



# City of Richmond

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## Planning & Zoning Commission Meeting Minutes

600 Morton Street  
Richmond, Texas 77584  
Monday, July 3, 2017 at 5:00 P.M.

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### PLANNING & ZONING COMMISSION MINUTES

The Planning and Zoning Commission for the City of Richmond, Texas met in a regular meeting on Monday, July 3, 2017, at 5:00 p.m. Commissioner Hogue, called the meeting to order at 5:00 p.m. A quorum was present, with the following members in attendance:

Katherine M. Graeber - Kubelka  
Ernest Hogue  
Libby King  
Larry Pittman

Staff in attendance: Jessica Duet, Planning Director; Gary Smith, City Attorney; Jose Abraham, Planner II, and Kelly Kaluza, City Engineer.

Commissioner Hogue declared the meeting open.

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

Commissioner Hogue introduced agenda item B1., review and approval of the minutes from June 5, 2017. The motion was presented by Commissioner Graeber - Kubelka for approval of the minutes. The motion was seconded by Commissioner Pittman. The vote was unanimous for approval.

Commissioner Hogue introduced agenda item B2., stating the next Planning and Zoning Commission meeting will be Monday, August 7, 2017, at 5:00 p.m.

Commissioner Hogue introduced agenda item C1., review and recommendation of a final report to City Commission for a preliminary plat for E Lox Biz Park – 3.999 acres of land – 1 Block – 2 Reserves. City staff recommended approval of this preliminary plat with three

conditions. Commissioner Graeber - Kubelka motioned to recommend approval with City staff's recommendation. The motion was seconded by Commissioner King. The vote was unanimous for approval.

Commissioner Hogue introduced agenda item C2., review and recommendation of a final report to City Commission for a final plat for Riverwood Village Section 4 – 58.6 acres of land – 120 Lots – 3 Blocks – 8 Reserves. City staff recommended approval of this final plat with 10 conditions. City staff made an amendment to conditions number six stating that is be a 10-foot water line easement not a 1-foot water line easement. Commissioner King motioned to recommend approval with City staff's recommendation of conditions 1 – 4 and 6 – 10 and that the 20 foot front building line is changed to a 25-foot front building line. The motion was seconded by Commissioner Pittman. The vote was unanimous for approval.

Commissioner Hogue introduced agenda item C3., review and recommendation of a final report to City Commission for a preliminary plat for Veranda Section Twelve – 26.6± acres of land – 32 Lots – 2 Blocks – 6 Reserves. City staff recommended approval of this preliminary plat. Commissioner Graeber - Kubelka motioned to recommend approval with City staff's recommendation. The motion was seconded by Commissioner King. The vote was unanimous for approval.

Commissioner Hogue introduced agenda item C4., review and recommendation of a final report to City Commission for a preliminary plat for Veranda Section Twenty – 16.0± acres of land – 46 Lots – 2 Blocks – 2 Reserves. City staff recommended approval of this preliminary plat. Commissioner Pittman motioned to recommend approval with City staff's recommendation. The motion was seconded by Commissioner Graeber - Kubelka. The vote was unanimous for approval.

Commissioner Hogue introduced agenda item C5., review and recommendation of a final report to City Commission for a final plat for Veranda Section Fourteen – 6.73 acres of land – 29 Lots – 2 Blocks. City staff recommended approval of this final plat. Commissioner Graeber – Kubelka motioned to recommend approval with City staff's recommendation. The motion was seconded by Commissioner King. The vote was unanimous for approval.

Commissioner Hogue introduced agenda item C6., review and recommendation of a final report to City Commission for a final plat for Veranda Section Fifteen – 5.26 acres of land – 26 Lots – 1 Block – 2 Reserves. City staff recommended approval of this final plat. Commissioner Pittman motioned to recommend approval with City staff's recommendation. The motion was seconded by Commissioner King. The vote was unanimous for approval.

Commissioner Hogue introduced agenda item C7., review and recommendation of a final

report to City Commission for a final plat for Veranda Section Fifteen – 3.6089 acres of land – 1 Block – 1 Reserve. City staff recommended approval of this final plat with three conditions. Commissioner King motioned to recommend approval with City staff's recommendation. The motion was seconded by Commissioner Pittman. The vote was unanimous for approval.

Commissioner Hogue introduced agenda item C8a., public hearing to receive comments for or against a request by Sehar Investment Group, L.L.C. to zone 3.6087 acres of land to General Commercial (GC) and to the extent the zoning deviates from the Future Land Use Plan of the Comprehensive Master Plan, to provide for an amendment thereto, for commercial development for property located on the west side of FM 359 Road, approximately 2,300 feet (0.4 mi.) south of the intersection with Plantation Drive. No public comments were made and the agenda item was closed. Ms. Jessica Duet, Planning Director, gave a presentation to the Planning and Zoning Commission. Commissioner Pittman had a question about different acreage shown between the zoning report, survey, and plat report. Ms. Duet stated that the correct acreage for the property was reflected on the advertisement and survey for this rezoning.

Commissioner Hogue introduced agenda item C8b., consideration of the approval of a final report to City Commission on agenda item C8a. Commissioner Pittman motioned to recommend zoning 3.6087 acres of land to General Commercial (GC) and to the extent the zoning deviates from the Future Land Use Plan of the Comprehensive Master Plan, to provide for an amendment thereto, for commercial development for property located on the west side of FM 359 Road, approximately 2,300 feet (0.4 mi.) south of the intersection with Plantation Drive. The motion was seconded by Commissioner Graeber – Kubelka. The vote was unanimous for approval.

Commissioner Hogue introduced agenda item C9a., public hearing to receive comments for or against a text amendment to the Unified Development Code, Section 6.3.410, *Certificate of Appropriateness for Demolition Affecting Landmarks or Historic Overlay (HD) District*; Section 6.3.411, *Demolition by Neglect*; Section 5.1.301, *Historic Overlay (HD) District Design Standards*; Section 7.1.300, *Definitions*; and amending Table 6.3.103, *Public Meeting and Hearing Approvals*; and Table 6.3.206, *Required Notice*, relating to the Historic Overlay District and Demolition by Neglect. No public comments were made and the agenda item was closed. Ms. Jessica Duet, Planning Director, presented the text amendment to the Planning and Zoning Commission.

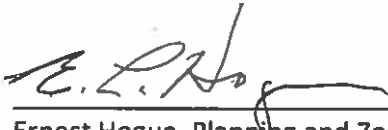
Commissioner Hogue introduced agenda item C9b., consideration of the approval of a final report to City Commission on agenda item C9a. The Planning and Zoning Commission tabled this agenda item to the August 7, 2017, meeting.

Commissioner Hogue introduced agenda item C10., consideration and action of a final report to City Commission for the amendment of number of Parks and Recreation Board

members. Ms. Duet stated the Parks and Recreation Board currently have nine members. The Parks and Recreation Board Chair is requesting to reduce the Board members to seven. The reason the Parks and Recreation Board would like to reduce the number of members is because it is difficult to achieve a quorum with nine members. Commissioner Pittman motioned to recommend seven members for the Parks and Recreation Board. The motion was seconded by Commissioner King. The vote was unanimous for approval.

There being no further business to be brought before the Planning and Zoning Commission, Commissioner King motioned for the meeting to be adjourned. Commissioner Pittman seconded and the Commission was adjourned. The meeting was adjourned at 6:25 p.m.

Approved:



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Ernest Hogue, Planning and Zoning Commission Chair