



Where History Meets Opportunity

Planning & Zoning Commission Meeting Minutes

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

Monday, July 3, 2023, at 5:00 P.M.

The Planning and Zoning Commission for the City of Richmond, Texas met in a regular meeting on Monday, July 3, 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; Christine Cappel, Administrative Manager; Gary Smith, City Attorney; Terri Vela, City Manager, Rebecca Haas, Mayor and Howard Christian, Assistant 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. Hearing no public comments, the agenda item was closed.

Commissioner Kubelka introduced agenda item B1., Review and approve minutes from the June 5, 2023, regular meeting. Commissioner Myska 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, August 7, 2023, 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 Eight – 48.304 acres of land – 4 Blocks – 124 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. Garcia gave a presentation regarding Final Plat for Kingdom Heights Section Eight. Commissioner Myska 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 the City Commission for a parking study required by Section 4.2.103.B. Special study of the Unified Development Code for proposed school at 1120 FM 359. Mr. Garcia gave a presentation on the parking study. In response to Commissioner Myska's traffic impact question, Mr. Garcia explained that a traffic impact analysis will be conducted. In response to Commissioner Randolph's inquiry regarding the pickup lanes, it was explained that there will be driveway loops around the school and there will be two separate areas for pickup. Commissioner Martinez inquired about the traffic lights. Mr. Garcia explained that the school will work with TxDOT on the installation of traffic lights as well as the signalization of the intersection. Discussions continued regarding the parking. Commissioner Frederick moved to forward Staff's recommendation approval to the City Commission. The motion was seconded by Commissioner Randolph. The vote for the motion was unanimous.

Commissioner Kubelka introduced agenda item C3a., Public hearing to receive comments for or against text amendments to the Unified Development Code, to include certain changes to commissioner member requirements. The specific sections to be amended may include: 1. Section 6.2.103, Zoning Board of Adjustment and 2. Section 6.2.104, Richmond Historical Commission. 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. Commissioner Frederick moved to forward Staff's recommendation of approval of this proposed UDC text amendment to the City Commission. The motion was seconded by Commissioner Myska. The vote for the motion was unanimous.

Commissioner Kubelka introduced agenda item C4., Comprehensive Master Plan Update discussion. During the presentation to the Planning & Zoning Commission, Mr. Garcia discussed upcoming events and timelines for the completion of the first phase of the Comprehensive Master Planning Update. A discussion was held between the Commissioners regarding the Master Plan Update.

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

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

- 610 S. 11th St.– Single-Family Detached and Replat
- Indigo Commons – Replat Mixed Use
- 601 Pultar Rd. – EV Charging Station and Duplex
- 4125 Williams Way Blvd. Suite 190 - Twinkle Wonders School at River Park West (Daycare)
- 302 S 2nd St – Texas Vintage Chicks (Retail Sales)
- 515 Austin St – Snack Shop
- 2117 Lamar Dr. – Stepping Stones Academy Pre-School
- 2117 Lamar Dr. – 5 Star Learning Academy Child Daycare
- 1106 S 3rd St. – Single-Family Detached

Projects under review discussed included the following proposed projects:

- 5121 FM 359 – Grace Community Bible Church
- 0 Mercantile Street – Indigo Filling Station
- 1008 Morton St – Office
- Indigo Section 1 Roads – Sidewalks and landscaping

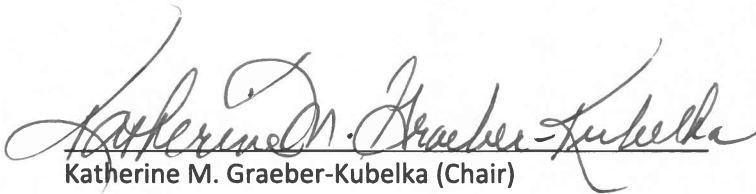
- 2627 FM 762 – Quick N Clean Car Wash
- 1006 FM 359 – IL Richmond K-8 School
- 2021 E Hwy 90A – Fashion Hwy 90 Retail Center
- 100 Block of Morton Street – Roadway/Parking Redevelopment

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 August 7, 202, regular meeting. No topics were mentioned.

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 5:37 p.m.

Approved:



Katherine M. Graeber-Kubelka (Chair)

