



RICHMOND

EST. **TEXAS** 1837

Where History Meets Opportunity

Planning & Zoning Commission Meeting

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

Tuesday, January 2, 2024, at 5:00 P.M.

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

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

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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).
- A4. Elect Chair and Vice Chair (only if we have a new P&Z Commission member on the board)

CONSENT AGENDA

- B1. Review and approve minutes from the December 4, 2023, regular meeting (a copy is enclosed).
- B2. Next Planning and Zoning Commission meeting is Monday, February 5, 2024, 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 Sec 2 – 51.50 acres of land – 12 Blocks – 253 Lots – 29 Reserves. The subject site is located at 1300 Harlem Road which is on the northeastern portion of John Sharp Drive and Harlem Road.

UDC Text Amendment

- C2a. Public hearing to receive comments for or against text amendments to the Unified Development Code, to include certain changes to sign requirements and standards. The specific sections to be amended include:
1. Division 4.7.202, *Message Centers*
 2. Division 4.7.300, *Permanent Signs*.
 3. Table 4.7.302, *Nonresidential, Public/Institutional, and Mixed-use Use Sign and Use Types*.
 4. Chapter 6, *Administration*.
 5. Chapter 7, *Measurements and Words*.
- C2b. Consideration of the approval of a final report to City Commission on agenda item C2a., above.

Other

- C3. Traffic Signal Box Art Wrap updates.
- C4. Discuss a possible text amendment to prohibit Drive-in/Drive-through facilities in OT, Olde Town and DN, Downtown.
- C5. Staff update on a proposed annexation request of 2.477 acres.
- C6. Development related staff update.
- C7. Excuse from attendance at regular Planning and Zoning Commission Meeting.
- C8. Consider agenda item requests by Commissioners for February 5, 2024, regular meeting.
- C9. 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.