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Planning & Zoning Commission Meeting Minutes

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

Monday, May 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)