



RICHMOND

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Planning & Zoning Commission Meeting Minutes City Commission Room | 600 Morton Street, Richmond, Texas 77469

Monday, November 7, at 5:00 P.M.

The Planning and Zoning Commission for the City of Richmond, Texas met in a regular meeting on Monday, November 7, 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
David Randolph
Noell Myska

Staff in attendance: Mason Garcia, Planning Director; Helen Landaverde, Planner II; Howard Christian, Assistant City Manager; Christine Cappel, Administrative Manager; Gary Smith, City Attorney, Mayor Rebecca Haas; and Jerry Jones, Economic Development Director.

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 October 3, 2022, meeting. Commissioner Randolph moved to approve the minutes. The motion was seconded by Commissioner Frederick. 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, December 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 Final Plat – Circle Oak Murphy Jones Lane Street Dedication – 0.936 acres of land – 0 Blocks – 0 Lots – 0 Reserves. The subject site is located on the southeast corner of U.S. 59 and F.M. 762 within the George Foundation/Berry Tract development. Ms. Landaverde explained the proposed subdivision is located on the southwest corner of U.S. 59 and F.M. 762 within the George Foundation/Berry Tract development. She further mentioned the final plat proposes to create a street, Murphy Jones Lane and a preliminary plat, Circle Oak Street Dedication 1, for the proposed street dedication was approved by the City Commission on August 15, 2022. She concluded by recommending

approval of the final plat. Commissioner Myska 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 C2., Review and recommendation of a final report to City Commission for a Replat – Estates at Lakes of Williams Ranch Section 1 Partial Replat No. 5 – 1.069 acres of land – 1 Block – 2 Lots – 0 Reserves. The subject site is within the Estates at Lakes of Williams Ranch Section 1 located south of U.S 59 and east of Williams Way Boulevard. Ms. Landaverde explained the proposed replat will re-establish Lots 16 and 17 to its original configuration as shown on Estates at Lakes of Williams Ranch Section 1 and that a Final Plat for Estates at Lakes of Williams Ranch Section 1 was approved by the City Commission on August 21, 2017. She further explained that a replat to consolidate Lots 16 and 17 into Lot 16A in the Estates at Lakes of Williams Ranch Section 1 Partial Replat No. 1 was approved by the City Commission on April 20, 2020. The replat was recorded on July 15, 2020. She concluded by explaining a public hearing is not required for this proposed replat. The proposed replat does not require a variance or an exception. If approved, the City of Richmond will provide a written notice by mail, pursuant to Texas Local Government Code Section 212.015(f), of the approval of the replat to each owner of a lot in the original subdivision that is within 200 feet of the lots to be replatted according to the most recent municipality or county tax roll no later than the 15th day after the date the replat is approved. She concluded by recommending conditional approval of the final plat. Commissioner Randolph 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 C3., Development related staff update.

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

- 1008 Morton Street (GC/WFBMD) – Church
- 307 Preston Street (GC/WFBMD) – Xcalibur Commercial office/workshop
- 311 S. 11th Street (GC/WFBMD) – Sign Company

Projects under review discussed included the following proposed projects:

- 5115 FM 359 (ETJ) - Move-It Richmond
- Harlem and Harvest Home Drive (ETJ) – Market Center at Harvest Green
- 22235 Southwest Freeway (ETJ) – Pitstop Express C-Store w/Carwash

Commissioner Kubelka introduced agenda item C4., Infill Development OT, Olde Town discussion. Mr. Garcia had a presentation discussing the infill development for the Downtown and Olde Town districts. Discussions with Commissioners regarding attracting businesses to the OT District like the Heights standards. There was further discussion about how to bring in new development and make changes to the codes since it is causing new development to be difficult, and what would be the most effective course of action going forward. The parking issue and water drainage concern were discussed at length. A presentation will be brought to the City Commissioners. Commissioner Frederick requested a report from Mr. Garcia and Mr. Jones regarding how many businesses decided not to pursue bringing their business to OT due to all the rules and regulations. Commissioner Frederick would like to know where the water from the drainage pipe goes from the Knile Center detention pond.

Commissioner Kubelka introduced agenda item C5., Excuse from attendance at regular Planning and Zoning Commission Meeting. All Commissioners were present.

Commissioner Kubelka introduced agenda item C6., Consider agenda item requests by Commissioners for December 5, 2022, regular meeting. Commissioner Frederick reiterated her comments on the continual discussion of development in OT. Mr. Garcia explained that he will bring the amount of pre-application meetings that moved forward or developments that were stopped, he explained that all developments that were stopped were not all moving forward, they were in a fact-finding mission. He explained that he could bring a few proposals as examples regarding setbacks, and some requirements that are needed.

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 6:26 p.m.

Approved:



Katherine M. Graeber-Kubelka (Chair)