



RICHMOND

EST. **TEXAS** 1837

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Planning & Zoning Commission Meeting Minutes

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

Monday, September 6, at 5:00 P.M.

The Planning and Zoning Commission for the City of Richmond, Texas met in a regular meeting on Monday, September 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
Noell Myska
David Randolph

Staff in attendance: Mason Garcia, Planning Director; Helen Landaverde, Planner II; Howard Christian, Assistant City Manager; Christine Cappel, Administrative Manager; 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. Hearing no public comments, the agenda item was closed.

Commissioner Kubelka introduced agenda item B1., Review and approve minutes from the August 1, 2022, meeting. Commissioner Myska moved to approve the 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, October 3, 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 – Harvest Green Section Forty-One – 14.8 acres of land – 2 Blocks – 63 Lots – 3 Reserves. The subject site is part of the Harvest Green General Plan and it is located east of Harlem Drive and south of the proposed Harvest Home Drive Street Dedication and Reserves Sec 3. Mr. Garcia explained only 9 lots are in the City’s Extra-Territorial Jurisdiction (ETJ) of those, 3 are partially within our ETJ, and the rest of the section is outside of our ETJ. He concluded by recommending approval with conditions listed in the report. Commissioner Myska moved to forward Staff’s recommendation of a conditional approval to the City Commission. The motion was seconded by Commissioner Frederick. 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 Short Form Final Plat – Harvest Home Drive Street Dedication Sec 3 – 9.858 acres of land – 1 Block – 0 Lots – 3 Reserves. The subject site is a section within the Harvest Green General Plan located on the east side of Harlem Road and south of Oyster Creek. Mr. Garcia explained that only a portion of this plat is within our ETJ, the other portions are outside of the City's ETJ. Mr. Garcia recommended approval with conditions listed in the report. Commissioner Myska 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 Replat – Morton Cemetery Section 8 – 0.069 acres of land – 9 Blocks – 60 Lots – 0 Reserves. The subject site is located at 403 North 2nd Street, south of Jane Long Street and north of Commerce Street. Mr. Garcia explained the applicant is proposing to replat the subject property without vacating the previous plat for the purpose of renumbering the existing 60 spaces, and the proposed replat will neither add more lots nor reduce the number of lots. Mr. Garcia recommended 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 Myska. The vote for the motion was unanimous.

Commissioner Kubelka introduced agenda item C4., Review and recommendation of a final report to City Commission for a Short Form Final Plat – Plantation Plaza – 3.9949 acres of land – 1 Blocks – 0 Lots – 1 Reserve. The subject site is located at 1421 FM 359 street along the western side of FM 359. Mr. Garcia explained that the subject site contains two strip centers, as well as multiple metals buildings at the rear of the property. Mr. Garcia recommended 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 Randolph. The vote for the motion was unanimous.

Commissioner Kubelka introduced agenda item C5a., Public hearing to receive comments for or against a request by Mario E. Lanza, of M Lanza Engineering, PLLC, representing Elite Line Properties LLC to rezone an approximate 10.00-acre tract of land from General Residential (GR) to Suburban Commercial (SC) 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 1006 FM 359, on the east side of FM 359 between Del Aqua Drive and Rio Vista Drive intersections along FM 359. Hearing no public comments, the agenda item was closed.

Commissioner Kubelka introduced agenda item C5b., Consideration of the approval of a final report to City Commission on agenda item C5a., above. Ms. Landaverde explained that this property was annexed into the City on August 15, 2022, and as a result it was automatically rezoned to general residential. The applicant is seeking a rezoning to suburban commercial to allow for the construction of the proposed 21 office warehouses. As Ms. Landaverde explained the project, the warehouses will be located on FM 359, an arterial street that is suitable for commercial use. Continuing, she explained that this project is in line with the Comprehensive Master Plan for the City and with the West Fort Bend Management District. Ms. Landaverde recommended Staff's recommendation for approval of the proposed zone change of the subject site from General Residential (GR) to Suburban Commercial (SC), and to the extent the rezoning deviates from the Future Land Use Plan of the Comprehensive Master Plan, to provide an amendment thereto. Following a question-and-answer period with the Commissioners, Commissioner Myska moved to forward Staff's recommendation of approval to the City Commission. The motion was seconded by Commissioner Frederick.

Commissioner Kubelka introduced agenda item C6a., Public hearing to receive comments for or against a request by Kyle Molitor, of Kimley-Horn & Associates, Inc., representing property owner Charles Klein to rezone an approximate 22.00 -acre tract of land from General Residential (GR) to Suburban Commercial (SC) 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 1006 FM 359, on the east side of FM 359 between Del Aqua Drive and Rio Vista Drive intersections along FM 359. Hearing no public comments, the agenda item was closed.

Commissioner Kubelka introduced agenda item C6b., Consideration of the approval of a final report to City Commission on agenda item C6a., above. Ms. Landaverde explained that this property was annexed into the City on August 15, 2022, and as a result it was automatically rezoned to general residential. The applicant is proposing a charter school. She explained that this use would need have an approved Conditional Use Permit, and an approved variance because they do not meet the criteria for having a charter school at that location per the Unified Development Code (UDC). If the rezone is approved for suburban commercial, the proposed charter school would be permitted by right. Continuing, she explained that this project is in line with the Comprehensive Master Plan for the City. Ms. Landaverde recommended Staff's recommendation for approval of the proposed zone change of the subject site from General Residential (GR) to Suburban Commercial (SC), and to the extent the rezoning deviates from the Future Land Use Plan of the Comprehensive Master Plan, to provide an amendment thereto. A brief presentation about the school and its philosophy was given by the applicant followed by Talia Delos Santos, P.E. from Kimley-Horn. Ms. Santos explained TxDOT has requested another signal in the area as a result of a Traffic Impact Analysis (TIA). Following a question-and-answer period with the Commissioners, Commissioner Martinez moved to forward Staff's recommendation of approval to the City Commission. The motion was seconded by Commissioner Randolph.

Commissioner Kubelka introduced agenda item C7., Discuss Single Family Rental Community and Multifamily Development. Mr. Garcia discussed provisions and requirements within the UDC that pertain to multifamily development. His explanation continued by noting that the UDC does not include provisions allowing for these developments, and that they may need to be expanded or modified in order to accommodate single family parcels and rental communities with on-site maintenance and management. A lengthy discussion on build-to-rent housing continued with the Commissioners, as well as consideration of mixed-use zoning and new designations for multifamily housing.

Commissioner Kubelka introduced agenda item C8., Development related staff update.

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

- 315 Austin Street (OT) – Restaurant
- 105 Collins Road (GC) – Reopening of carwash and additional vehicle rental
- NE corner of Circle Seven Rd and Richmond Parkway (ETJ) – C-Store & Retail Space
- 111 Long Dr (GR) – Assisted Living
- 3821 Richmond Parkway (ETJ) – Riverpark West Recreation Center and swimming pool
- 513 FM 359 Rd (ETJ) – Proposed strip center
- 1500 Pultar Rd (ETJ) – Fort Bend Women's Center
- North of US 59 east of the East of Cortland Apartment Complex (ETF/WEFBMD) – Proposed office and medical office buildings

Projects under review discussed included the following proposed projects:

- SE Veranda Section 36 Phase II (ETJ) – Landscape

- 902 Richmond Parkway (ETJ) – Knile School
- 139 FM 359 (OT) – Business Park Warehouse

Commissioner Kubelka introduced agenda item C9., Excuse from attendance at regular Planning and Zoning Commission Meeting. All commissioners were in attendance.

Commissioner Kubelka introduced agenda item C10., Consider agenda item requests by Commissioners for October 3, 2022, regular meeting. Commissioner Frederick would like to discuss the Single-Family Rental Community and Multifamily Development along with what can be done about the parcel sizes in Olde Town. Commissioner Myska requested a general map of large parcels that are left in the City proper.

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 7:05 p.m.

Approved:



Katherine M. Graeber-Kubelka (Chair)