CITY OF CONROE
PLANNING COMMISSION
REGULAR MEETING MINUTES

February 19, 2015

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

OTHERS: Adam France, Development Coordinator
Sandy Hilderbrand, Development Coordinator
Marcus Winberry, City Attorney
Dana Berry, Secretary
Tommy Woolley, Assistant Director, Projects/Transportation

ABSENT: Mike Stoecker, Member
Scott Taylor, P.E., Executive Director of Infrastructure Services

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

1. APPROVAL OF THE FEBRUARY 05, 2015, REGULAR MEETING MINUTES

Mr. Caywood made a motion to approve the minutes of February 05, 2015.

Mr. Greer seconded the motion.

The motion carried unanimously.

2. FINAL PLAT OF FOREST CREST PARKWAY STREET DEDICATION PLAT

The following information is from the memorandum from City Staff:

The proposed 2.045-acre street in the James Edwards Survey, A-190, is located west of IH-45 and south of League Line Road, within the City Limits. Access to League Line Road will be provided via the existing Crest Royale Parkway. The proposed street will be concrete with curbs and gutters and an underground storm sewer system. Proposed water mains will connect to MUD 126 utilities.

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

As per Item No. 1, correct the subdivision name to match the plat throughout the Subdivision Development Agreement and Subdivision Performance Bond.

As per Item No. 2, show the current City Limits on the Vicinity Map.

As per Item No. 3, provide a scaled bearing and distance from a corner of the subject tract to a corner of the original (patent) survey.

As per Item No. 4, correct the subdivision name in the owner’s certification.

As per Item No. 5, as-built drawings must match the recorded plat.

Mr. Madeley made a motion to approve the final plat of Forest Crest Parkway Street Dedication Plat, subject to satisfactory completion of all items.

Mr. Greer seconded the motion.

The motion carried unanimously.

3. FINAL PLAT OF MONTGOMERY PLAZA REPLAT NO. 1, A PARTIAL REPLAT OF RESERVES "A", "C", "D", AND "E", BLOCK 1, MONTGOMERY PARK SUBDIVISION

The following information is from the memorandum from City Staff:

The proposed 37.56-acre commercial subdivision is located in the W. S. Allen Survey, A-2, is located and west of IH-45 and north of North Loop 336, within the City Limits. 2 commercial reserves in 1 block will be created. Both reserves have direct access to existing streets and no new streets will be created. Water and sanitary sewer services will connect to relocated City of Conroe utilities.

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

PLAT:

As per Item No. 1, change the title of the plat to “Replat No. 2”, as this replat is apparently a replat of a replat of Reserve "D" of the Montgomery Park Subdivision, recorded in Cabinet E, 125-B, MRMC. The replat title and recording information must be added to the title block.

As per Item No. 2, the plat survey must comply with Sec. 94-112(a), items 1-7.

As per Item No. 3, provide a subdivision benchmark as required.
As per Item No. 4, the acreage labeled on the plat does not match the acreage in the title commitment. Provide an updated or additional title report for the complete acreage within the replatted subdivision.

As per Item No. 5, correct the bar scale.

As per Item No. 6, make the boundary line heavier than the reserve boundary. Verify the boundary distances as some do not appear to be to scale.

As per Item No. 7, show and label or note all easements listed in the title commitment, or provide an updated title commitment with any non-applicable easements removed. Correct all existing easement recording information for easements shown on the plat, including adding the recording information for the replat of Reserve “D”.

As per Item No. 8, remove the overlapping areas for all overlapping building lines and remove building lines from within easements.

As per Item No. 9, label the restricted use for each reserve on the plat map.

As per Item No. 10, provide official documentation explaining the relationship between American National Insurance Company, Conroe-Westview Development, L.P. and Moretco, Inc.

As per Item No. 11, update the dates throughout the plat.

As per Item No. 12, as-built drawings must match the recorded plat.

Mr. Arnold made a motion to approve the final plat of Montgomery Plaza Replat No.1, a partial replat of Reserves “A”, “C”, “D” and “E”, Block 1, Montgomery Park Subdivision, subject to the satisfactory completion of all items.

Mr. Caywood seconded the motion.

The motion carried unanimously.

4. PRELIMINARY PLAT OF CISD SCHOOL AVENUE STREET DEDICATION PLAT

The following information is from the memorandum from City Staff:

The proposed 6.418-acre street right-of-way in the John Toops Survey, A-563, is located east of FM 3083 N and west of N Loop 336 E, within the City Limits. The street has direct access to, and connects, FM 3083 N to N Loop 336 E. The street is concrete with curbs and gutters and an underground storm sewer system. No sewer was constructed within the street right-of-way and the water main extension connects to existing City utilities, but will not connect to the water main along N Loop 336 E until the proposed High School is constructed.

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, incomplete submittals will be rejected and returned without review.

As per Item No. 2, in the future, use the current checklists.

As per Item No. 3, label “Conroe” on, and remove “Cut ‘n Shoot” information from, the Vicinity Map.

As per Item No. 4, provide perpendicular dimensions from the street centerline to the adjacent right-of-way.

As per Item No. 5, street lights and sidewalks are required for this street.

As per Item No. 6, FYI-Subdivisions, other than streets, 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 CISD School Avenue Street Dedication Plat, subject to the satisfactory completion of all items.

Mr. Arnold seconded the motion.

The motion carried unanimously.

5. VARIANCE REQUEST FOR BDBF BUSINESS PARK

The following information is from the memorandum from City Staff:

The proposed 12.918 acre commercial subdivision in the Robert Kuykendall Survey, A-301, is located at the southwest corner of the intersection of Avenue M with FM 3083, within the City Limits. 4 restricted reserves in 1 block will be created. Proposed reserves will have direct access to either FM 3083 and/or Avenue M. No new streets will be created. Proposed water services will connect to existing City utilities and a proposed sewer main on Avenue M will be constructed to serve the new subdivision.

Attached is a letter from the developer requesting a variance to waive the required sidewalks along the Avenue M frontage.

Avenue M is on the thoroughfare plan as a collector street and requires widening in the future. To aid in this endeavor, the developer has agreed to dedicate a 5-ft strip along Avenue M for future street right-of-way. Staff recommends granting the variance as requested, because a sidewalk constructed now will be destroyed during the street widening construction.

Mr. Greer made a motion to grant the variance request for BDBF Business Park.
Mr. Haily seconded the motion.

The motion carried unanimously.

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

[Signature]

Dr. Bob Rabuck, Chairman

/db