CITY OF CONROE
PLANNING COMMISSION
REGULAR MEETING MINUTES

October 20, 2016

PRESENT: Steve Hailey, Member
Chris Caywood, Acting Chairman
Chris Baughman, Member
Fred Greer, Member
Mike Stoecker, Member

OTHERS: Sandy Hilderbrand, Development Coordinator
Adam France, Development Coordinator
Chris Bogert, P.E., Engineering Manager
Scott Taylor, P.E., Director of Public Works
Marcus Winberry, City Attorney
Dana Berry, Secretary

ABSENT: Dr. Bob Rabuck, Chairman
Jim Arnold, Vice-Chairman
Nancy Mikeska, Director of Community Development

A quorum being present, the Regular Meeting was called to order at 9:32 a.m. by the Acting Chairman.

1. APPROVAL OF THE OCTOBER 06, 2016, REGULAR MEETING MINUTES

Mr. Greer made a motion to approve the minutes of October 06, 2016.

Mr. Stoecker seconded the motion.

The motion carried unanimously.

2. PUBLIC HEARING ON FINAL PLAT OF AVENUE M RESERVES, BEING A PARTIAL REPLAT OF LOTS 1 & 2 OF THE MIKE HARRIS SUBDIVISION

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.

3. PRELIMINARY PLAT OF LADERA CREEK, SECTION 3

The following information is from the memorandum from City Staff:
The proposed 27.318-acre subdivision in the John Dorsey Survey, A-174 and the A.M. Folk Survey, A-215, is located north of South Loop 336 and east of FM 1314, within the City Limits. 70 lots, 7 reserves and 4 preserves in 3 blocks will be created. Access to South Loop 336 will be provided via the existing and proposed extension of 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 preliminary plat, we recommend approval, subject to the satisfactory completion of the following items:

**PLAT:**

As per Item No. 1, in the future, add the M.U.D. information to the application.

As per Item No. 2, in the future, provide 20-inch x 24-inch plats according to the checklist.

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

As per Item No. 4, add a title to the vicinity map.

As per Item No. 5, provide a scaled bearing and distance from a corner of the subject tract to a corner of the original (patent) survey and tie two corners of the subject tract to two corners of the parent tract, with bearings and distances, or note existing corners as “parent tract corners”, if applicable.

As per Item No. 6, show and label the creek centerline, label (“unnamed tributary”) and show and label the east high bank.

As per Item No. 7, show and label the 100-year floodplain boundary as a heavy solid line and add a leader to the label.

As per Item No. 8, provide a minimum 20-ft wide access easement through Reserve ‘E’ and ‘H’, from the right-of-way, to access Reserve ‘H’ and Reserve ‘F’.

As per Item No. 9, add “R.O.W.” to the Green Ash Court “(VARIES)” label and label the perpendicular/radial dimensions from angle points to adjacent lot lines on all streets.

As per Item No. 10, show and label an easement connecting the sanitary sewer from the street right-of-way to the trunk line along the creek and connecting the storm sewer from the street right-of-way to the outfall at the creek. Show and label a drainage easement with a variable width, with the east easement boundary lying 20-ft beyond the east high bank of the creek, along the creek, per agreement with the City Council.

As per Item No. 11, add a note to the plat stating how detention is achieved for this section. Any off-site drainage easement or detention pond must be approved, recorded and a copy provided with the final plat submittal, along with the approved plans.

As per Item No. 12, make building line line types consistent.
As per Item No. 13, remove Note 11.

As per Item No. 14, sidewalks and streetlights are required for this subdivision.

As per Item No. 15, reserves must be addressed.

**LAND STUDY:**

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

As per Item No. 1, the minimum allowable text size throughout the Land Study is 1/10th-inch.

As per Item No. 2, show the existing water main that the proposed main will connect to and show and label all utilities in the previously submitted sections. Loop all water mains and show drainage flow arrows.

As per Item No. 3, provide a recorded access easement and construct an all-weather road, from the north plat boundary to Avenue M, to comply with the City amendments to the I.F.C. regarding fire department access.

As per Item No. 4, add language to the off-site waterline easement document that the easement shall be released without further action upon recordation of the future street right-of-way.

As per Item No. 5, 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 final plat of Ladera Creek, Section 3, subject to the satisfactory completion of all items.

Mr. Greer seconded the motion.

The motion carried unanimously.

4. **FINAL PLAT OF DEMONTROND CONROE, BEING A PARTIAL REPLAT OF BLOCK 14, M.H. GOSSETT SUBDIVISION**

The following information is from the memorandum from City Staff:

The proposed 1.9975-acre commercial subdivision in the John Bricker Survey, A-71, is located west of IH-45 and south of Ark Drive, within the City Limits. 1 restricted reserve in 1 block will be created. The proposed subdivision has direct access to Ark Drive and Humble Tank Farm Road. An approximately 258-foot long and 71.75-foot wide strip (0.4241-acres) of the constructed Ark Drive is being dedicated as right-of-way. Proposed water and sanitary sewer taps will connect to existing City utilities.
After reviewing the final plat, we recommend approval.

Mr. Baughman made a motion to approve the final plat of Demontrond Conroe, being a partial replat of Block 14, M.H. Gossett Subdivision.

Mr. Stoecker seconded the motion.

The motion carried unanimously.

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

__________________________
Dr. Bob Rabuck, Chairman

/db