CITY OF CONROE  
PLANNING COMMISSION  
REGULAR MEETING MINUTES  

June 18, 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 JUNE 04, 2015, REGULAR MEETING MINUTES  

Mr. Caywood made a motion to approve the minutes of June 04, 2015.  

Mr. Hailey seconded the motion.  

The motion carried unanimously.  

2. VARIANCE REQUEST FOR HERITAGE RESERVE, SECTION 1, A REPLAT OF UNRESTRICTED RESERVE “C” OF THE ESTATES OF LONGMIRE ON LAKE CONROE  

The following information is from the memorandum from City Staff:  

The proposed 24.4286-acre residential subdivision in the James Edwards Survey, A-190, is located west of Longmire Road and south of Longmire Way, within the City Limits. 68 lots and 5 restricted reserves in 4 blocks will be created. Access to Longmire Way will be provided via the proposed Heritage Way. 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 City utilities.  

Attached are a letter and exhibits from the Engineer of record, requesting a variance to waive the sidewalks along both sides of the collector street, as required by the Subdivision Ordinance (94-298). Due to the grade, which approaches double the maximum grade allowable by ADA and the fact that the proposed Heritage Way intersects two existing streets with open ditch
sections without sidewalks which would not provide a connection to the proposed sidewalks, the engineer believes that the sidewalks would cause a dangerous pedestrian situation.

Staff has reviewed the submitted exhibits and agrees with the engineer's rationale. Therefore, staff recommends granting the variance as requested, for the reasons stated in the request.

Mr. Madeley made a motion to grant the requested variance for Heritage Reserve, Section 1, a replat of Unrestricted Reserve "C" of the Estates of Longmire on Lake Conroe.

Mr. Greer seconded the motion.

The motion carried unanimously.

3. PRELIMINARY PLAT OF RAVELLA SOUND, SECTION 1

The following information is from the memorandum from City Staff:

The proposed 45.1-acre subdivision in the Neal Martin Survey, A-26, is located north of FM 1097 and east of Longstreet Road, within Planning Area. 163 lots and 11 reserves in 9 blocks will be created. Two access points to Longstreet Road will be provided via the proposed Ravella Sound Drive and Tarpon Bay Lane extension. Proposed streets will be concrete curb and gutter with underground storm sewers. Proposed water mains will be connected to C & R Water Supply and sanitary sewer service will be provided by a proposed onsite wastewater treatment plant. A M.U.D. is planned for this subdivision, pending City approval.

After reviewing the preliminary plat, we recommend approval, subject to the 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, provide the total acreage within reserves, in the title blocks.

As per Item No. 3, provide the name and address of the surveyor on the plat.

As per Item No. 4, label Conroe with a directional arrow towards the City and the approximate distance to the northern Conroe City Limits from FM 1097, along IH-45; and label the approximate distance in miles along FM 1097, from Longstreet Road to IH-45; and make the subject subdivision solid, not hatched, for clarity, on the Vicinity Map.

As per Item No. 5, 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 label the parent tract corners as such. Remove property not owned by the developer from within the plat boundary.

As per Item No. 6, label the right-of-way width and recording information for Longstreet Road, or label it as a prescriptive right-of-way with the apparent width, and label the ownership and county clerk's recording information for all adjacent property.
As per Item No. 7, show the 100-yr floodplain boundary as a heavy solid line and note whether this property lies within or out of the 100-yr floodplain, with reference to the applicable FEMA F.I.R.M. panel number and date.

As per Item No. 8, show and correctly label all lot and block dimensions. Remove notes 4 and 6 from the plat.

As per Item No. 9, show and label or note all building lines, with widths, including within all reserves, or add a note stating “No enclosed structure may be constructed within a reserve.”

As per Item No. 10, show and label 16-ft utility easements along both sides of all street rights-of-way or 14-ft utility easements along both sides of all street rights-of-way, if all wet utilities are located within the right-of-way, and note that reserves may be used for utility purposes, also, per the U.C.C. Proposed off-site easements must be dedicated by separate document and submitted with the final plat.

As per Item No. 11, rename “Watercrest Trail”, due to the proximity of the proposed Ravella Sound subdivision to the existing Watercrest subdivision, located approximately 3 miles to the south. The Fire Marshal has expressed concerns regarding confusion with the Ravella Sound’s “Watercrest Trail” and the existing Watercrest streets in the Watercrest subdivision, during emergency calls. For streets terminating in a cul-de-sac, the street must be named as a “Court”. Label dimensions from all angle points and points of curve to an adjacent side lot line for all streets. Label streets within the plat boundary or use leaders from the label to the street within the boundary.

As per Item No. 12, 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. 13, provide a 45° building line transition described by a bearing and distance where the building line width changes from one lot to another, taking place on the lot with the lesser building line width.

As per Item No. 14, provide the standard maintenance note for residential subdivisions located within the Planning Area to provide for maintenance of private improvements not maintained by a governmental entity.

As per Item No. 15, streets not intersecting at a 90° angle, where approved, must have 30-ft radii at the acute angle corners.

As per Item No. 16, provide a note how detention is to be provided for this subdivision, or why it is not required.

As per Item No. 17, FYI-Sidewalks and streetlights are required for this subdivision.

As per Item No. 18, FYI-Reserves must be addressed and the address must be off of the street upon which the frontage is the greatest.
Mr. Caywood made a motion to approve the preliminary plat of Ravella Sound, Section 1, subject to the satisfactory completion of all items.

Mr. Arnold seconded the motion.

The motion carried unanimously.

4. PRELIMINARY PLAT OF WEDGEWOOD FOREST, SECTION 1

The following information is from the memorandum from City Staff:

The proposed 43.518-acre residential subdivision in the P. H. Herndon Survey, A-256, is located northwest of FM 3083 and north of SH 105, within the City Limits. 87 lots and 8 restricted reserves in 4 blocks will be created. Access to SH 105 will be provided via the proposed Wedgewood Forest Drive. 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 City utilities.

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 abstract name in the title blocks, throughout the plat.

As per Item No. 2, use a consistent line type for the subdivision boundary, 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 label the parent tract corners as such.

As per Item No. 3, show and label existing easements within 200-ft of the plat boundary.

As per Item No. 4, provide the County Clerk’s recording information for the SH 105 right-of-way and provide ownership and County Clerk’s recording information for all adjacent property.

As per Item No. 5, show and label the 100-yr floodplain boundary as a heavy solid line, as scaled from the applicable FEMA F.I.R.M. panel number.

As per Item No. 6, it appears that only 3 blocks are shown in Section 1, not 4, as shown.

As per Item No. 7, provide bearings and distances for all lot and block lines.

As per Item No. 8, note that Reserves “B”, “D” and “H” may be used for utility purposes, also, or show and label a 16-ft utility easement along the rights-of-way abutting each of the reserves, per the U.C.C.
As per Item No. 9, provide street names unique to Montgomery County, label dimensions from all angle points and points of curve to adjacent lot lines and label radii for all culs-de-sac and "knuckles".

As per Item No. 10, provide a 45° building line transition with a bearing and distance where the building line changes from one lot to another, taking place on the lot with the lesser building line.

As per Item No. 11, screening is required where residential properties are platted adjacent to property currently used for, or platted for, commercial use.

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, proposed streets should provide access to adjacent properties and coordinate with other existing, proposed, or anticipated streets, whether inside or outside the proposed subdivision. (Provide access to the proposed subdivision west of Section 1, Hills of Westlake.)

As per Item No. 14, remove notes 2 and 3, regarding screening, from the plat.

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.

As per Item No. 16, do not use screening on the plat, as screened items are illegible.

**LAND STUDY:**

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

As per Item No. 1, in the future, a Land Study at less than the minimum allowable scale will be rejected and returned without review. Provide a 1"=100’ Land Study, per the ordinance. (1”=200’ is allowable for the overall subdivision, but not for the individual sections. Include additional sheets if necessary.)

As per Item No. 2, show and label the pavement width of all proposed streets.

As per Item No. 3, show and label the existing water main to provide service.

As per Item No. 4, loop all proposed water mains.

As per Item No. 5, FYI-If Section 2 is not constructed simultaneously with Section 1, Section 1 must comply with the City amendments to the IFC. Sec. 30-62, regarding fire department access.

Mr. Greer made a motion to approve the preliminary plat of Wedgewood Forest, Section 1, subject to the satisfactory completion of all items.
Mr. Arnold seconded the motion.

The motion carried unanimously.

5. PRELIMINARY PLAT OF WEDGEWOOD FOREST, SECTION 2

The following information is from the memorandum from City Staff:

The proposed 18.401-acre residential subdivision in the P. H. Herndon Survey, A-256, is located northwest of FM 3083 and north of SH 105, within the City Limits. 70 lots and 1 restricted reserve in 4 blocks will be created. Access to SH 105 will be provided via the proposed Wedgewood Pine Drive. 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 City utilities.

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 abstract name in the title blocks, throughout the plat.

As per Item No. 2, use a consistent line type for the subdivision boundary, 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 label the parent tract corners as such.

As per Item No. 3, show and label existing easements within 200-ft of the plat boundary.

As per Item No. 4, provide the County Clerk’s recording information for the SH 105 right-of-way and provide ownership and County Clerk’s recording information for all adjacent property.

As per Item No. 5, show and label the 100-yr floodplain boundary as a heavy solid line, as scaled from the applicable FEMA F.I.R.M. panel number.

As per Item No. 6, make all block numbers legible on the plat map.

As per Item No. 7, note that Reserve “A” may be used for utility purposes, also, or show and label a 16-ft utility easement along the rights-of-way the reserve, per the U.C.C.

As per Item No. 8, provide street names unique to Montgomery County, label dimensions from all angle points and points of curve to adjacent lot lines and label radii for all culs-de-sac and “knuckles”.

As per Item No. 9, screening is required where residential properties are platted adjacent to property currently used for, or platted for, commercial use.
As per Item No. 10, provide sight distance calculations for reverse curves having a centerline radius of 300-ft or less.

As per Item No. 11, remove notes 2 and 3, regarding screening, from the plat.

As per Item No. 12, 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. 13, do not use screening on the plat, as screened items are illegible.

**LAND STUDY:**

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

As per Item No. 1, in the future, a Land Study at less than the minimum allowable scale will be rejected and returned without review. Provide a 1"=100’ Land Study, per the ordinance. (1"=200’ is allowable for the overall subdivision, but not for the individual sections. Include additional sheets if necessary.)

As per Item No. 2, show and label the pavement width of all proposed streets.

As per Item No. 3, show and label the existing water main to provide service.

As per Item No. 4, loop all proposed water mains.

Mr. Arnold made a motion to approve the preliminary plat of Wedgewood Forest, Section 2, 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