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

1. APPROVAL OF THE DECEMBER 18, 2014, REGULAR MEETING MINUTES

Mr. Arnold made a motion to approve the minutes of December 18, 2014.

Mr. Madeley seconded the motion.

The motion carried unanimously.

2. PRELIMINARY PLAT OF LAUREL RIDGE AT GRAYSTONE, SECTION 1

The following information is from the memorandum from City Staff:

The proposed 23.08-acre subdivision in the John McDillon Survey, A-347, is located northwest of Carter Moore Drive and east of IH-45, within the City Limits. 65 lots and 3 reserves in 5 blocks will be created. Access to Carter Moore Drive will be provided via the proposed Graystone Manor Drive. 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.

Mr. Stan Winter, with Jones and Carter, addressed the Commission.

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, a pre-development meeting is required prior to a preliminary plat submittal.

As per Item No. 2, the minimum allowable text size is 1/10\textsuperscript{th} inch throughout the plat.

As per Item No. 3, correct the number of lots in the title block, throughout the plat.

As per Item No. 4, show the current city limits on the vicinity map.

As per Item No. 5, tie two corners of the subject tract to two corners of the parent tract, with bearings and distances.

As per Item No. 6, provide ownership and recording information for the property adjacent to the northern plat boundary.

As per Item No. 7, use the applicable 2014 FEMA F.I.R.M. panel information for the floodplain information and note. The scaled 100-year floodplain boundary does not appear to match the current F.I.R.M. panel. Show the 100-year floodplain boundary as a heavy solid line.

As per Item No. 8, correct the lot numbers, throughout the plat.

As per Item No. 9, provide complete bearings and distances for all lot and block lines.

As per Item No. 10, where easements are more restrictive than the building line width, remove the building line and label, and label the easement boundary as a building line, also. Building lines must be continuous, not overlapping.

As per Item No. 11, provide complete street centerline data, name all streets terminating in a cul-de-sac with “court”, as in “Buck Hollow Court”, and change “Mountain Laurel Drive” to a street name unique to Montgomery County.

As per Item No. 12, the minimum allowable radius for reverse curves is 300-ft, provided minimum sight distance requirements are met.

As per Item No. 13, this subdivision is subject to the Carter Moore Scenic Corridor development regulations.

As per Item No. 14, describe all 45° building line transitions with a labeled bearing and distance.

As per Item No. 15, please be advised that when the number of lots on a single entrance street exceeds 74, a second fire access will be required.
LAND STUDY:

As per Item No. 1, show and label all proposed easements and label the rights-of-way and pavement widths.

As per Item No. 2, the subdivision must comply with the City amendments to the IFC. Sec. 30-62, regarding fire department access.

As per Item No. 3, this subdivision must comply with the Vegetation Ordinance. In the future, please submit a Tree Preservation Plan, prepared by an urban forest professional registered with the City of Conroe, in accordance with Chapter 102, with the Land Study.

Mr. Caywood made a motion to approve the preliminary plat of Laurel Ridge at Graystone, Section 1, subject to the satisfactory completion of all items.

Mr. Greer seconded the motion.

The motion carried unanimously.

3. PRELIMINARY PLAT OF WOODHAVEN FOREST, SECTION 3

The following information is from the memorandum from City Staff:

The proposed 28.037-acre subdivision in the Kenneth Hyman Survey, A-249, is located south of Loop 336 and west of Sgt. Ed Holcomb Blvd., within the City Limits. 62 lots and 2 reserves in 2 blocks will be created. Access to Sgt. Ed Holcomb is provided via the existing Riverway Drive. 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.

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

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

PLAT:

As per Item No. 1, correct the total acreage in reserves in the title block, throughout the plat.

As per Item No. 2, remove the non-existent streets east of Sgt. Ed Holcomb Blvd. and their respective labels from the Vicinity Map.

As per Item No. 3, label the recording information for the adjacent Woodhaven Section 2, after its recordation.

As per Item No. 4, the scaled floodway and 100-year floodplain boundary do not appear to match the current F.I.R.M. panel. Depict the 100-year floodplain boundary with a heavy solid line.
As per Item No. 5, provide complete bearings and distances for all block and lot lines.

As per Item No. 6, provide easements for proposed utilities crossing private property, for utilities shown (or needed) on the Land Study. Provide a 16-ft utility easement along Riverway Drive, in Reserve “B”, per the U.C.C.

As per Item No. 7, development within the floodplain must comply with (94-224).

As per Item No. 8, screening, and an entity to provide for its maintenance, must be provided where residential property abuts commercial property. Show and label the proposed screening buffer.

As per Item No. 9, FYI-The final plat may not be approved until the CLOMR is approved.

LAND STUDY:

As per Item No. 1, provide a land study showing all property owned by the owner and show future sections.

As per Item No. 2, label the widths of all proposed rights-of-way.

As per Item No. 3, it is not clear how the storm water is routed to/through the detention pond for this section. Storm water must be routed to/through the detention pond.

As per Item No. 4, this subdivision must comply with the Vegetation Ordinance. In the future, please submit a Tree Preservation Plan, prepared by an urban forest professional registered with the City of Conroe, in accordance with Chapter 102, with the Land Study.

Mr. Madeley made a motion to approve the preliminary plat of Woodhaven Forest, Section 3, subject to the satisfactory completion of all items.

Mr. Arnold seconded the motion.

The motion carried unanimously.

4. **PRELIMINARY PLAT OF LA VIE VILLAS, SECTION 2**

The following information is from the memorandum from City Staff:

The proposed 4.78-acre unit development in the William Atkins Survey, A-3, is located east of FM 2854 and south of SH 105, within the Planning Area. 26 lots and 2 reserves in 1 block will be created. Access to Blue Heron Drive is provided via the existing and proposed extensions of La Vie Drive. The proposed street will be concrete curb and gutter with underground storm sewers. Proposed water and sanitary sewer mains will be connected to existing Stanley Lake MUD utilities.

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

As per Item No. 1, a pre-development meeting is required prior to a preliminary plat submittal (unless waived).

As per Item No. 2, provide a letter from the S.J.R.A. allowing storm water to drain directly to Lake Conroe.

As per Item No. 3, the minimum allowable text size is 1/10th inch, throughout the plat.

As per Item No. 4, add the text “A Unit Development” to the title block.

As per Item No. 5, correct the street name in the note stating the mileage along SH 105 from Blue Heron Dr. east, in the Vicinity Map.

As per Item No. 6, tie at least two corners of the plat boundary to two corners of the parent tract, with bearings and distances.

As per Item No. 7, according to the 2014 FEMA F.I.R.M. panel for this property, it lies within the 100-yr floodplain and FEMA approval is required to fill. Use the 2014 FEMA F.I.R.M. panel information for the floodplain note and location of the 100-yr floodplain boundary, and depict the 100-yr boundary with a heavy solid line, if applicable.

As per Item No. 8, if development is constructed within the 100-yr floodplain, it must conform to (94-224).

As per Item No. 9, show and label the 25-ft front building line and rear 15-ft building line for Lot 26. Show and label building lines in all reserves, or add a note stating that no enclosed structures shall be constructed within any reserve.

As per Item No. 10, provide a 16-ft utility easement along Block 1, Lot 26, and note that reserves may be used for utility purposes, also, per the U.C.C.

As per Item No. 11, label LaVie Drive: La Vie Drive (Private) (50’ P.A.E. & P.U.E.) and remove the text “right-of-way”.

As per Item No. 12, side lot lines should be as perpendicular or radial to the right-of-way as possible.

As per Item No. 13, add a compensating open space calculation table to the plat.

As per Item No. 14, within a unit development, the Planning Commission shall consider and establish setback lines appropriate to the nature of the development. The developer has requested 25-ft wide front building lines, 15-ft rear building lines. One side lot line for unit developments is a zero lot line, but it is not clear what width of the other side lot building lines are desired. Staff recommends approving the setbacks that have been requested as shown. The developer needs to request the remaining side lot setback he would like to use.

As per Item No. 15, provide a bearing and distance for all 45° building line transitions.
As per Item No. 16, label the cul-de-sac radius.

As per Item No. 17, the minimum allowable radius for reverse curves is 300-ft provided minimum sight distance requirements are met.

As per Item No. 18, clean up all overlapping text, remove extraneous text, and correct scrivener’s errors throughout the plat.

**LAND STUDY:**

As per Item No. 1, provide a land study showing all property owned by the owner.

As per Item No. 2, label the street pavement width.

As per Item No. 3, label open spaces.

Mr. Stoecker made a motion to approve the preliminary plat of La Vie Villas, 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.

Foster Madeley, Vice-Chairman

/db