CITY OF CONROE
PLANNING COMMISSION
REGULAR MEETING MINUTES

December 21, 2017

PRESENT: Chris Baughman, Chairman
Fred Greer, Vice-Chairman
Jim Arnold, Member
Chris Caywood, Member
Steve Hailey, Member
Curt Maddux, Member

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

ABSENT: Dr. Bob Rabuck, Member
Adam France, Development Coordinator
Tommy Woolley, Interim Director of Engineering
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 DECEMBER 07, 2017, REGULAR MEETING MINUTES

Mr. Hailey made a motion to approve the minutes of December 07, 2017.

Mr. Arnold seconded the motion.

The motion carried unanimously.

2. PRELIMINARY PLAT OF BARTON CREEK RANCH, SECTION 2

The following information is from the memorandum from City Staff:

The proposed 27,005-acre residential subdivision in the A.M. Folks Survey, A-215, is located east of IH-45 and north of South Loop 336, within the City Limits. 101 lots and 15 reserves in 6 blocks will be created. Access to South Loop 336 will be provided via the proposed Cathedral Oaks Trail. 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 Conroe Municipal Utility District No. 1 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 and label existing streets providing access to this subdivision on the vicinity map.

As per Item No. 2, provide a scaled bearing and distance from a corner of the subject tract to a corner of the original (patent) survey, stating that it is scaled, and tie two corners of the subject tract to two corners of the parent tract with bearings and distances.

As per Item No. 3, remove all easements from within the rights-of-way.

As per Item No. 4, where an easement is more restrictive than the required building setback line, label the easement as the building setback line, also.

As per Item No. 5, add the use of “utilities” for all reserves, per the U.C.C.

As per Item No. 6, provide dimensions from all angle points and points of curvature to adjacent lot lines.

As per Item No. 7, provide recorded off-site easements with the final plat for all utilities located outside of the plat boundary that are required for this subdivision. Provide 16-ft utility easements along all street rights-of-way, per the U.C.C.

As per Item No. 8, label the radius for all culs-de-sac and “knuckles”.

As per Item No. 9, streets not intersecting at 90°, within an approved 10° variation, must have 30-ft radii at acute corners.

As per Item No. 10, provide recorded temporary turn-around easements with the final plat, where required.

As per Item No. 11, FYI- Sidewalks are required along both sides of all collector streets and streetlights are required for this subdivision.

As per Item No. 12, label or remove all extraneous lines.

**LAND STUDY:**

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

As per Item No. 2, provide recorded off-site easements for all utilities located outside of the plat boundary that are required for this subdivision.
As per Item No. 3, show and label with the size, all existing utilities the proposed utilities will connect to.

As per Item No. 4, show and label proposed drainage flow arrows.

Mr. Hailey made a motion to approve the preliminary plat of Barton Creek Ranch, Section 2, subject to the satisfactory completion of all items.

Mr. Maddux seconded the motion.

The motion carried unanimously.

3. **FINAL PLAT OF LADERA CREEK TRACE STREET DEDICATION**

The following information is from the memorandum from City Staff:

The proposed 1.293-acre street dedication in the Alexander McCowan, A-369 and the A.M. Folks Survey, A-215, is located north of South Loop 336 and east of FM 1314, within the City Limits. This street dedication will extend the existing Ladera Creek Trace right-of-way from Section 3, north and crossing the unnamed tributary, to the Ladera Creek Section 4 dedication of the Ladera Creek Trace right-of-way. The proposed street will be concrete curb and gutter with underground storm sewers. Proposed MCMUD 92 and 148 water and sanitary sewer mains will connect to existing City utilities.

After review of 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, .... add “scaled “ to the patent survey tie label and also label parent tract tie with “scaled”, both if applicable.

As Per Item No. 2, Label the “Unnamed Tributary”. (all sheets)

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

As Per Item No. 1, provide a check in the correct amount for the plat recording fees and an additional check for the additional agreement recording fees.

As Per Item No. 2, the survey must comply with Sec.

As Per Item No. 3, provide a performance bond in the amount stated in the agreement.

As Per Item No. 4, add the “Silverdale Dr.” label to, and clean up, the Vicinity Map.
As Per Item No. 5, show and label all easements listed in the City Planning Letter, or provide a revised Letter with the non-applicable items removed; and label all existing easements adjacent to the proposed subdivision boundary.

As Per Item No. 6, make the subdivision boundaries for Ladera Creek Sections 2 and 3 easily discernible by depicting the boundaries with a medium width, continuous, line type.

As Per Item No. 7, provide a 16-ft Utility Easement along the entire length of the right-of-way, per the UCC.

As Per Item No. 8, use standard City language for the Owner’s Dedication.

As Per Item No. 9, use standard City language for the Planning Commission Certificate of Approval.

As Per Item No. 10, correct all scriveners’ errors.

Mr. Hailey made a motion to approve the final plat of Ladera Creek Trace Street Dedication, subject to the satisfactory completion of all items.

Mr. Greer seconded the motion.

The motion carried unanimously.

4. **FINAL PLAT OF FOSTERS RIDGE, SECTION 12**

   This item was withdrawn prior to the meeting.

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

Fred Greer, Vice-Chairman

/db