



# RICHMOND

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

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

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

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The Planning and Zoning Commission for the City of Richmond, Texas met in a regular meeting on Monday, June 6, 2022, at 5:00 p.m. A quorum was present, with the following members in attendance:

Katherine M. Graeber-Kubelka (Chair)

Juan Martinez

Aimee Frederick

David Randolph

Staff in attendance: Jose Abraham, Planning Director; Christine Cappel, Public Works Administrative Manager; Terri Vela, City Manager; Howard Christian, Assistant City Manager; Gary Smith, City Attorney, Jerry Jones, Economic Director; 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.

Candice Smith residing at 246 Saddleback Springs Drive, spoke generally about Richmond as a community and expressed her appreciation for the Commission's contributions. Her first concern was regarding the fast expansion in the Richmond and Houston area. She stated that she is 30 years old and says that her generation has been ostracized by the influx of generic neighborhood developments and suburban homogenization. Regarding housing demand, she indicated that the city needs more people to live here, but they also need reasons and more opportunities to stay. She also talked about housing availability and mentioned how a friend was unable to find housing in the area. She mentioned that Indigo Village is an exciting development that addresses the need for smaller housing that is more community-centric. They would like to invest in places that integrate with their lives and homes that provide long-term value for the residents and the City. She concluded by thanking the Commission for being open to new types of development that add value to the community and makes Richmond special.

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

Commissioner Kubelka introduced agenda item B1., Review and approve minutes from the May 2, 2022, meeting. It was noted that the date needed to be changed within the header of page 1 of the minutes. Commissioner Randolph moved to approve the revised minutes. The motion was seconded by Commissioner Martinez. 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 Tuesday, July 5, 2022, at 5:00 p.m.

Commissioner Kubelka introduced agenda item 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. Mr. Abraham explained that this development includes a large reserve that the applicant will replat at a later stage as development progresses. He also briefly discussed a concept site layout provided by the applicant. He concluded by recommending approval with conditions listed in the report. Commissioner Frederick moved to forward Staff's recommendation of a conditional approval to the City Commission. The motion was seconded by Commissioner Martinez. The vote for the motion was unanimous.

Commissioner Kubelka introduced agenda item 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. Mr. Abraham explained that this plat was conditionally approved in 2017. He added that since then the applicant has made changes to the plat including the addition of easements and changes to the drainage-related reserve. He concluded by recommending approval with conditions listed in the report. Commissioner Randolph moved to forward Staff's recommendation of a conditional approval to the City Commission. The motion was seconded by Commissioner Martinez. The vote for the motion was unanimous.

Commissioner Kubelka introduced agenda item C3a., Public hearing to receive comments for or against a text amendment to the Unified Development Code (UDC) and associated changes to the Public Infrastructure Design Manual, to revise the 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 and Chapter 7, Measurements and Words. Hearing no public comments, the agenda item was closed.

Commissioner Kubelka introduced agenda item C3b., Consideration of the approval of a final report to City Commission on agenda item C3a., above. Mr. Abraham explained that Minimum Slab elevation calculation requirements in the UDC, currently, follows the language from the Fort Bend Drainage Criteria Manual. According to him, 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. He explained that the proposed text amendment to the UDC references the Interim Atlas 14 Drainage Criteria Manual and Minimum Slab Elevation Criteria as amended and concluded by recommending approval of the proposed text amendment to the UDC. Commissioner Frederick moved to forward Staff's recommendation of approval to the City Commission. The motion was seconded by Commissioner Martinez. The vote for the motion was unanimous.

Commissioner Kubelka introduced agenda item C4., Staff presentation and discussion: Parking within Downtown and Olde Town districts. Mr. Abraham presented a general parking overview within Downtown district and provided an inventory of parking and parking availability based on gross floor area and parking

floor area as defined in the UDC. He also provided a general discussion on parking requirements and explained how parking demand for same landuse could be different for a suburban retail center and small business in Downtown or Olde Town. Mr. Jones, Economic Development Director explained how UDC related requirements can have an impact on economic growth and expressed the importance of careful consideration of requirements to ensure economic growth. Additionally, Commissioners provided their input on the subject and indicated that they would continue to provide input on the topic.

Commissioner Kubelka introduced agenda item C5., Development related staff update.

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

- Southwest corner of Hwy 59 and Williams Way Blvd (ETJ) – Gas Station and Convenience Store
- 124 Emerald Loch (GR) – Assisted Living (Community Home)
- 311 S. 11<sup>th</sup> Street (GC/WFBMD) - Church

Projects under review discussed included the following proposed projects:

- 4120 Richmond Pkwy (ETJ) – Retail Center
- 3520 FM 723 (ETJ) – Riverside Ranch (Commercial)
- 610 Liberty (OT) – On-street parking
- 1515 Preston – Blaschke’s #2

Commissioner Kubelka introduced agenda item C6., Excuse from attendance at regular Planning and Zoning Commission Meeting. Mr. Abraham noted that Commissioner Myska has requested to be excused from the meeting citing health reasons. Commissioner Martinez moved to excuse Commissioner Myska’s absence at the meeting. The motion was seconded by Commissioner Randolph. The vote for the motion was unanimous.

Commissioner Kubelka introduced agenda item C7., Consider agenda item requests by Commissioners for July 5, 2022, regular meeting. None were presented.

Commissioner Kubelka introduced agenda item C8., Adjournment. There being no further business to be brought before the Planning and Zoning Commission, Commissioner Kubelka adjourned the meeting at 6:07 p.m.

Approved:



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Katherine M. Graeber-Kubelka (Chair)