CITY OF CONROE
PLANNING COMMISSION
REGULAR MEETING MINUTES

June 04, 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
          Scott Taylor, P.E., Executive Director of Infrastructure Services
          Marcus Winberry, City Attorney
          Dana Berry, Secretary

ABSENT: Mike Stoecker, Member

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

1. APPROVAL OF THE MAY 21, 2015, REGULAR MEETING MINUTES

Mr. Madeley made a motion to approve the minutes of May 21, 2015.

Mr. Caywood seconded the motion.

The motion carried unanimously.

2. ELECTION OF THE CHAIRMAN AND VICE-CHAIRMAN BY COMMISSION MEMBERS

Mr. Caywood made a motion to re-appoint Dr. Rabuck as the Planning Commission Chairman.

Mr. Arnold seconded the motion.

The motion carried unanimously.

Mr. Greer made a motion to re-appoint Mr. Madeley as the Planning Commission Vice-Chairman.

Mr. Hailey seconded the motion.

The motion carried unanimously.
3. PRELIMINARY PLAT WEST LAKE VILLAGE, SECTION 1

The following information is from the memorandum from City Staff:

The proposed 0.990-acre residential subdivision in the William C. Clark Survey, A-6, is located west of IH 45, north of SH 105 and north of S. Diamondhead, within the City Limits. 3 lots in 1 block will be created. The proposed private street will be concrete with curbs and gutters with surface storm drainage. Water and sanitary sewer service will be provided by Montgomery County MUD No. 4.

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

PLAT:

As per Item No.1, clean-up the floodplain note and other notes.

As per Item No.2, remove the portions of the building lines which are located within an easement and show the building lines not overlapping.

As per Item No.3, a proposed residential subdivision lot which is to be located partially within the 100-year floodplain must contain at least 5,000 square feet outside the floodplain or must contain a minimum area of one-half acre.

As per Item No.4, lots backing upon a natural drainage way must have sufficient depth to provide a minimum depth of 70 feet when measured from the front building setback line to the easement line.

As per Item No.5, as per Item No.1, Change the definition of “P.U.E.” to “Public Utility Easement”.

As per Item No.6, a street light is required for this subdivision.

As per Item No.7, provide a letter from the S.J.R.A. allowing surface storm water drainage to drain directly to Lake Conroe without detention.

As per Item No.8, remove Note 12.

As per Item No.9, FYI-This subdivision is subject to the City tree preservation ordinance.

As per Item No.10, FYI-Reserves must be addressed and the address must be off of the street upon which the frontage is the greatest.

As per Item No.11, a variance has been requested to allow a 29-ft wide paved curb and gutter private street to provide access for the 3 proposed lots, rather than the required 29-ft street with a 50-ft right-of-way, as the property has a 30-ft frontage on Tiki Way and cannot meet the minimum right-of-way requirement. Staff recommends granting the requested variance, as the new design meets the Fire Code, as the location of the existing street makes the tract
undevelopable under the ordinance right-of-way requirements and as the street will remain
gated and private to serve only the 3 lots.

LAND STUDY:

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

As per Item No.1, Label Reserve ‘A’.

Mr. Arnold made a motion to grant the requested variance and to approve the preliminary plat of West Lake Village, Section 1, subject to the satisfactory completion of all items.

Mr. Caywood seconded the motion.

The motion carried unanimously.

4. PRELIMINARY PLAT OF STOVALL WEST, SECTION 1, AN URBAN ESTATE SUBDIVISION, BEING A PARTIAL REPLAT OF A RESERVED AREA OUT OF WHITE OAK MANOR...AND INCLUDING PREVIOUSLY UNPLATTED ACREAGE

The following information is from the memorandum from City Staff:

The proposed 5.534-acre subdivision in the James Edwards Survey, A-190, is located south of League Line Road and west of Longmire Rd., within the City Limits. 2 lots in 1 block will be created. The proposed subdivision has direct access to White Oak Way. No new streets will be created. Proposed water services will be connected to existing City utilities and the lots will be served by individual on-site sewer systems.

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 title to read:

Stovall West,
Section 1
An Urban Estate Subdivision
Being a Partial Replat of
a Reserved Area out of
White Oak Manor,
recorded in Cab. A, Sht. 23A, MCMR,
and including previously unplatted acreage
Being also 5.524 acres of land
in the James Edward Survey, A-190,
Montgomery County, Texas

As per Item No. 2, remove the incorrect email address below the owner’s name and address.
As per Item No. 3, show and label or note all required building setback lines. Measure building lines from the owner’s property line.

As per Item No. 4, make the common line between the lots easily discernable (a bolder line).

As per Item No. 5, FYI-A public hearing is required prior to action on the final plat.

As per Item No. 6, a variance has been requested, and is recommended for the reasons presented in the request, to allow less than the required 50-ft street frontage for a lot.

**LAND STUDY:**

As per Item No. 1, Show and label all existing and proposed utilities.

Mr. Greer made a motion to grant the requested variance and to approve the preliminary plat of Stovall West, Section 1, an Urban Estate Subdivision, being a partial replat of a reserved area out of White Oak Manor...and including previously unplatted acreage, subject to the satisfactory completion of all items.

Mr. Hailey seconded the motion.

The motion carried unanimously.

5. **FINAL PLAT OF FOSTERS RIDGE, SECTION 5**

The following information is from the memorandum from City Staff:

The proposed 20.633-acre residential subdivision in the James Hodge Survey, A-19, is located west of Old Conroe-Magnolia Road and north of FM 1488, within the Planning Area. 73 lots and 3 restricted reserves in 4 blocks will be created. Access to Old Conroe-Magnolia Road will be provided via Cathedral Caverns Lane and the streets in other sections. Proposed streets will be concrete with curbs and gutters and an underground storm sewer system. Proposed water and sanitary sewer systems will connect to existing MCMUD 139 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 letter from Montgomery County M.U.D. 139 stating that all utilities will be constructed according to the approved plans.

As per Item No. 2, correct the leader for the benchmark location on the plat map. Label the benchmark note as to Geoid ‘03 or ’09.

As per Item No. 3, correct the scrivener’s errors in the vicinity map, on all sheets.
As per Item No. 4, show and label, or note all easements listed in the City Planning Letter, or provide a new City Planning Letter with the non-applicable easement removed.

As per Item No. 5, add a note to the plat stating that: "No structures shall be constructed within any reserve.” Show and label 45° building setback transitions, described by bearings and distances, where the building setback width changes from one lot to the next.

As per Item No. 6, for streets terminating in a cul-de-sac, the street must be named as a "Court". This requires renaming one portion of “Whitetop Peak Court”.

As per Item No. 7, remove all areas of easements that have been dedicated by separate documents from within the street rights-of-way. Remove the labels and other easements that lie within the 16-ft utility easements, per the U.C.C.

As per Item No. 8, use standard County language for the owner’s dedication.

As per Item No. 9, provide an updated and revised MCECD911 plat with corrections as required by the final plat memo. Reserves must be addressed and the address must be off of the street upon which the frontage is the greatest. (i.e. Reserve ‘A’ will have a Rainier Peak Crossing address, Reserve ‘B’ will have a Denali Wilderness Parkway address and Reserve ‘C’ will have an Whitetop Peak Court (or whatever the court’s name) address.

As per Item No. 10, do not use AutoCAD “screening”. Items that are screened are illegible.

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

Mr. Hailey made a motion to approve the final plat of Fosters Ridge, Section 5, subject to the satisfactory completion of all items.

Mr. Arnold seconded the motion.

The motion carried unanimously.

6. FINAL PLAT OF FOSTERS RIDGE, SECTION 6

The following information is from the memorandum from City Staff:

The proposed 19.278-acre residential subdivision in the James Hodge Survey, A-19, is located west of Old Conroe-Magnolia Road and north of FM 1488, within the Planning Area. 50 lots and 3 restricted reserves in 2 blocks will be created. Access to Old Conroe-Magnolia Road will be provided via existing streets in Section 1 and Fosters Ridge Parkway. Proposed streets will be concrete with curbs and gutters and an underground storm sewer system. Proposed water and sanitary sewer systems will connect to existing MCMUD 139 utilities.

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

The following item is from the preliminary plat memo:

As per Item No. 1, provide a 45° building setback transition between Block 2, Lot 5 and the adjacent building line in Reserve “A” and describe with a bearing and distance.

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

As per Item No. 1, provide a letter from Montgomery County M.U.D. 139 stating that all utilities will be constructed according to the approved plans.

As per Item No. 2, carry state plane coordinates to the fourth decimal place.

As per Item No. 3, label the benchmark note as to Geoid '03 or '09.

As per Item No. 4, show and label, or note all easements listed in the City Planning Letter, or provide a new City Planning Letter with the non-applicable easement removed.

As per Item No. 5, add a note to the plat stating that: “No structures shall be constructed within any reserve.” Show and label 45° building setback transitions, described by bearings and distances, where the building setback width changes from one lot to the next.

As per Item No. 6, use standard County language for the owner’s dedication.

As per Item No. 7, provide an updated and revised MCECD911 plat with corrections as required by the final plat memo. Reserves must be addressed and the address must be off of the street upon which the frontage is the greatest. (i.e. Reserve ‘A’ will have a Routt Forest Trail, Reserve ‘B’ will have a Great Smoky Mountain Lane address and Reserve ‘C’ will have an Old Conroe-Magnolia Road address (it has no frontage on a street being dedicated in Section 6).

As per Item No. 8, do not use AutoCAD “screening”. Items that are screened are illegible.

As per Item No. 9, FYI-As-built drawings must match the recorded plat.

Mr. Madeley made a motion to approve the final plat of Fosters Ridge, Section 6, subject to the satisfactory completion of all items.

Mr. Greer seconded the motion.

The motion carried unanimously.

7. FINAL PLAT OF STILLWATER, SECTION 1, BEING A PARTIAL REPLAT OF LOT 6 OF THE EDWARD HALL TWO SURVEYS

The following information is from the memorandum from City Staff:
The proposed 49.52-acre subdivision in the Henry Applewhite Survey, A-50 and the Thomas Toby Survey, A-576, is located south of FM 1488 and west of IH-45, within the City Limits. 76 lots and 5 reserves in an unclear number of blocks will be created. Access to the proposed Guinn Road and existing Koenig Road will be provided via the proposed Stillwater Creek Drive. 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 final plat, we recommend approval, subject to the satisfactory completion of the following items:

**PLAT:**

The following items are from the preliminary plat memo:

As per Item No. 1, use the current applicable FEMA FIRM panel information for the floodplain note.

As per Item No. 2, the minimum allowable radius for reverse curves is 300-ft. Provide 30-ft radii for acute corners where streets intersect at other than 90°; but not at more than a 10° difference.

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

As per Item No. 1, provide checks for recording fees in the correct amounts. (The Lienholder’s acknowledgements fees are included with the plat fees; the agreement fees are separate.)

As per Item No. 2, label monuments with size, type of material and whether ‘set’ or found’.

As per Item No. 3, label the benchmark note as to Geoid ’03 or ’09.

As per Item No. 4, provide a subdivision development agreement with all appropriate blanks filled in and print the name of the principal signing for the owner on the performance bond.

As per Item No. 5, change the name of the plat to read:

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STILLWATER,
SECTION 1
BEING A PARTIAL REPLAT OF LOT 6
OF THE EDWARD HALL TWO SURVEYS,
ASRecordedin......
ANDALSOBEINGASUBDIVISIONOF......ETC.
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Add the reason for the replat below the title block.

As per Item No. 6, reference two corners of the plat boundary to two corners of the parent tract with bearings and distances, or label found corners as such.
As per Item No. 7, label the existing easement, including Clerk’s recording information, located on the north end of the Guinn/Martin 3.9944 acre property.

As per Item No. 8, clean-up the overlapping building lines in the typical lot detail.

As per Item No. 9, reserves must have a minimum of 50-ft street frontage. Include “utilities” in the list of uses for Reserves “C” & “D”, per the U.C.C.

As per Item No. 10, provide a 16-ft utility easement along both sides of all street rights-of-way, including Stillwater Creek Drive, especially from Koenig to Pintail Lane, note that Reserve “C” & “D” may be used for utility purposes, also, and remove all other easements that lie within the 16-ft utility easements, per the U.C.C. (Note that some of the required 16-ft utility easements will be off-site and must be recorded by a separate document.)

As per Item No. 11, provide documentation describing the relationship of all entities listed in the owner’s certification. Use standard City language for the owner’s certification and correct the owner’s name.

As per Item No. 12, add the language for an individual signing for a bank or entity to the notary’s acknowledgment for the lienholder’s acknowledgment and subordination statement.

As per Item No. 13, provide an updated and revised MCECD911 plat with reserves addressed off of the street upon which the frontage is the greatest. (i.e. Reserves “A” & “B” will have Gadwall Drive addresses, Reserves “C” & “D” will have a Stillwater Creek Drive addresses, and Reserve “E” needs to have access added and be addressed off of the street from which access is provided.)

As per Item No. 14, FYI-As-built drawings must match the recorded plat.

As per Item No. 15, a variance has been requested, and is recommended for the reasons presented in the request, to allow a 20-ft wide front building setback line along all streets, rather than the 25-ft width on streets other than culs-de-sac, as required by the ordinance.

Mr. Hailey made a motion to grant the requested variance and to approve the final plat of Stillwater, Section 1, being a partial replat of Lot 6 of the Edward Hall Two Surveys, subject to the satisfactory completion of all items.

Mr. Arnold seconded the motion.

The motion carried unanimously.

8. **FINAL PLAT OF STILLWATER, SECTION 2**

The following information is from the memorandum from City Staff:

Survey, A-640, is located south of FM 1488 and west of IH-45, within the City Limits. 42 lots and 2 reserves in 1 block will be created. Access to the proposed Guinn Road and the existing Koenig Road will be provided via the proposed Stillwater Creek Drive in Section 1. 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 final plat, we recommend approval, subject to the satisfactory completion of the following items:

**PLAT:**

The following items are from the preliminary plat memo:

As per Item No. 1, show & label existing street names, the proposed streets providing access to this subdivision and show and label the current Conroe City Limits, on the vicinity map.

As per Item No. 2, use the current applicable FEMA FIRM panel information for the floodplain note.

As per Item No. 3, note that reserves may be used for utility purposes also, per the U.C.C.

As per Item No. 4, provide street names unique to Montgomery County. (Gentry Street may not be used as it is used elsewhere in the City. Our preference is to name the court with the name of the street it connects to, if possible.)

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

As per Item No. 1, access requirements must comply with the fire code.

As per Item No. 2, provide checks for recording fees in the correct amounts. (The Lienholder’s acknowledgements fees are included with the plat fees, the agreement fees are separate.)

As per Item No. 3, label monuments with size, type of material and whether ‘set’ or found’.

As per Item No. 4, label the benchmark note as to Geoid ’03 or ’09.

As per Item No. 5, provide a subdivision development agreement and performance bond with the correct dollar amounts listed.

As per Item No. 6, use the current applicable FEMA FIRM panel information for the floodplain note.

As per Item No. 7, clean up the overlapping building lines in the typical lot detail.

As per Item No. 8, include “utilities” in the list of uses for the reserves, per the U.C.C.

As per Item No. 9, label the radius for the entrance circle. Change the name of “Gentry Court” to “Bennet Court”. “Gentry” is not a name unique to Montgomery County.

As per Item No. 10, remove the labels and other easements that lie within the 16-ft utility easements, per the U.C.C.
As per Item No. 11, provide documentation describing the relationship of all entities listed in the owner’s certification. Use standard City language for the owner’s certification and add the language for an individual signing for a business entity to the notary’s acknowledgment for the executor of such.

As per Item No. 12, add the language for an individual signing for a bank or entity to the notary’s acknowledgments for the lienholder’s acknowledgment and subordination statements.

As per Item No. 13, proposed streets should provide access to adjacent properties and coordinate with other existing, proposed, or anticipated streets, whether inside or outside the proposed subdivision.

As per Item No. 14, provide an updated and revised MCECD911 plat with corrections as required by the final plat memo. Reserves must be addressed and the address must be off of the street upon which the frontage is the greatest. (i.e. Reserve ‘A’ will have a Stillwater Creek Drive address and Reserve ‘B’ will have a Bennet Lane address.)

As per Item No. 15, change the definition for ‘P.A.E.’ from “public” to “private”.

As per Item No. 16, do not use screening. Items that are screened are illegible.

As per Item No. 17, remove Notes 3, 7, 8 & 14 from the plat.

As per Item No. 18, FYI-Final Plat approval may not be granted until the proposed Stillwater Creek Drive in Section 1 has been recorded.

As per Item No. 19, FYI-This section will be required to allow access to proposed utilities when the property to the south is developed, to provide continuity.

As per Item No. 20, FYI-As-built drawings must match the recorded plat.

As per Item No. 21, A variance has been requested, and is recommended for the reasons presented in the request, to allow a 20-ft wide front building setback line along all streets, rather than the 25-ft width on streets other than culs-de-sac, as required by the ordinance.

Mr. Arnold made a motion to grant the requested variance and to approve the final plat of Stillwater, Section 2, subject to the satisfactory completion of all items.

Mr. Greer seconded the motion.

The motion carried unanimously.

9. FINAL PLAT OF STILLWATER, SECTION 3, BEING A PARTIAL REPLAT OF LOT 6 OF THE EDWARD HALL TWO SURVEYS

The following information is from the memorandum from City Staff:
The proposed 24.65-acre subdivision in the Thomas Toby Survey, A-576, is located south of FM 1488 and west of IH-45, within the City Limits. 65 lots and 4 reserves in 5 blocks will be created. Access to the proposed Guinn Road and the existing Koenig Road will be provided via the proposed Stillwater Creek Drive, in Section 1. 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 final plat, we recommend approval, subject to the satisfactory completion of the following items:

PLAT:

The following items are from the preliminary plat memo:

As Per Item No. 1, label existing street names and label the proposed street providing access to this subdivision on the vicinity map.

As Per Item No. 2, provide a second tie from a corner of the subject tract to a corner of the parent tract with a bearing and distance. (Or label a found corner as such.)

As Per Item No. 3, note that reserves may be used for utility purposes also, per the U.C.C.

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

As Per Item No. 1, provide tax certificates for the entire acreage for this section.

As Per Item No. 2, provide checks for recording fees in the correct amounts. (The Lienholder’s acknowledgements fees are included with the plat fees, the agreement fees are separate.)

As Per Item No. 3, label a minimum of two state plane coordinate pairs of “surface” values on plat boundary corners, per (94-112(a)).

As Per Item No. 4, label the benchmark note as to Geoid ’03 or ’09.

As Per Item No. 5, provide a subdivision development agreement and performance bond with the correct dollar amounts listed. Fill in all blanks on the subdivision development agreement and print the name of the principal signing for the owner on the performance bond.

As Per Item No. 6, add the reason for the replat below the title block.

As Per Item No. 7, reference a second corner of the plat boundary to a second corner of the parent tract with bearings and distances, or label a found corner as such.

As Per Item No. 8, label the easements to the southeast of the subdivision, with Clerk’s recording information, if applicable, or remove the extraneous lines.

As Per Item No. 9, clean-up the overlapping building lines in the typical lot detail.
As Per Item No. 10, include “utilities” in the list of uses for the reserves, per the U.C.C.

As Per Item No. 11, provide a 16-ft utility easement along both sides of all street rights-of-way and remove all other easements that lie within the 16-ft utility easements, per the U.C.C.

As Per Item No. 12, provide documentation describing the relationship of all entities listed in the owner’s certification. Use standard City language for the owner’s certification.

As Per Item No. 13, add the language for an individual signing for a bank or entity to the notary’s acknowledgment for the lienholder’s acknowledgment and subordination statement.

As Per Item No. 14, provide an updated and revised MCECD911 plat with reserves addressed off of the street upon which the frontage is the greatest. (i.e. Reserves “A” & “B” will have New Chapel Drive addresses and Reserves “C” & “D” will have Rope Maker Road addresses.)

As Per Item No. 15, do not use screening. Items that are screened are illegible.

As Per Item No. 16, remove Notes 7 & 8 from the plat.

As Per Item No. 17, FYI-As-built drawings must match the recorded plat.

As Per Item No. 18, FYI-Final Plat approval may not be granted until the proposed Stillwater Creek Drive in Section 1 has been recorded.

As Per Item No. 19, a variance has been requested, and is recommended for the reasons presented in the request, to allow a 20-ft wide front building setback line along all streets, rather than the 25-ft width on streets other than culs-de-sac, as required by the ordinance.

Mr. Madeley made a motion to grant the requested variance and to approve the final plat of Stillwater, Section 3, being a partial replat of the Edward Hall Two Surveys, subject to the satisfactory completion of all items.

Mr. Hailey seconded the motion.

The motion carried unanimously.

10. PRELIMINARY PLAT OF THORNBERRY, SECTION 1

The following information is from the memorandum from City Staff:

The proposed 20.84-acre subdivision in the A.M. Folk Survey, A-215, is located north of South Loop 336 and east of FM 1314, within the City Limits. 57 lots and 6 reserves in 3 blocks will be created. Access to South Loop 336 will be provided via the proposed Thornberry Trace. 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.

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

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

As per Item No. 2, label “Conroe” and the existing street names, and remove extraneous text, on the vicinity map.

As per Item No. 3, label the bearing for the tie to the original patent survey.

As per Item No. 4, label the creek centerline as such and label high banks, if shown. Label the drainage easement as a “Variable Width Drainage Easement.”

As per Item No. 5, show the 100-year floodplain boundary as a heavy solid line, label as “100-yr floodplain” and note whether this property is located within or out of the 100-yr floodplain, in the floodplain note.

As per Item No. 6, correct the lot dimensions for Block 2, Lot 3.

As per Item No. 7, show and label, or specifically note, all required building setback lines, including in all reserves, or add a note stating “No structure shall be constructed within any reserve”.

As per Item No. 8, reserve uses on the plat do not match those listed on the Land Study.

As per Item No. 9, provide correct dimensions from all angle points to adjacent lot lines, provide street names unique to Montgomery County and label all rights-of-way widths.

As per Item No. 10, proposed easements on the plat do not match the Land Study. Verify which easements are relevant.

As per Item No. 11, show and label required 45° building line transitions, with bearings and distances.

As per Item No. 12, streets not intersecting at a 90° angle, where approved, must have 30-ft radii at the acute angle corners.

As per Item No. 13, it is not clear how detention is to be provided for this section. Any off-site drainage easement or detention pond must be approved, recorded and a copy provided with the final plat submittal, along with the approved plans.

As per Item No. 14, use consistent line weights and line types on the plat map.

As per Item No. 15, remove Note 6.

As per Item No. 16, FYI-Sidewalks and streetlights are required for this subdivision.
As per Item No. 17, FYI-Reserves must be addressed and the address must be off of the street upon which the frontage is the greatest. (i.e. Reserves ‘A’, ‘B’, & ‘F’ will have the new name for Thornberry Trace address, Reserves ‘C’ & ‘E’ will have a Loop 336 address and Reserve ‘D’ will have a Golden Current Lane address.)

**LAND STUDY:**

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

As per Item No. 1, remove all labels and other easements that lie within the 16-ft Utility Easements.

As per Item No. 2, correct the right-of-way dimensions from the street centerline to adjacent lot lines at the northern boundary of Thornberry Trace in Section 1.

As per Item No. 3, loop all water mains. Show drainage flow arrows.

As per Item No. 4, FYI-Section 1 must comply with the City amendments to the IFC. Sec. 30-62, regarding fire department access.

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

Mr. Arnold seconded the motion.

The motion carried unanimously.

11. **PRELIMINARY PLAT OF THORNBERRY, SECTION 2**

The following information is from the memorandum from City Staff:

The proposed 31.38-acre subdivision in the A. M. Folk Survey, A-215, is located north of South Loop 336 and east of FM 1314, within the City Limits. 74 lots and 8 reserves in 1 block will be created. Access to South Loop 336 will be provided via the proposed Thornberry Trace. 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.

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

**PLAT:**

As per Item No. 1, the minimum allowable text size is 1/10\textsuperscript{th} inch throughout the plat. The plat boundary submitted digitally does not match the plat boundary on the review copy.

As per Item No. 2, label “Conroe”, the existing street names and creek names and remove extraneous text, on the vicinity map.
As per Item No. 3, show and label the creek centerline and name ("unnamed tributary"), and high banks, if shown. Label the drainage easement as a "Variable Width Drainage Easement."

As per Item No. 4, show the 100-year floodplain boundary as a heavy solid line, label as "100-yr floodplain" and note whether this property is located within or out of the 100-yr floodplain, in the floodplain note.

As per Item No. 5, show and label, or specifically note, all required building setback lines, including in all reserves, or add a note stating "No structure shall be constructed within any reserve".

As per Item No. 6, reserves must have a minimum of 50-ft street frontage. Note that Reserves "C" and "H" may be used for utility purposes also, per the U.C.C.

As per Item No. 7, provide street names unique to Montgomery County and label the dimensions from all angle points to adjacent lot lines for Maplewood Court.

As per Item No. 8, proposed easements on the plat do not match the Land Study. Verify which easements are relevant.

As per Item No. 9, label 45° building line transitions with bearings and distances.

As per Item No. 10, it is not clear how detention is to be provided for this section. Any off-site drainage easement or detention pond must be approved, recorded and a copy provided with the final plat submittal, along with the approved plans.

As per Item No. 11, remove Note 6.

As per Item No. 12, FYI-Sidewalks and streetlights are required for this subdivision.

As per Item No. 13, FYI-Reserves must be addressed and the address must be off of the street upon which the frontage is the greatest. (i.e. Reserves ‘A’, ‘C’, ‘D’, ‘E’, ‘F’, ‘G’ & ‘H’ will have the new name for Thornberry Trace address. Reserve ‘B’ must have a minimum 50-ft street frontage and the street the frontage it’s on will determine the address.)

**LAND STUDY:**

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

As per Item No. 1, remove all labels and other easements that lie within the 16-ft Utility Easements.

As per Item No. 2, loop all water mains. Show drainage flow arrows.

As per Item No. 3, FYI-Section 2 must comply with the City amendments to the IFC. Sec. 30-62, regarding fire department access.
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Mr. Greer made a motion to approve the preliminary plat of Thornberry, Section 2, subject to the satisfactory completion of all items.

Mr. Hailey seconded the motion.

The motion carried unanimously.

12. PRELIMINARY PLAT OF THORNBERRY, SECTION 3

The following information is from the memorandum from City Staff:

The proposed 25.84-acre subdivision in the A.M. Folk Survey, A-215, is located north of South Loop 336 and east of FM 1314, within the City Limits. 65 lots and 9 reserves in 2 blocks will be created. Access to South Loop 336 will be provided via the proposed Thornberry Trace. 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.

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

PLAT:

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

As per Item No. 2, show and label the current city limits, label the existing streets and remove or clarify extraneous text, 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 and tie two corners of the subject tract to two corners of the parent tract, with bearings and distances, or note existing corners as “parent tract corners”, if applicable.

As per Item No. 4, show and label the creek centerline and name (“unnamed tributary”).

As per Item No. 5, correct the ownership information for the property north of the north plat boundary.

As per Item No. 6, show and label the 100-year floodplain boundary as a heavy solid line and note whether this property is located within or out of the 100-yr floodplain.

As per Item No. 7, show and label, or specifically note, all required building setback lines, including in all reserves, or add a note stating “No structure shall be constructed within any reserve”.

As per Item No. 8, reserves must have a minimum of 50-ft street frontage. Note that Reserves “B”, “C” and “I” may be used for utility purposes also, per the U.C.C.
As per Item No. 9, label the dimensions from all angle points to adjacent lot lines, provide a street name unique to Montgomery County for “Thornberry Trace” and “Hickory Hollow” Court and label all rights-of-way.

As per Item No. 10, proposed easements on the plat do not match the Land Study. Verify which easements are relevant.

As per Item No. 11, label 45° building line transitions with bearings and distances.

As per Item No. 12, it is not clear how detention is to be provided for this section. Any off-site drainage easement or detention pond must be approved, recorded and a copy provided with the final plat submittal, along with the approved plans.

As per Item No. 13, remove Note 6.

As per Item No. 14, FYI-Sidewalks and streetlights are required for this subdivision.

As per Item No. 15, FYI-Reserves must be addressed and the address must be off of the street upon which the frontage is the greatest. (i.e. Reserves ‘A’, ‘C’, ‘D’, ‘E’, ‘F’, ‘G’ & ‘H’ will have the new name for Thornberry Trace address. Reserve ‘B’ must have a minimum 50-ft street frontage and the street the frontage it’s on will determine the address.)

**LAND STUDY:**

As per Item No. 1, remove all labels and other easements that lie within the 16-ft Utility Easements.

As per Item No. 2, loop all water mains and show drainage flow arrows.

As per Item No. 3, FYI-Section 3 must comply with the City amendments to the IFC. Sec. 30-62, regarding fire department access.

Mr. Caywood made a motion to approve the preliminary plat of Thornberry, Section 3, subject to the satisfactory completion of all items.

Mr. Madeley seconded the motion.

The motion carried unanimously.

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

[Signature]
Dr. Bob Rabuck, Chairman
/db