CITY OF CONROE
PLANNING COMMISSION
REGULAR MEETING MINUTES

May 19, 2016

PRESENT:  Dr. Bob Rabuck, Chairman
Jim Arnold, Vice-Chairman
Fred Greer, Member
Chris Caywood, Member
Steve Hailey, Member

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

ABSENT:  Mike Stoeker, Member
Scott Taylor, P.E., Executive Director of Infrastructure Services
Marcus Winberry, City Attorney

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

1.  APPROVAL OF THE MAY 05, 2016, REGULAR MEETING MINUTES

Mr. Arnold made a motion to approve the minutes of May 05, 2016.

Mr. Hailey seconded the motion.

The motion carried unanimously.

2.  PUBLIC HEARING ON FINAL PLAT OF DEMONTROND CONROE, BEING A
PARTIAL REPLAT OF BLOCK 14 OF M.H. GOSSETT SUBDIVISION

The Chairman closed the regular meeting at 9:32 a.m. and opened the public hearing.

There were no comments made.

The Chairman closed the public hearing at 9:33 a.m. and re-opened the regular meeting.

3.  PUBLIC HEARING ON FINAL PLAT OF GRAND CENTRAL PARK, SECTION 5,
REPLAT NO. 1, A REPLAT OF GRAND CENTRAL PARK, SECTION 5

The Chairman closed the regular meeting at 9:33 a.m. and opened the public hearing.

There were no comments made.
The Chairman closed the public hearing at 9:34 a.m. and re-opened the regular meeting.

4. **FINAL PLAT OF GRAND CENTRAL PARK, SECTION 5, REPLAT NO. 1, A UNIT DEVELOPMENT**

The following information is from the memorandum from City Staff:

The subject 22.282-acre, proposed unit development residential subdivision, in the Ransom House Survey, A-245, is located south of South Loop 336 and west of IH-45, within the City Limits. 70 lots and 3 reserves in 1 block will be created. Access to the South Loop will be provided via the proposed Grand Central Parkway and the proposed Town Park Drive. Proposed streets will be concrete curbs and gutters and underground storm sewers. Proposed water and sanitary sewer mains will connect to existing City utilities.

Mr. Matt Tucker, with LJA Engineering, addressed the Commission.

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

**PLAT:**

As per Item No. 1, add "A UNIT DEVELOPMENT" to the title block(s).

As per Item No. 2, show the common lot lines that will have a zero building line and verify the 25-ft front building along Twilight Toast Drive, as it does not match the proposed building lines being requested.

As per Item No. 3, within a unit development, the Planning Commission shall consider and establish setback lines appropriate to the nature of the development. The developer has requested a zero foot side setback width on one side of each lot, where the lots share a common lot line (every two lots that share a common wall) and a 5'-0" side setback width on the other side of each lot; a 10'-0" rear setback width on all lots; and a 20'-0" front setback width on lots with front loading garages and a 14'-0", (matching required utility easement width) front setback width for lots with side loading garages. An exhibit is attached to clarify the requested setback widths. Staff recommends granting the setback widths as requested.

As per Item No. 4, verify that the correct 100-yr floodplain boundary line is shown, per the applicable LOMR.

As per Item No. 5, provide a 14-ft utility easement along Liatris Place, lots 56, 12 & 49, and along Sunbaske Street, lot 70, per the U.C.C.

As per Item No. 6, fill in the dates on the owner's dedicatory language on sheet 2 of the mylar.

As per Item No. 7, provide a letter from the developer stating that the 22.282-acre property replatted under Grand Central Park, Section 5, Replat No 1, shall be included with the property previously platted under Grand Central Park, Section 5, as to the enforcement of the Subdivision Development Agreement and its associated bonds.
As per Item No. 8, provide a new check for recording fees in the amount of $208.00, made out to the Montgomery County Clerk, as there is no subdivision development agreement to be recorded with this replat.

As per Item No. 9, correct scrivener’s error on sheet 6 of 6.

Mr. Caywood made a motion to approve the final plat of Grand Central Park, Section 5, Replat No. 1, a Unit Development, subject to the satisfactory completion of all items.

Mr. Stoecker seconded the motion.

The motion carried unanimously.

5. PRELIMINARY PLAT OF MONTGOMERY SELF STORAGE FM 2854

The following information is from the memorandum from City Staff:

The proposed 3.35-acre commercial subdivision in the Denward James Survey, A-289, is located north of FM 2854 and west of IH-45, within the City Limits. 1 restricted reserve in 1 block will be created. This subdivision has direct access to FM 2854. No new streets will be created. Proposed water and sanitary sewer systems will connect to existing City utilities.

Mr. Shane Thatcher, with Town & Country Surveyors, addressed the Commission.

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

PLAT:

As per Item No. 1, label “Conroe” and existing streets on the vicinity map, and remove all extraneous text and topographic features.

As per Item No. 2, provide ties from 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, a dedicated reserve or easement must be provided for the detention pond to be located in.

As per Item No. 4, label the 18-ft tree preservation zones as “screening buffers”, also.

As per Item No. 5, add the standard City note for privately maintained required improvements for commercial subdivisions.

LAND STUDY:

In addition to the items above, the following must also be addressed:
As per Item No. 6, the minimum allowable text size is 1/10th inch throughout the land study.

As per Item No. 7, the land study does not appear to be shown to the scale noted.

As per Item No. 8, loop all water mains.

As per Item No. 9, detention ponds must be located within a dedicated reserve or easement.

As per Item No. 10, this subdivision must comply with the Vegetation Ordinance.

As per Item No. 11, assure that any off-site storm water drainage to/through this site is accounted for in the drainage plan/report.

Mr. Greer made a motion to approve the preliminary plat of Montgomery Self Storage FM 2854, subject to the satisfactory completion of all items.

Mr. Arnold seconded the motion.

The motion carried unanimously.

6. FINAL PLAT OF POINT AQUARIUS MUD WASTE WATER TREATMENT PLANT, A PARTIAL REPLAT OF SECTIONS 2, 3, & 10 OF POINT AQUARIUS

The following information is from the memorandum from City Staff:

The proposed 6.9774-acre commercial subdivision in the Timothy Cude Survey, A-12, is located south of FM 1097 and west of IH-45, within the Planning Area. A reserve in 1 block will be created. Access is provided via existing streets in Point Aquarius. No new streets will be created. Point Aquarius utilities are provided by the Point Aquarius MUD.

Mr. Jaime Salinas, with Huitz-Zollars, Inc., addressed the Commission.

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

PLAT:

As per Item No. 1, the subdivision benchmark must comply with (94-112(b,c)).

As per Item No. 2, correct the approximate distance along FM 1097, from Point Aquarius Boulevard, to IH-45, labelled on the vicinity map.

As per Item No. 3, show and label, or note all required building lines. Where an easement width is more restrictive than the required building line width, label the easement boundary as a building line, also.

As per Item No. 4, use standard County language for the surveyor's certification/acknowledgment.
Mr. Hailey made a motion to approve the final plat of Point Aquarius MUD Waste Water Treatment Plant, a partial replat of Sections 2, 3, & 10, Point Aquarius, subject to the satisfactory completion of all items.

Mr. Caywood seconded the motion.

The motion carried unanimously.

7. **FINAL PLAT OF POINT AQUARIUS MUD WATER TREATMENT PLANT, A REPLAT OF LOTS 10 – 12, BLOCK 1, SECTION 9, OF POINT AQUARIUS**

The following information is from the memorandum from City Staff:

The proposed 2.1720-acre commercial subdivision in the Timothy Cude Survey, A-12, is located south of FM 1097 and west of IH-45, within the Planning Area. 1 reserve in 1 block will be created. Access is provided via existing streets in Point Aquarius. No new streets will be created. Point Aquarius utilities are provided by the Point Aquarius MUD.

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

**PLAT:**

As per Item No. 1, remove “partial” from the title block.

As per Item No. 2, set a subdivision benchmark which complies with (94-112(b,c)).

As per Item No. 3, correct the approximate distance along FM 1097, from Point Aquarius Boulevard, to IH-45, on the vicinity map.

As per Item No. 4, show and label, or note, all easements listed in the City Planning Letter, as to the 10-ft utility easement (item b listed under easements and encumbrances), or provide an updated City Planning Letter with the non-applicable easement removed.

As per Item No. 5, show and label screening buffers on the plat map.

As per Item No. 6, use standard County language for the surveyor’s certification/acknowledgment.

Mr. Caywood made a motion to approve the final plat of Point Aquarius MUD Water Treatment Plant, a replat of Lots 10 – 12, Block 1, Section 9, Point Aquarius, subject to the satisfactory completion of all items.

Mr. Arnold seconded the motion.

The motion carried unanimously.
There being no further business to discuss, the meeting was adjourned.

[Signature]

Dr. Bob Rabuck, Chairman

/db