CITY OF CONROE
PLANNING COMMISSION
REGULAR MEETING MINUTES

May 04, 2017

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

OTHERS:  Adam France, Development Coordinator
Scott Taylor, P.E., Director of Public Works
Marcus Winberry, City Attorney
Dana Berry, Secretary

ABSENT:  Steve Hailey, Member
Chris Bogert, P.E., Engineering Manager
Sandy Hilderbrand, Development Coordinator
Nancy Mikeska, Director of Community Development

A quorum being present, the Regular Meeting was called to order at 9:30 a.m. by the Chairman.

1.  APPROVAL OF THE APRIL 20, 2017, REGULAR MEETING MINUTES

Mr. Stoecker made a motion to approve the minutes of April 20, 2017.

Mr. Greer seconded the motion.

The motion carried unanimously.

2.  FINAL PLAT OF NORTH FRAZIER INDUSTRIAL PARK

The following information is from the memorandum from City Staff:

The proposed 20.49-acre subdivision in in the James Edwards Survey, A-190, is located south of League Line Road and east of IH-45, within the City Limits. The industrial subdivision will consist of 14 restricted reserves in 1 block. Access to North Frazier Street will be provided via the proposed North Frazier Industrial Park Drive. Proposed streets will be concrete curb and gutter with underground storm sewers. Proposed 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:

The following items are from the previous final plat memo and must be addressed:

As per Item No. 1, show the reserve boundary bolder (specifically the common boundary for Reserves “F”, “G” & “H”), but less bold than the plat boundary.

As per Item No. 2, provide a check made to the order of Montgomery County Clerk for plat recording fees.

As per Item No. 3, the survey must comply with 94-112(a)(6)). (Indicate whether labeled distances are “Grid” or “Ground”). Label the monument size and type of material in the legend next to the monument symbol (be consistent with symbols)

As per Item No. 4, the benchmark must comply with 94-112(b). (“The existing benchmark used to set the benchmark shall be noted on the plat, including the elevation and datum.”)

As per Item No. 5, provide a maintenance bond with the developer listed as a “principal”.

As per Item No. 6, the as-built drawings must match the recorded plat.

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

As per Item No. 1, a completely filled-out Final Plat Application is required.

As per Item No. 2, show the missing leaders on the boundary calls.

As per Item No. 3, add the text “100-year” to the 100-yr floodplain label.

As per Item No. 4, label the existing 25-ft G.S.U. easement in Reserve “L” and label it as a building line, also; and remove the building line along the right-of-way in Reserve “N”.

As per Item No. 5, remove the extraneous reserve use table and complete the remaining table, according to the review copy (remove building and phase information).

As per Item No. 6, remove existing easement boundaries from within the new right-of-way.

As per Item No. 7, use standard County language for the Clerk’s Certificate of Filing.

As per Item No. 8, correct scriveners’ errors.

Mr. Arnold made a motion to approve the final plat of North Frazier Industrial Park, subject to the satisfactory completion of all items.

Mr. Caywood seconded the motion.

The motion carried unanimously.
3. **FINAL PLAT OF BLANCA REPLAT NO. 1, A REPLAT OF LOTS 11 & 12, BLOCK 6 OF POINT AQUARIUS, SECTION 2 (FAST-TRACK REPLAT)**

The following information is from the memorandum from City Staff:

The proposed 0.5646-acre subdivision in the Timothy Cude Survey, A-12, is located south of F.M. 1097 and west of Cude Cemetery Road, within the Planning Area. The owner wishes to combine Block 1, Lots 11 & 12, Block 6, of Point Aquarius, Section 2, to create one lot. The proposed lot has direct access to the existing Lyra Drive. No new streets will be constructed. Water and sewer service will be provided by the existing Point Aquarius M.U.D.

After reviewing the final plat, we recommend approval.

Mr. Caywood made a motion to approve the final plat of Blanca Subdivision, a replat of Lots 11 & 12, Block 6 of Point Aquarius, Section 2.

Mr. Stoecker seconded the motion.

The motion carried unanimously.

4. **FINAL PLAT OF WATER CREST ON LAKE CONROE SECTION 3 REPLAT NO. 1, INCLUDING A REPLAT OF RESERVE “A” OF WATER CREST ON LAKE CONROE SECTION 4 REPLAT NO. 1**

The following information is from the memorandum from City Staff:

The proposed 21.211-acre residential subdivision is located in the James Edwards Survey, A-190 south of League Line Road and west of Longmire Road, in the City Limits. 31 lots and 5 restricted reserves in 3 blocks will be created. Access to League Line Road will be provided via existing streets in the Water Crest on Lake Conroe subdivision. No new streets will be created. Water and sanitary sewer services are connected to existing MCMUD 126 utilities.

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

**PLAT:**

The following item is from the preliminary plat memo and must be satisfactorily addressed:

As per Item No. 1, note explicitly whether this property lies in or out of the 100-yr floodplain.

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

As per Item No. 1, provide a revised sheet one of the Subdivision Development Agreement with the dates not filled in and provide a letter from the owners acknowledging the Subdivision Development Agreements and their associated bonds for the property previously
platted under Water Crest on Lake Conroe, Section 3 and Water Crest on Lake Conroe, Section 4, shall also apply to the property platted under Water Crest on Lake Conroe, Section 3 Replat No. 1, including a Replat of Reserve “A”, Water Crest on Lake Conroe, Section 4 Replat No. 1.

As per Item No. 2, completely show the easement recorded under County Clerk’s file number 2015080861 and show and label all easements per the approved plans.

As per Item No. 3, Change the Reserve alphabetical designation ‘E’ to ‘A’ in the “Reason for Replat”.

Mr. Caywood made a motion to approve the final plat of Water Crest on Lake Conroe Section 3 Replat No. 1, including a partial replat of Reserve “A” of Water Crest on Lake Conroe Section 4, Replat No. 1, subject to the satisfactory completion of all items.

Mr. Arnold seconded the motion.

The motion carried unanimously.

5. PRELIMINARY PLAT OF WATER CREST ON LAKE CONROE SECTION 13

The following information is from the memorandum from City Staff:

The proposed 23.2679-acre residential subdivision in the James Edwards Survey, A-190 and the Elijah Collard Survey, A-7, is located west of IH-45 and north of Longmire Way, within the City Limits. 96 lots and 4 restricted reserves in 3 blocks will be created. Access to League Line Road will be provided via the existing streets in Water Crest on Lake Conroe. Proposed streets will be concrete with curbs and gutters and an underground storm sewer system. Proposed water and sanitary sewer systems will connect to 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, provide the name and recording information for the adjacent City of Conroe Fire Station No 7 Minor Plat.

As per Item No. 2, show and label all easements within 200-ft of the subdivision boundary.

As per Item No. 3, note the additional FEMA F.I.R.M. panel number and whether this property lies in or out of the 100-yr floodplain.

As per Item No. 4, provide the applicable screening buffer where proposed residential property abuts existing commercial property.

As per Item No. 5, show the western right-of-way boundary line as a solid line.
As per Item No. 6, FYI- Streets providing access to this subdivision must be recorded prior to final plat approval.

**LAND STUDY:**

As per Item No. 1, show and label all existing utilities the proposed utilities are connecting to.

Mr. Greer made a motion to approve the preliminary plat of Water Crest on Lake Conroe, Section 13, subject to the satisfactory completion of all items.

Mr. Stoecker seconded the motion.

The motion carried unanimously.

6. **PRELIMINARY PLAT OF AA-AFFORDABLE STORAGE CONROE**

The following information is from the memorandum from City Staff:

The proposed 6.586-acre subdivision in in the Mary Cornor Survey, A-9, is located south of SH 105 West and west of Sapp Road, within the City Limits. The commercial subdivision will consist of 1 restricted reserve in 1 block. This subdivision has direct access Sapp Road. No new streets will be created. A proposed water main extension will connect to existing city utilities. Sanitary Sewer service will be provided by an on-site septic system.

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

**PLAT:**

As per Item No. 1, remove the building lines where the tree preservation zones are more restrictive and label the tree preservation zone as the building line, also.

**LAND STUDY:**

As per Item No. 1, show and label all proposed utilities and drainage flow arrows.

As per Item No. 2, it is not clear how detention is to be provided. Show and label proposed detention facilities.

Mr. Arnold made a motion to approve the preliminary plat of AA-Affordable Storage Conroe, subject to the satisfactory completion of all items.

Mr. Stoecker seconded the motion.

The motion carried unanimously.
7. **PRELIMINARY PLAT OF KIDS R KIDS SECTION 1**

The following information is from the memorandum from City Staff:

The proposed 2.74-acre commercial subdivision in the John McDillon Survey, A-347, is located north of SH 105 and west of N Loop 336, within the City Limits. 1 restricted reserve in 1 block will be created. The proposed subdivision has direct access to Highland Hollow Drive and no new streets are proposed. Proposed utility services will be connected to existing City of Conroe 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, verify the required plat boundary is a closed polygon before being submitted. City staff does not have the resources to process incomplete boundary information.

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

As per Item No. 3, label “Conroe”, add a north arrow and do not use screening or grayscale on the Vicinity Map.

As per Item No. 4, remove “to Montgomery County” from the public drainage easement label.

As per Item No. 5, add the block number to the plat map.

As per Item No. 6, label the “Tree Preservation Zone” as such and add to the legend.

As per Item No. 7, remove the building line within the 16-ft utility easement on the southeast boundary.

As per Item No. 8, a street light may be required for this subdivision.

As per Item No. 9, show detention, note how it is achieved or why it is not required.

**LAND STUDY:**

As per Item No. 1, label the scale the Land Study is drawn to.

As per Item No. 2, show, and label, the existing water main the subdivision will connect to.

Mr. Stoecker made a motion to approve the preliminary plat of Kids R Kids Section 1, subject to the satisfactory completion of all items.

Mr. Baughman seconded the motion.
The motion carried unanimously.

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

Dr. Bob Rabuck, Chairman

/db