSET STREET. ELEVATION 102.49' NORTH AMERICAN VERTICAL DATUM OF 1988.
 - A ONE-FOOT RESERVE DEDICATED TO THE PUBLIC IN FEE AS A BUFFER SEPARATION BETWEEN THE SIDE OR END OF STREETS IN A SUBDIVISION PLATS WHERE SUCH STREETS ADJUT ADJACENT ACREAGE TRACTS. THE CONDITIONS OF SUCH DEDICATION BEING THAT WHEN THE ADJACENT PROPERTY IS SUBDIVIDED BY A RECORDED PLAT, THE ONE-FOOT RESERVE SHALL THEREUPON BECOME VESTED IN THE PUBLIC FOR STREET RIGHT-OF-WAY PURPOSES AND THE FEE TITLE THERETO SHALL REVERT AND REVEST IN THE DEDICATOR, HIS HEIRS, ASSIGNS OR SUCCESSORS.
 - SITE PLANS SHALL BE SUBMITTED TO FORT BEND COUNTY AND ANY OTHER APPLICABLE JURISDICTION FOR REVIEW AND APPROVAL. DEVELOPMENT PERMITS AND ALL OTHER APPLICABLE PERMITS SHALL BE OBTAINED FROM FORT BEND COUNTY PRIOR TO BEGINNING CONSTRUCTION.
 - FORT BEND COUNTY MUNICIPAL UTILITY DISTRICT NO. 251 WILL HAVE OWNERSHIP AND MAINTENANCE RESPONSIBILITY OF DRAINAGE EASEMENTS AND DRAINAGE RESERVES.
 - THE POLE OR STAFF OF ANY FLAG LOTS SHALL BE RESTRICTED TO ACCESS ONLY.



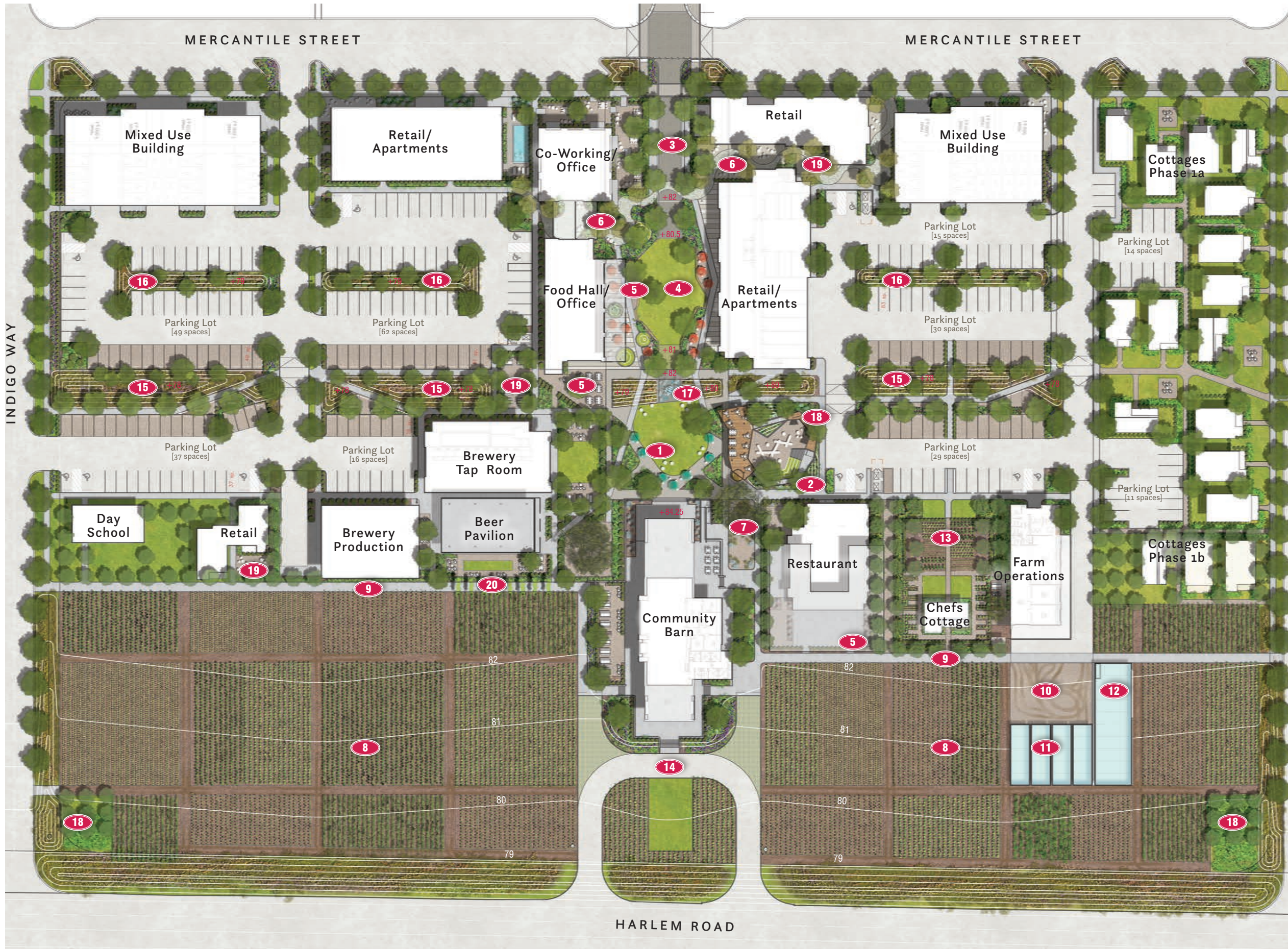
- ABBREVIATIONS
- AE= AERIAL EASEMENT
 - DE= DRAINAGE EASEMENT
 - SSE= SANITARY SEWER EASEMENT
 - STM SE= STORM SEWER EASEMENT
 - PAE= PRIVATE ACCESS EASEMENT
 - PUE= PUBLIC UTILITY EASEMENT
 - UVE= UNOBSTRUCTED VISIBILITY EASEMENT
 - UE= UTILITY EASEMENT
 - WLE= WATER LINE EASEMENT
 - BL= BUILDING LINE
 - GBL= GARAGE BUILDING LINE
 - ROW= RIGHT-OF-WAY
 - FBCF= FORT BEND COUNTY CLERK'S FILE
 - FBCDR= FORT BEND COUNTY DEED RECORDS
 - FBCMR= FORT BEND COUNTY MAP RECORDS
 - FBCOPR= FORT BEND COUNTY OFFICIAL PUBLIC RECORDS
 - FC= FILM CODE
 - VOL., PG.= VOLUME, PAGE
 - FND= FOUNDED
 - IP= IRON PIPE
 - IRON PIPE TO BE SET WITH CAP STAMPED "ELS"
 - ↔ STREET NAME CHANGE
 - 13 BLOCK NUMBER
 - 13 RESERVE LETTER

**PRELIMINARY PLAT
INDIGO VILLAGE CORE**
A SUBDIVISION OF 12.79 ACRES OF LAND
OUT OF THE
JANE WILKINS SURVEY, A-96
FORT BEND COUNTY, TEXAS

1 RESERVE 1 BLOCK
MAY 2022

OWNER/
DEVELOPER: 300 ACRES LLC,
a Texas limited liability company
76.32 HAMMERLY BOULEVARD
HOUSTON, TEXAS 77055

ENGINEER/
SURVEYOR: **ELEVATION**
land solutions
TBPE REGISTRATION NUMBER F-22671
2445 TECHNOLOGY FOREST BLVD, SUITE 200
THE WOODLANDS, TX 77381 832-825-2200
TBPS REGISTRATION NUMBER 10194692



LEGEND

- Vegetation**
- Proposed Forest
 - Shade Tree
 - Street Tree
 - Ornamental Tree
 - Large Shrub
 - Groundcover
 - Lawn

- Site Elements**
- 1 Plaza
 - 2 Playground
 - 3 Promenade
 - 4 Event Lawn
 - 5 Dining Patio
 - 6 Tributary Trail
 - 7 Barn Yard
 - 8 Farm
 - 9 Farm Path
 - 10 Farm Operations Yard
 - 11 High Tunnels
 - 12 Greenhouse
 - 13 Chefs Garden
 - 14 Barn Drop-Off/Fire Access
 - 15 Railway Rain Garden
 - 16 Bioswale
 - 17 Splash pad
 - 18 Monument
 - 19 Courtyard
 - 20 Hops Tunnel

THIS PLAN IS CONCEPTUAL IN NATURE AND MAY CHANGE WITHOUT NOTICE. THIS DOCUMENT IS NOT FOR CONSTRUCTION, PERMITTING OR REGULATORY PURPOSES.

Project
Indigo: Village Core
 Richmond, TX

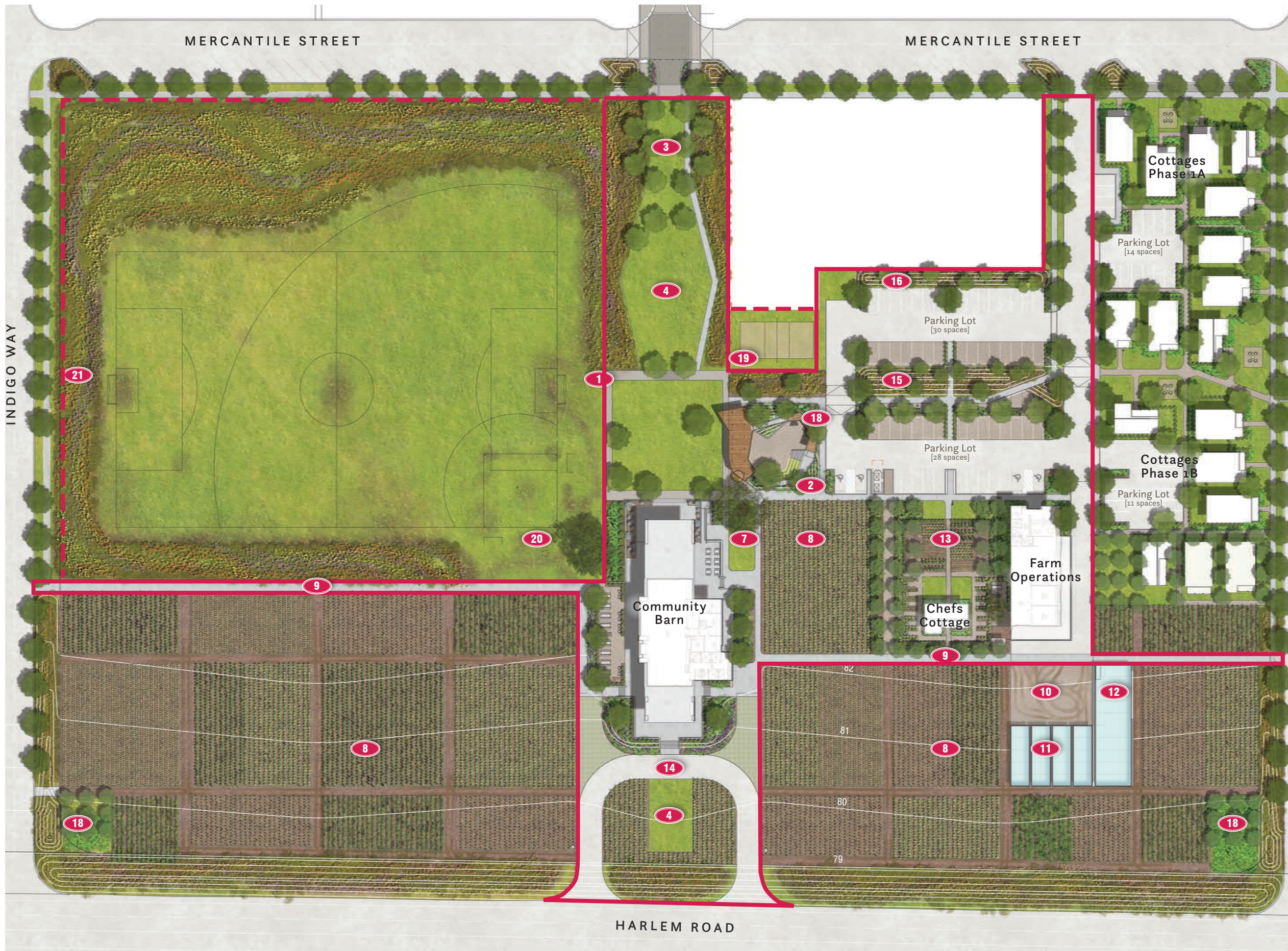
Client
Meristem Communities

Phase
Schematic Design
Overall Master Plan

Notes

 Revised: 03.25.2022

7632 Hammerly Blvd. Houston, TX 77055



LEGEND

Village Core-Phase 1 Boundary

Vegetation

- Proposed Forest
- Shade Tree
- Street Tree
- Ornamental Tree
- Large Shrub
- Groundcover
- Lawn

Site Elements

- 1 Plaza Loop
- 2 Playground
- 3 Temporary Promenade
- 4 Event Lawn
- 5 Dining Patio
- 6
- 7 Barn Yard
- 8 Farm
- 9 Farm Path
- 10 Farm Operations Yard
- 11 High Tunnels
- 12 Greenhouse
- 13 Chefs Garden
- 14 Barn Drop-Off/Fire Access
- 15 Railway Rain Garden
- 16 Bioswale
- 17 Monument
- 18 Courtyard
- 19 Volleyball [Temporary]
- 20 Sand Lot Baseball [Temporary]
- 21 Soccer Field [Temporary]

THIS PLAN IS CONCEPTUAL IN NATURE AND MAY CHANGE WITHOUT NOTICE. THIS DOCUMENT IS NOT FOR CONSTRUCTION, PERMITTING OR REGULATORY PURPOSES.

PLANNING AND ZONING COMMISSION

Staff Report: Plat Application

Agenda Date: June 6, 2022

Agenda Item: C2.

Plat Name: E Iox Biz Park – Final Plat

Applicant: Lucy Magana | Windrose Land Services

Project Description: A subdivision of 3.7980 Acres situated in the William Morton Survey, Abstract No. 62, city of Richmond ETJ, Fort Bend County Texas

Zoning Designation: NA, ETJ

Reviewers: City of Richmond Development Review Committee (DRC)

Project Planner: Jose Abraham, Planning Director

Background/Review Notes

- *The subject site is located on the west side of F.M. 359 south of Blaisdale Rd. (Vicinity Map below)*
- *The proposed plat includes two reserves. Reserve A along FM 359 Rd is developed and site development plan for Reserve B is under review.*
- *The proposed plat was previously approved with conditions in 2017, however, the applicant is made several changes to plat configuration and notes since the consideration is 2017 and the plat was not recorded.*

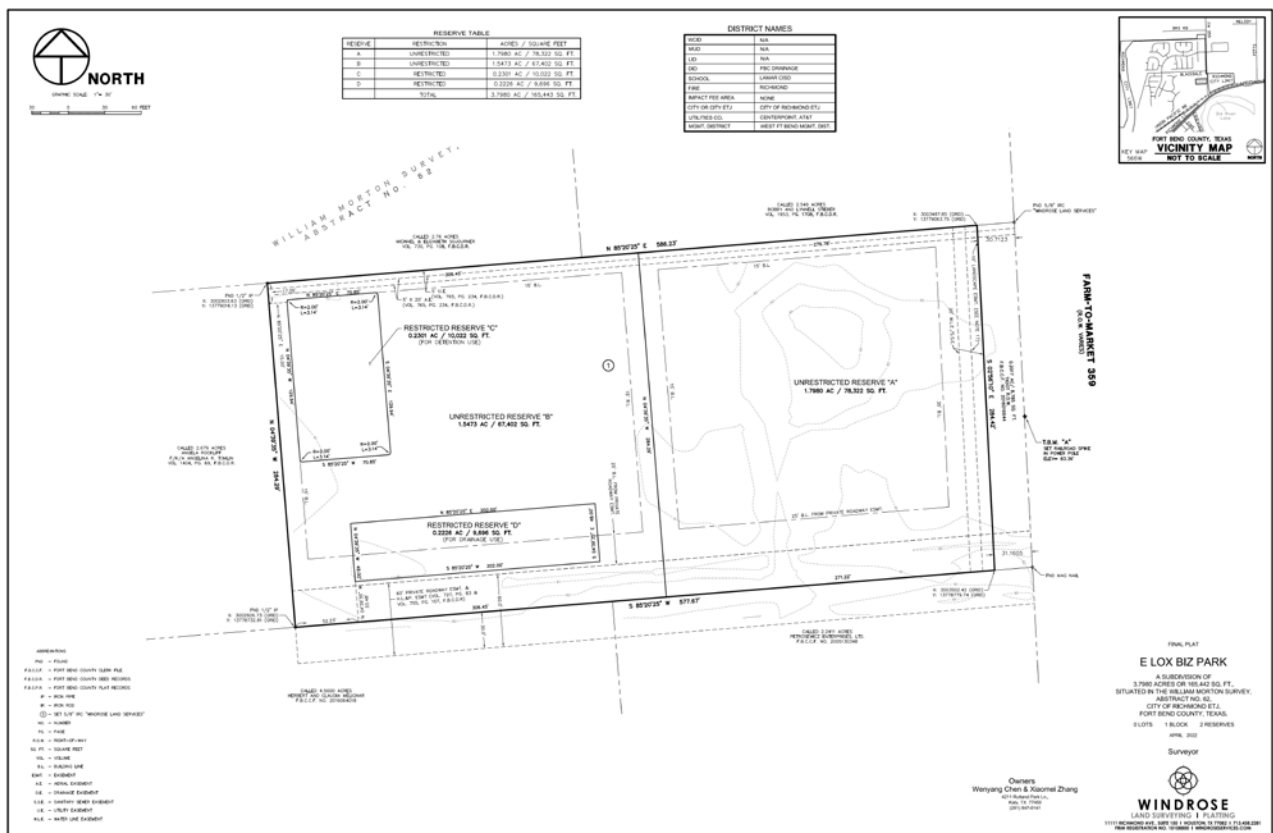


Staff Recommendation

CONDITIONAL APPROVAL: Staff recommends approval of this Final Plat conditioned upon addressing the comments listed below:

Comments to ensure accuracy, clarity and conformance to Section 6.3.503 of the UDC:

1. Revise Reserve Table to reference detention and drainage use.
2. Update note #5 to reference the current City Planning Letter’s date, which is May 18, 2022 (not March 2016 as shown on the plat).



STATE OF TEXAS
COUNTY OF FORT BEND

WE, Wenyang Chen and Xiaomei Zhang, husband and wife, hereinafter referred to as the Owners of the 3.7980 acre tract described in the above and foregoing map of E LOX BIZ PARK, do hereby make and establish said subdivision and development plan of said property according to all lines, dedications, restrictions and notations on said maps or plat and hereby dedicate to the use of the public forever, all streets (except those streets designated as private streets, or permanent access easements), alleys, parks, water courses, drains, easements and public places shown thereon for the purposes and considerations expressed; and do hereby bind ourselves, our heirs, successors and assigns to warrant and forever defend the title to the land so so dedicated.

FURTHER, Owner has dedicated and by these presents does dedicate to the use of the public for public utility purposes forever unobstructed aerial easements. The aerial easements shall extend horizontally an additional eleven feet, six inches (11'-6") for ten feet (10'-0") perimeter ground easements or seven feet, six inches (7'-6") for fourteen feet (14'-0") perimeter ground easements or five feet, six inches (5'-6") for sixteen feet (16'-0") perimeter ground easements, from a plane sixteen feet (16'-0") above ground level upward, located adjacent to and adjoining said public utility easements that are designed with aerial easements (U.E. and A.E.) as indicated and depicted, hereon, whereby the aerial easement totals twenty one feet, six inches (21'-6") in width.

FURTHER, Owner has dedicated and by these presents does dedicate to the use of the public for public utility purpose forever unobstructed aerial easements. The aerial easements shall extend horizontally an additional ten feet (10'-0") for ten feet (14'-0") back-to-back ground easements, or eight feet (8'-0") for fourteen feet (14'-0") back-to-back ground easements or seven feet (7'-0") for sixteen feet (16'-0") back-to-back ground easements, from a plane sixteen feet (16'-0") above ground level upward, located adjacent to both sides and adjoining said public utility easements that are designed with aerial easements (U.E. and A.E.) as indicated and depicted hereon, whereby the aerial easement totals thirty feet (30'-0") in width.

FURTHER, Owners do hereby covenant and agree that all of the property within the boundaries of this plat is hereby restricted to prevent the drainage of any septic tanks into any public or private street, permanent access easement, road or alley or any drainage ditch, either directly or indirectly.

FURTHER, Owners do hereby covenant and agree that all of the property within the boundaries of this plat and adjacent to any drainage easement, ditch, gully, creek or natural drainage way is hereby restricted to keep such drainage ways easements clear of fences, buildings, planting and other obstructions to the operations and maintenance of the drainage facility and that such abutting property shall not be permitted to drain directly into this easement except by means of an approved drainage structure.

FURTHER, Owner does hereby acknowledge the receipt of the "Order for Regulation of Outdoor Lighting in the Unincorporated Areas of Fort Bend County, Texas", and do hereby covenant and agree and shall comply with the order as adopted by the Fort Bend County Commissioners Court on March 23, 2004, and any subsequent amendments.

WITNESS our hands in Fort Bend County, Texas, this the _____ day of _____, 20____.

By: Wenyang Chen, Owner
By: Xiaomei Zhang, Owner

STATE OF TEXAS
COUNTY OF _____

BEFORE ME, the undersigned authority, on this day personally appeared Wenyang Chen, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and considerations therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the _____ day of _____, 20____.

Notary Public in and for the State of Texas

My Commission Expires:

STATE OF TEXAS
COUNTY OF _____

BEFORE ME, the undersigned authority, on this day personally appeared Xiaomei Zhang, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that she executed the same for the purposes and considerations therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the _____ day of _____, 20____.

Notary Public in and for the State of Texas

My Commission Expires:

I, Robert Kness, am authorized under the laws of the State of Texas to practice the profession of surveying and hereby certify that the above subdivision is true and correct; was prepared from an actual survey of the property made under my supervision on the ground; that all boundary corners, angle points, points of curvature and other points of reference have been marked with iron (or other suitable permanent metal) pipes or rods have an outside diameter of not less than three quarter (3/4) inch and a length of not less than three (3) feet, unless otherwise noted, and that the plat boundary corners have been tied to the nearest survey corner and the Texas State Plane Coordinate System (NAD83).



Robert Kness
Registered Professional Land Surveyor
Texas Registration No. 6486

Date

This plat of E LOX BIZ PARK is approved by the City Manager of the City of Richmond, Texas, this the _____ day of _____, 20____.

Terri Vela, City Manager

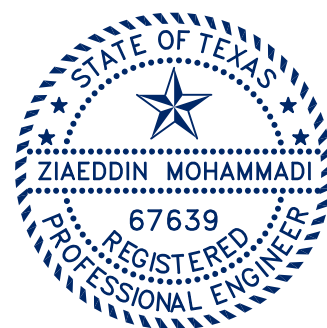
This plat of E LOX BIZ PARK was approved on the _____ day of _____, 20____, by the City of Richmond City Commission, and

signed this the _____ day of _____, 20____, provided however, this approval shall be invalid, and null, and void, unless this plat is filed with the County Clerk of Fort Bend County, Texas, within one (1) year thereafter.

Rebecca Haas, Mayor

Laura Scarlato, City Secretary

I, Zia Mohammadi, P.E., registered under the laws of the State of Texas to practice the profession of Engineering, do hereby certify that this plat meets all requirements of Fort Bend County, Texas, to the best of my knowledge.



Zia Mohammadi, P.E.
Texas Registration No. 67639
HouTex Engineering, LLC
Firm Number F-12522

GENERAL NOTES

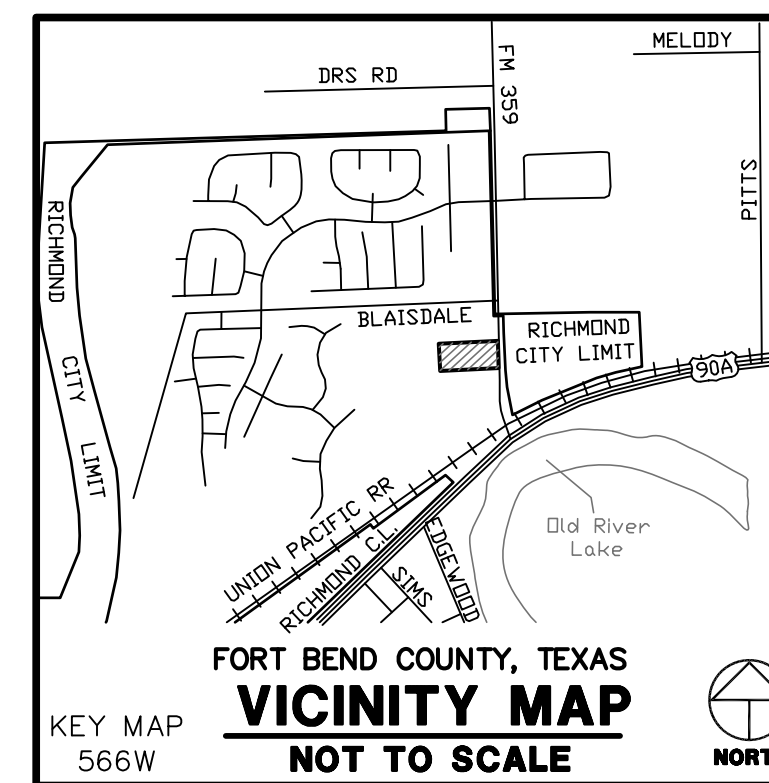
- 1. The property is located within Fort Bend County, Fort Bend County Drainage District, Lamar Consolidated Independent School District, and the City of Richmond's Extraterritorial Jurisdiction (ETJ).
- 2. In no case shall any slab be less than 12 inches above the extreme event sheet flow or ponding elevation as determined by the engineering site design.
- 3. Land use within this subdivision is limited to an average imperviousness of no more than fifty-two percent (52%). The drainage system has been designed under the assumption that this percentage will not be exceeded. If this percentage of average imperviousness is exceeded, a replat and/or redesign of the system may be necessary.
- 4. This property lies within Zone "AE" according to FEMA FIRM Map Nos. 4815700255L, revised/effective date of April 2, 2014. Zone "AE" is defined as "Areas subject to inundation by the 1-percent annual chance flood event determined by detailed methods. Base Flood Elevations (BFEs) are shown. Mandatory flood insurance purchase requirements and floodplain management standards apply." This determination was done by graphic plotting and is approximate only, and has not been field verified. This flood statement does not imply that the property or structures thereon will be free from flooding or flood damage. On rare occasions floods can and will occur and flood heights may be increased by man-made or natural causes. This flood statement shall not create liability on the part of Windrose Land Services, Inc.
- 5. All visible easements and easements of record affecting this property as reflected on the title report from Charter Title Company, Order No. 2015-0320, effective date of March 22, 2016, issued March 23, 2016, are shown hereon. Surveyor has relied upon the above-mentioned title commitment with regard to any easements, setbacks, restrictions, or rights-of-way affecting the subject property. No additional research regarding the existence of easements, setbacks, restrictions, rights-of-way, or other matters of record has been performed by the surveyor.
- 6. Bearings were based on the Texas State Plane Coordinate System, South Central Zone (NAD83).
- 7. All coordinates shown hereon are Texas South Central Zone No. 4204 State Plane Grid Coordinates (NAD 83), and may brought to surface by applying the following scale factor - 0.999873993.
- 8. Primary Benchmark is National Geodetic Survey (NGS) Monument No. AW4733, located 0.4 miles northeast of the junction of Haro Castle Street, at the Crossing of a steel tower power transmission line, in the top of the concrete foundation of the northwest leg of the third tower west of the overpass, 47 feet southeast of the centerline of the road, 0.5 feet northwest of the steel leg, and about 1 foot higher than the road. Elevation = 99.85 (NAVD 1988, 1986 Adjustment).
- 9. Temporary Benchmark is a railroad spike in power pole located along the west side of FM 359 just outside of the east property line of the subject tract. Elevation = 86.63 (NAVD 1988, 1986 Adjustment)
- 10. The drainage system for this subdivision shall be designed in accordance with the Fort Bend County Drainage Criteria Manual which allows street ponding with intense rainfall events.
- 11. All drainage easements shall be kept clear of fences, building, vegetation, and other obstructions for the purpose of the operation and maintenance of the drainage facility. All property is required to drain into the drainage easements through an approved drainage structure.
- 12. All pipelines or pipeline easements are shown hereon.
- 13. This property is located wholly within Fort Bend County Lighting Zone No. 3, according to the "Order for Regulation of Outdoor Lighting."
- 14. Sidewalks shall be built or caused to be built by the developer, homebuilder or homeowners' association at a width not less than 5 feet on both sides of all dedicated rights-of-way within said plat and on the contiguous right-of-way of all perimeter roads surrounding said plat, in accordance with the A.D.A. and Section 4.5.201 of the City of Richmond Unified Development Code.
- 15. Subject to covenants and restrictions recorded in Vol. 736, Pg. 326, F.B.C.D.R. and F.B.C.C.F. No. 2004044775.
- 16. Subject to Section 7 (Greenspace Regulations) of the Fort Bend County Regulations of Subdivisions.
- 17. The property owner or their successors or assigns shall be responsible for the maintenance of all detention facilities and drainage easements.
- 18. Easement from JOHN F. DILLARD to SOUTHWESTERN BELL TELEPHONE COMPANY recorded in Volume 256, Page 412 of the Deed Records of Fort Bend County, Texas. (DOES NOT LIE WITHIN THE SUBJECT TRACT)
- 19. Declaration of Maintenance Covenant and Easement for Stormwater Control Facilities as recorded under Fort Bend County Clerk's File No. 2021128941.
- 20. The top of all floor slabs shall be a minimum of 85.20 feet above mean sea level (NAVD 88 datum). In addition, no top of slab elevation shall be less than 24 inches above the lowest top of curb adjacent to the lot in which it lies. In the absence of a curb, the top of slab elevation shall be no less than 24 inches above the highest natural ground along the perimeter of the building foundation and 12 inches above any down gradient roadway or drainage restrain, whichever is higher.
- 21. Site plans shall be submitted to Fort Bend County and any other applicable jurisdiction for review and approval to obtain a Development Permit. Development Permits and all other applicable permits shall be obtained from Fort Bend County prior to beginning construction.
- 22. Sidewalks shall be built or caused to be built not less than 5 feet in width on both sides of all dedicated rights-of-way within said plat and on the contiguous right-of-way of all perimeter roads surrounding said plat, in accordance with A.D.A.

ABBREVIATIONS

- FND - FOUND
- F.B.C.C.F. - FORT BEND COUNTY CLERK FILE
- F.B.C.D.R. - FORT BEND COUNTY DEED RECORDS
- F.B.C.P.R. - FORT BEND COUNTY PLAT RECORDS
- IP - IRON PIPE
- IR - IRON ROD
- Ⓢ - SET 5/8" IRC "WINDROSE LAND SERVICES"
- NO. - NUMBER
- PG. - PAGE
- R.O.W. - RIGHT-OF-WAY
- SQ. FT. - SQUARE FEET
- VOL. - VOLUME
- B.L. - BUILDING LINE
- ESMT. - EASEMENT
- A.E. - AERIAL EASEMENT
- D.E. - DRAINAGE EASEMENT
- S.S.E. - SANITARY SEWER EASEMENT
- U.E. - UTILITY EASEMENT
- W.L.E. - WATER LINE EASEMENT

DISTRICT NAMES

WCID	N/A
MUD	N/A
LID	N/A
DID	FBC DRAINAGE
SCHOOL	LAMAR CISD
FIRE	RICHMOND
IMPACT FEE AREA	NONE
CITY OR CITY ETJ	CITY OF RICHMOND ETJ
UTILITIES CO.	CENTERPOINT, AT&T
MGMT. DISTRICT	WEST FT BEND MGMT. DIST.



I, J. Stacy Slawinski, P.E., Fort Bend County Engineer, do hereby certify that the plat of this subdivision complies with all the existing rules and regulations of this Office as adopted by the Fort Bend County Commissioners' Court. However, no certification is hereby given as to the effect of drainage from this subdivision on the intercepting drainage artery, parent stream, or any other area or subdivision within the watershed.

J. Stacy Slawinski, P.E.
Fort Bend County Engineer

APPROVED by the Commissioners' Court of Fort Bend County, Texas, this, the _____ day of _____, 20____.

Vincent M. Morales, Jr., Commissioner, Precinct 1
Grady Prestage, Commissioner, Precinct 2

KP George
County Judge

W. A. "Andy" Meyers, Commissioner, Precinct 3
Ken R. DeMerchant, Commissioner, Precinct 4

I, Laura Richard, County Clerk in and for Fort Bend County, do hereby certify that the foregoing instrument with its certificate of authentication was filed for recordation in my office on _____, 20____, at o'clock____M., and duly recorded on _____, 20____, in Plat No. _____ of the Map Records of Fort Bend County, for said county.

Witness my hand and seal of office, at Richmond, Texas, the day and date last above written.

Laura Richard
Clerk of the County Court of Fort Bend County, Texas

By: _____ Deputy

FINAL PLAT

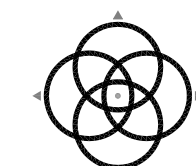
E LOX BIZ PARK

A SUBDIVISION OF 3.7980 ACRES OR 165,443 SQ. FT., SITUATED IN THE WILLIAM MORTON SURVEY, ABSTRACT NO. 62, CITY OF RICHMOND ETJ, FORT BEND COUNTY, TEXAS.

0 LOTS 1 BLOCK 2 RESERVES

APRIL 2022

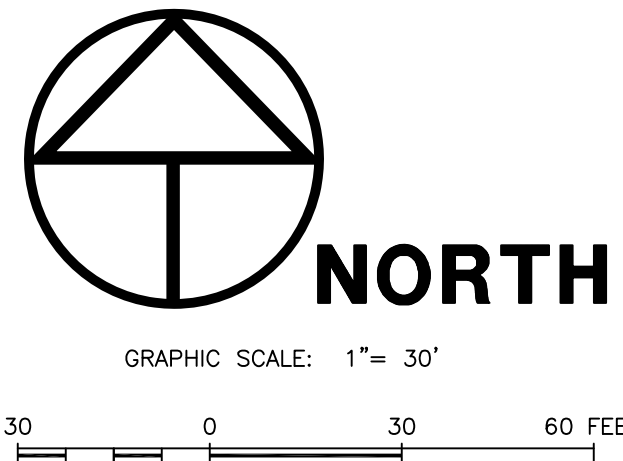
Surveyor



Owners
Wenyang Chen & Xiaomei Zhang
4211 Rutland Park Ln.,
Katy, TX 77450
(281) 647-0141

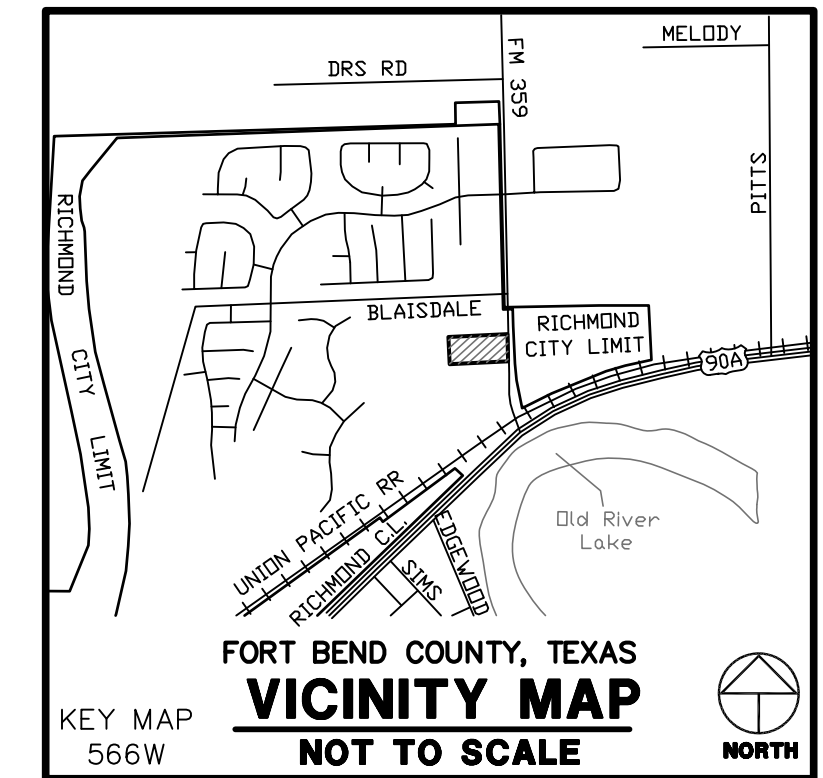
WINDROSE
LAND SURVEYING | PLATTING

11111 RICHMOND AVE., SUITE 150 | HOUSTON, TX 77082 | 713.458.2281
FIRM REGISTRATION NO. 10108800 | WINDROSESERVICES.COM

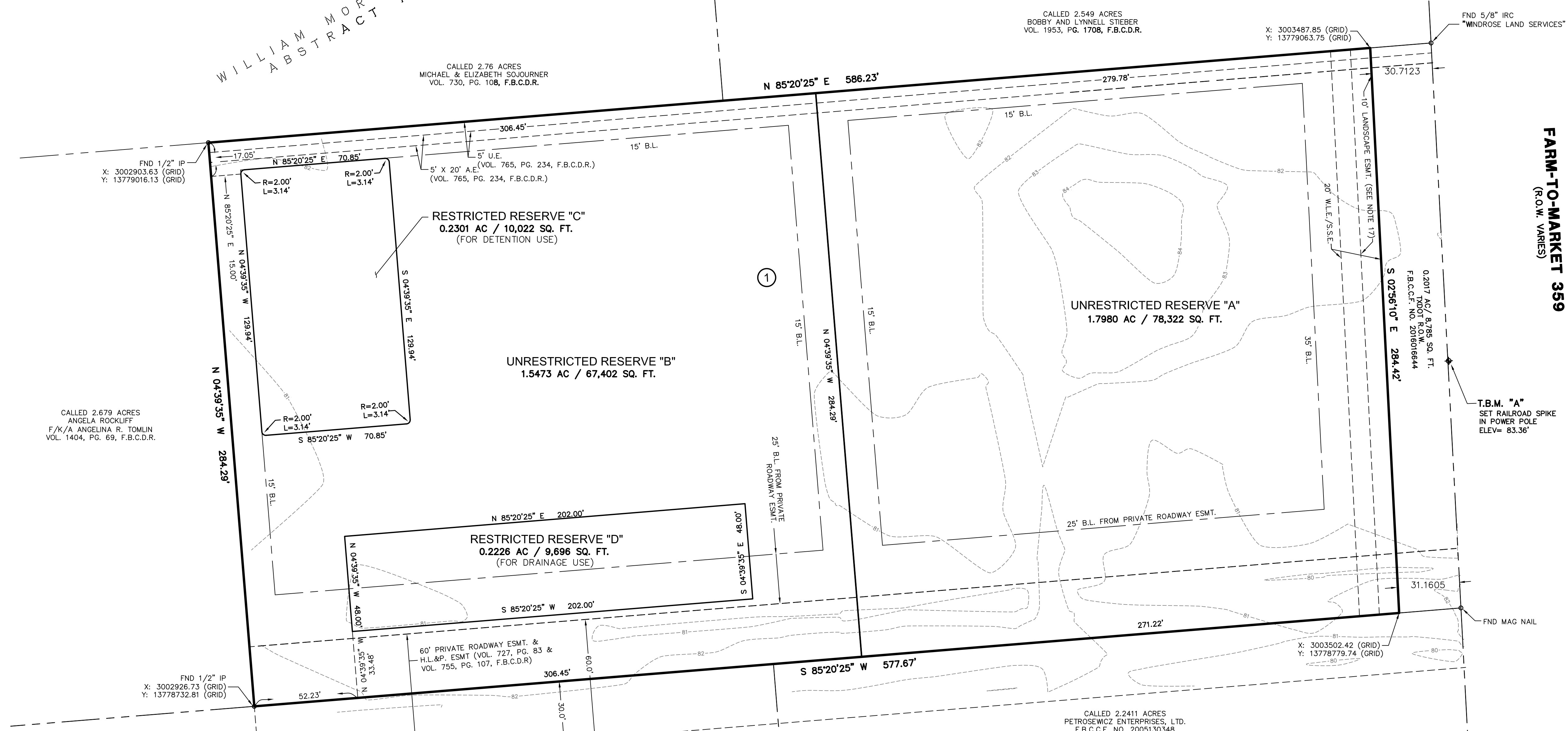


RESERVE	RESTRICTION	ACRES / SQUARE FEET
A	UNRESTRICTED	1.7980 AC / 78,322 SQ. FT.
B	UNRESTRICTED	1.5473 AC / 67,402 SQ. FT.
C	RESTRICTED	0.2301 AC / 10,022 SQ. FT.
D	RESTRICTED	0.2226 AC / 9,696 SQ. FT.
	TOTAL	3.7980 AC / 165,443 SQ. FT.

DISTRICT NAMES	
WCID	N/A
MUD	N/A
LID	N/A
DID	FBC DRAINAGE
SCHOOL	LAMAR CISD
FIRE	RICHMOND
IMPACT FEE AREA	NONE
CITY OR CITY ETJ	CITY OF RICHMOND ETJ
UTILITIES CO.	CENTERPOINT, AT&T
MGMT. DISTRICT	WEST FT BEND MGMT. DIST.



WILLIAM MORTON SURVEY,
ABSTRACT NO. 62



Z:\52346-E LOX BIZ\PLAT\20220524-PLAT-E LOX BIZ PARK-52346-23133.DWG -- LMAPANA -- 05/24/22

- ABBREVIATIONS
- FND - FOUND
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 - F.B.C.D.R. - FORT BEND COUNTY DEED RECORDS
 - F.B.C.P.R. - FORT BEND COUNTY PLAT RECORDS
 - IP - IRON PIPE
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 - S.S.E. - SANITARY SEWER EASEMENT
 - U.E. - UTILITY EASEMENT
 - W.L.E. - WATER LINE EASEMENT

FARM-TO-MARKET 359
(R.O.W. VARIES)

FINAL PLAT
E LOX BIZ PARK
A SUBDIVISION OF
3.7980 ACRES OR 165,442 SQ. FT.,
SITUATED IN THE WILLIAM MORTON SURVEY,
ABSTRACT NO. 62,
CITY OF RICHMOND ETJ,
FORT BEND COUNTY, TEXAS.
0 LOTS 1 BLOCK 2 RESERVES
APRIL 2022

Owners
Wenyang Chen & Xiaomei Zhang
4211 Rutland Park Ln.,
Katy, TX 77450
(281) 647-0141

WINDROSE
LAND SURVEYING | PLATTING
11111 RICHMOND AVE., SUITE 150 | HOUSTON, TX 77082 | 713.458.2281
FIRM REGISTRATION NO. 10108800 | WINDROSESERVICES.COM



PLANNING AND ZONING COMMISSION
Staff Report: UDC Text Amendment

Agenda Date: June 6, 2022

Agenda Item: C3a.& C3b.

Agenda Item Subject: Unified Development Code (UDC) Text Amendment

Project Description: Proposed amendment to revise minimum slab elevation requirement based on updated Fort Bend County and Federal Emergency Management Agency regulations.

Zoning Designation: NA

Project Planner: Jose Abraham, Planning Director

OVERVIEW

This is an agenda request to consider a text amendment to the UDC requirement to Sec. 4.3.203, *Standards for Flood Hazard Reduction* of the UDC to revise minimum slab elevation requirement to match Fort Bend County’s requirement. Minimum Slab elevation calculation requirements in the UDC, currently, follows the language from the Fort Bend Drainage Criteria Manual. Effective 01/01/2020, Fort Bend County Drainage District adopted the Interim Atlas 14 Drainage Criteria Manual and Minimum Slab Elevation Criteria which provides a different requirement and replaces the previous requirement. The proposed text amendment to the UDC references the Interim Atlas 14 Drainage Criteria Manual and Minimum Slab Elevation Criteria as amended. Please note that the Public Infrastructure design Manual will also be updated to reflect this amendment.

PROPOSED AMENDMENT

Section 4.3.203 “Standards for Flood Hazard Reduction,” “Unified Development Code” of the Code of Ordinances, City of Richmond, Texas is hereby amended to read as follows:

“CHAPTER 4 SITE DESIGN

.....

ARTICLE 4.3 ENVIRONMENTAL QUALITY AND RESOURCE PROTECTION

.....

Division 4.3.200 Floodplain Management and Flood Damage Prevention

Sec. 4.3.203 Standards for Flood Hazard Reduction

.....

C. Specific Standards for Flood Hazard Reduction.

.....

2. *Residential Construction.* New construction and substantial improvement of any residential structure shall have the lowest floor (including basement), duct work, exposed plumbing, and electrical components elevated as required by Fort Bend County—Interim Atlas 14 Drainage Criteria Manual and Minimum Slab Elevation Criteria December 2019, Revised September 2021, as amended~~to 18 inches above the base flood elevation or 18 inches above existing grade, whichever is highest~~. A registered professional engineer, architect, or land surveyor shall submit a certification to the Floodplain Administrator that the standard of this Subsection is satisfied (see Section 6.3.307, *Floodplain Development Permit*).

3. *Nonresidential Construction.*

a. New construction and substantial improvements of any commercial, industrial or other nonresidential or public/institutional structure shall either:

1. Have the lowest floor (including basement) elevated as required by Fort Bend County—Interim Atlas 14 Drainage Criteria Manual and Minimum Slab Elevation Criteria December 2019, Revised September 2021, as amended~~to 18 inches above the base flood elevation or 18 inches above existing natural grade, whichever is highest~~; or
2. Together with attendant utility and sanitary facilities, be designed so that below an elevation equal to the lowest floor (see 3.a.1. above) ~~that is at least 18 inches above the base flood level~~ the structure is watertight with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy.

.....

5. *Manufactured Homes.*

.....

b. *Manufactured Homes in Zones A1-30, AH, and AE.* All manufactured homes that are placed or substantially improved within special flood hazard area Zones A1-30, AH, and AE, on sites (i) outside of a manufactured home park or subdivision, (ii) in a new manufactured home park or subdivision, (iii) in an expansion to an existing manufactured home park or subdivision, or (iv) in an existing manufactured home park or subdivision on which a manufactured home has incurred "substantial damage" as a result of a flood, shall be:

3. Elevated on a permanent foundation such that the lowest structural member of the manufactured home is elevated as required by Fort Bend County—Interim Atlas 14 Drainage Criteria Manual and Minimum Slab Elevation Criteria December 2019, Revised September 2021, as amended~~to 18 inches above the base flood elevation or to 18 inches above existing natural grade, whichever is highest~~; and

.....

- b. Manufactured Homes in Zones A1-30, AH, and AE (Existing Manufactured Home Parks and Subdivisions). All manufactured homes be placed or substantially improved on sites in an existing manufactured home park or subdivision with Zones A1-30, AH and AE that are not subject to the provisions of Subsection C.5.b., of this Subsection be elevated so that either:
 - 1. The lowest structural member of the manufactured home is [as required by Fort Bend County—Interim Atlas 14 Drainage Criteria Manual and Minimum Slab Elevation Criteria December 2019, Revised September 2021, as amended at 18 inches above the base flood elevation or to 18 inches above existing natural grade, whichever is highest](#); or

....

E. Standards for Areas of Shallow Flooding (AO/AH Zones).

....

- 2. *Elevation of New Construction and Substantial Improvements* ~~(Residential)~~. All new construction and substantial improvements of ~~residential~~ structures shall have the lowest floor (including basement) elevated [as required by Fort Bend County—Interim Atlas 14 Drainage Criteria Manual and Minimum Slab Elevation Criteria December 2019, Revised September 2021, as amended to the highest of the following](#):
 - a. ~~18 inches above the base flood elevation; or~~
 - b. ~~the highest adjacent grade at least as high as the depth number specified on the applicable FIRM; or~~
- 3. *Certification Required.* A registered professional engineer, architect (for floodproofing options only), or registered professional land surveyor (for building elevation options only) shall submit a certification to the Floodplain Administrator that the standards of this Section are satisfied. See Section 6.3.307, Floodplain Development Permit.
- 4. *Drainage Paths.* Within Zones AH and AO, adequate drainage paths around structures shall be provided on slopes, to guide flood waters around and away from proposed structures.

....”

Please note the following changes to the Public Infrastructure Design Manual based on the proposed UDC text Amendment:

16.3 RESIDENTIAL LOTS AND IMPROVEMENTS

- A. All residential lots shall drain to a public right-of-way directly adjoining the lot. Drainage from a residential lot to a public right-of-way at the rear or side of a lot may be permitted provided the drainage system has been properly designed to accept the flow. Drainage from a residential lot to an adjoining greenbelt or golf course shall require a public

easement for drainage purposes to be maintained by the homeowner's association or appropriate private entity. Drainage to a private easement shall require specific approval by the Public Works Department. Drainage to a private easement shall be noted on the recorded subdivision plat. The Fort Bend County Drainage District shall approve drainage to a Fort Bend County drainage easement.

- B. Positive overflow drainage pathways or other drainage routes that are along or parallel side lot lines shall be enclosed within a separate reserve unless the 100-year storm event is contained within a below grade conduit. If the 100-year event is contained below grade, the conduit may be enclosed within a drainage easement rather than a separate reserve.
- C. A lot-grading plan showing proposed minimum slab elevations should be included in the construction plans. If slab elevations do not change, a notice of minimum elevation will suffice. The minimum slab elevation shall also be shown on the subdivision plat. Minimum slab elevations for aAll structures shall be constructed elevated as required by Fort Bend County—Interim Atlas 14 Drainage Criteria Manual and Minimum Slab Elevation Criteria December 2019, Revised September 2021, as amended~~noted below:~~

~~0. For structures outside the Special Flood Hazard Area—18 inches above the top of curb in the front of the parcel or 18 inches above the highest adjacent grade, or 12 inches above the calculated 100-yr hydraulic grade line (HGL) at the nearest storm drainage system, whichever is higher.~~

~~1-0. For all structures within the Special Flood Hazard Area— Either the requirement specified in subsection 17.03.C.1. above, or 12 inches above the Base Flood Elevation as shown on the effective Flood Insurance Rate Map for the property, whichever is greater.~~

16.4 FLOOD PLAIN MANAGEMENT

- A. All development shall conform to the requirements of the National Flood Insurance Program, as required by the regulations of the local governing authority having jurisdiction.
- B. Amendments to the published flood maps, map revisions and all requests for changes to the base flood elevation within the Richmond city limits shall be submitted to the City of Richmond for approval. Technical data required by the Federal Emergency Management Agency and justification for the proposed change must be included with all requests. All requests for changes to the base flood elevation within the City of Richmond extraterritorial jurisdiction shall be submitted to the City of Richmond for comments for approval. All data submitted shall be prepared under the supervision of a Professional Engineer and shall comply with all requirements of the Federal Emergency Management Agency.

7.1 GENERAL

- A. This chapter includes the minimum design requirements for public and private storm water systems within the city limits and the extra-territorial jurisdiction of the City of Richmond.
- B. The Richmond Public Works Department shall approve storm water system plans for all public improvements within the Richmond city limits or extraterritorial jurisdiction. Construction shall conform to the City of Richmond Construction Details.
- C. Construction plans for private improvements, within public rights-of-ways and public easements or that connect to or affect the public infrastructure shall be approved by the City of Richmond subject to the requirements of this manual and are subject to review and approval using the process defined in this manual.
- D. Design, construction and sizing of all storm water systems shall meet or exceed the requirements of the City of Richmond and Fort Bend County Drainage District, as applicable, and all other entities having jurisdiction.
- E. All drainage systems that are to become a maintenance responsibility of the City of Richmond shall be enclosed storm sewers, except as specifically approved by the Department of Public Works.
- F. Public storm sewers are defined as sewers and appurtenances that provide drainage for a public right-of-way, or more than one private tract, are located in public right-of-way or easement and have been accepted by the City. Private storm sewers provide internal drainage for reserves or tracts within the private development. Private storm sewer connections to public storm sewers shall occur at a manhole or at the back of an inlet as approved by the Department of Public Works. All private storm sewers within the public right-of-way shall be constructed in conformance with these Standards.
- G. All calculations and design drawings shall be prepared under the supervision of a Professional Engineer trained and licensed under the disciplines required by the project scope. The final design drawings and all design calculations must be sealed, signed, and dated by the Professional Engineer responsible for the development of the drawings.
- H. All final plats shall contain minimum slab elevation, with reference to the most current vertical datum from the most current [FEMA floodmaps](#), [and comply with Fort Bend County—Interim Atlas 14 Drainage Criteria Manual and Minimum Slab Elevation Criteria December 2019, Revised September 2021, as amended](#)
- I. All open ditch subdivision shall include driveway culvert size information on overall site plan. Flow lines of the culverts shall be set according to the overall design of the subdivision.

STAFF RECOMMENDATION

The proposed UDC text amendment is in conformance with Comprehensive master Plan Goal D which emphasizes (a) continuously re-evaluating the City's incentives, policies, and regulations.

Staff recommends approval of this proposed UDC text amendment and requests to forward a positive recommendation of approval to the City Commission.



NOTICE OF PUBLIC HEARING

LOCATION/ DATE: The Planning and Zoning Commission of the City of Richmond will hold a public hearing on Monday, June 6, 2022, at 5:00 p.m. at the City Commission Meeting Room, 600 Morton Street, Richmond, Texas.

PURPOSE: To receive comments for or against Unified Development Code text amendment and associated changes to the Public Infrastructure Design Manual (Section 16.3), to revise minimum slab elevation requirement based on updated Fort Bend County and Federal Emergency Management Agency regulations. The specific sections to be amended may include:

- 1) Sec. 4.3.203, *Standards for Flood Hazard Reduction.*
- 2) Chapter 7, *Measurements and Words.*

FOR MORE INFORMATION: For more information you can contact the City of Richmond Planning Department Office by email at planning@richmondtx.gov or by phone at 281-342-0559.

A notice of Public hearing was published in For Bend Herald on Thursday, May 19, 2022

..... *End of Report*



PLANNING AND ZONING COMMISSION

Staff Update: Parking in DN and OT district.

Agenda Date: June 6, 2022

Agenda Item: C4.

Agenda Item Subject: Discussion on Parking within DN, Downtown and OT, Olde Town district.

NO ACTION FROM THE PLANNING AND ZONING COMMISSION IS REQUIRED ON THIS AGENDA ITEM.

Presenter: Jose Abraham, Planning Director

SUMMARY

Parking availability is an important aspect of urban planning and zoning related parking requirements play a big role in the development outcomes. Discussions on efficient consideration of parking started in the early 1900's and still continues. Parking requirements have significant economic development and placemaking implications and avoiding requirements that result in excess or shortage is critical. The nature of parking demand for development is not a constant for every situation, it varies with the urban/suburban context, changing landuse, time of the day, development layout, availability of public transport, etc. Staff has been in the process of reviewing parking requirements for DN and OT district regularly. Changes to parking related requirements within OT district were adopted in the past couple of years. Staff would like to discuss current parking situations and requirements in the DN district and also have a general discussion about parking within OT district. Staff is seeking input and guidance from the Commission to be able to continue working on this issue and provide recommendation to ensure that parking requirements are balanced.

DOWNTOWN DISTRICT PARKING REVIEW

Downtown includes on-street parking spaces and some blocks include off-street parking lots. Currently, Downtown has some vacant buildings which do not create a parking demand presently. To understand the parking situation in Downtown staff looked into the following (please see attached exhibits):

- Inventory of existing buildings and land uses with gross floor areas. Please note that the information is based on Fort Bend Appraisal district data and may involve some approximation.
- Inventory of existing parking spaces, both on-street and off-street. The number of parking spaces also includes reasonable approximation since it was not a field study. Also, the count includes few estimated potential spaces. Please note that the boundary was based on the extent of DN zoning district.
- Existing parking ratio for the entire district was calculated based on Gross Floor area (GFA) and Parking Floor Area (PFA). Unified Development Code defines PFA as 85% of GFA.

- Shared Parking analysis for the entire district using UDC parking requirements and reduced parking ratio to understand parking capacity based on existing land uses. Please note that shared parking analysis consider both PFA and GFA on two separate exhibits.
- Please note that shared parking analysis is based on the UDC table 4.2.103A. Shared parking allows a reduction in the total number of required parking spaces when a parcel is occupied by two or more uses which typically do not experience peak use of parking areas at the same time. The percentage in the table below denotes the percentage of the minimum required number of spaces that will be used during the specified time period.

Table 4.2.103A Mixed-Use and Shared Parking					
Use	Weekday			Weekend	
	Night (12 a.m. to 6 a.m.)	Day (6 a.m. to 6 p.m.)	Evening (6 p.m. to 12 a.m.)	Day (6 a.m. to 6 p.m.)	Evening (6 p.m. to 12 a.m.)
Residential	100%	60%	90%	80%	90%
Office	5%	100%	10%	10%	5%
Retail / Commercial	5%	70%	90%	100%	70%
Overnight Accommodations	80%	80%	100%	50%	100%
Restaurant	10%	50%	100%	50%	100%
Entertainment	10%	40%	100%	80%	100%
All Others	100%	100%	100%	100%	100%

NON-RESIDENTIAL PARKING REQUIREMENTS

Non-residential Landuse allowance for DN and OT district predominantly include certain retail, restaurants, and offices. Following are the UDC parking requirements for retail, restaurant, and offices.

Land Use	UDC Parking Requirement
Retail Sales and Services	1 space per 200 sf. PFA
Restaurants	1 space per 100 sf. dining/bar area + 5 spaces per 1,000 sf. remaining floor area
Offices	5 spaces per 1,000 sf. PFA
Medical Office	6 spaces per 1,000 sf. PFA

Development within Downtown "DT" district may provide on-street parking on streets internal to the development (not on streets located along the exterior of the Downtown "DT" district). The parking on such internal streets may be credited to particular uses in accordance with the formula: Parking Credit = (Sa x P), where Sa = the area of the applicant's parcel divided by the area of the contiguous zoning district, and P = the total parking that is available on-street in the district. In reviewing the parking credits, the credit comes out to be a small number based on the floor area of individual spaces and buildings. Within OT district, on-street parking is counted towards minimum parking requirement. The UDC also allows construction of parking within public right-of-way for non-residential uses.

In reviewing parking requirements from other cities, we see that requirements for offices range between 2.5 and 5 spaces for office type uses. It is also important to note that many cities have varying parking requirement for different type or retail, restaurant, and office uses. Some cities also consider the scale of development in establishing parking requirements.

DISCUSSION POINTS

- Discuss existing Parking situation within Downtown district based on on-street parking availability, existing vacancy, the scale of land uses, and future vision for downtown district.
- Discuss current parking requirements and parking requirements in general for most relevant land uses.
- Discuss possibilities for alternate approaches to parking requirements in DN district.
- General discussion about parking in OT district based (current land-use map attached)

-----End of Report-----

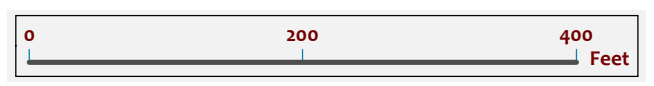
Building	FBCAD ID	GFA	PFA	Status	Type
Fire Station	R112640	7580	6443	vacant	Restaurant
Fire Fox Studios	R112685	2940	2499	vacant	Office
Hi Tech car care	R112683	3840	3264	Open	Retail
Hi Tech car care (Corner)	R112684	1950	1658	Open	Retail
Lawyers Office (Richard Tate)	R112641	7345	6243	Open	Office
Junker Law	R112642	1460	1241	Open	Office
Identity homes (Lawyer office)	R112643	2379	2022	Open	Office
George Foundation	R112646	15322	13024	Open	Office
Mason Lodge	R112644	4872	4141	Open	Assembly
Josephs Coffee	R112692	3875	3294	Open	Retail
Josephs Guns	R112687	3499	2974	Open	Retail
Joseph's Rear	R112691	6516	5539	vacant	Vacant
Old Theatre	R112688	9292	7898	vacant	Vacant
Old Irwin Law	R339092	1905	1619	vacant	Vacant
Dr Maza	R112689	5049	4292	open	Office
Maverick Steel	R347625	1750	1488	vacant	Office
Rosen Law	R112690	5200	4420	open	Office
Trough	R112695	1188	1010	open	Retail
Boutique	R112690	2150	1828	open	Retail
Barbque	R112697	1150	978	vacant	Vacant
Corner (101 S. 3rd)	R112696	1380	1173	vacant	Vacant
Lone Star	R112701	5225	4441	open	Restaurant
Old Exchange (Office)	R112699	6507	5531	open	Office
Old Exchange (Sales)	R112700	6507	5531	open	Retail
Unwined	R112700	2625	2231	open	Restaurant
Post Office (Combined parcel)	R112705	4131	3511	open	Retail
Sandy McGees	R112706	6832	5807	open	Restaurant
City Hall	R112709	5238	4452	open	Office
McFarlene House	R112657	2200	1870	open	Office
St Johns Church	R112656	2800	2380	open	Assembly
St Johns Church Office	R112660	7306	6210	open	Office
St Johns School	R112659	20504	17428	open	School
Zurovec	R112648	2617	2224	open	Retail
Scherer	R112647	11542	9811	open	Office
Moore	R187776	1200	1020	vacant	Office
Little Creek	R112654	15600	13260	vacant	Vacant
Wendt	R112649	4180	3553	open	Retail
Barber	R112655	780	663	open	Retail
Retail/ office	R112653	901	766	open	Retail
Total			167736		



LEGEND

- CITY LIMITS
- EXTRATERRITORIAL JURISDICTION

RICHMOND DOWNTOWN PARKING



Area based on FBCAD data | GFA: Gross Floor Area | PFA: Parking Floor Area (85% of GFA)

Parking ratio for sites without on-site parking: **1.7 spaces per 1,000 PFA**
 Parking ratio within DT (on-st and off-st) = **2.4 spaces per 1,000 PFA**
 Parking ratio excluding Vacant buildings: **3.1 spaces per 1,000 PFA**

- Total On-street Parking = **157 Spaces**
- Total Parking Lot spaces = **211 Spaces**
- Potential peripheral spaces = **25 Spaces**
- Potential on-site 1 per Block = **7 Spaces**
- Total Spaces = 400**

Shared Parking Calculation (UDC Requirement)	WeekDay			WeekEnd		Area	Parking
	Night (12 am to 6 am)	Day (6am to 6pm)	Eve (6 pm to 12 am)	Day (6am to 6pm)	Eve (6 pm to 12 am)		
Office	14	287	29	29	14	57350	287
Restaurant	11	57	114	57	114	18923	114
Retail	8	106	136	151	106	30275	151
Vacant	0	0	0	0	0	30467	0
Total	33	449	278	237	234		552
Parking available = 362		Delta	-87				

Shared Parking Calculation	WeekDay			WeekEnd	
	Night (12 am to 6 am)	Day (6am to 6pm)	Eve (6 pm to 12 am)	Day (6am to 6pm)	Eve (6 pm to 12 am)
Office	5%	100%	10%	10%	5%
Restaurant	10%	50%	100%	50%	100%
Retail	5%	70%	90%	100%	70%
Entertainment	10%	40%	100%	80%	100%

Shared Parking Calculation (4 Spaces per 1,000)	WeekDay			WeekEnd		Area	Parking
	Night (12 am to 6 am)	Day (6am to 6pm)	Eve (6 pm to 12 am)	Day (6am to 6pm)	Eve (6 pm to 12 am)		
Office	11	229	23	23	11	57350	229
Restaurant	8	38	76	38	76	18923	76
Retail	6	85	109	121	85	30275	121
other	12	49	122	97	122	30467	122
Total	37	401	329	279	294		548
Parking available = 362		Delta	-39				

Shared Parking Calculation (3 & 5 spaces per 1,000 PFA)	WeekDay			WeekEnd		Area	Parking
	Night (12 am to 6 am)	Day (6am to 6pm)	Eve (6 pm to 12 am)	Day (6am to 6pm)	Eve (6 pm to 12 am)		
Office	9	172	17	17	9	57350	172
Restaurant	9	47	95	47	95	18923	95
Retail	8	106	136	151	106	30275	151
other	9	37	91	73	91	30467	91
Total	35	362	339	289	301		509
Parking available = 362		Delta	0				

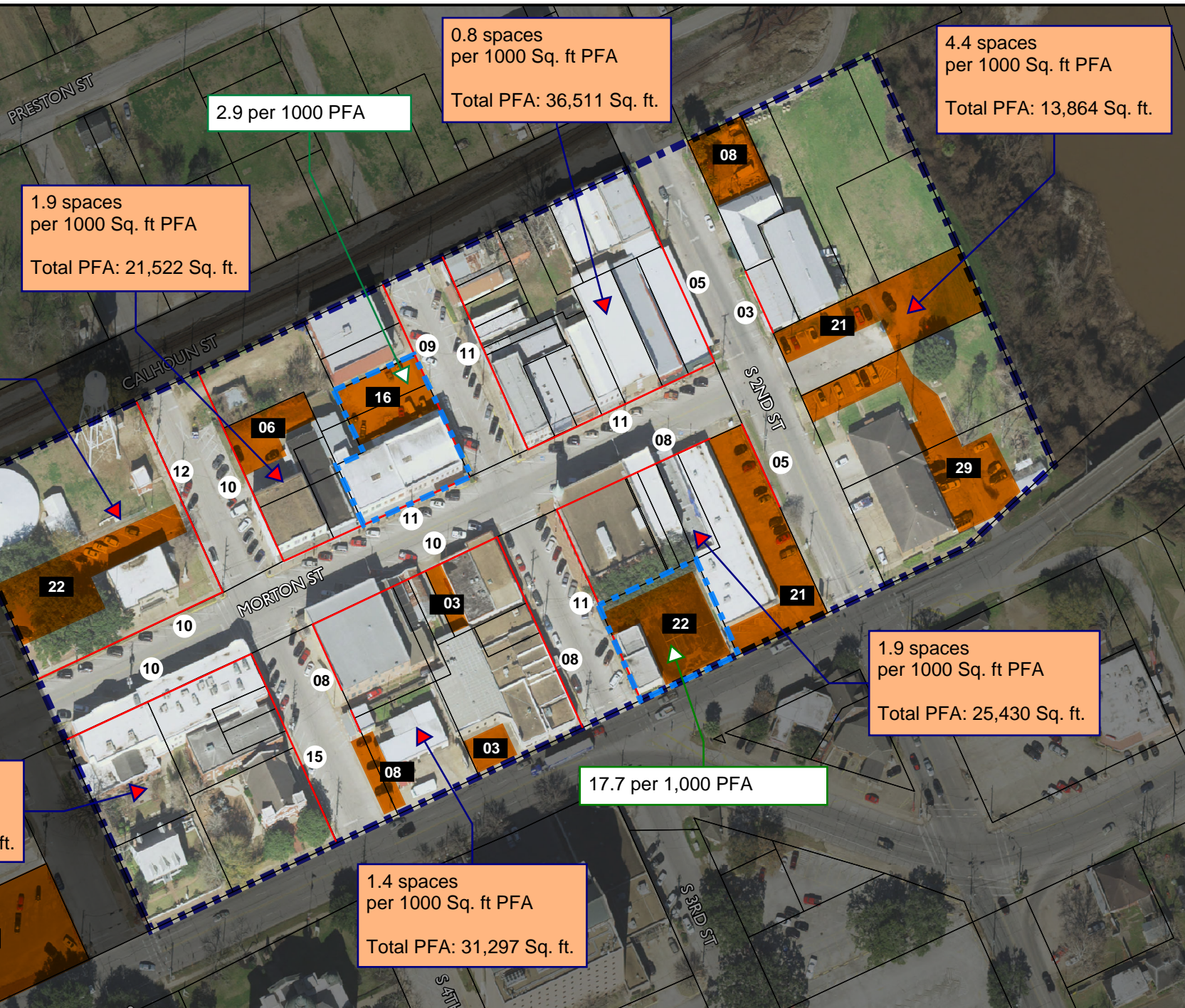
LEGEND

- CITY LIMITS
- EXTRATERRITORIAL JURISDICTION

RICHMOND DOWNTOWN PARKING



Area based on FBCAD data | GFA: Gross Floor Area | PFA: Parking Floor Area



Parking ratio for sites without on-site parking: **1.7 spaces per 1,000 PFA**
 Parking ratio within DT (on-st and off-st) = **2.4 spaces per 1,000 PFA**
 Parking ratio excluding Vacant buildings: **3.1 spaces per 1,000 PFA**

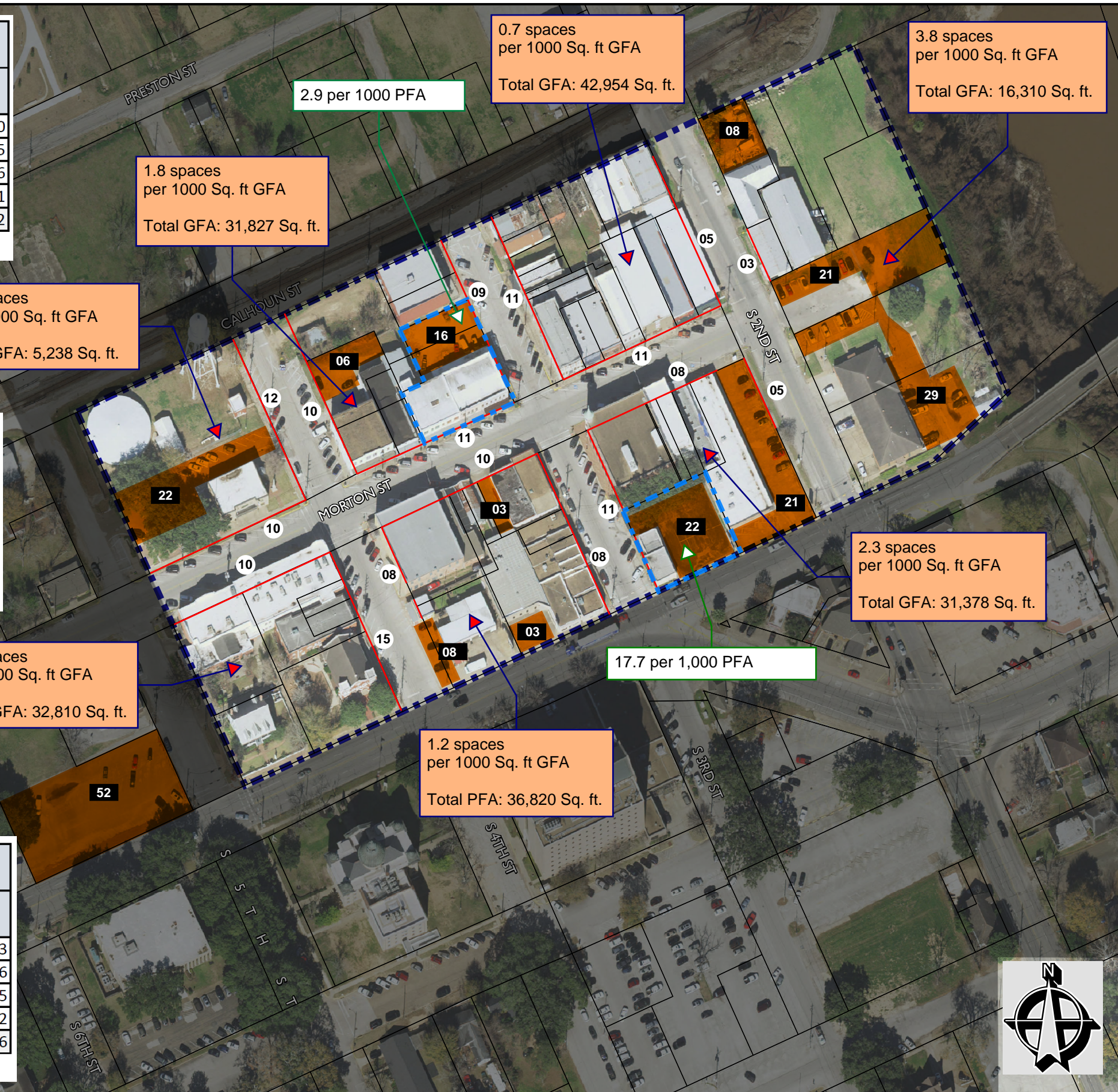
Total On-street Parking = **157 Spaces**
 Total Parking Lot spaces = **211 Spaces**
 Potential peripheral spaces = **25 Spaces**
 Potential on-site 1 per Block = **7 Spaces**
Total Spaces = 400



Shared Parking Calculation (3 & 5 spaces per 1,000 GFA)	WeekDay			WeekEnd	
	Night (12 am to 6 am)	Day (6am to 6pm)	Eve (6 pm to 12 am)	Day (6am to 6pm)	Eve (6 pm to 12 am)
Office	10	202	20	20	10
Restaurant	9	47	95	47	95
Retail	8	106	136	151	106
other	9	37	91	73	91
Total	36	392	342	292	302
Parking available = 362		Delta	-30		

Shared Parking Calculation	WeekDay			WeekEnd	
	Night (12 am to 6 am)	Day (6am to 6pm)	Eve (6 pm to 12 am)	Day (6am to 6pm)	Eve (6 pm to 12 am)
Office	5%	100%	10%	10%	5%
Restaurant	10%	50%	100%	50%	100%
Retail	5%	70%	90%	100%	70%
Entertainment	10%	40%	100%	80%	100%

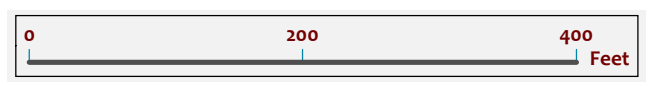
Shared Parking Calculation (4 Spaces per 1,000 GFA)	WeekDay			WeekEnd	
	Night (12 am to 6 am)	Day (6am to 6pm)	Eve (6 pm to 12 am)	Day (6am to 6pm)	Eve (6 pm to 12 am)
Office	13	270	27	27	13
Restaurant	8	38	76	38	76
Retail	6	85	109	121	85
other	12	49	122	97	122
Total	39	441	334	283	296
Parking available = 362		Delta	-79		



LEGEND

- CITY LIMITS
- EXTRATERRITORIAL JURISDICTION

RICHMOND DOWNTOWN PARKING



Area based on FBCAD data | GFA: Gross Floor Area | PFA: Parking Floor Area (85% GFA)

Parking ratio for sites without on-site parking: **1.5 spaces per 1,000 GFA**
 Parking ratio within DT (on-st and off-st) = **2.0 spaces per 1,000 GFA**
 Parking ratio excluding Vacant buildings: **2.7 spaces per 1,000 GFA**

Total On-street Parking = **157 Spaces**
 Total Parking Lot spaces = **211 Spaces**
 Potential peripheral spaces = **25 Spaces**
 Potential on-site 1 per Block = **7 Spaces**
Total Spaces = 400





C5. DEVELOPMENT UPDATES TO THE PLANNING AND ZONING COMMISSION

June 2022

The following table provides an overview of Planning Department activities from Apr 29, 2022 through June 6, 2022:

PRE-APPLICATION CONFERENCES		
LOCATION	LAND USE	DESCRIPTION
<ul style="list-style-type: none"> ▪ Southwest corner of HWY 59 and Williams Way Blvd (ETJ) 	Gas Station and Convenience Store	<ul style="list-style-type: none"> ▪ Staff met with the applicant to discuss utility connection for the subject site. The site is not part of a MUD and City service does not extend to the site. Staff has provided input regarding annexation of the property into the City limits to the possibility of extending utilities to the property.
<ul style="list-style-type: none"> ▪ 124 Emerald Loch (GR) 	Assisted Living (Community Home)	<ul style="list-style-type: none"> ▪ The applicant discussed using the home as an assisted living facility. Staff provided specific restrictions pertaining to the use. Please note that Texas Human Resources Code allows assisted living facilities of certain type and scale which are called Community Homes.
<ul style="list-style-type: none"> ▪ 311 S. 11th St (GC/WFBMD) 	Church	<ul style="list-style-type: none"> ▪ The subject site is located at 311 S. 11th Street, the previous Sonic property. The applicant discussed the use of the existing building as a church. Staff provided information regarding UDC standards and requirements that applies to the subject site. The proposed landuse is allowed as a limited use at the subject site, which is zoned GC, General Commercial. The limited use requirement requires demonstration that the site has sufficient parking and will not result in traffic related concerns.

SITE DEVELOPMENT PLAN REVIEWS		
LOCATION	LAND USE	DESCRIPTION
<ul style="list-style-type: none"> ▪ 4120 Richmond Pkwy (ETJ) 	Retail Center	<ul style="list-style-type: none"> ▪ The subject site is located at the northwest corner of Richmond Pkwy and Highway 59. The applicant is proposing a retail center. The proposed development was previously approved but due to a delay in starting the project, all approvals have expired. Staff provided comments to the submitted plans.
<ul style="list-style-type: none"> ▪ 3520 F.M. 723 (ETJ) 	Riverside Ranch (Commercial)	<ul style="list-style-type: none"> ▪ The subject site is located on the east side of F.M. 723, North of Entouch Systems building, and South of Britanica Soccer Park. Staff approved the proposal of two 26,000 square foot buildings with associated parking and landscaping for retail sales and service type use.

<ul style="list-style-type: none"> ▪ 610 Liberty St (OT) 	<p>On-street parking</p>	<ul style="list-style-type: none"> ▪ <i>The applicant requested marking the on-street parking spaces along the property lines. The plan was partially approved, and comments provided for the remaining portion.</i>
<ul style="list-style-type: none"> ▪ 1515 Preston 	<p>Blaschke's #2</p>	<p><i>The subject site is located on the northwest corner of Preston St and Collins Rd. Staff has approved the plans with a minor comment.</i></p>

----- End of Report -----