CITY OF CONROE
PLANNING COMMISSION
REGULAR MEETING MINUTES

July 02, 2015

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

OTHERS:     Adam France, Development Coordinator
            Sandy Hilderbrand, Development Coordinator
            Scott Taylor, P.E., Executive Director of Infrastructure Services
            Chris Bogert, P.E., Engineering Manager
            Marcus Winberry, City Attorney
            Dana Berry, Secretary

ABSENT:     Foster Madeley, Vice-Chairman

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

1. APPROVAL OF THE JUNE 18, 2015, REGULAR MEETING MINUTES

Mr. Caywood made a motion to approve the minutes of June 18, 2015.

Mr. Hailey seconded the motion.

The motion carried unanimously.

2. PRELIMINARY PLAT OF CITY PLACE, SECTION 1

The following information is from the memorandum from City Staff:

The proposed 48.314-acre commercial subdivision in the Francis J. Cook Survey, A-118, is located west of IH-45 and north of League Line Road, within the City Limits. 3 restricted reserves in 1 block will be created. Access is provided via the IH-45 southbound access road and League Line Road, along with access easements within the development. No new streets will be created. A proposed water main will connect to an existing City main, but a proposed sewer main extension along League Line Road is required to serve the proposed development.

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 correct plat boundary. The digital copy of the boundary provided does not match the actual plat boundary.

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

As per Item No. 3, move the boundary north of the street easement for clarity. For all intents and purposes the street easement is a part of the street right-of-way and not available for development.

As per Item No. 4, clarify the boundary(ies) and area(s) of the access easement(s).

As per Item No. 5, label the recording information for League Line Road, or if a prescriptive easement, label as such and label a dimension of the right-of-way width at the east and west boundary lines of the plat. Remove ownership information and the parcel boundary from within the detention pond.

As per Item No. 6, label "Block 1" on the plat map and include in the title block.

As per Item No. 7, show and label, or note, all required building setback lines. Where a parallel easement width is more restrictive than the required building setback width, label the innermost easement boundary as a building line, also. Add a note to the plat stating that: "Building setback lines shall be established according to the City ordinance in effect at the time of development."

As per Item No. 8, make the reserve boundaries easily discernible with a bolder line, but a line less bold than the boundary line.

As per Item No. 9, provide a minimum 15-ft wide access easement from a public right-of-way to the detention pond. Provide all easements as shown, or as required by, the Land Study (Detention Ponds must be located within a dedicated easement or reserve). Remove the 10-ft Vegetative Screening Easement along the western plat boundary and replace it with an 18-ft Tree Preservation Easement, as required by the Vegetation Ordinance, Chapter 102. Private utilities may not be located within public utility easements. Provide separate utility easements for on-site private utilities and City, Electric, Gas and Communication facilities. Provide a 16-ft utility easement along League Line Road, per the U.C.C.

As per Item No. 10, a sidewalk along League Line Road is required for this subdivision.

As per Item No. 11, FYI – The minimum allowable width for a fire access road is 20-ft.

As per Item No. 12, add "U.E." and "B.L." to the legend and remove Note 3.

As per Item No. 13, use a more legible (or bolder) font for the boundary bearings and distances, for legibility.

As per Item No. 14, remove note 3.
LAND STUDY:

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

As per Item No. 1, provide contours and elevations for all property within the plat boundary.

As per Item No. 2, label the size of all existing utilities.

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

Mr. Stoecker made a motion to approve the preliminary plat of City Place, Section 1, subject to the satisfactory completion of all items.

Mr. Hailey seconded the motion.

The motion carried unanimously.

3. PRELIMINARY PLAT OF SAN JACINTO RIVER ROAD DEDICATION PLAT

This item was withdrawn prior to the meeting.

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

Foster Madeley, Vice-Chairman

/db