CITY OF CONROE
PLANNING COMMISSION
REGULAR MEETING MINUTES
October 06, 2016

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

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

ABSENT:  Adam France, Development Coordinator
Scott Taylor, P.E., Director of Public Works
Marcus Winberry, City Attorney
Nancy Mikeska, Director of Community Development

A quorum being present, the Regular Meeting was called to order at 9:36 a.m. by the Chairman.

1. APPROVAL OF THE SEPTEMBER 15, 2016, REGULAR MEETING MINUTES

Mr. Hailey made a motion to approve the minutes of September 15, 2016.

Mr. Caywood seconded the motion.

The motion carried unanimously.

2. FINAL PLAT OF CITY PLACE, SECTION 1

The following information is from the memorandum from City Staff:

The proposed 48.315-acre commercial subdivision in the Francis J. Cook Survey, A-118, is located west of IH-45 and north of League Line Road, within the City Limits. 3 restricted reserves in 1 block will be created. Access is provided via the IH-45 southbound access road and League Line Road, along with private streets within the development. A proposed water main will connect to an existing City main, but a proposed sewer main extension along League Line Road is required to serve the proposed development.

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

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

As per Item No. 1, in the future, provide a digital copy of the correct plat boundary as a georeferenced, closed polyline.

As per Item No. 2, label the north boundary of the public street easement as the north boundary of the League Line Right-of-Way and add leaders from the north to the south right-of-way boundary for clarity. For all intents and purposes the street easement is a part of the street right-of-way and is not available for development.

As per Item No. 3, clarify the reserve boundaries with a bolder line, but a line less bold than the plat boundary line.

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

As per Item No. 1, provide an updated addressed plat to match the current plat layout.

As per Item No. 2, add a note to the plat stating: “This property is subject to Drainage Easements as recorded under MCCF#’s 2010096261 & 2011105343”, per the City Planning Letter.

As per Item No. 3, the plat must comply with 94-112(a)(2)).

As per Item No. 4, label the TXDOT benchmark on the plat to be used as the site benchmark as: “Site Benchmark (See Detail, Sheet 2 of 4)”.

As per Item No. 5, label the missing distance at the southeast corner of the plat boundary.

As per Item No. 6, label City Place Blvd. as a “(Private Street)”.

As per Item No. 7, correct the scrivener’s errors in the owner’s dedication and add the language for an individual signing for a corporation to the Notary’s Acknowledgment.

As per Item No. 8, use standard City language for the Surveyor’s Certification.

As per Item No. 9, use standard City language for the Planning Commission Certification.

As per Item No. 10, correct the scrivener’s errors in the Notes, as shown on the redline markups.

As per Item No. 11, remove Note 9.

As per Item No. 12, the as-built drawings must match the recorded plat to obtain initial certification.
Mr. Arnold made a motion to approve the final plat of City Place, Section 1, subject to the satisfactory completion of all items.

Mr. Baughman seconded the motion.

The motion carried unanimously.

3. **FINAL 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. 66 lots and 4 restricted reserves in 1 block will be created. Access to Old Conroe-Magnolia Road will be provided via the existing 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 existing Montgomery County MUD 139 utilities.

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

**PLAT:**

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

As per Item No. 1, label ownership and County Clerk’s recording information for adjacent streets, after recordation.

As per Item No. 2, FYI - Final Plat approval may not be obtained until the streets providing access to Old Conroe-Magnolia have been dedicated by a recorded plat.

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

As per Item No. 1, provide a 16-ft utility easement along both sides of all street rights-of-way and note that Reserve “B” is for utility purposes, also, per the U.C.C.

As per Item No. 2, correct “P.U.E.” in the legend to read “Public Utility Easement”.

As per Item No. 3, FYI- as-builts must match the recorded plat.

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

Mr. Hailey seconded the motion.

The motion carried unanimously.
4. PRELIMINARY PLAT OF TWDC-HHC, SECTION 5

The following information is from the memorandum from City Staff:

The subject 9.33-acre residential subdivision is located in the James Buchanan Survey, A-100, north of FM 830, and west of IH-45, within the City Limits. 18 lots and 2 reserves in 2 blocks will be created. Access to FM 830 will be provided via the proposed Teralyn Woods Parkway and other proposed streets. Proposed streets will be concrete with concrete curbs and gutters and underground storm sewers. Proposed Montgomery County M.U.D. 128 water and sanitary sewer mains will ultimately connect to existing City utilities.

Mr. Matt Tucker, with LJA Engineering, 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, correct the bar/graphic scale to reflect the correct scale of the plat.

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

As per Item No. 3, show and label the 100-yr floodplain as a heavy solid line and note the additional applicable FEMA F.I.R.M. panel number.

As per Item No. 4, label “Block 2” on the plat.

As per Item No. 5, provide complete bearings and distances for all lot lines.

As per Item No. 6, make the monuments for the street centerlines (and all other monuments) legible and provide complete street centerline line and curve data.

As per Item No. 7, per the U.C.C., provide a 16-ft utility easement along both sides of all rights-of-way or a 14-ft utility easement along both sides of the rights-of-way (provided the wet utilities are located within the rights-of-way and the electric service is underground) and show all easements on the plat. Show, and label with Clerk’s recording information on the final plat, all off-site easements required for this subdivision.

As per Item No. 8, provide a bearing and distance for the 45° building line transition.

As per Item No. 9, development within the floodplain must comply with 94-224 and the LOMR must be approved by FEMA prior to final plat approval.

As per Item No. 10, add a note to the plat stating how detention is achieved for this subdivision.
As per Item No. 11, this subdivision must comply with the tree preservation ordinance. If applicable, label all tree/forest preserves as such, exclusive of utility easements and label as preserves with acreage, separate from reserves, in the title block.

As per Item No. 12, FYI-streets providing access to this subdivision must be recorded prior to final plat approval.

**LAND STUDY:**

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

As per Item No. 1, label all areas located within the 100-year floodplain or floodway on the overall map, per the applicable FEMA F.I.R.M. panel(s).

As per Item No. 2, show the location of the manholes north of the proposed lift station.

As per Item No. 3, 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 TWDC-HHC, Section 5, subject to the satisfactory completion of all items.

Mr. Caywood seconded the motion.

The motion carried unanimously.

**5. PRELIMINARY PLAT OF THE WOODS OF CONROE, SECTION 2**

The following information is from the memorandum from City Staff:

The proposed 14.006-acre residential subdivision in the Mary Corner Survey, A-9, is located west of Sapp Road and south of SH 105, within the City Limits. 68 lots and 7 restricted reserves in 5 blocks will be created. Access to Sapp Road will be provided via proposed streets and existing streets in Section 1. Proposed streets will be concrete curb and gutter with an underground storm sewer system. Proposed water and sanitary sewer systems will connect to proposed Montgomery County M.U.D. No. 142 utilities.

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

**PLAT:**

As per Item No. 1, in the future, submit a completed application with the M.U.D information included.

As per Item No. 2, the minimum allowable text size throughout the plat is 1/10th-inch.
As per Item No. 3, make the City limit boundary bold and easy to distinguish on the Vicinity Map.

As per Item No. 4, show and label 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 or note all required building lines.

As per Item No. 6, areas labeled “landscape reserve” or “greenbelt” must be labeled as “tree preserve” if those areas are to be used for canopy credit to comply with the vegetation ordinance. Label reserve use for utility use, also, per the U.C.C.

As per Item No. 7, provide 16-ft utility easements (14-ft utility easement allowed if all wet utilities are located within a right-of-way) along all street rights-of-way and label reserves for utility purposes also, per the U.C.C.

As per Item No. 8, provide a street name unique to Montgomery County for Pine Grove Road.

As per Item No. 9, FYI-Sidewalks are required along both sides of all collector streets.

**LAND STUDY:**

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

As per Item No. 1, identify the entire area owned or controlled by this developer on the Land Study.

As per Item No. 2, show and label topographic contours.

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

As per Item No. 4, label all land uses, including reserves, with restricted uses.

As per Item No. 5, show and label the proposed M.C.M.U.D. No. 142 utilities that will serve this subdivision.

As per Item No. 6, show and label drainage flow arrows and assure that all water mains are looped. Provide deeded property for the public Lift Station.

As per Item No. 7, provide a legend for shaded areas.

As per Item No. 8, assure that any off-site storm water drainage to/through this site is accounted for in the drainage plan/report.

As per Item No. 9, show and label the access easement which complies with the Fire Code.

Mr. Caywood made a motion to approve the preliminary plat of The Woods of Conroe, Section 2, 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.

[Signature]
Chris Cawywood, Acting Chairman

/db