CITY OF CONROE
PLANNING COMMISSION
REGULAR MEETING MINUTES

October 01, 2015

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

OTHERS: Adam France, Development Coordinator
Sandy Hilderbrand, Development Coordinator
Chris Bogert, P.E., Engineering Manager
Marcus Winberry, City Attorney
Dana Berry, Secretary

ABSENT: 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 9:30 a.m. by the Chairman.

1. APPROVAL OF THE SEPTEMBER 17, 2015, REGULAR MEETING MINUTES

Mr. Arnold made a motion to approve the minutes of September 17, 2015.

Mr. Hailey seconded the motion.

The motion carried unanimously.

2. REQUEST FOR EXCEPTION FOR LAUREL RIDGE AT GRAYSTONE

The following information is from the memorandum from City Staff:

The proposed 23.08-acre subdivision in the John McDillon Survey, A-347, is located northwest of Carter Moore Drive and east of IH-45, within the City Limits. 65 lots and 3 reserves in 5 blocks will be created. Access to Carter Moore Drive will be provided via the proposed Graystone Manor Drive. Proposed streets will be concrete with curbs and gutters, with underground storm sewers. Proposed water and sanitary sewer mains will be connected to existing City utilities.

The Developer has requested an exception to the 29-ft pavement width requirement and is asking the City to allow 28-ft pavement width for the subject development, as was approved for the Graystone Hills Subdivision in 2005, arguing that the benefit of the additional 1-foot of pavement does not warrant the additional cost to the developer.
As the property upon which Laurel Ridge is being developed was not a part of the original Graystone Hills Subdivision, the variance does not apply, so the exception is required.

The minimum pavement width allowed by the City of Conroe Subdivision Ordinance Section 94-293(a) is 29-ft B-B.

Staff recommends denying the request to allow the less than required pavement width as the developer has not presented adequate justification to warrant granting the requested exception.

Mr. Tommy Weaver, with Friendswood Development Company, addressed the Commission.

Mr. Arnold made a motion to deny the request for exception for Laurel Ridge at Graystone.

Mr. Greer seconded the motion.

The motion carried unanimously.

3. **Preliminary Plat of Crescent Cove, Section 4**

The following information is from the memorandum from City Staff:

The proposed 61.87-acre residential subdivision in the John Corner Survey, A-8, is located west of Walden Road and north of SH 105, within the Planning Area. 234 lots and 3 restricted reserves in 3 blocks will be created. Access to Walden Road will be provided via the existing Crescent Harbor Drive and the proposed Stewart Springs Boulevard. Proposed streets will be concrete with curbs and gutters and an underground storm sewer system. Proposed water and sanitary sewer systems will connect to Stanley Lake MUD utilities.

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

**PLAT:**

As per Item No. 1, in the future, request a pre-development meeting prior to the submittal of a plat.

As per Item No. 2, add the total number of acres in reserves to the title block and remove the compensating open space note.

As per Item No. 3, provide the complete owner’s information on all sheets.

As per Item No. 4, make the boundary a heavy line and the reserve boundaries a heavy line, but not as heavy as the plat boundary, for clarity.

As per Item No. 5, add “by this plat” to the abandonment note for the eastern 30-ft drainage easement. Label the existing southern 30-ft drainage easement as “to be relocated as shown by
this plat”. Label the recording information for the 30-ft drainage easement north of Block 2, Lot 1.

As per Item No. 6, label the correct ownership, or subdivision name, with County Clerk’s recording information, for all adjacent property.

As per Item No. 7, show the existing 100-yr floodplain with a heavy solid line, the proposed 100-yr floodplain with a heavy dashed line, with label, and specifically note whether this property lies within or out of the 100-yr floodplain in the floodplain note. Refrain from “screening” the floodplain and floodway boundaries. A copy of the FEMA-approved CLOMR is required for final plat approval.

As per Item No. 8, provide complete bearings and distances for all lot and block lines.

As per Item No. 9, show and label, or note, all building lines in all reserves, or add a note stating that no enclosed structures may be constructed within a reserve. Where an easement width is more restrictive than the minimum required building setback width, label the easement boundary as the building line, also.

As per Item No. 10, label the use of each reserve.

As per Item No. 11, label the portion of Stewart Springs Boulevard north of Crescent Cove Drive, as Stewart Springs Court, add the street name change symbol and add it to the legend, and label the width of all street rights-of-way.

As per Item No. 12, label all proposed easements. For easements split by a lot line, label the easement widths for each lot.

As per Item No. 13, for Block 1, Lot 52, the residence must be constructed in an area of the lot where the distance from the front lot line to the rear easement line is a minimum of 70-ft.

As per Item No. 14, screening requirements must be met where residential subdivisions are platted adjacent to existing commercial uses. Show and label screening buffers.

As per Item No. 15, provide site calculations for C6 and C-8. Show and label the “U.V.E.’s” required for C6 and C8 on the plat and add “U.V.E.” to the legend.

As per Item No. 16, intersections with centerlines not at 90°, and with no more than a 10° variation, require 30-ft radii at the acute angle corner.

As per Item No. 17, correct the label for the standard maintenance note to read “Residential”, instead of “Commercial”.

As per Item No. 18, provide the required right-of-way cutbacks for Stewart Springs Boulevard, per P-19. (design manual)

As per Item No. 19, show and label, or note, how detention is to be provided, or provide a letter of “no objection” from S.J.R.A. allowing storm water to drain directly to Lake Conroe.
As per Item No. 20, remove the portion of the proposed 16-ft utility easement boundary adjacent to the proposed Waldens Cove Court, but located outside of the plat boundary; remove the extraneous line from the Sheets 6, 7 and 8; remove note 10 from the plat; remove the streetlight symbols and labels from the plat; and add “U.N.O.” to the legend.

As per Item No. 21, FYI- Sidewalks and streetlights are required for this subdivision.

As per Item No. 22, FYI- Reserves must have a minimum of 50-ft of street frontage and must be addressed off of the street upon which the frontage is the greatest.

**LAND STUDY:**

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

As per Item No. 1, show and label areas located within the existing and proposed 100-yr floodplain.

As per Item No. 2, show and label the existing sanitary sewer main that the existing lift station is connected to.

As per Item No. 3, loop all proposed water mains.

As per Item No. 4, assure that any off-site storm water drainage through this site is accounted for in the drainage plan.

Mr. Stoecker made a motion to approve the preliminary plat of Crescent Cove, Section 4, subject to the satisfactory completion of all items.

Mr. Caywood seconded the motion.

The motion carried unanimously.

4. **PRELIMINARY PLAT OF THE FOUNTAINS AT JACOBS RESERVE, SECTION 2**

The following information is from the memorandum from City Staff:

The proposed 17.8955-acre subdivision in the A.W. Springer Survey, A-490, is located north of FM 1488 and east of Carriage Hills Boulevard, within the Planning Area. 1 restricted commercial reserve in 1 block will be created. The proposed subdivision has direct access to Carriage Hills Boulevard. No new streets will be created. Proposed water and sanitary sewer mains will be connected to existing MCMUD 112 utilities.

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

As per Item No. 1, show and label the current Conroe City Limits and make the boundary easily discernable, on the vicinity map.

As per Item No. 2, note the applicable FEMA F.I.R.M. panel numbers in the floodplain note.

As per Item No. 3, show and label, or specifically note, all required building setback lines. Where an easement is more restrictive than the required building line, label the easement width as the building line, also. Use the most logically restrictive easement boundary shown on the land study for the building line widths other than the 20-ft front building line. Describe the variable width front building line with bearings and distances.

As per Item No. 4, use the standard maintenance note for commercial subdivisions located in the Planning Area.

As per Item No. 5, plat the detention area as a dedicated easement or restricted reserve and note the Clerk’s recording information for the shared detention agreement on the plat.

As per Item No. 6, remove Note 8 and remove “#1” in note 3.

As per Item No. 7, correct the match lines on sheets 1 and 2.

LAND STUDY:

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

As per Item No. 1, proposed easements on the land study do not match the plat.

As per Item No. 2, loop the water mains.

Mr. Hailey made a motion to approve the preliminary plat of The Fountains at Jacobs Reserve, Section 2, subject to the satisfactory completion of all items.

Mr. Caywood seconded the motion.

The motion carried unanimously.

5. REQUEST TO RENEW SUBDIVISION DEVELOPMENT AGREEMENT AND PERFORMANCE BOND TO COMPLETE THE REQUIRED IMPROVEMENTS FOR OUTPOST VENTURES

The following information is from the memorandum from City Staff:

The subject 9.117-acre commercial subdivision, in the John McDillon Survey, A-347, is located on southbound Interstate 45, south of FM 3083 and north of Loop 336, in the city limits. The development consists of 5 commercial reserves, in 2 blocks. Proposed streets will
be concrete with concrete curbs and gutters, with an underground storm sewer system and proposed water and sanitary sewer systems will connect to existing City utilities.

Development in this commercial subdivision has been dormant since the economic downturn in 2008. The developer has recently been approached by a prospective developer, to purchase one of the platted reserves. However, the new development may not receive a certificate of occupancy until all of the required subdivision improvements have been constructed and accepted by the City. In order to begin construction of the improvements, the Developer must enter into an agreement with the City to complete the improvements and post a performance bond, as required with any platted subdivision. The site plans must also be renewed, prior to commencement of construction.

In order to encourage the complete development of this subdivision, Staff recommends granting the request to reinstate the agreement and accept the bond, provided the City receives updated site plans for review and approval, an executed original subdivision development agreement, a newly completed performance bond and a letter from the bonding company verifying the validity of the existing bond.

Mr. Arnold made a motion to approve the request to renew the subdivision development agreement and performance bond to complete the required improvements for Outpost Ventures.

Mr. Greer seconded the motion.

The motion carried unanimously.

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

Dr. Bob Rabuck, Chairman

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