CITY OF CONROE
PLANNING COMMISSION
REGULAR MEETING MINUTES

March 03, 2016

PRESENT:  Dr. Bob Rabuck, Chairman
           Jim Arnold, Vice-Chairman
           Fred Greer, Member
           Mike Stoecker, Member

OTHERS:   Adam France, Development Coordinator
           Sandy Hilderbrand, Development Coordinator
           Chris Bogert, P.E., Engineering Manager
           Marcus Winberry, City Attorney
           Dana Berry, Secretary

ABSENT:   Chris Caywood, Member
           Steve Hailey, Member
           Scott Taylor, P.E., Executive Director of Infrastructure Services

A quorum being present, the Regular Meeting was called to order at 9:30 a.m. by the Chairman.

1. APPROVAL OF THE FEBRUARY 18, 2016, REGULAR MEETING MINUTES

Mr. Stoecker made a motion to approve the minutes of February 18, 2016.

Mr. Greer seconded the motion.

The motion carried unanimously.

2. PRELIMINARY PLAT OF WEDGEWOOD FOREST, SECTION 2

The following information is from the memorandum from City Staff:

The proposed 41.599-acre residential subdivision in the P. H. Herndon Survey, A·256, is located northwest of FM 3083 and north of SH 105, within the City Limits. 101 lots and 6 restricted reserves in 6 blocks will be created. Access to SH 105 will be provided via the proposed Wedgewood Forest Parkway. Proposed streets will be concrete, with curbs and gutters and an underground storm sewer system. Proposed water and sanitary sewer systems will connect to existing City utilities.

After reviewing the preliminary plat, we recommend approval, subject to the satisfactory completion of the following items:

PLAT:

As per Item No.1, correctly complete the application as to utility provider for water and sewer.
As per Item No.2, show match lines on all sheets.

As per Item No.3, the minimum allowable text size is 1/10th inch throughout the plat.

As per Item No.4, differentiate the "Tree Preserves" from the "Reserves", add an additional table for "Tree Preserves" and list the correct acreage for each, in each of the tables and in the title block.

As per Item No.5, show and label the street providing access to this subdivision and clarify the Conroe City Limits on the vicinity map.

As per Item No.6, use a consistent, continuous, line type for the subdivision boundary and provide a scaled bearing and distance from a corner of the subject tract to a corner of the original (patent) survey.

As per Item No.7, a right-of-way shown on the Land Study is not shown on the plat; the plat and Land Study must match. Correct the name of "Wedgewood Forest Parkway" to match the name on the Wedgewood Forest, Section I, plat.

As per Item No.8, note explicitly whether this property lies within, or out of, the 100-yr floodplain, and reference the applicable FEMA F.I.R.M. panel number and date in the note.

As per Item No.9, provide complete bearings and distances for all lot and block lines.

As per Item No. 10, provide street names unique to Montgomery County for Water Oak Court, Water Oak Lane, Magnolia Lane and Post Oak Lane; make the name of the "Wedgewood Forest" street match the name on the Wedgewood Forest, Section I, plat; correct dimensions from angle points and points of curve to adjacent lot lines; label radii for culs-de-sac and "knuckles"; and label a tie with a bearing and distance to the center of the "Knuckle".

As per Item No. 11, show and label the location of required screening buffer(s). Remove Note 6 from the plat.

As per Item No. 12, provide sight distance calculations for reverse curves having a centerline radius of 300-ft or less.

As per Item No. 13, temporary turn-around easements (onsite or off-site) are required at the end of Red Mulberry Lane and Hawthorn Drive. Provide language on the plat (onsite) or in the separate easement document (off-site) providing for the "abandonment of the temporary turn-around easement, without further action, when the street is extended by a recorded plat."

As per Item No. 14, FYI-Street lights and sidewalks are required for this subdivision.

As per Item No. 15, FYI-Reserves must be addressed and the address must be off of the street upon which the frontage is the greatest.

**LAND STUDY:**

In addition to the items above, the following must also be addressed:
As per Item No.1, in the future, a Land Study provided at less than the minimum allowable scale will be rejected (including the plat, if presented) and returned without review. Provide a 1"=100' Land Study, per the ordinance. (1"=200' is allowable for the overall subdivision, but not for the individual sections. Include additional sheets if necessary.)

As per Item No.2, label the contour elevations.

As per Item No.3, show and label the pavement widths and right-of-way widths of all proposed streets.

As per Item No.4, show and label the existing water main to provide service and label the size of existing utilities.

As per Item No.5, loop all water mains and label the proposed utilities.

As per Item No.6, this subdivision must comply with the Vegetation Ordinance.

As per Item No.7, assure that any off-site storm water drainage to/through this site is accounted for in the drainage plan/report.

Mr. Arnold made a motion to approve the preliminary plat of Wedge wood Forest, Section 2, subject to the satisfactory completion of all items.

Mr. Stoecker seconded the motion.

The motion carried unanimously.

3. **PRELIMINARY PLAT OF WATER CREST ON LAKE CONROE, SECTION 5 BEING ALSO A PARTIAL REPLAT OF THE WATER CREST ON LAKE CONROE RECREATION CENTER**

The following information is from the memorandum from City Staff:

The proposed 18.288-acre residential subdivision in the James Edwards Survey, A-190, is located west of Longmire Road and south of League Line Road, within the City Limits. 67 lots and 5 restricted reserves in 4 blocks will be created. Access to League Line Road will be provided via proposed and existing streets within the subdivision. Proposed streets will be concrete curb and gutter with an underground storm sewer system. Proposed water and sewer systems will connect to existing M.C.M.U.D. 126 utilities.

After reviewing the preliminary plat, we recommend approval, subject to the satisfactory completion of the following items:

**PLAT:**

As per Item No. 1, use a consistent line type/weight for the subdivision boundary.

As per Item No.2, correct the recording information for the temporary storm sewer easement;
correct the easement type and recording information for existing easements within 200-ft of the plat boundary; label the width of the 30-ft easement which encumbers Lot 18, Block 1 and Lot 1, Block 2; and label or remove the unlabeled easement shown at the northwest corner of Reserve "A" in Water Crest on Lake Conroe, Section 3.

As per Item No.3, the 100-yr floodplain (not shown) does not appear to match the applicable FEMA F.I.R.M. panel. Development in the 100-year floodplain must conform to the City's floodplain management regulations.

As per Item No.4, add "utilities" to the uses of Reserve "C", per the U.C.C.

As per Item No.5, correct the spelling of "Marjoram" in "Sweet Marjoram Lane". "Pearl Bay Lane" must be named "Pearl Bay Court" at the cul-de-sac end (west of the Sweet Marjoram Lane intersection) and symbols must be added to show the street name split.

As per Item No.6, the Land Study shows a proposed 16-ft wide utility easement in Reserve "c, abutting the right-of-way of Pearl Bay Lane, not shown on the plat. Verify which is correct.

As per Item No.7, provide site distance calculations for the C33-C39 reverse curve, showing that minimum site distance requirements are met.

As per Item No.8, the acute angle at the Pearl Bay Lane/Pearl Bay Court intersection with Sweet Marjoram must have a 30-ft radius, as the intersection is not a 90° intersection.

As per Item No.9, FYI -The 10-ft wide off-site landscape easement abutting Block 4, Lot 7, must be recorded, prior to approval of the final plat.

As per Item No. 10, FYI -A public hearing is required prior to action on the final plat.

As per Item No. 11, FYI -Reserves must be addressed and the address must be off of the street upon which the frontage is the greatest.

**LAND STUDY:**

In addition to the items above, the following must also be addressed:

As per Item No.1, show and label the 100-yr floodplain boundary, if applicable.

As per Item No.2, label the pavement widths of the proposed streets. The 16-ft utility easement shown in Reserve "C" does not match the plat.

As per Item No.3, label reserves, including their restricted use, according to the plat.

As per Item No.4, label the size of existing utilities.

Mr. Greer made a motion to approve the preliminary plat of Water Crest on Lake Conroe, Section 5, also being a partial replat of Water Crest on Lake Conroe Recreation Center, subject to the satisfactory completion of all items.
Mr. Arnold seconded the motion.

The motion carried unanimously.

4. **PELIMINARY PLAT OF BARTON CREEK RANCH, SECTION 1**

The following information is from the memorandum from City Staff:

The proposed 32.6321-acre residential subdivision in the A.M. Folks Survey, A-215, is located east of IH-45 and north of South Loop 336, within the City Limits. III lots and 16 reserves in 4 blocks will be created. Access to South Loop 336 will be provided via the proposed Cathedral Oaks Trail. Proposed streets will be concrete with curbs and gutters and an underground storm sewer system. Proposed water and sanitary sewer systems will connect to existing City utilities. After reviewing the preliminary plat, we recommend approval, subject to the satisfactory completion of the following items:

**PLAT:**

As per Item No.1, add the number of locks to the title block.

As per Item No.2, tie two corners of the subject tract to two corners of the parent tract with bearings and distances, or label the parent tract corners as such.

As per Item No.3, label the County Clerk's recording information for property adjacent to the subdivision.

As per Item No.4, state explicitly in the floodplain note whether this subdivision is located within, or out of, the 100-yr floodplain.

As per Item No.5, show and label all required building lines, including in all reserves, or add a note to the plat stating that: "No enclosed structure shall be constructed within any reserve." Remove all overlapping building lines.

As per Item No.6, provide a 16-ft utility easement on both sides of all street rights-of-way, including Cathedral Oaks Trail and the South Loop 336, per the V.C.C.

As per Item No.7, the cul-de-sac portion of Hickory Leaf Trail must end with "Court". Add arrows east and west of Cherry Forest Trail to designate a street name change. Label the 100-ft right-of-way with a street name. Provide complete layouts of all street centerlines. Label the perpendicular dimensions from all angle points and points of curve, to the rights-of-way.

As per Item No.8, label the radius of all culs-de-sac.

As per Item No.9, remove Note 3 from the plat.

As per Item No. 10, FYI - The off-site fire access easement must be recorded by separate instrument and the recording information must be labeled on the final plat.
As per Item No. 11, FYI-Sidewalks and streetlights are required for this subdivision.

As per Item No. 12, FYI-Reserves must be addressed off of the street upon which the frontage is the greatest.

LAND STUDY:

In addition to the items above, the following must be addressed.

As per Item No.1, label street pavement widths.

As per Item No.2, show the tie to the existing City sanitary sewer main that the proposed sewer mains will be connected to, on both sheets.

As per Item No.3, loop all water mains. Water and sewer taps must be located within the right-of-way and drainage flow arrows must be shown. As per Item No.4, this subdivision must comply with the Vegetation Ordinance, Chapter 102.

As per Item No.5, provide a traffic impact analysis with the engineering plan submittal package.

As per Item No.6, assure that any off-site storm water drainage to/through this site is accounted for in the drainage plan/report.

Mr. Stoecker made a motion to approve the preliminary plat of Barton Creek Ranch, subject to the satisfactory completion of all items.

Mr. Greer seconded the motion.

The motion carried unanimously.

There being no further business to discuss, the meeting was adjourned.

Dr. Bob Rabuck, Chairman

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