CITY OF CONROE
PLANNING COMMISSION
REGULAR MEETING MINUTES

June 02, 2016

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

OTHERS: Sandy Hilderbrand, Development Coordinator
Adam France, Development Coordinator
Dana Berry, Secretary

ABSENT: Chris Bogert, P.E., Engineering Manager
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 19, 2016, REGULAR MEETING MINUTES

Mr. Caywood made a motion to approve the minutes of May 19, 2016.

Mr. Greer seconded the motion.

The motion carried unanimously.

2. ELECTION OF CHAIRMAN AND VICE-CHAIRMAN BY COMMISSION MEMBERS

Mr. Greer made a motion to re-elect Dr. Rabuck as the Planning Commission Chairman.

Mr. Stoecker seconded the motion.

The motion carried unanimously.

Mr. Stoecker made a motion to re-elect Mr. Arnold as the Planning Commission Vice-Chairman.

Mr. Caywood seconded the motion.

The motion carried unanimously.
3. PRELIMINARY PLAT OF FOSTERS RIDGE, SECTION 9

The following information is from the memorandum from City Staff:

The proposed 18.344-acre residential subdivision in the James Hodge Survey, A-19, is located west of IH-45 and north of FM 1488, within the Planning Area. 6 lots and 5 restricted reserves in 1 block will be created. Access to Old Conroe-Magnolia Road will be provided via the proposed Denali Wilderness and Thunder Basin Parkways and proposed streets in this section. Proposed streets will be concrete with curbs and gutters and an underground storm sewer system. Proposed water and sanitary sewer systems will connect to proposed Montgomery County MUD 139 utilities.

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

PLAT:

As per Item No. 1, the minimum allowable text size is 1/10\textsuperscript{th}-inch.

As per Item No. 2, show and label the street providing access to this subdivision on the Vicinity Map.

As per Item No. 3, label ownership and County Clerk’s recording information for adjacent streets, after recordation.

As per Item No. 4, where an easement width is more restrictive than the required building setback width, label the easement boundary as the building line, also.

As per Item No. 5, sidewalks and streetlights are required for this subdivision.

As per Item No. 6, FYI - Final Plat approval may not be obtained until the streets providing access to Old Conroe-Magnolia have been dedicated by a recorded plat.

LAND STUDY:

As per Item No. 1, the minimum allowable text size is 1/10\textsuperscript{th} throughout the land study.

As per Item No. 2, label the street name and R.O.W. width of the street providing access to this subdivision. The pavement width label for White Bark Lane is not correct.

As per Item No. 3, show and label all utilities the proposed utilities will connect to.

Mr. Hailey made a motion to approve the preliminary plat of Fosters Ridge, Section 9, subject to the satisfactory completion of all items.

Mr. Arnold seconded the motion.

The motion carried unanimously.
4. **FINAL PLAT OF LADERA CREEK, SECTION 1**

The following information is from the memorandum from City Staff:

The proposed 20.588-acre subdivision in the A.M. Folk Survey, A-215, is located north of South Loop 336 and east of FM 1314, within the City Limits. 57 lots, 3 reserves and 4 preserves in 3 blocks will be created. Access to South Loop 336 will be provided via the proposed Ladera Creek Trace. Proposed streets will be concrete curb and gutter with underground storm sewers. Proposed MCMUD 148 water and sanitary sewer mains will connect to existing City utilities.

After reviewing the final plat, we recommend approval, subject to the Conroe City Council approval of the release of the easement recorded under Montgomery County Clerk’s File Number 2010-035139 and the satisfactory completion of the following item:

**PLAT:**

As per Item No. 1, after City Council approval, remove the easement boundary (and its notation), as recorded under MCCF No. 2010-035139, from the plat and add a note to the plat stating: “The easement recorded under MCCF No. 2010-035139 has been released by the City Council of the City of Conroe, Texas, as evidenced by “Release of Easement” recorded under MCCF No. ________________.”

Mr. Arnold made a motion to approve the final plat of Ladera Creek, Section 1, subject to the satisfactory completion of all items.

Mr. Caywood seconded the motion.

The motion carried unanimously.

5. **FINAL PLAT OF CCBC APRIL SOUND, A REPLAT OF LOTS 13 & 14, APRIL SOUND, SECTION 11**

The following information is from the memorandum from City Staff:

The proposed 1.585-acre commercial subdivision, in the John T. Vince Survey, A-41, is located west of IH-45 and adjacent to the southern right-of-way of SH 105, within the City Limits. 1 restricted reserve in 1 block will be created. The subdivision will have direct access to SH 105 and no new streets will be created. Water and sanitary sewer services will connect to existing Montgomery County MUD No. 4 utilities.

After reviewing the final plat, we recommend deferral of the final plat, to allow sufficient time to address items 1 and 2 from the preliminary plat memo comments, as well as the additional following items:
PLAT:

The following items are from the preliminary plat memo and must be satisfactorily addressed:

As per Item No. 1, submit a recorded “Release of Easement” relinquishing any and all interest in or use of the 60-ft access easement, including any and all interest in or use of the 60-ft access easement crossing Lots, 10, 11, and 12, as recorded in Cabinet C, Sheet 37, of M.C.M.R., but subject to reservation of the existing 60-ft utility easement, as recorded in Cabinet C, Sheet 37, of M.C.M.R. Add a note to the plat regarding the recorded release.

As per Item No. 2, submit a letter from the S.J.R.A. allowing the subdivision’s storm water to drain to Lake Conroe directly, without detention.

As per Item No. 3, the Conroe City Limits boundary must be legible on the vicinity map.

As per Item No. 4, 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. 5, show and label all existing easements.

As per Item No. 6, state whether this property lies in, or out of, the 100-yr floodplain, in the floodplain note and depict the 100-year floodplain boundary with a heavy solid line, labeled as the “100-yr floodplain”.

As per Item No. 7, add a note stating that this property is located within the boundary of Montgomery County M.U.D. 4.

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

As per Item No. 1, the plat survey must comply with Sec. 94-112(a), items 5-7.

As per Item No. 2, the subdivision benchmark must comply with Sec. 94-112(b) or (c).

As per Item No. 3, label the 10-ft utility easement along the western plat boundary as the building line, also.

As per Item No. 4, use standard City of Conroe language for the lien holder’s subordination statement and correct the scrivener’s errors in the lien holder’s notary acknowledgment.

As per Item No. 5, label the 45° transition with a bearing and distance.

As per Item No. 6, correct Note 5 to reflect Item 1 under “Preliminary Plat items” above.

As per Item No. 7, provide official documentation describing the relationship between CCBC April Sound, LP, and Gulf Coast GP, Inc.

As per Item No. 8, ensure the State Highway 105 label is legible.
Mr. Hailey made a motion to defer the final plat of CCBC April Sound, a replat of Lots 13 & 14, April Sound, Section 11, as per staff's recommendation.

Mr. Greer seconded the motion.

The motion carried unanimously.

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

[Signature]
Dr. Bob Rabuck, Chairman

/db