CITY OF CONROE
PLANNING COMMISSION
REGULAR MEETING MINUTES

August 20, 2015

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

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

ABSENT:   Fred Greer, Member

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

1. APPROVAL OF THE AUGUST 06, 2015, REGULAR MEETING MINUTES

Mr. Hailey made a motion to approve the minutes of August 06, 2015

Mr. Caywood seconded the motion.

The motion carried unanimously.

2. PUBLIC HEARING ON OAK ESTATES AT JACOBS RESERVE, SECTION 2,
PARTIAL REPLAT NO. 1, A REPLAT OF BLOCK 1, LOT 18 AND RESTRICTED
RESERVE “C”

The Chairman closed the regular meeting at 9:31 a.m. and opened the public hearing.

There were no comments made.

The Chairman closed the public hearing at 9:32 a.m. and re-opened the regular meeting.

3. FINAL PLAT OF OAK ESTATES AT JACOBS RESERVE, SECTION 2, PARTIAL
REPLAT NO. 1, A REPLAT OF BLOCK 1, LOT 18 AND RESTRICTED RESERVE
“C”

The following information is from the memorandum from City Staff:
The proposed 2.521-acre residential subdivision in the Charles E. Dugat Survey, A-170, is located north of FM 1488 and west of IH-45, in the Planning Area. The owner wishes to reconfigure Block 1, Lot 18, which will also change the configuration of Reserve “C”. The proposed replat will consist of 1 lot and 1 reserve in 1 block. Access to Carriage Hills Blvd. will be provided by existing streets within this and other sections. No new streets will be created. Water and sanitary sewer service is provided by existing MCMUD 112 utilities.

Mr. Jeff Klement, with JBI Partners, Inc., 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, change the title block to read:

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FINAL PLAT
OAK ESTATES AT JACOBS RESERVE
SECTION 2, PARTIAL REPLAT NO. 1,
A REPLAT OF BLOCK 1, LOT 18
AND RESERVE “C”
RECORDED IN CABINET Z, SHEET 2905, etc....
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Add: THE REASON FOR THE REPLAT IS TO RECONFIGURE BLOCK 1, LOT 18 AND RESERVE “C”.......below the title block.

As per Item No. 2, show and label the current City Limits in the vicinity map.

As per Item No. 3, show and label, or note all easements listed in the City Planning Letter, or provide an updated City Planning Letter with the non-applicable easements removed.

As per Item No. 4, provide the current applicable FEMA F.I.R.M. panel number and date in Note 6.

As per Item No. 5, label “Block 1” on the plat, correct the title block to read “1 BLOCK” and correct the lot number to read “18”, throughout the plat.

As per Item No. 6, remove the “-R”, throughout the plat.

As per Item No. 7, change the name of the subdivision in the owner’s dedication.

Mr. Arnold made a motion to approve the final plat of Oak Estates at Jacobs Reserve, Section 2, Partial Replat No. 1, a replat of Block 1, Lot 18 and Restricted Reserve “C”, subject to the satisfactory completion of all items.

Mr. Caywood seconded the motion.

The motion carried unanimously.
4. PUBLIC HEARING ON POINT AQUARIUS, SECTION 10, PARTIAL REPLAT NO. 1, A REPLAT OF BLOCK 1, LOTS 9 & 10

The Chairman closed the regular meeting at 9:33 a.m. and opened the public hearing.

There were no comments made.

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

5. FINAL PLAT OF POINT AQUARIUS, SECTION 10, PARTIAL REPLAT NO. 1, A REPLAT OF BLOCK 1, LOTS 9 & 10

The following information is from the memorandum from City Staff:

The proposed 0.503-acre subdivision in the Timothy Cude Survey, A-12, is located south of F.M. 1097 and west of Cude Cemetery Road, within the Planning Area. The owner wishes to combine Block 1, Lots 9 & 10, of Point Aquarius, Section 10, to create one lot. The proposed lot has direct access to the existing Sagittarius East Drive. No new streets will be constructed. Water and sewer service will be provided by the existing Point Aquarius M.U.D.

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 block to read:

FINAL PLAT
POINT AQUARIUS, SECTION 10,
PARTIAL REPLAT NO. 1,
A REPLAT OF BLOCK 1, LOTS 9 & 10
BEING A SUBDIVISION....etc.

Add: THE REASON FOR THE REPLAT IS TO COMBINE BLOCK 1, LOTS 9 & 10
OF POINT AQUARIUS, SECTION 10, INTO ONE LOT....below the title block.

As per Item No. 2, show and label all existing easements within 200-ft of the subdivision.

As per Item No. 3, add a note regarding Volume 741, Page 445 Water Quality Board Statement to the plat and provide a revised city planning letter with Volume 529, Page 512 removed if it does not reference this property.

As per Item No. 4, show and label all required building setback lines and make building lines continuous, not overlapping. Label the east boundary of the 10-ft drainage easement as a 15-ft building line.

As per Item No. 5, Survey must comply with Sec. 94-112 (a), items 5 and 6.

As per Item No. 6, note the NGS monument that the set benchmark is referenced to, in addition to the existing benchmark the set benchmark is referenced to.
As per Item No. 7, correct scrivener’s errors in the Owner’s Dedication

As per Item No. 8, use standard County language for the Surveyor’s Certification.

As per Item No. 9, add the County Engineer’s acknowledgment to the dedication page.

Mr. Caywood made a motion to approve the final plat of Point Aquarius, Section 10, Partial Replat No. 1, a replat of Block 1, Lots 9 and 10, subject to the satisfactory completion of all items.

Mr. Arnold seconded the motion.

The motion carried unanimously.

6. PRELIMINARY PLAT OF CHASE RUN, SECTION 4

The following information is from the memorandum from City Staff:

The proposed 29.652-acre subdivision in the Martin P. Clark Survey, A-148, is located west of IH-45 and north of League Line Rd., within the City Limits. 116 lots and 1 restricted reserve in 5 blocks will be created. Access to League Line Road will be provided via the existing Tyler Run Boulevard and other existing streets and proposed streets within the subdivision. Proposed streets will be concrete, with curbs and gutters and an underground storm sewer system. Proposed water and sanitary sewer mains will be connected to 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, show and label the existing streets providing access from League Lines Road, to this subdivision, on the vicinity map.

As per Item No. 2, label 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, label all existing easements within 200-ft of the plat boundary.

As per Item No. 4, label the updated ownership and County Clerk’s recording information for the property located adjacent to the northern plat boundary. Verify the name of the subdivision located adjacent to the eastern plat boundary.

As per Item No. 5, provide complete bearings and distances for all block and lot lines.
As per Item No. 6, rename either the north-south portion or east-west portion of Oval Glass Street, or at a minimum add the direction to the street name (i.e. North or East) and add the symbol showing the street name change to the plat. Add the symbol to the legend.
As per Item No. 7, a minimum of 50-ft of frontage is required for a reserve, unless it is labeled as an easement.

As per Item No. 8, label the radius of the “knuckle” at the convergence of Oval Glass Street and Tyler Run Boulevard.

As per Item No. 9, the minimum allowable radius for reverse curves is 300-ft., provided minimum sight distance requirements are met.

As per Item No. 10, a temporary cul-de-sac easement, or other acceptable temporary turn-around easement, must be provided where Felicitous Lane terminates at the subdivision boundary, in anticipation of the future extension through the adjacent property. It would be prudent to note in the easement document that the turn-around shall be abandoned, without further action, upon extension of the street by a platted subdivision.

As per Item No. 11, sidewalks and street lights are required for this subdivision.

As per Item No. 12, remove notes 2, 16, 17, and 18, move all the notes together in one section of the plat and remove topographic features from the plat.

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.

As per Item No. 14, FYI- Section 4 may not be approved until other sections with streets providing access to this subdivision have been recorded.

**LAND STUDY:**

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

As per Item No. 1, the minimum text size for the land study is 1/10th of an inch.

As per Item No. 2, label the pavement widths of all proposed streets.

As per Item No. 3, label Reserve “A”. The uses for Reserve “A” do not match the uses listed on the plat.

As per Item No. 4, remove the lift station from the land study and label the size of all existing utilities that the proposed utilities will connect to.

As per Item No. 5, show the detention facilities and assure that the storm capacity for all offsite undeveloped flows from the property located north of the plat boundary are accounted for in the drainage and detention plan.

Mr. Stoecker made a motion to approve the preliminary plat of Chase Run, Section 4, 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