



City of Richmond

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Planning & Zoning Commission Meeting Minutes

600 Morton Street
Richmond, Texas
Monday, August 1, 2016 at 5:00 P.M.

PLANNING & ZONING COMMISSION MINUTES

The Planning and Zoning Commission for the City of Richmond, Texas met in a regular meeting on Monday, August 1, 2016, at 5:00 p.m. Commissioner Murrile, called the meeting to order at 5:01 p.m. A quorum was present, with the following members in attendance:

Bill Dostal
Ernest Hogue
Don Murrile
Larry Pittman

Commissioner Murrile declared the meeting open.

Commissioner Murrile introduced agenda item number A2., public comment. He asked if there were any public comments. Hearing no public comment the agenda item was closed.

Commissioner Murrile introduced agenda item number B1., review and approval of the minutes from July 5, 2016. The motion was presented by Commissioner Hogue and seconded by Commissioner Dostal. The vote was three “ayes” and no “nays” for approval.

Commissioner Murrile introduced agenda items C1., C2., C3., C4., and C5., review and recommendation of preliminary plat Veranda Section Six; preliminary plat Veranda Section Eleven; general plan Kingdom Heights; final plat 723 Partnership Ltd; and final plat Silva Corner. City staff recommended approval of the plats and general plan. Commissioner Dostal motioned to recommend approval of the plats and general plan with City staff’s recommendation. The motion was seconded by Commissioner Pittman. The vote was three “ayes” and no “nays” for approval.

Commissioner Murrile introduced agenda item number C6., review and recommendation of amending plat for Zand Law Richmond, 0.4545 acres of land – 1 Block – 1 Reserve. City staff recommended approval of this amending plat with three conditions. Commissioner Hogue motioned to recommend approval of the amending plat with City staff's recommendation. The motion was seconded by Commissioner Pittman. The vote was three "ayes" and no "nays" for approval.

Commissioner Murrile introduced agenda item number C7., review and recommendation of preliminary plat for Berry Tract, 22.669 acres of land – 1 Block – 3 Reserves. City staff recommended approval with one condition. Commissioner Dostal motioned to recommend approval of the plat with City staff's recommendation. The motion was seconded by Commissioner Hogue. The vote was three "ayes" and no "nays" for approval.

Commissioner Murrile introduced agenda item C8a., public hearing to receive comments for or against a text amendment to the Unified Development Code, Section 6.2.104, *Richmond Historical Commission, Subsection D., Membership, Qualifications, and Terms of Office*, to provide qualifications for appointment to the Richmond Historical Commission, to provide for attendance and resignation, and to establish a quorum. Mr. Gary Smith, City Attorney, provided an explanation to the Commission. Mr. Smith stated at a previous City Commission meeting for a Richmond Historical Commission appointment it was realized the language in the Unified Development Code was not the correct language which was adopted from a previous ordinance, specifically Subsection A. and B. The proposed language states four members can reside in the City Limits and one can reside in the City Limits or ETJ. Language about residing in the Historic District has been removed. The proposed language has also cleared up the resignation process and places numbers one through five in staggered three year terms. The amended language also clears up language as to what identifies a quorum for the Richmond Historical Commission. Commissioner Pittman had a question about the one member living in the ETJ. He thought the proposed amendment could have clearer language. Hearing no other public comment the agenda item was closed.

Commissioner Murrile introduced agenda item number C8b., consideration of the approval of a final report to City Commission on agenda item C8a. Commissioner Hogue motioned to recommend the text amendment to the Unified Development Code, Section 6.2.104, *Richmond Historical Commission, Subsection D., Membership, Qualifications, and Terms of Office*, to provide qualifications for appointment to the Richmond Historical Commission, to provide for attendance and resignation, and to establish a quorum with clearer language as specified by Commissioner Pittman to the Mayor and City Commission. The motion was seconded by Commissioner Pittman. The vote was three "ayes" and no "nays" for approval.

Commissioner Murrile introduced agenda item C9a., public hearing to receive comments for or against a text amendment to Unified Development Code, Section 4.3.203, *Standards for Flood Hazard Reduction*, to required residential construction to be elevated to 18 inches above Base Flood Elevation. Mr. Gary Smith, City Attorney, stated that FEMA and Fort Bend County refer to 18-inch Base Flood Elevation and we want to make City standards consistent with FEMA and Fort Bend County. Kelly Kaluza, City Engineer, stated that the Base Flood Elevation for a 100-year storm is established by FEMA. Commissioner Pittman asked if this would be required for both residential and commercial construction. Mr. Smith answered yes. Commissioner Pittman asked what is considered substantial improvement. Mr. Smith answered more than 50 percent damage the cost of a structure. Hearing no other public comment the agenda item was closed.

Commissioner Murrile introduced agenda item number C9b., consideration of the approval of a final report to City Commission on agenda item C9a. Commissioner Dostal motioned to recommend the text amendment to the Unified Development Code, Section 4.3.203, *Standards for Flood Hazard Reduction*, to required residential construction to be elevated to 18 inches above Base Flood Elevation, to the Mayor and City Commission. The motion was seconded by Commissioner Hogue. The vote was three “ayes” and no “nays” for approval.

Commissioner Murrile introduced agenda item number C10., setting the date for the next Planning and Zoning Commission meeting. Ms. Jessica Duet, City Planner, explained that the next scheduled Planning and Zoning Commission meeting was scheduled for September 6th the day after Labor Day. Ms. Duet had a conflict with her schedule but offered an alternative to meet on September 7th if the day worked with the Commission. September 7th also fell within the 30 day clock period for approval of plats. The Commission agreed that September 7, 2016, at 6:30 p.m. would be the next meeting day and time.

There being no further business to be brought before the Planning and Zoning Commission, Commissioner Pittman motioned for the meeting to be adjourned. Commissioner Hogue seconded and the Commission adjourned. The meeting was adjourned at 5:57 p.m.

Approved:

Don Murrile, Planning and Zoning Commission Chair