CITY OF CONROE
PLANNING COMMISSION
REGULAR MEETING MINUTES

June 20, 2019

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

OTHERS:  Sandy Hilderbrand, Development Coordinator
          Dana Berry, Development Coordinator
          Chris Bogert, P.E., City Engineer
          Tommy Woolley, Director of Capital Projects/Transportation
          Stacy Kelemen, Secretary

ABSENT:  Marcus Winberry, City Attorney

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

1.  APPROVAL OF THE JUNE 06, 2019, REGULAR MEETING MINUTES

Mr. Greer made a motion to approve the minutes of June 06, 2019.

Mr. Maddux seconded the motion.

The motion carried unanimously.

2.  ELECTION OF CHAIRMAN AND VICE-CHAIRMAN BY COMMISION MEMBERS

Mr. Caywood made a motion to re-elect Mr. Baughman as Planning Commission Chairman.

Mr. Maddux seconded the motion.

The motion carried unanimously.

Mr. Hailey made a motion to re-elect Mr. Greer as Planning Commission Vice-Chairman.

Mr. Maddux seconded the motion.

The motion carried unanimously.
3. **PUBLIC HEARING FOR FRAZIER COMMERCE PARK, A PARTIAL REPLAT OF BLOCK 3, MASTERSON IRRIGATION COMPANY SUBDIVISION**

   The Chairman closed the regular meeting at 9:31 a.m. and opened the public hearing.

   There were no comments made.

   The Chairman closed the public hearing at 9:32 a.m. and re-opened the regular meeting.

4. **FINAL PLAT OF FRAZIER COMMERCE PARK, BEING A PARTIAL REPLAT OF BLOCK 3, MASTERSON IRRIGATION COMPANY SUBDIVISION**

   The following information is from the memorandum from City Staff:

   The proposed 40.866-acre commercial subdivision in the P.J. Willis Survey, A-610, is located east of IH-45 and south of North FM 3083. Six restricted reserves in one block will be created. Access to North Frazier will be provided via the proposed private Frazier Commerce Drive which is concrete with curbs and gutters and an underground storm sewer system. Water and sanitary sewer services 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 preliminary plat memo and must be addressed:

   As per Item No. 1, .....label dimensions from all angle points to an adjacent side lot line; and show and label a perpendicular tie, described by bearing and distance, to the centerline of North Frazier Street.

   As per Item No. 2, as-built plans must match the approved plat to obtain Initial Certification.

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

   As per Item No. 1, provide a revised MCECD911 addressed plat which matches the final plat layout.

   As per Item No. 2, the plat must comply with 94-112(a) (2, 5, 6, 7).

   As per Item No. 3, add "6" to the benchmark note, the name of the subdivision must be stamped on the 3" brass disk on the benchmark.

   As per Item No. 4, provide a first page of the Agreement with the date left blank, add the text for an individual signing for a business entity in the notary's acknowledgment for the owner's signature in the Agreement and leave a blank for the plat recording information in the second paragraph on the first page of the Maintenance Bond, per standard City language.
As per Item No. 5, add the subdivision name to the Vicinity Map.

As per Item No. 6, show and label ties describe by bearings and distances from two corners of the plat boundary to two parent tract corners.

As per Item No. 7, label North Frazier as “Texas” Highway 75, not “U.S.” and label its recording information.

As per Item No. 8, change the floodplain note to reflect the 1% chance flood information and specifically reference the 100-year floodplain. Remove the reference to the 0.2% annual chance floodplain.

As per Item No. 9, remove the area of Reserve “C” shown within the private street. Add a Reserve “F” on the south side of the private street, add its information to the Reserve Table and correct the number of reserves and blocks on the map and in the title block.

As per Item No. 10, label the bearings and distance for the southern Landscape and Tree Preservation Easement within the detention area and label all existing and proposed easements to be privately maintained as “Private”, add “Easement” to the Tree Preservation buffer labels.

As per Item No. 11, show and label the layout (centerline) of the private street and define the private street with bolder lines.

As per Item No. 12, correct owner’s dedication language as shown on review copy and provide official documentation describing the business relationship between Frazier 40 Project, LLC and Spicewood Projects, LLC.

As per Item No. 13, use standard City language for the lien holder’s acknowledgment and use language in the notary’s acknowledgment for an individual signing for a business entity.

As per Item No. 14, correct scriveners’ errors.

Mr. Greer made a motion to approve the final plat of Frazier Commerce Park, being a partial replat of Block 3, Masterson Irrigation Company Subdivision, subject to the satisfactory completion of all items.

Mr. Caywood seconded the motion.

The motion carried unanimously.

5. **PRELIMINARY PLAT OF GRAND CENTRAL PARK SECTION 13**

The following information is from the memorandum from City Staff:

The subject 3.813-acre residential subdivision in the Ransom House Survey, A-245, is located south of South Loop 336 and west of IH-45, within the City Limits. 11 lots and 4 reserves in 1 block will be created. Access to the South Loop will be provided via the existing and proposed
Town Park Drive and proposed 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.

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

**PLAT:**

As per Item No. 1, Town Park Drive Phase 2 Street Dedication must be recorded prior to final plat approval.

As per Item No. 2, correct the floodplain note to reflect conditions in this subdivision.

As per Item No. 3, a variance has been requested to allow a unit development housing form, Lots 8 and 9, to be included in a standard single-family residential subdivision, but is not recommended, Section 94-256(d) of the ordinance specifically requires all unit development housing forms to be included in a separate and defined section of the development.

**LAND STUDY:**

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

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

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

As per Item No. 3, label proposed land uses, including areas dedicated to public or commercial use.

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

Dr. Rabuck made a motion to deny the variance and to approve the preliminary plat of Grand Central Park, Section 13, subject to the satisfactory completion of all items.

Mr. Hailey seconded the motion.

The motion carried unanimously.

6. **PRELIMINARY PLAT OF GRAND CENTRAL PARK TWILIGHT PARK & MYSTIC POND**

The following information is from the memorandum from City Staff:
The subject 7.750-acre residential subdivision in the Ransom House Survey, A-245, is located south of South Loop 336 and west of IH-45, within the City Limits. 2 restricted reserves in 2 blocks will be created. Access to the South Loop will be provided via Grand Central Parkway and proposed streets. Proposed 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, add “A Commercial Subdivision” to the title block.

As per Item No. 2, show and label ties described by a bearing and distance from two corners of the plat boundary to two corners of the parent tract or label the parent tract corners as such.

As per Item No. 3, show and label all existing easements within 200-ft. of the plat boundary.

As per Item No. 4, label ownership and recording information for all adjacent properties.

As per Item No. 5, correct the floodplain note to reflect conditions in this subdivision.

As per Item No. 6, label reserves as “Restricted”.

As per Item No. 7, show and label all easements as shown on the land study, or as required to develop this section, on the plat.

As per Item No. 8, show and label the rear building line. Where an easement width is more restrictive than the minimum allowable building line width, label the easement boundary as the building line, also.

As per Item No. 9, show and label a 1-foot screening buffer where proposed commercial properties abut existing residential properties.

**LAND STUDY:**

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

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

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

As per Item No. 3, show proposed drainage flow arrows.

As per Item No. 4, label all recorded section numbers and street names.

As per Item No. 5, change all 10-inch sanitary sewers to a 12-inch size, per City standards and move the water loops in the culs-de-sac to outside the bulb of the culs-de-sac.
As per Item No. 6, assure that any off-site storm water drainage to/through this site is accounted for in the drainage plan/report.

Mr. Caywood made a motion to approve the preliminary plat of Grand Central Park Twilight Park & Mystic Pond, subject to the satisfactory completion of all items.

Mr. Maddux seconded the motion.

The motion carried unanimously.

7. PRELIMINARY PLAT OF GRAND CENTRAL PARK-LAKEHOUSE AMENITY CENTER

The following information is from the memorandum from City Staff:

The subject 8.690-acre residential subdivision in the Joseph House Survey, A-250, is located south of South Loop 336 and west of IH-45, within the City Limits. 1 reserve in 1 block will be created. Access to the South Loop will be provided via the proposed Town Park Drive extension and proposed 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.

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

PLAT:

As per Item No. 1, town Park Drive Phase 2 Street Dedication must be recorded prior to final plat approval.

As per Item No. 2, the lift station in Grand Central Park Sec. 13 must be constructed and functioning prior to initial certification for the Lakehouse Amenity Center.

As per Item No. 3, tie two corners of the subject tract to two corners of the parent tract with bearings and distances, and label as “SCALED”, unless surveyed, or label the parent tract corners as such.

As per Item No. 4, show and label the location and boundary of areas within the subdivision which are located within the 100-year floodplain.

As per Item No. 5, remove Note 11 from the plat.

As per Item No. 6, correct scrivener’s errors.

LAND STUDY:

In addition to the items above, the following must be satisfactorily addressed:
As per Item No. 1, the minimum allowable text size is 1/10th-inch.

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

As per Item No. 3, label the 100-year floodplain as scaled from the official Flood Insurance Rate Map. The land study must match the plat.

As per Item No. 4, assure that any off-site storm water drainage to/through this site is accounted for in the drainage plan/report.

Mr. Maddux made a motion to approve the preliminary plat of Grand Central Park-Lakehouse Amenity Center, subject to the satisfactory completion of all items.

Mr. Caywood seconded the motion.

The motion carried unanimously.

8. PRELIMINARY PLAT OF THE WOODLANDS HILLS TERALYN WOODS PARKWAY PHASE 3 AND EAST TERALYN WAY DRIVE STREET DEDICATION

The following information is from the memorandum from City Staff:

The subject 4.210-acre street dedication in the James Buchanan Survey, A-100, is located north of FM 830 and west of IH-45. No lots or reserves will be created. The proposed street will be concrete with concrete curbs and gutters with underground storm sewers and/or roadside drainage ditches. Proposed M.U.D. 128-A 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, change the name of the proposed “East Teralyn” street to “WAY” or “DRIVE”, but not both, spell out “EAST”, correct also on the Vicinity Map, and label “PHASE 3” on Teralyn Woods Parkway, all, throughout the plat.

As per Item No. 2, add "PLAIN" to the floodplain note.

As per Item No. 3, provide a 16-ft utility easement adjacent to both sides of the right-of-way, or a 14-ft utility easement, provided all wet utilities are located within the rights-of-way, per the U.C.C.

As per Item No. 4, provide a temporary turn-around easement at the termination of the north end of the pavement, with language in the easement document stating: “the temporary easement shall be released without further action upon extension of the street as dedicated by a recorded plat.”

As per Item No. 5, all existing easements located within a proposed right-of-way must be abandoned by City Council prior to final plat approval.
As per Item No. 6, remove Note 2.

LAND STUDY:

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

As per Item No. 1, show street names for previously recorded sections on the overall Land Study. If this item is not corrected/shown on future Land Studies, the plat submittal package will be rejected and returned without review.

As per Item No. 2, label all proposed reserves as shown on the plat.

As per Item No. 3, show and label all easements as required to develop this section.

As per Item No. 4, it is not clear how the sanitary sewer crossing Old Montgomery is to be treated. If sanitary sewers are served by a Lift Station, the Lift Station must be constructed prior to receiving Initial Certification for the section.

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. Caywood made a motion to approve the preliminary plat of The Woodlands Hills Teraly Woods Parkway Phase 3 and East Teraly Way Drive, subject to the satisfactory completion of all items.

Mr. Hailey seconded the motion.

The motion carried unanimously.

9. PRELIMINARY PLAT OF THE WOODLANDS HILLS SEC 9

The following information is from the memorandum from City Staff:

The subject 14.382-acre residential subdivision in the James Buchanan Survey, A-100, is located north of FM 830 and west of IH-45. 65 lots and 4 reserves in 1 block will be created. Proposed streets will be concrete with concrete curbs and gutters and underground storm sewers. Proposed M.U.D. 128-A 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, the adjacent North Teraly Hills Drive extension plat must be approved prior to Section 9 approval.

As per Item No. 2, add a note to the plat stating: “No structure shall be constructed within any reserve.” or show and label, or note, all required building setback lines within reserves.
As per Item No. 3, show and label easements as shown, or required to develop this section, by the land study utility layouts (Reserve “D”).

**LAND STUDY:**

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

As per Item No. 1, show street names for previously recorded sections on the overall Land Study. If this item is not corrected/shown on future Land Studies, the plat submittal package will be rejected and returned without review.

As per Item No. 2, label all proposed reserves as shown on the plat.

As per Item No. 3, show and label all easements as required to develop this section.

As per Item No. 4, if sanitary sewers are served by a Lift Station, the Lift Station must be constructed prior to receiving initial Certification for the section.

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. Arnold made a motion to approve the preliminary plat of The Woodlands Hills Sec 9, subject to the satisfactory completion of all items.

Mr. Greer seconded the motion.

The motion carried unanimously.

10. **PRELIMINARY PLAT OF THE WOODLANDS HILLS SEC 11**

The following information is from the memorandum from City Staff:

The subject 21.223-acre residential subdivision in the James Buchanan Survey, A-100, is located north of FM 830 and west of IH-45. 72 lots and 5 reserves in 3 blocks will be created. Proposed streets will be concrete with concrete curbs and gutters and underground storm sewers. Proposed M.U.D. 128-A 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, Old Montgomery Road must be improved according to the Thoroughfare Plan and label Old Montgomery Road and recording information on the plat.

As per Item No. 2, add “PLAIN” in the floodplain note.
As per Item No. 3, add a note to the plat stating: "No structure shall be constructed within any reserve." or show and label, or note, all required building setback lines within reserves.

As per Item No. 4, show and label, or note, all easements needed to develop this section, as required by the Land Study.

As per Item No. 5, show and label building line setback transitions with a bearing and distance on the lot with the lesser width, where the building setback width changes from one lot to the next.

As per Item No. 6, remove "WAY" or "DRIVE" from the street named "E. Teralyn".

As per Item No. 7, where streets do not intersect at a 90 degree angle, the acute angle corner must have a 30-ft radius right-of-way cutback.

**LAND STUDY:**

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

As per Item No. 1, show street names for previously recorded sections on the overall Land Study. If this item is not corrected/shown on future Land Studies, the plat submittal package will be rejected and returned without review.

As per Item No. 2, label all proposed reserves as shown on the plat.

As per Item No. 3, show and label all easements as required to develop this section.

As per Item No. 4, it is not clear how the sanitary sewer crossing Old Montgomery is to be treated. If sanitary sewers are served by a Lift Station, the Lift Station must be constructed prior to receiving Initial Certification for the section.

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. Maddux made a motion to approve the preliminary plat of The Woodland Hills Sec 11, subject to the satisfactory completion of all items.

Mr. Caywood seconded the motion.

The motion carried unanimously.

11. **FINAL PLAT OF WEDGEWOOD FOREST SEC 2 PARTIAL REPLAT NO 1, BEING A REPLAT OF RESTRICTED RESERVE "F" OF WEDGEWOOD FOREST SEC 2**

The following information is from the memorandum from City Staff:
The subject 6.085-acre commercial subdivision in the P. H. Herndon Survey, A-256, is located northwest of FM 3083 and north of SH 105, within the City Limits. One reserve in one block will be created. Access to SH 105 will be provided via existing streets in the subdivision. No new streets will be constructed. Proposed water and sanitary sewer services 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, provide a check in the correct amount for recording fees to the Montgomery County Clerk.

As per Item No. 2, label the proposed use of Reserve “A”.

As per Item No. 3, correct all scriveners’ errors.

Mr. Caywood made a motion to approve the final plat of Wedgewood Forest Sec 2 Partial Replat No. 1, being a replat of restricted Reserve “F” of Wedgewood Forest Sec 2, subject to the satisfactory completion of all items.

Mr. Hailey seconded the motion.

The motion carried unanimously.

12. **FINAL PLAT OF HIDDEN CREEK PRESERVE SECTION ONE**

The following information is from the memorandum from City Staff:

The proposed 45.934-acre residential subdivision in the Joshua G. Smith Survey, A-539, is located east of FM 1314 and north of Avenue M, within the City Limits. 104 lots, 4 reserves and 3 tree preserves in 3 blocks will be created. Access to Avenue M will be provided via the proposed Cedar Way Drive. The secondary access will be provided by the extension of South Magnolia Drive. Proposed streets will be concrete with curbs and gutters and an underground storm sewer system. Proposed M.U.D. No. 92 water and sanitary sewer systems 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 preliminary plat memo and must be addressed:

As per Item No. 1, label “CONROE” on the vicinity map.
As per Item No. 2, ... tie two corners of the subject tract to two corners of the parent tract with bearings and distances, or label the parent tract corners as such.

As per Item No. 3, ... label perpendicular dimensions from all angle points and points of curve to adjacent lot lines. Describe the perpendicular or radial tie from the street centerline at the end of Cedar Way Drive to the street centerline of Avenue M, with a bearing and distance.

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

As per Item No. 1, FY1-Final plat approval and Initial Certification shall be granted concurrently after all requirements have been met for each.

As per Item No. 2, provide a revised MCECD911 addressed plat with the “Hidden Cedar Court” street name labeled.

As per Item No. 3, the plat survey must comply with 94-112(a)(2, 6, 7).

As per Item No. 4, the benchmark must comply with 94-112(b).

As per Item No. 5, the Subdivision Development Agreement and Maintenance Bond and approved cost estimate amounts must match.

As per Item No. 6, show and label, or note, easements and encumbrances listed on the City Planning Letter, or provide a revised Letter with non-applicable items removed.

As per Item No. 7, make the 100-yr floodplain boundary a continuously bolder, solid line weight, but of a thinner line weight than the plat and reserve/preserve boundaries.

As per Item No. 8, correct the name of Hidden Cedar Court at the cul-de-sac.

As per Item No. 9, show and label proposed easements required to develop this subdivision as shown on the record drawings.

As per Item No. 10, use standard City language for the Owner’s Certification and Dedication and use the standard language for an individual signing for a business in the Notary’s Acknowledgment.

As per Item No. 11, use standard City language for the Lien Holder’s Acknowledgments, list all applicable lien document recording information according to those listed in the City Planning Letter and use the standard language for an individual signing for a business in the Notary’s Acknowledgments.

As per Item No. 12, use standard County language for the Certificate of Filing by the County Clerk.

As per Item No. 13, As-Built drawings must match the recorded plat.
As per Item No. 14, correct scrivener’s errors; do not use grayscale or shading.

Mr. Greer made a motion to approve the final plat of Hidden Creek Preserve Section One, subject to the satisfactory completion of all items.

Mr. Arnold seconded the motion.

The motion carried unanimously.

13. PRELIMINARY PLAT OF MADISON BEND RECREATION CENTER, BEING A REPLAT OF LOTS 20-23, BLOCK 10 OF MADDISON BEND SECTION 1

The following information is from the memorandum from City Staff:

The subject 0.4652-acre commercial subdivision in the James Edwards Survey-190 is located west of IH-45 and north of N FM 3083 W, within the City Limits. A restricted reserve in 1 block will be created. Access to Teas Nursery Road will be provided via the proposed Everett Pass and the proposed Silver Mist Drive will connect to the proposed Laurel Ridge Section 3 subdivision. Proposed streets will be concrete with curbs and gutters and an underground storm sewer system. The proposed MCMUD 132 water and sanitary sewer systems will be 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, label the streets that will provide access to the proposed subdivision on the vicinity map.

As per Item No. 2, label the bearing and distance from the subject tract to the original patent survey as “scaled”.

As per Item No. 3, label ownership information for adjoining land.

As per Item No. 4, use the maintenance covenant for a commercial subdivision.

As per Item No. 5, correct scrivener’s errors.

LAND STUDY:

As per Item No. 1, the minimum allowable text size is 1/10th throughout the land study.

As per Item No. 2, label the pavement and right-of-way widths for all proposed streets and show and label all easements, onsite and offsite, required for the development of this property.

As per Item No. 3, label the 100-year floodplain boundaries.
As per Item No. 4, clean-up extraneous lines.

Dr. Rabuck made a motion to approve the preliminary plat of Madison Bend Recreation Center, being a replat of Lots 20-23, Block 10, of Madison Bend Section 1, subject to the satisfactory completion of all items.

Mr. Arnold seconded the motion.

The motion carried unanimously.

14. PRELIMINARY PLAT OF STILLWATER SECTION 6

The following information is from the memorandum from City Staff:

The proposed 16.6607-acre subdivision is located in the Henry Applewhite Survey, A-50, south of FM 1488 and west of IH-45, in the City Limits. 74 lots and 2 restricted reserves in 3 blocks will be created. Access to Koenig Road will be provided via the existing streets within Stillwater. Proposed streets will be concrete curb and gutter with underground storm sewers. Water and sanitary sewer services will be connected to proposed 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, label complete dimensions for all side lot lines.

As per Item No. 2, change the name of Woodland Forest Court to a name unique to Montgomery County.

As per Item No. 3, provide a 50-ft radius temporary turn-around easement at the termination of Woodland Pine Drive, with language on the plat stating: “The temporary easement shall be released without further action upon extension of the street as dedicated by a recorded plat.”

As per Item No. 4, provide site distance calculations for the intersection of Woodland Pine Ct. and Woodland Prairie Ct. to assure that “C20” and “C21” provide adequate visibility at the intersection.

LAND STUDY:

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

As per Item No. 2, label the layout and width for proposed streets.

As per Item No. 3, assure that any off-site storm water drainage to/through this site is accounted for in the drainage plan/report.
Mr. Arnold made a motion to approve the preliminary plat of Stillwater, Section 6, subject to the satisfactory completion of all items.

Mr. Maddux seconded the motion.

The motion carried unanimously.

15. PRELIMINARY PLAT OF CEDAR CREEK SUBDIVISION SECTION FOUR

The following information is from the memorandum from City Staff:

The subject 3.931-acre residential subdivision is located in the John Dorsey Survey, A-174 and the John C. Wahrenberger Survey, A-818, north of South Loop 336 and west of FM 1314. 25 lots and 3 reserves in 2 blocks will be created. Access is provided to South 7th St. via the existing Cedar Creek Drive and to Foster Drive via Cedar Crossing Drive. Streets will be concrete, with concrete curbs and gutters, with an underground storm sewer system. Water and sanitary sewer systems will connect to existing City utilities.

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

PLAT:

As per Item No. 1, provide a copy of the page (pages) only of the Restrictive Covenants showing that the lot owners are responsible for the fees for the maintenance of the detention pond and that the HOA/POA has the authority to file a lien against the property for non-payment. (Do not submit the entire restrictions document, provide only the pertinent pages.)

As per Item No. 2, change the title to “Cedar Creek Subdivision Section Four”, as it is not a replat.

As per Item No. 3, correct the subdivision polygon and subdivision name in the Vicinity Map.

As per Item No. 4, correct the subdivision boundary….remove the platted street from the acreage and show and label a scaled bearing and distance from a corner of the plat boundary to a corner of the original (patent) survey and label adjacent surveys and abstracts.

As per Item No. 5, correct the floodplain note to reflect conditions in this subdivision and show and label the 100-yr floodplain boundary, if applicable.

As per Item No. 6, add “utilities” to the reserve use for Reserves “B” & “C”.

As per Item No. 7, the portions of existing easements located within the right-of-way must be abandoned by City Council prior to final plat approval and provide a 16-ft utility easement along Foster Drive, per the UCC.
As per Item No. 8, a variance has been requested to allow less than the minimum allowable depth according to Section 94-252(a)(3), for Lot 1 (6,572 sf), Block 1 and Lots 4 (4,453 sf) and 5 (4,4774 sf), Block 2, and is recommended, due to each requested lot area containing more than the 4,400 square foot minimum, the limited acreage elevated out of the floodplain and to maximize the number of lots in the Habitat for Humanity subdivision.

As per Item No. 9, screening and a minimum 1-ft buffer is required along the rear of the lots abutting the school property.

As per Item No. 10, sight distance calculations are required for the reverse curve showing the street design is safe.

As per Item No. 11, remove Note 11.

LAND STUDY:

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

As per Item No. 1, verify and label, if applicable, the 100-year floodplain.

As per Item No. 2, label the size of existing utilities to be connected to.

As per Item No. 3, this subdivision must comply with Chapter 102- Vegetation Ordinance.

Mr. Arnold made a motion to approve the variance and to approve the preliminary plat of Cedar Creek Subdivision, Section 4, subject to the satisfactory completion of all items.

Mr. Greer seconded the motion.

The motion carried unanimously.

16. PRELIMINARY PLAT OF WATERMARK AT GRAND CENTRAL PARK

The following information is from the memorandum from City Staff:

The subject 12.148-acre commercial subdivision in the Ransom House Survey, A-245, is located south of South Loop 336 and west of IH-45. One restricted reserve in one block will be created. Access to South Loop 336 will be provided via the proposed Town Park Drive extension and existing streets. No new streets are proposed. Proposed water and sanitary sewer services 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, remove contours and elevations from the plat.
As per Item No. 2, the minimum allowable text size is 1/10th-inch throughout the plat.

As per Item No. 3, list the correct property owner on the plat.

As per Item No. 4, show and label the proposed Town Park Drive Phase 2, remove the Boy Scout camp roads and label the subdivision name on the Vicinity Map.

As per Item No. 5, show and label a scaled bearing and distance from a corner of the plat boundary to a corner of the original (patent) survey and tie two corners of the plat boundary to two parent tract corners with bearings and distances.

As per Item No. 6, an approved LOMR-F is required prior to final plat approval, to remove areas from within the 100-year floodplain, state specifically if this property is located in or out of the 100-year floodplain, label the effective date of the FEMA F.I.R.M. panel referenced, label the applicable LOMR case number and provide a hard copy of the approved LOMR with the Final Plat submittal package.

As per Item No. 7, label the existing 16-ft utility easement along Grand Central Parkway as a Building line also and correct the building lines at the southwest corner of the subdivision.

As per Item No. 8, label the reserve as "Restricted" and the use as "Commercial".

As per Item No. 9, show and label a 16-ft utility easement along the proposed Town Park Drive Phase 2, per the UCC.

As per Item No. 10, correct scrivener’s errors and remove extraneous lines.

**LAND STUDY:**

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

As per Item No. 1, the minimum allowable text size is 1/10th-inch. In the future a Land Study with tiny text will be rejected and returned without review.

As per Item No. 2, provide contours and elevations at two-foot intervals or less, taken from City GIS, quad maps or surveyed contours.

As per Item No. 3, show drainage arrows indicating proposed drainage flow.

As per Item No. 4, show or note how detention is achieved for this subdivision.

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. Caywood made a motion to approve the preliminary plat of Watermark at Grand Central Park, subject to the satisfactory completion of all items.

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

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

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Chris Baughman, Chairman

/sk