



RICHMOND

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Planning & Zoning Commission Meeting Minutes

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

Tuesday, January 2, 2024, at 5:00 P.M.

The Planning and Zoning Commission for the City of Richmond, Texas met in a regular meeting on Monday, December 4, 2023, at 5:02 p.m. A quorum was present, with the following members in attendance:

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

Staff in attendance: Mason Garcia, Planning Director; Helen Landaverde, Planner II; Matthew Roberts, Planner I; Brittany Mullings, Executive Secretary; Gary Smith, City Attorney; Howard Christian, Assistant City Manager 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 November 6, 2023, regular meeting. Commissioner Myska moved to approve the minutes. The motion was seconded by Commissioner Randolph. The vote for the motion was unanimous. Aye votes were cast by all commissioners.

Commissioner Kubelka introduced agenda item B2., stating that the next Planning and Zoning Commission meeting would be on Tuesday, January 2, 2024, 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 – Richmond Plaza – 21.274 acres of land – 1 Block – 0 Lots – 2 Reserves. The subject site is located on FM 359 south of Yoga on the Brazos and across from the Rio Vista Residential Subdivision. Mrs. Landaverde presented information about the proposed subdivision located in the Country Village shopping strip, east of FM 359. According to her, the subject site was annexed on August 28, 2023 (Ordinance No. 2023-21) and rezoned from General Residential to Mixed Use on August 28, 2023 (Ordinance No. 2023-22). As she continued, she explained that the City Commission approved the Chapter

43 Development Agreement for the 21.274-acre tract on August 28, 2023 (Resolution No. 451-2023), which creates two reserves within one block and three detention easements. As she explained, the property owner intends to redevelop the property, which will include a retail center along FM 359 and multifamily apartments on the east side. According to the development agreement, the retail development must be constructed before the multifamily development. Commissioner Myska moved to deny Staff's recommendation approval to the City Commission due to not meeting the subdivision requirements in Section 6.3.502 "Provide covenants, conditions, or restrictions (CCRs) for the required landscape surface ratio (LSR) to be maintained in proportion to the principal parcel area before the subdivision, designating the landscaped areas, and providing for their maintenance, providing for the maintenance of the multifamily development, pursuant to UDC Sec. 3.1.201C" and the development agreement between the City of Richmond and 359 Innovations LLC.. The motion was seconded by Commissioner Martinez. The vote for denying the motion was unanimous. Nay votes were cast by all commissioners.

Commissioner Kubelka introduced agenda item C2, Review and recommendation of a final report to City Commission for a Preliminary Plat – Rio Vista Business Park Reserve – 10.0011 acres of land – 1 Block – 0 Lots – 1 Reserves. The subject site is located at 1006 FM 359 in the William Morton League, Abstract No. 62, in Fort Bend County, Texas in Fort Bend County Clerk's File (F.B.C.C.F.) Number (No.) 2021117052. A presentation was given by Ms. Landaverde regarding the proposed subdivision located on the east side of FM 359 between the intersections of Del Aqua Drive and Rio Vista Drive along FM 359. She explained that the subject site was annexed on August 15, 2022 (Ordinance No. 2022-26). Continuing, she stated that the subject property was rezoned from a general residential zone to a suburban commercial zone on September 19, 2022 (Ordinance No. 2022-22) and the proposed preliminary plat will create one reserve in one block, as well as the applicant's proposal to construct office warehouses along the northern and southern sides of the property and a detention basin on the east side. Commissioner Martinez moved to forward Staff's recommendation of conditional approval to the City Commission. The motion was seconded by Commissioner Randolph. The vote for the motion was unanimous. Aye votes were cast by all commissioners.

Commissioner Kubelka introduced agenda item C3, Development related staff update.

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

- 907 Morton St (OT District and WFBMD) - Professional offices, Single-family detached, duplex, and triplex
- 1827 Richmond Pkwy Ste 102 (GC District) – Mailing center
- 2018 Thompson Rd (SC District and WFBMD) – Church
- 2216 Thompson Rd, Suite A (GC District and WFBMD) - HTX Auto Plex (car dealership or office for car dealership)
- 303 N 10th Street (GR District) - Mount Carmel Baptist Church-Parking Lot Modifications
- Indigo Section 2 (ETJ and Development Agreement) – Residential/Mixed Use
- 2055 Richmond Pkwy (GC District) - Mixed-use (commercial and apartments)

Projects under review discussed included the following proposed projects:

- 2406 FM 723 (SC & WFBMD) - Market at Kingdom Heights C-store and gas station
- 0 Frost Lane (ETJ) – Frost School Lane Entrance
- 1120 FM 359 (SC & WFBMD) – ILT Richmond K-8 School
- Westcreek Subdivision (ETJ) - Westcreek Subdivision Back Lot Drainage
- 409 S 11th Street (OT and WFBMD) – The Redeemed Evangelical Mission

Commissioner Kubelka introduced agenda item C4., Excuse from attendance at regular Planning and Zoning Commission Meeting. The meeting was attended by all members.

Commissioner Kubelka introduced agenda item C5., Consider agenda item requests by Commissioners for the December 4, 2023, regular meeting. Topics included:

- Commissioners Myska and Frederick are interested in forming a walking quorum. Commissioner Frederick prefers weekday mornings due to her work schedule.
- Commission Frederick would like to see data on density and tax implication explaining what are the development impacts to the City? (Density level at which fiscal impact pays itself.)

Commissioner Kubelka introduced agenda item C5., Adjournment. There being no further business to be brought before the Planning and Zoning Commission, Commissioner Kubelka adjourned the meeting at 6:05 p.m.

Approved:



Katherine M. Graeber-Kubelka (Chair)