CITY OF CONROE
PLANNING COMMISSION
REGULAR MEETING MINUTES

April 06, 2017

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

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

1. APPROVAL OF THE MARCH 16, 2017, REGULAR MEETING MINUTES

Mr. Caywood made a motion to approve the minutes of March 16, 2017.

Mr. Greer seconded the motion.

The motion carried unanimously.

2. PUBLIC HEARING FOR FINAL PLAT OF TEAS RIDGE BUSINESS PARK, BEING A REPLAT OF RESTRICTED RESERVE “B”, BLOCK 1, OF VALERO STORE NO. 1485 SUBDIVISION, AND INCLUDING PREVIOUSLY UN-PLATTED ACREAGE (FAST-TRACK REPLAT)

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. **FINAL PLAT OF TEAS RIDGE BUSINESS PARK, BEING A REPLAT OF RESTRICTED RESERVE "B", BLOCK 1, OF VALERO STORE NO. 1485 SUBDIVISION, AND INCLUDING UN-PLATTED ACREAGE (FAST-TRACK REPLAT)**

The following information is from the memorandum from City Staff:

The proposed 18.8532-acre commercial subdivision in the PJ Willis Survey, A-610, is located west of North Frazier and south of FM 3083, within the City Limits. Seven restricted reserves and three tree preserves in one block will be created. The proposed reserves have direct access to North Frazier Street, FM 3083, or internal cross-access easements. No new streets are proposed. Water and sanitary sewer services will be connected to existing City utilities.

Mr. Mike Glezman, with Glezman Surveying, and Mr. Jeffrey Moon, with Jeffrey Moon and Associates, 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 plat survey must comply with (94-112(a)(3)).

As per Item No. 2, note an NGS monument the subdivision benchmark is referenced to and label the datum for the benchmark used to set the subdivision benchmark.

As per Item No. 3, remove the two 40-ft rights-of-way north of FM 3083 and the corresponding labels, as the rights-of-way were abandoned by Council. The right-of-way is divided in the middle and each abutting property owner is given the half adjacent to his property line upon abandonment by the City; so show the property lines as such. Label the width and recording information for the existing Tree Preservation Zone south of the south right-of-way of FM 3083.

As per Item No. 4, label the block number on the plat map.

As per Item No. 5, label complete bearings and distances for all reserve boundaries.

As per Item No. 6, note the minimum required width of the side building setback lines.

As per Item No. 7, label Restricted Reserve "H", "I" & "J" as "Tree Preserves" ("A, "B" & "C") and separate them from the "Reserves" in the title block. Provide an updated addressed plat with the tree preserves addressed.

As per Item No. 8, Show and label, or note, all existing easements as listed on the City Planning Letter or provide a revised City Planning Letter with the non-applicable items removed. Label the recording information for the agreement regarding the new 30-ft Cross-Access Easement.
As per Item No. 9, add "subdivision" after "Teas Ridge Business Park" in the subdivision name, in the Owner's Certification.

As per Item No. 10, provide the document designating David Antoniono "Attorney-in-Fact" for Angus McFarlane for the lien holder's acknowledgment and subordination statement.

Per the City Attorney, a Power of Attorney document must be provided.

As per Item No. 11, add the language to all Notary Acknowledgments for an individual executing for a business entity.

Per the City Attorney, the current notary acknowledgement is sufficient.

As per Item No. 12, remove Note 16 and correct all scriveners' errors.

Per the City Attorney, note 16 does not have to be removed.

This item was deferred to the end of the meeting.

The meeting was recessed at 9:53 a.m. while staff discussed plat comments. The meeting was reconvened at 10:11 a.m.

The Chairman left the meeting at 10:05 a.m. The Vice-Chairman conducted the remainder of the meeting.

Mr. Stoecker made a motion to approve the final plat of Teas Ridge Business Park, being a replat of restricted Reserve "B", Block 1, of Valero Store No. 1485 Subdivision, and including un-platted acreage (fast-track replat), subject to the satisfactory completion of all items.

Mr. Greer seconded the motion.

The motion carried unanimously.

4. FINAL PLAT OF LADERA CREEK, SECTION 2

The following information is from the memorandum from City Staff:

The proposed 30.303-acre subdivision in the John Dorsey Survey, A-174 and the A. M. Folks Survey, A-215, is located north of South Loop 336 and east of FM 1314, within the City Limits. 74 lots, 6 reserves and 4 tree preserves in 2 blocks will be created. Access to South Loop 336 will be provided via a proposed extension to Ladera Creek Trace. Proposed streets will be concrete curb and gutter with underground storm sewers. Proposed water and sanitary sewer mains will be connected to existing City 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 previous final plat memo and must be satisfactorily addressed:

As per Item No. 1, label the recording information for the original Gulf States Utility Company easement that has been amended.

As per Item No. 1, make reserve boundaries easily legible ("G" and "K") and label complete bearings and distances for all reserve boundaries.

Mr. Caywood made a motion to approve the final plat of Ladera Creek, Section 2, subject to the satisfactory completion of all items.

Mr. Stoecker seconded the motion.

The motion carried unanimously.

5. FINAL PLAT OF LA VIE VILLAS, SECTION 2

The following information is from the memorandum from City Staff:

The proposed 4.933-acre residential subdivision in the William Atkins Survey, A-3, is located south of SH 105 and east of Blue Heron Drive, within the Planning Area. 14 lots and 2 reserves in 1 block will be created. Access to Blue Heron Drive will be provided via the existing LaVie Drive. The proposed street will be concrete with curbs and gutters and an underground storm sewer system. Proposed water and sanitary sewer systems will connect to existing Stanley Lake MUD utilities.

Mr. Jeffrey Moon, with Jeffrey Moon and Associates addressed the Commission.

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, note how detention is to be provided for this property, or why it is not required.

As per Item No. 2, correct the first FEMA F.I.R.M. panel number listed in the floodplain note.

As per Item No. 3, provide the required building setback lines for Block 1, Lot 14.

As per Item No. 4, note that reserves are for utility purposes, also, per the U.C.C.
In addition to the items above, the following items must be satisfactorily addressed:

As per Item No. 1, correct the dimensions from points of curve to adjacent lot lines.

As per Item No. 2, show and label, or note the easement recorded under County Clerk’s file number 2002010829, per the City Planning Letter. Show and label the required unobstructed visibility easements, add “U.V.E.” to the legend, and include a note explaining how the easements must be maintained, per the approved variance request from the 9/1/16 Planning Commission Meeting. Show and label all easements per the approved plans and verify if the 30-ft utility easement in Reserve “A” is applicable. If applicable, describe the 30-ft utility easement in Reserve “A” with bearings and distances.

The U.V.E. notation requirement for this item was waived.

As per Item No. 3, use standard County language for the owner’s dedication and notary acknowledgment.

As per Item No. 4, remove extraneous symbols from sheet one and note 14.

As per Item No. 5, a variance has been requested, and is recommended, to provide side lot lines less than 100 feet on Lot 14, Block 1, as the total lot size will be 9,540 square feet, which is greater than the minimum requirement of 5,000 square feet.

As per Item No. 6, FYI- As-builts must match the recorded plat.

Mr. Greer made a motion to grant the requested variance and to approve the final plat of La Vie Villas, Section 2, subject to the satisfactory completion of all items.

Mr. Stoecker seconded the motion.

The motion carried unanimously.

6. FINAL PLAT OF CAYDEN CREEK, SECTION 2

The following information is from the memorandum from City Staff:

The proposed 14.052-acre residential subdivision in the John Bricker Survey, A-71, is located west of IH-45 and north of South Loop 336, within the City Limits. 63 lots and 4 restricted reserves in 3 blocks will be created. Access to Sgt. Ed Holcomb Blvd. will be provided via a proposed extension to the existing Cayden Creek Way. Proposed streets will be concrete with curbs and gutters and an underground storm sewer system. Proposed MUD 132 water and sanitary sewer mains will connect to existing City utilities.

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

As per Item No. 1, label the correct recording information for the off-site 10-ft water line easement adjacent to Colford Way.

As per Item No. 2, FYI- As-builts must match the recorded plat.

Mr. Arnold made a motion to approve the final plat of Cayden Creek, Section 2, subject to the satisfactory completion of all items.

Mr. Caywood seconded the motion.

The motion carried unanimously.

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

Dr. Bob Rabuck, Chairman

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