CITY OF CONROE
PLANNING COMMISSION
REGULAR MEETING MINUTES

April 16, 2015

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

OTHERS:  Adam France, Development Coordinator
Sandy Hilderbrand, Development Coordinator
Thomas E. Woolley, Jr., Assistant Director – Projects/Transportation
Marcus Winberry, City Attorney
Dana Berry, Secretary

ABSENT:  Mike Stoecker, Member
Foster Madeley, Vice-Chairman
Scott Taylor, P.E., Executive Director of Infrastructure Services

A quorum being present, the Regular Meeting was called to order at 9:33 a.m. by the Chairman.

1.  APPROVAL OF THE APRIL 02, 2015, REGULAR MEETING MINUTES

Mr. Arnold made a motion to approve the minutes of April 02, 2015.

Mr. Caywood seconded the motion.

The motion carried unanimously.

2.  PUBLIC HEARING ON GENTRY REPLAT NO. 2, A REPLAT OF BLOCK 10, LOTS 7 & 8, OF POINT AQUARIUS, SECTION 1

The Chairman closed the regular meeting at 9:34 a.m. and opened the public hearing.

There were no comments made.

The Chairman closed the public hearing at 9:35 a.m. and re-opened the regular meeting.

3.  FINAL PLAT OF GENTRY REPLAT NO. 2, A REPLAT OF BLOCK 10, LOTS 7 & 8, OF POINT AQUARIUS, SECTION 1

The following information is from the memorandum from City Staff:

The proposed 0.102-acre subdivision is located south of F.M. 1097 and west of Cude Cemetery Road in the Timothy Cude Survey, A-12, within the Planning Area. The owner wishes to join
Lots 7 & 8, of Block 10, of Point Aquarius, Section 1, to create a single-family residential lot. The proposed lot has direct access to the existing Altair Court. No new streets will be constructed. Water and sewer service will be provided by the existing Point Aquarius M.U.D.

Mr. Mike Glezman, with Glezman Surveying, addressed the Commission.

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

**PLAT:**

As per Item No. 1, comply with (94-112)(a)(2)) language.

As per Item No. 2, use standard County language for the Owner’s Dedication and Notary’s Acknowledgment.

As per Item No. 3, use standard County language for the Surveyor’s Certification.

As per Item No. 4, a variance has been requested, and is recommended, to waive the minimum width, depth and lot size and the requirement for building lines, to maintain uniformity throughout the previously platted subdivision, and as these items are regulated by the existing Point Aquarius subdivision restrictions.

Mr. Caywood made a motion to approve the final plat of Gentry Replat No.2, a replat of Bock 10, Lots 7 & 8, of Point Aquarius, Section 1, subject to the satisfactory completion of all items.

Mr. Hailey seconded the motion.

The motion carried unanimously.

4. **PUBLIC HEARING ON HERITAGE RESERVE, SECTION 1, A REPLAT OF UNRESTRICTED RESERVE “C” OF THE ESTATES OF LONGMIRE ON LAKE CONROE**

The Chairman closed the regular meeting at 9:36 a.m. and opened the public hearing.

There were no comments made.

The Chairman closed the public hearing at 9:37 a.m. and re-opened the regular meeting.

5. **VARIANCE REQUEST FOR BARTON WOODS, SECTION 3**

The following information is from the memorandum from City Staff:

The subject 13.348-acre residential subdivision, in the A.M. Falks Survey, A-215, is located south of the South Loop 336, east of FM 1314 and west of FM 3083, within the City Limits. Access to South Loop 336 will be via the existing Barton Woods Boulevard. 32 lots and 3 restricted reserves in 3 blocks will be created. Streets will be concrete with concrete curbs and
 gutsers, with an underground storm sewer system. Water and sanitary sewer mains will connect to existing Conroe Municipal Utility District No. 1 utilities.

Attached are a letter and exhibits from the Engineer of record, requesting a variance to allow a bike/walking trail, from the existing trail, along the west side of Barton Woods, Section 3, to connect to a proposed trail along the north side of the future section of Barton Woods; and waive the requirement for sidewalks along both sides of the collector street, as required by the Subdivision Ordinance (94-298).

The developer has been planning with Conroe Parks and Recreation Department to connect the park trail system with the subdivision trail, due to the proximity of the subdivision to the park. A section of the trail has been constructed and is currently in use by residences in Section 2. Section 2 has no sidewalks, as the sidewalk ordinance was not enforced at the time of construction.

Staff has reviewed the submitted exhibits and recommends granting the variance as requested for Section 3, provided the Developer submits a specific letter of “no objection” from the pipeline company(ies) affected by constructing the trail within the easement.

Mr. Arnold made a motion to grant the requested variance, subject to the satisfactory completion of all requirements.

Mr. Greer seconded the motion.

The motion carried unanimously.

6. FINAL PLAT OF 1488 CROSSING, SECTION 1, BEING A PARTIAL REPLAT OF LOT 9, R.H. JOHN SUBDIVISION

The following information is from the memorandum from City Staff:

The proposed 4.598-acre commercial subdivision in the Thomas Toby Survey, A-577, is located west of IH-45 and south of FM 1488, within the City Limits. 1 restricted reserve in 1 block will be created. This subdivision has direct access to the IH-45 frontage road via existing driveways. No new streets will be created. Existing water and sewer services are connected 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, correct the stamped disk on the benchmark to match the subdivision name. Label the benchmark on the plat map and refer it to the detail on sheet 1 of 2. Show and label the 16-ft U.E. on the detail.

As per Item No. 2, note the two published NGS monuments the set benchmark is referenced to. 

As per Item No. 3, add the reason for the replat below the title block.
As per Item No. 4, show and label the current City Limits, on the vicinity map.

As per Item No. 5, correct the subdivision name in the owner’s dedication and lien holder’s acknowledgment and add the language for an individual signing for a company in the notary’s acknowledgments.

Mr. Greer made a motion to approve the final plat of 1488 Crossing, Section1, being a partial replat of Lot 9, R.H. John Subdivision, subject to the satisfactory completion of all items.

Mr. Caywood seconded the motion.

The motion carried unanimously.

7. PRELIMINARY PLAT OF THE ESTATES, SECTION 2

The following information is from the memorandum from City Staff:

The proposed 53.132-acre urban estate subdivision in the Neal Martin Survey, A-26, is located west of IH 45 and north of FM 1097, in the Planning Area. 42 lots in 2 blocks will be created. Proposed streets will be asphalt with borrow ditches. Water service will be provided by Enchanted Estates PWS and the lots will have individual aerobic septic systems.

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 approximate distance along FM 1097, from the intersection of Longstreet to IH-45, on the vicinity map.

As per Item No. 2, show and label all existing easements within 200-ft of the plat boundary, and which impact the proposed subdivision. Show and label the creek centerline running through Block 1, Lots 26-28 and show the 15-ft each side of the creek centerline, per the County dedicatory language.

As per Item No. 3, the 100-yr floodplain boundary does not appear to match the F.I.R.M. panel.

As per Item No. 4, label bearings and distances for all lot and block lines.

As per Item No. 5, provide street names unique to Montgomery County and ending in “Court” for culs-de-sac.

As per Item No. 6, urban Estate subdivisions require 30-ft front building setback lines. Add a note to the plat stating: “10-ft side lot building lines are required where driveways are located adjacent to a side lot line.”
As per Item No. 7, show and label all easements on the plat as shown, or needed, on the Land Study.

As per Item No. 8, label the private streets as a “60’ P.A.E & and P.U.E. “, remove “right-of-way” and add P.A.E. and P.U.E., to the legend.

As per Item No. 9, provide a letter from the S.J.R.A. allowing storm water drainage to drain directly to Lake Conroe without detention.

As per Item No. 10, label extraneous lines or remove from plat.

**LAND STUDY:**

As per Item No. 1, show and label areas located within the 100-yr floodplain as scaled from the F.I.R.M. map.

As per Item No. 2, show and label the existing water main, with pipe size, to be connected to.

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

Mr. Arnold made a motion to approve the preliminary plat of The Estates, Section 2, subject to the satisfactory completion of all items.

Mr. Hailey seconded the motion.

The motion carried unanimously.


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, the plat survey must comply with Sec. 94-112(a), items 1-7. Show all boundary monuments.

As per Item No. 2, provide a subdivision benchmark as required.
As per Item No. 3, the minimum allowable text size is 1/10th of an inch throughout the plat.

As per Item No. 4, correct the subdivision name on the vicinity map, on sheet 1.

As per Item No. 5, show and label or note all easements listed in the city planning letter, or provide an updated city planning letter with any non-applicable easements removed.

As per Item No. 6, label the remainder of Montgomery Park Subdivision (Unrestricted Reserve "B").

As per Item No. 7, provide official documentation explaining the relationship between American National Insurance Company, Conroe-Westview Development, L.P. and Moreteco, Inc.

As per Item No. 8, correct the subdivision name in the owner’s dedication. In the notary’s acknowledgments, use the language for an individual signing for a company or an entity.

As per Item No. 9, make the reserve boundary easily discernible with a bolder line, but not as bold as the plat boundary.

As per Item No. 10, as-built drawings must match the recorded plat.

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

Mr. Greer seconded the motion.

The motion carried unanimously.

9. PRELIMINARY PLAT OF WATER CREST ON LAKE CONROE, SECTION 8

The proposed 15.308-acre residential subdivision in the James Edward Survey, A-190, is located south of League Line Rd. and west of IH-45, within the City Limits. 45 lots and 2 reserves in 2 blocks will be created. Access to League Line Rd. will be provided via the existing Crest Royale Parkway. Proposed streets will be concrete curb and gutter with underground storm sewers. Proposed water and sanitary sewer mains will be connected to existing MCMUD 126 utilities.

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, provide a digital copy of the subdivision boundary referenced to state plane coordinates, per the plat administrative checklist.

As per Item No. 2, note whether this property lies within or outside of the 100-yr floodplain.
As per Item No. 3, provide complete bearings and distances for all lot lines.

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

As per Item No. 5, label the missing dimension from the centerline to the adjacent lot line on Wild Coffee Lane.

As per Item No. 6, show and label all proposed easements as shown or needed on the Land Study. Remove the 16-ft utility easement from within the Green Valley Lane right-of-way.

As per Item No. 7, remove notes 8, 10, and 11 from the plat.

**LAND STUDY:**

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

Mr. Arnold made a motion to approve the preliminary plat of Water Crest on Lake Conroe, Section 8, subject to the satisfactory completion of all items.

Mr. Hailey seconded the motion.

The motion carried unanimously.

10. **REQUEST TO SUBDIVIDE BLOCK 1, LOT 20, OF TEASWOOD, SECTION 2, BY METES AND BOUNDS**

The proposed residential subdivision is located in the James Edward Survey, A-190, west of IH-45 and south of League Line Rd., within the City Limits. The owner wishes to subdivide Block 1, Lot 20, of Teaswood, Section 2, to add to the two adjacent lots. The proposed lot has direct access to Enchanted Oaks Lane and no new streets will be constructed. Water and sewer services will connect to existing City water and sanitary sewer mains.

The Subdivision Ordinance (Chapter 94) provides for the Commission to allow this type of division under certain conditions. These conditions will be met by the proposed subdivision, and staff recommends that the Planning Commission allow this subdivision by metes and bounds, as proposed, provided the following conditions are satisfactorily addressed:

As per Item No. 1, in the future, include a digital copy of the boundary with the digital copy of the survey.

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

As per Item No. 3, label the 45° building line transition with a bearing and distance.

As per Item No. 4, remove the references to the original lots.
As per Item No. 5, label Lot 29 with the subdivision name, section and Clerk’s recording information.

As per Item No. 6, show easements as continuing, unless they terminate at the east side of the 2.022 acres.

As per Item No. 7, remove the 80-ft building line from within the 20-ft utility easement.

As per Item No. 8, the U.C.C. accepted the subdivision by metes & bounds.

As per Item No. 9, provide a digital copy of the revised survey and 4 hard copies for review.

As per Item No. 10, provide an original 8 ½-in x 14-in. (legal size) survey and metes and bounds for recording, after all corrections have been addressed, and provide County Clerk’s recording fees for the “Order”.

Mr. Caywood made a motion to approve the request to subdivide Block 1, Lot 20, of Teaswood, Section 2 by metes and bounds, subject to the satisfactory completion of all items.

Mr. Hailey seconded the motion.

The motion carried unanimously.

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

______________________________
Dr. Bob Rabuck, Chairman

/db