CITY OF CONROE
PLANNING COMMISSION
REGULAR MEETING MINUTES
December 01, 2016

PRESENT:    Dr. Bob Rabuck, Chairman
            Jim Arnold, Vice-Chairman
            Steve Hailey, Member
            Chris Caywood, 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:     Chris Baughman, Member
            Nancy Mikeska, Director of Community Development

A quorum being present, the Regular Meeting was called to order at 10:00 a.m. by the Chairman.

1. APPROVAL OF THE NOVEMBER 17, 2016, REGULAR MEETING MINUTES

Mr. Arnold made a motion to approve the minutes of November 17, 2016.

Mr. Stoecker seconded the motion.

The motion carried unanimously.

2. PUBLIC HEARING FOR WOODHAVEN FOREST SECTION 3, REPLAT NO. 1, A REPLAT OF WOODHAVEN FOREST SECTION 3 (FAST TRACK REPLAT)

The Chairman closed the regular meeting at 10:01 a.m. and opened the public hearing.

There were no comments made.

The Chairman closed the public hearing at 10:02 a.m. and re-opened the regular meeting.
3. **PRELIMINARY PLAT OF CORONA TRACT SECTION 1**

The following information is from the memorandum from City Staff:

The proposed 1.559-acre residential subdivision in the Lemuel Smith Survey, A-526 is located east of SH 75 (North Frazier Street) and south of SH 105, within the City Limits. 1 lot in 1 block will be created. This subdivision has direct access to Hicks Street. No new streets will be created. Water and sanitary sewer taps are connected 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, show all property to be subdivided within the subdivision boundary.

As per Item No. 2, label the recording information and width for the Hicks Street right-of-way.

As per Item No. 3, explicitly note whether this property lies in or out of the 100-yr floodplain.

As per Item No. 4, show and label the applicable screening buffer and provide the standard maintenance note for a residential subdivision located within the City Limits. Screening is required where a residential subdivision is platted adjacent to an existing commercial use.

As per Item No. 5, show the common boundary line for the Hicks Street right-of-way and G. C. & S. F. right-of-way.

Mr. Caywood made a motion to approve the preliminary plat of Corona Section 1, subject to the satisfactory completion of all items.

Mr. Stoecker seconded the motion.

The motion carried unanimously.

4. **PRELIMINARY PLAT OF GRAND CENTRAL PARKWAY EXTENSION STREET DEDICATION**

The following information is from the memorandum from City Staff:

The subject 3.859-acre street dedication in the Ransom House Survey, A-245, is located south of South Loop 336 and west of IH-45, within the City Limits. Access to the IH-45 will be provided via the existing Grand Central Parkway. The proposed street will be concrete with 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 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\(^{\text{th}}\) inch throughout the plat.

As per Item No. 2, correct the name of the plat throughout.

As per Item No. 3, correct the City Limits on the vicinity map.

As per Item No. 4, tie a second corner of the subject tract to a second corner of the parent tract, with a bearing and distance. (Label parent tract corners as such.)

As per Item No. 5, provide recording information for the existing Grand Central Parkway.

As per Item No. 6, provide complete street centerline data.

As per Item No. 7, provide a 16-ft utility easement along both sides of all rights-of-way when the adjacent properties are platted, per the U.C.C.

As per Item No. 8, make all angle points and monuments legible and clean up overlapping text.

**LAND STUDY:**

As per Item No. 1, provide topographic contours at two-foot intervals or less.

As per Item No. 2, label all proposed rights-of-way, pavement, and easement widths.

As per Item No. 3, label the proposed section numbers.

Mr. Greer made a motion to approve the preliminary plat of Grand Central Parkway Extension Street Dedication, subject to the satisfactory completion of all items.

Mr. Hailey seconded the motion.

The motion carried unanimously.

5. **PRELIMINARY PLAT OF GRAND CENTRAL PARK SECTION 7, A UNIT DEVELOPMENT**

The following information is from the memorandum from City Staff:

The subject 7.622-acre residential unit development in the Ransom House Survey, A-245, is located south of South Loop 336 and west of IH-45, within the City Limits. 21 lots and 3 reserves in 1 block will be created. Access to the South Loop will be provided via the proposed Grand Central Parkway Extension and existing streets. Proposed streets will be concrete with
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 preliminary plat, we recommend approval, subject to the satisfactory completion of the following items:

**PLAT:**

As per Item No. 1, correct the City Limits on the vicinity map.

As per Item No. 2, tie a second corner of the subject tract to a second corner of the parent tract, with a bearing and distance. (Label parent tract corners as such.)

As per Item No. 3, provide complete bearings and dimensions for all lot lines.

As per Item No. 4, label the building setback lines diagram as such, show the zero lot line on the building setback line diagram, and provide a letter requesting the building lines.

As per Item No. 5, provide complete street centerline data.

As per Item No. 6, 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 utility easements on the face of the plat, per the U.C.C.

As per Item No. 7, note how detention is achieved for this subdivision, or why it is not required.

As per Item No. 8, make all text, angle points, and monuments legible.

As per Item No. 9, streets providing access to this subdivision must be recorded prior to final plat approval.

**LAND STUDY:**

As per Item No. 1, provide topographic contours at two-foot intervals or less.

As per Item No. 2, label all proposed right-of-way, pavement, and easement widths.

As per Item No. 3, label the proposed section numbers.

Mr. Arnold made a motion to approve the preliminary plat of Grand Central Park Section 7, a Unit Development, subject to the satisfactory completion of all items.

Mr. Caywood seconded the motion.

The motion carried unanimously.
6. PRELIMINARY PLAT OF GRAND CENTRAL PARK SECTION 8, A UNIT DEVELOPMENT

The following information is from the memorandum from City Staff:

The subject 13.165-acre residential unit development in the Ransom House Survey, A-245, is located south of South Loop 336 and west of IH-45, within the City Limits. 38 lots and 4 reserves in 1 block will be created. Access to the South Loop will be provided via the proposed Grand Central Parkway Extension and existing streets. Proposed streets will be concrete with 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 preliminary plat, we recommend approval, subject to the satisfactory completion of the following items:

**PLAT:**

As per Item No. 1, correct the City Limits on the vicinity map.

As per Item No. 2, tie a second corner of the subject tract to a second corner of the parent tract, with a bearing and distance. (Label parent tract corners as such.)

As per Item No. 3, clarify the ownership and recording information for the property adjacent to the northwestern most subdivision boundary.

As per Item No. 4, provide a letter requesting the proposed building setback lines.

As per Item No. 5, provide dimensions from all angle points and points of curve to adjacent lot lines.

As per Item No. 6, 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 utility easements on the face of the plat, per the U.C.C.

As per Item No. 7, note how detention is achieved for this subdivision, or why it is not required.

As per Item No. 8, make all angle points and monuments legible and clean up overlapping text.

As per Item No. 9, streets providing access to this subdivision must be recorded prior to final plat approval.

**LAND STUDY:**

As per Item No. 1, provide topographic contours at two-foot intervals or less.
As per Item No. 2, label all proposed right-of-way, pavement, and easement widths.

As per Item No. 3, label the proposed section numbers.

Mr. Stoecker made a motion to approve the preliminary plat of Grand Central Park Section 8, a Unit Development, subject to the satisfactory completion of all items.

Mr. Greer seconded the motion.

The motion carried unanimously.

7. PRELIMINARY PLAT OF RESERVES AT STILLWATER CREEK DRIVE

The following information is from the memorandum from City Staff:

The proposed 6.4195-acre commercial subdivision in the Henry Applewhite Survey, A-50, is located south of FM 1488 and west of IH-45, within the City Limits. 2 reserves in 1 block will be created. The proposed subdivision has direct access to Stillwater Creek Drive, Prosper Road, Bennet Lane and no new streets are proposed. Utility services will be connected to Montgomery County MUD 138 utilities.

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

PLAT:

As per Item No. 1, ensure the minimum text of 1/10th-inch is used throughout the plat.

As per Item No. 2, add “Commercial” before “Subdivision” in the title block.

As per Item No. 3, label bearings and distances for the entire plat boundary.

As per Item No. 4, label bearings and distances for all reserve boundaries.

As per Item No. 5, label the utility easement interior boundary as a building line also, where the easement width is more restrictive than the building setback width.

As per Item No. 6, a 25-ft front building line adjacent to the street right-of-way is required.

As per Item No. 7, provide a 16-ft utility easement along both sides of all street rights-of-way, including along the future right-of-way across Lots 1, 2 & 3 of future Section 4, per the U.C.C. Provide a recorded offsite sanitary sewer easement for the required public extension.

As per Item No. 8, make the boundary separating the reserves bolder than shown, but not as bold as the plat boundary.

As per Item No. 9, do not use screening or grayscale.
Mr. Caywood made a motion to approve the preliminary plat of Reserves at Stillwater Creek Drive, subject to the satisfactory completion of all items.

Mr. Hailey seconded the motion.

The motion carried unanimously.

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

[Signature]

Dr. Bob Rabuck, Chairman

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