



# **RICHMOND**

EST. **TEXAS** 1837

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## **Planning & Zoning Commission Meeting Minutes**

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

Monday, October 2, 2023, at 5:00 P.M.

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The Planning and Zoning Commission for the City of Richmond, Texas met in a regular meeting on Monday, October 2, 2023, at 5:04 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

Staff in attendance: Mason Garcia, Planning Director; Helen Landaverde, Planner II; Christine Cappel, Administrative Manager; Gary Smith, City Attorney; and Rebecca K. Haas, Mayor.

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 September 5, 2023, regular meeting. Commissioner Randolph 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 Monday, November 6, 2023, at 5:00 p.m.

Commissioner Kubelka introduced agenda item C1a., Public hearing to receive comments for or against a request by John Camarillo, Miller Survey|DCCM, to replat an approximate 7.051 acre tract of land being a partial replat of Indigo Section 1, a tract containing 145.368 acres of land located in the Jane Wilkins One League Grant Abstract No. 96, Fort Bend County, Texas. Said 145.368 acres being a call 145.368 acre tract of land, styled as Tract III, recorded in the name of the 300 Acres LLC under Fort Bend County Clerk's File (F.B.C.C.F.) No. 2017087205. The subject site is a section within Indigo Master Planned Community. Hearing no public comments, the agenda item was closed.

Commissioner Kubelka introduced agenda item C1b., Consideration of the approval of a final report to City Commission on agenda item C1a., above. Ms. Landaverde gave a presentation regarding the replat. She explained the proposed subdivision is located at 1300 Harlem Road which is on the northeastern portion of John Sharp Drive and Harlem Road. She continued to explain the subject site is being developed as a Master Planned Community called Indigo with a concept based on walkability, agriculture, and compact development and that a Development Agreement which allowed for modified development standards for the proposed development was approved in November 2021. As she explained, the proposed replat is to change interior line lots to zero for 26 lots, revise utility easement locations, add a building line to Lot 17, Block 5, divide 1 reserve (Reserve N) into two (2) reserves and subdivide Reserve A by creating Lot 1, Block 1, which reduces the size of the original Reserve A. 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 C2, Review and recommendation of a final report to City Commission for Replat – Indigo Commons – 12.76 acres of land – 1 Block – 0 Lots – 37 Reserves. The subject site is a section within Indigo Master Planned Community. Ms. Landaverde gave a presentation regarding the plat and explained the proposed replat is to Indigo Village Core to create 37 reserves. Commissioner Randolph 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 C3a, Public hearing to receive comments for or against a request by Brice A. Stanford, Tejas Surveying, to replat an approximate 0.9385-acre tract of land being in the Joseph Kuykendahl League, Abstract No. 49, Fort Bend County, Texas, being a replat of Lot 14A, Block 2, Estates at Lakes of Williams Ranch Section 1 Partial Replat No. 2 as recorded in Plat No. 20180168. 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. Ms. Landaverde gave a presentation regarding the replat. She explained that the subject site is located south of U.S. 59 and east of Williams Way Boulevard and the proposed replat will re-establish Lots 14 and 15 to its original configuration as shown on Estates at Lakes of Williams Ranch Section 1. She continued to explain that a Final Plat for Estates at Lakes of Williams Ranch Section 1 was approved by the City Commission on August 21, 2017. Estates at Lakes of Williams Ranch Section 1 is situated south of U.S 59 and east of Williams Way Boulevard. She explained that a replat to consolidate Lots 14 and 15 into Lot 14A in the Estates at Lakes of Williams Ranch Section 1 Partial Replat No. 2 was approved by the City Commission on November 16, 2020. The replat was recorded on March 2, 2021. 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 C4., Discuss differences of Conditional Use Permits and Variance Requests. In his presentation, Mr. Garcia addressed the distinction between a Conditional Use Permit and Variance Request.

Commissioner Kubelka introduced agenda item C5., Discuss a possible text amendment to prohibit Drive-in/Drive-through facilities in OT, Olde Town and DN, Downtown. It was requested by Commissioner Frederick that the discussion on this agenda item be postponed due to the absence of a commissioner. Commissioner Frederick moved to discuss a possible text amendment at a future meeting. The motion was seconded by Commissioner Randolph. The vote for the motion was unanimous.

Commissioner Kubelka introduced agenda item C6., Staff Update on Williams Ranch Commercial and Multi-family. Mr. Garcia gave a presentation regarding the status of Williams Ranch Commercial and the final plat Williams Ranch Multifamily Commercial Reserve and the proposed multifamily unit development. He explained that the property owner/developer has not submitted any plans to Fort Bend County for review due to an incomplete right-of-way bond and that a staff report will be provided once plans for the proposed multifamily development have been submitted for review. He continued explaining that in the case of the additional acreage that was originally proposed for an industrial park, only one pre-development meeting had been held with American Furniture Warehouse. The meeting was conducted on January 24, 2023, and no preliminary plats have been submitted or any further communication has been provided to staff for the remaining acreage .

Commissioner Kubelka introduced agenda item C7., Development related staff update.

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

- Thompson Rd and Inwood Dr.– Retail development
- Indigo Section 2 – Residential/Mixed use
- 2006 Thompson Rd, Ste. 200 – Pharmacy – Commissioner Randolph has concerns about the pharmacy coming in and wants to know if the current pharmacies are being inspected. He would like a follow up.
- 1421 Great Blue Heron Ln – Veranda Montessori
- 3821 Williams Way Blvd – River Park West Greenspace Refresh
- 806 Thomson Rd – Calvary Episcopal Church – drainage and tree removal
- FM 359 and Foster Briscoe – Battery energy storage system
- 1006 FM 359 – Elite Business Center

Projects under review discussed included the following proposed projects:

- 5530 FM 1640 – Walmart Store
- 4400 FM 723 – Foster High School Additions
- 0 Mercantile St – Indigo Filing Station
- 2327 Richmond Parkway – Break Time at Richmond Parkway
- 2315 Richmond Parkway – Montessori at Veranda
- 2406 FM 723 – Market at Kingdom Heights


Mr. Garcia gave a brief update on the Comprehensive Master Plan meetings. Both Commissioner Frederick and Commissioner Randolph expressed their desire to attend the future meetings.

Commissioner Kubelka introduced agenda item C8., Consider agenda item requests by Commissioners for the November 6, 2023, regular meeting. Topics included:

- Immigration Regulation and Housing Regulations for Immigrants

Commissioner Kubelka introduced agenda item C9., Adjournment. There being no further business to be brought before the Planning and Zoning Commission, Commissioner Kubelka adjourned the meeting at 6:09 p.m.

Approved:

  
Katherine M. Graeber-Kubelka (Chair)