



RICHMOND

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Planning & Zoning Commission Meeting Minutes

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

Monday, March 6, 2023, at 5:00 P.M.

The Planning and Zoning Commission for the City of Richmond, Texas met in a regular meeting on Monday, March 6, 2023, at 5:00 p.m. A quorum was present, with the following members in attendance:

Katherine M. Graeber-Kubelka (Chair)
Juan Martinez
Aimee Frederick (Vice Chair)
David Randolph
Noell Myska

Staff in attendance: Mason Garcia, Planning Director; Helen Landaverde, Planner II; Jay Williams, Planner I; Christine Cappel, Administrative Manager; Scott Fajkus, Building Official; Gary Smith, City Attorney; Rebecca Haas, Mayor and Terri Vela, City Manager.

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.

David Lavine of Del Webb commented about ongoing processes of Planning Department and inquired to what level of the apartments were going to be built in Williams Ranch.

Orlando Flores of 1714 Clifton Hills Lane in Williams Ranch Subdivision. As a member of the Williams Ranch HOA Board, he explained that they are not opposed to the development as long as it benefits the community, but stated that these projects need to be carefully planned and chosen wisely. Among his concerns, he urged the board to consider the privacy issues that the proposed apartments will cause, and he proposed planting a row of trees between Williams Ranch and the apartment complex. He also expressed concern over the increased traffic this will generate, explaining that these proposed apartments will provide housing for another 380 families. As a result of the increased traffic on the narrow streets, the community expressed concern about the children and teenagers riding bikes and playing at the playground. The last aspect of his concern is the apartment's willingness to assist and to be a neighbor to Williams Ranch. He explained that they have had no communication or collaboration with the current owner and explained that for years the subject site has had overgrown trees and weeds right behind their fences causing damage to their property. The Williams Ranch HOA has asked the current owner to clean

the property, and this didn't occur until Fort Bend County stepped in to assist. He hopes the Board considers all his concerns.

Sherwin Sun of Fort Bend Habitat for Humanity explained that they recently purchased a lot at 401 Burnett. He explained that Fort Bend Habitat for Humanity had to obtain a number of permits before applying for a Residential Building Permit, and had difficulty obtaining approval for Residential Building Permit. He wishes to thank the Board for discussing the single-detached home not being allowed and hopes that it will be permitted. The Fort Bend Habitat organization would like to assist families in the area, and they acknowledge that the area is unique. However, the housing that is being proposed is to be built in a residential area located within Olde Town.

Bruce Gilman of 3118 Gray Hawk expressed his concerns about the plat applications process. According to him, the Williams Ranch Business Park Plan has no sidewalks, and the proposed apartments will significantly increase the population and increase traffic in this area.

David Dale of Christ Church of Sugar Land explained he understood the preservation of the tradition of Olde Town, and explained that they have built a few homes in this area for families in need. In addition to not being allowed to build a single-family detached home, they are also seeking an exemption from the lot size requirements. This area is not permitted to build single-family detached homes, and explained that there is no value to the land unless it is built on and there is a demand for housing.

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

Commissioner Kubelka introduced agenda A4, Swearing in reappointed Planning and Zoning Commissioners: Juan Martinez (Position 2) and David Randolph (Position 4). Commissioner Martinez and Commissioner Randolph were sworn in by the City Secretary Lasha Gillespie.

Commissioner Kubelka introduced agenda item B1., Review and approve minutes from the February 6, 2023, regular meeting. Commissioner Frederick moved to approve the minutes. The motion was seconded by Commissioner Martinez. Although Commissioner Myska had missed the last meeting, she requested that the board consider what Ms. Verrette had stated at the last meeting about trying to preserve Richmond's small town character. 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, April 3rd, 2023, 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 – Williams Ranch Multifamily Commercial Reserve – 18.2033 acres of land – 1 Block – 0 Lots – 2 Reserves. The subject site is located along the north side of US 59 and to the south of Williams Ranch and east of Del Webb residential subdivisions. Williams Ranch Section 6 and Del Webb Richmond Section 12-A and B and Section 13-B, residential subdivisions. Ms. Landaverde gave a presentation regarding the Preliminary Plat for the Williams Ranch Multifamily Commercial Reserve. She explained that the subject property is in the City's ETJ and in the West Fort Bend Management District. She continued by explaining that the applicant is proposing to extend Andado Lane to U.S. Highway 59 and that the subject site is proposed to be developed as multi-family units which includes approximately 380 units; 285 one-bedroom units and 95 two bedroom units. Ms. Landaverde concluded Staff's recommendation of Conditional approval. Commissioner Myska expressed concern about the issues regarding the MUD in the previous proposal, as well as the number of connections, and wondered how these would be addressed. During the presentation, Ms. Landaverde explained that they will be addressed in the final plat as long as they comply with the requirements of the UDC, and the Traffic Impact Analysis

is completed. Planning at this time is reviewing only the plat. Commissioner Frederick inquired about the jurisdiction requirement for the City of Richmond for this area. Ms. Landaverde explained that the City cannot regulate zoning standards, but the City can regulate the building design, etc. in the ETJ. Commissioner Frederick inquired about the landscaping and buffers, and the access to the Master Plan Trails. Mr. Garcia explained that the Trails Master Plan does not extend to the City's ETJ. Commissioner Myska expressed concern about the effects this project will have on traffic. 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., Public hearing to receive comments for or against text amendments to the Unified Development Code, to include certain changes to land use allowance for Single Family Detached within OT, Olde Town district. The specific sections to be amended may include:
1. Table 2.2.102A, Residential and Commercial Uses of the Home
2. Table 2.2.201, Residential and Commercial Uses of the Home Limited and Conditional Use Standards. Hearing no public comments, the agenda item was closed.

Commissioner Kubelka introduced agenda item C2., Consideration of the approval of a final report to City Commission on agenda item C2, above. Mr. Garcia gave a presentation regarding a consideration of a text amendment to the allowance of Single-Family Detached use within OT, Olde Town district. According to Mr. Garcia, due to the age of the OT district, key portions have lots less than 5,000 square feet in size and space limitations, making the option of single-family detached development beneficial to the community. Consequently, vacant lots could be developed for housing, and a carefully considered allowance for single-family detached dwellings within the OT district could be beneficial to the community. There was a lengthy discussion between the Commissioners on the Single-Family Detached use, as well as Commissioner Frederick's concerns regarding the future use of OT. Taking into consideration the OT district's goals, which allow for a mix of uses, the physical extent of the OT district, and input from the Planning and Zoning Commission, Staff recommends approval of this proposed UDC text amendment and requests to forward a positive recommendation of approval to the City Commission. 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 C3. Staff Update: Conditional Use Permit – Flow Chart. Mr. Garcia gave a presentation regarding the Conditional Use Permit.

Commissioner Kubelka introduced agenda item C4. Staff Update: Certificate of Occupancy – Flow Chart. Mr. Garcia gave a presentation regarding the Certificate of Occupancy. Commissioner Frederick provided comments regarding the review time limits.

Commissioner Kubelka introduced agenda item C5., Development related staff update. The Commissioners held a lengthy discussion regarding the Master Plan Update, Pharmacy use permits, and how to disperse these businesses through zoning. Commissioner Randolph commented on the amendments to the lot size and the comparison between the UDC language and the Compressive Master Plan.

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

- 4125 Williams Way Blvd (ETJ and WFBMD) – Religions Institution (mosque)
- 924 FM 359 (ETJ and WFBMD) – Retail center and apartments
- 2406 FM 723 (ETJ) – C-Store and gas station
- 605 Mabel St. (PI District) - Juan Seguin Early Childhood Center

Projects under review discussed included the following proposed projects:

- 1421 FM 359 (SC/WFBMD) – Medical Clinic and offices (Plantation Plaza)
- 4300 FM 723 (ETJ) - Briscoe Junior High School
- 4400 FM 723 (ETJ) - Foster Junior High School
- 21000 Southwest Freeway (ETJ and WFBMD) - River Point Church Central Plant
- 735 Plantation and 2015 Harlem Road (ETJ) - Plantation Retail Center

Commissioner Kubelka introduced agenda item C6., Excuse from attendance at regular Planning and Zoning Commission Meeting. All Commissioners were in attendance.

Commissioner Kubelka introduced agenda item C7., Consider agenda item requests by Commissioners for April 3, 2023, regular meeting. None were requested.

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 6:00 p.m.

Approved:



Katherine M. Graeber-Kubelka (Chair)