



RICHMOND

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Planning & Zoning Commission Meeting Minutes

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

Tuesday, July 5, at 5:00 P.M.

The Planning and Zoning Commission for the City of Richmond, Texas met in a regular meeting on Tuesday, July 6, 2022, at 5:04 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; Helen Landaverde, Planner II; Brittany Mullings, Executive Secretary; 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.

Ms. Billie Van Slyke residing at 505 South Union Street, explained that she has lived in Richmond for 30 years, and she has seen a lot of changes. She spoke regarding her opposition to the rezoning of 1203 Main Street for commercial versus residential. She is not opposed to her neighbors, only to the commercial aspect. She explained that her area is very busy with traffic, and it seems in her area it is becoming more commercial versus residential. She explained that it does not feel like a neighborhood anymore and she is opposed to other commercial properties in her area.

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

Commissioner Kubelka introduced agenda item B1., Review and approve minutes from the June 6, 2022, meeting. Commissioner Martinez moved to approve the revised minutes. The motion was seconded by Commissioner Randolph. 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, August 1, 2022, at 5:00 p.m.

Commissioner Kubelka introduced agenda item C1., Review and recommendation of a final report to City Commission for a Final Plat – Kingdom Heights Section Seven – 75.591 acres of land – 6 Blocks – 159 Lots – 5 Reserves. The subject site is a section within the Kingdom Heights Master Planned Community located along the east side of FM 723. Mr. Abraham explained that this proposed subdivision is located at the northeastern corner of Kingdom Heights Boulevard, and Leonetti Lane and is a section within the Kingdom Heights Master Planned Community located along the east side of FM 723. He also briefly discussed that a general plan for Kingdom Heights was approved in 2016 and later updated in 2019. Mr. Abraham wanted to make a correction on the comments to remove the last two comments under the conditional approval. He concluded by recommending approval with conditions listed in the report. Commissioner Martinez moved to forward Staff's recommendation of a conditional approval to the City Commission. The motion was seconded by Commissioner Randolph. 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 Preliminary Plat – Indigo Village Cottages – 1.356 acres of land – 1 Block – 17 Lots – 4 Reserves. 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 there are three comments that the applicant addressed before the report was finalized which included, comment number 1, 3 and 5. He added that the other comments are part of the conditional approval. He briefly discussed the parking calculation and explained that the parking calculation comes out to 25.5 spaces to be rounded up to 26. On their submittal, they only provided 25 spaces, but the applicant will make sure the requirement will be met at 26. He further explained for the cottages it will be 1.5 parking spots and this is a deviation from the UDC. He noted this was agreed upon for the development agreement. 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 C3., Review and recommendation of a final report to City Commission for a Final Plat – Wall Street Village – 45.131 acres of land – 4 Blocks – 150 Lots – 10 Reserves. The subject site is located at the southeastern portion of FM 2218 and Wall St intersection, south of Walmart. Mr. Abraham explained that this proposed final plat includes one section, one hundred fifty lots, three reserves, and four blocks with proposed lots to be a minimum 50' wide. The proposed plat conforms to the preliminary plat which was conditionally approved in April 2022. He concluded by recommending approval with conditions listed in the report. Commissioner Martinez moved to forward Staff's recommendation of a conditional approval to the City Commission. The motion was seconded by Commissioner Randolph. The vote for the motion was unanimous.

Commissioner Kubelka introduced agenda item C4a., Public hearing to receive comments for or against a request by Liz Guevara Backman to rezone an approximate 0.145-acre tract of land from General Residential (GR) to Olde Town (OT) and to the extent the rezoning deviates from the Future Land Use Plan of the Comprehensive Plan, to provide for an amendment thereto. The subject site is located at 1203 Main Street, at the southwest corner of Main Street and the South 12th Street intersection. Ms. Billie Van Slyke residing at 505 South Union Street spoke during the public comments opposing the rezoning. Hearing no further public comments, the agenda item was closed. Commissioner Frederik moved to close C4a. The motion was seconded by Commissioner Martinez. The vote for the motion was unanimous.

Commissioner Kubelka introduced agenda item C4b., Consideration of the approval of a final report to City Commission on agenda item C4a., above. Mr. Abraham explained that this is a final plat to rezone the site and there is a development agreement in place. The subject site is located at 1203 Main Street at the intersection of Main Street and 12th Street. The subject site includes a 1,265 square foot house on Pier and beam foundation. Mr. Abraham explained the site at currently has a General Residential zoning designation and this area is in close proximity to OT district. Two lots within this area were recently rezoned to OT district in February 2019 and April 2021. He briefly discussed the designation differences between General Residential and Olde Town. The applicants will be using this as a real estate office and there will be no changes to the building. In addition, he explained that from the studies it appears that traffic patterns will not be significantly altered by the office given the Olde Town allowance. He concluded by recommending approval of this proposed rezoning of the subject site from General Residential (GR) to Olde Town (OT), and to the extent the rezoning deviates from the Future Land Use Plan of the Comprehensive Master Plan, to provide an amendment thereto. Commissioner Martinez asked if this could still be used as a single-family property. Mr. Abraham replied that the Olde Town designation allows for residential uses. Commissioner Frederick asked about the future rezoning of the whole area to Olde Town. Mr. Abraham explained that Staff is working on the legal descriptions and identifying the lots that will be affected. Staff will be reaching out to these residents for their thoughts and input about the proposed rezoning. Commission Randolph asked questions regarding the allotment of parking. Mr. Abraham explained that they haven't had the chance to review parking, but they have a private lot and on-street parking is allowed in Olde Town. The applicants have not yet submitted an application; they are waiting for the rezoning to be completed. Staff will be reaching out to Ms. Billie Van Slyke regarding the Code Enforcement items as well as her concerns regarding traffic issues. Commissioner Martinez moved to forward Staff's recommendation of a conditional approval to the City Commission. The motion was seconded by Commissioner Randolph. The vote for the motion was unanimous.

Commissioner Kubelka introduced agenda item C5., Discuss proposed rezoning and development of an approximate 14.5313-acre single-family residential rental community. The subject site is located along the North side of Richmond Parkway at the northeastern corner of Richmond Parkway and Golfview Drive intersection, abutting Liberty Center on the west side and Ayala Ct residential community on the east side. No action is needed. Mr. Abraham explained that this is a follow-up meeting from the applicant and the applicant is working on the plat application. 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. The applicant, staff, and Commissioners generally discussed the project to get a better understanding of the type of project. Mr. Abraham concluded that this will be an action item next month.

Commissioner Kubelka introduced agenda item C6., Discussion on Parking within Downtown and Olde Town districts. Mr. Abraham explained this is a continuation of the discussion from last month's meeting. Staff and Commissioners generally discussed the parking availability and parking requirements for the Downtown District.

Commissioner Kubelka introduced agenda item C7., Development related staff update. It was explained by Mr. Abraham that most of the projects being reviewed were revisions and resubmissions.

Commissioner Kubelka introduced agenda item C8., 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 a conflict in scheduling. Commissioner Randolph moved to excuse Commissioner Myska's absence at the meeting. The motion was seconded by Commissioner Martinez. The vote for the motion was unanimous.


Commissioner Kubelka introduced agenda item C9., Introduce and welcome new Planner II, Helen Landaverde. Mr. Abraham introduced Ms. Landaverde to the Commission and explained she is a master's degree holder with plenty of experience in municipal planning. Her appointment was welcomed by the Commission, and they are looking forward to working with her.

Commissioner Kubelka introduced agenda item C10., Consider agenda item requests by Commissioners for the August 1, 2022, regular meeting. None were presented.

Mr. Gary Smith explained to the board that this was Mr. Abraham's last meeting. Mr. Abraham has accepted a position at another municipality. In their remarks to him, the Commission and Staff expressed gratitude for his service to the City and wished him the best in his future endeavors.

Commissioner Kubelka introduced agenda item C11., Adjournment. There being no further business to be brought before the Planning and Zoning Commission, Commissioner Kubelka adjourned the meeting at 6:21 p.m.

Approved:



Katherine M. Graeber-Kubelka (Chair)