CITY OF CONROE
PLANNING COMMISSION
REGULAR MEETING MINUTES

February 06, 2020

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

OTHERS:   Sandy Hilderbrand, Development Coordinator
          Dana Berry, Development Coordinator
          Chris Bogert, P.E., City Engineer
          Stacy Kelemen, Secretary

ABSENT:   Curt Maddux, Member
          Marcus Winberry, City Attorney
          Tommy Woolley, Director of Capital Projects/Transportation

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

1. APPROVAL OF THE JANUARY 16, 2020, REGULAR MEETING MINUTES

Mr. Arnold made a motion to approve the minutes of January 16, 2020.

Mr. Greer seconded the motion.

The motion carried unanimously.

2. FINAL PLAT OF GRAND CENTRAL PARK TWILIGHT PARK & MYSTIC POND

The subject 7.570-acre commercial subdivision in the Ransom House Survey, A-245, is located south of South Loop 336 and west of IH-45. Two restricted reserves in two blocks will be created. Access to the South Loop will be provided via Grand Village Boulevard and other existing streets. 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 preliminary plat memo and must be satisfactorily addressed:
As per Item No. 1, correct the rear building line on Reserve “B”. Where an easement width is more restrictive than the building line width, label the easement boundary as the building line, also.

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

As per Item No. 1, use standard City language for a commercial subdivision in the Maintenance Covenant.

As per Item No. 2, remove 10-ft building line along the south border of Restricted Reserve “B”.

As per Item No. 3, label all easements or remove if not necessary.

As per Item No. 4, correct the street name “Grand Central Parkway” to “Grand Village Boulevard” throughout the plat.

As per Item No. 5, correct block numbers and reserves to match the cover sheet and 911 address plat.

As per Item No. 6, label the perpendicular distances for the 10-ft utility easement along Twilight Toast Drive that is not parallel to the street.

As per Item No. 7, correct the statement for an individual signing for a business entity in the Notary’s Acknowledgement.

As per Item No. 8, add “G.L.E” to the legend.

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

Mr. Arnold seconded the motion.

The motion carried unanimously.

3. FINAL PLAT OF GRAND CENTRAL PARK SEC 17

The subject 10.486-acre residential subdivision in the Ransom House Survey, A-245, is located south of South Loop 336 and west of IH-45. Forty-three lots and three reserves in two blocks will be created. Access to the South Loop will be provided via Town Park Drive. 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 review of the final plat we recommend approval.

Mr. Caywood made a motion to approve the final plat of Grand Central Park Sec 17.

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

4. PRELIMINARY PLAT OF GRAND CENTRAL PARKWAY PHASE 5 STREET DEDICATION

The subject 5.723-acre street dedication is located in the Joseph House Survey, A-250, south of South Loop 336 and west of IH-45. The proposed street will be concrete with concrete curbs and gutters with 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:

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 100-year floodplain as such.

As per Item No. 3, show and label existing and proposed rights-of-way, pavement and easements required for development of this section, including widths and types.

As per Item No. 4, show and label proposed utilities with pipe sizes.

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.

As per Item No. 6, the Land Study and Plat must match.

Mr. Arnold made a motion to approve the preliminary plat of Grand Central Parkway Phase 5 Street Dedication, subject to the satisfactory completion of all items.

Dr. Rabuck seconded the motion.

The motion carried unanimously.

5. FINAL PLAT OF CANYON CREEK SECTION 4

The subject 13.864-acre residential subdivision in the W.S. Allen Survey, A-2, is located north of North Loop 336 and west of Longmire Road. Fifty-seven lots in three blocks will be created. Access to Longmire Road will be provided via the existing Canyon Lake Creek Drive and Holly Laurel Manor. 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 final plat, we recommend approval, subject to the satisfactory completion of the following items:
PLAT:

As per Item No. 1, the existing portion of the proposed street “Canyon Crown Lane,” named “Court” in Section 3, must be changed by Council Approval prior to plat approval.

As per Item No. 2, the subdivision name on the first page of the Agreement must be corrected (add “Section 4”) and the amount of the Performance Bond and Rider must match the completion cost listed on the Agreement and both principals must sign the Performance Bond, including their printed names and titles.

As per Item No. 3, the Plat must comply with (94-112(a)(5)).

As per Item No. 4, remove building lines from within easements.

As per Item No. 5, show and label proposed easements required to develop this subdivision, according to the approved plans; label rear lot drainage easements as “Private”; and remove proposed drainage easements along the south and west border of the plat, unless required, as they do not appear on the approved plans.

As per Item No. 6, use standard City language for the Owner’s Certification and Dedication and use the standard language for an individual signing for a business entity in the Notary’s Acknowledgment.

As per Item No. 7, use standard City language for the Lien Holder’s Acknowledgment and use the standard language for an individual signing for a business in the Notary’s Acknowledgment.

As per Item No. 8, use standard City language for the Planning Commission Certification.

As per Item No. 9, use standard County language for the Certificate of Filing by the County Clerk.

As per Item No. 10, correct scrivener’s errors.

As per Item No. 11, the as-built drawings must match the recorded plat.

Mr. Hailey made a motion to approve the final plat of Canyon Creek, Section 4, subject to the satisfactory completion of all items.

Dr. Rabuck seconded the motion.

The motion carried unanimously.
6. PRELIMINARY PLAT OF BOIS d'ARC CORNER REPLAT NO. 1, A REPLAT OF UNRESTRICTED RESERVE “A” OF BOIS d’ARC CORNER MINOR PLAT

The proposed 3.523-acre commercial subdivision in the John Corner Survey, A-8, is located north of SH 105 and adjacent to the western right-of-way boundary of Walden Road. Two restricted reserves in one block will be created. The proposed subdivision has direct access to the existing Walden Road and no new streets will be constructed. Proposed water and sanitary sewer services will connect to existing T & W Water Supply 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 a MCECD911 addressed plat.

As per Item No. 2, add a note to the plat stating: “Detention shall be determined at the time of development and the volume shall be calculated using the coefficient required for the parent tract acreage.”

As per Item No. 3, correct the name of the proposed subdivision to read: “BOIS d’ARC CORNER REPLAT NO. 1, A REPLAT OF UNRESTRICTED RESERVE “A” OF BOIS d’ARC CORNER MINOR PLAT,...”.

As per Item No. 4, change the reason for the replat to read: “IS TO DIVIDE UNRESTRICTED RESERVE “A” OF MINOR PLAT OF BOIS d’ARC CORNER TO CREATE 2 COMMERCIAL RESERVES”.

As per Item No. 5, label the distances for all front, rear and side lot or block lines.

As per Item No. 6, label required building setback lines.

As per Item No. 7, provide 16-ft utility easements along Walden Road, per the U.C.C.

As per Item No. 8, street lights along Bois d’Arc Bend Road are required for this subdivision.

As per Item No. 9, correct scriveners’ errors.

LAND STUDY

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

As per Item No. 1, show and label the size and location of all existing sanitary sewer mains, water mains, and underground storm sewer facilities.

As per Item No. 2, show and label the size and location of all proposed sanitary sewer mains, water mains, and underground storm sewer facilities.
As per Item No. 3, detention is required for this subdivision; assure that any off-site storm water drainage to/through this site is accounted for in the drainage plan/report.

Mr. Greer made a motion to approve the preliminary plat of Boise d’Arc Corner Replat No. 1, a replat of unrestricted Reserve “A” of Boise d’Arc Corner Minor Plat, subject to the satisfactory completion of all items.

Mr. Arnold seconded the motion.

The motion carried unanimously.

7. CONSENT AGENDA: REJECTED ENGINEERING PLANS

    Approval of rejected Engineering plans

Mr. Caywood made a motion to approve the Consent Agenda Item.

Mr. Greer second the motion.

Motion carried unanimously.

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

Chris Baughman, Chairman

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