CITY OF CONROE
PLANNING COMMISSION
REGULAR MEETING MINUTES

November 19, 2015

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

ABSENT:
Foster Madeley, Vice-Chairman
Steve Hailey, Member
Dana Berry, Secretary

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

1. APPROVAL OF THE NOVEMBER 05, 2015, REGULAR MEETING MINUTES

Mr. Caywood made a motion to approve the minutes of November 05, 2015.

Mr. Arnold seconded the motion.

The motion carried unanimously.

2. PRELIMINARY PLAT OF WILD DOG

The following information is from the memorandum from City Staff:

The proposed 2.33-acre commercial subdivision in the John McDillon Survey, A-347, is located west of Longmire and north of SH 105, in the Carter Moore Corridor (FM 3083) and is within the City Limits. 1 restricted reserve in 1 block will be created. The proposed subdivision will have direct access to Carter Moore Drive and no new streets will be created. Water services will connect to an existing City main, but a sewer main extension along Carter Moore Drive must be constructed to serve the proposed subdivision.

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

As per Item No. 1, verify the name of the subdivision and add “A COMMERCIAL SUBDIVISION” to the title.

As per Item No. 2, verify the name(s) and address(es) of the owner(s).

As per Item No. 3, remove extraneous labels and boundaries from, and add a north arrow to, the vicinity map.

As per Item No. 4, make the plat boundary a bold line.

As per Item No. 6, label the County Clerk’s recording information for Carter Moore Drive (FM 3083).

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 most restrictive easement boundary as a building line, also.

As per Item No. 8, this subdivision is subject to the requirements of the Carter Moore Scenic Corridor.

As per Item No. 9, correct the scrivener’s error in the reserve use label.

As per Item No. 10, provide a 16-ft utility easement along Carter Moore Drive (FM 3083), per the U.C.C. Remove the temporary construction easement as it is no longer valid. Show and label an easement for the detention vault.

As per Item No. 11, screening requirements must be met where commercial subdivisions are platted adjacent to existing residential uses. Add the standard maintenance note for commercial subdivisions located within the City Limits to the plat.

As per Item No. 12, add a note, including Clerk’s recording information, to the plat regarding shared access with the adjacent southern property, if shared access is desired.

As per Item No. 13, do not use screening of lines or text on the plat.

LAND STUDY:

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

As per Item No. 1, show and label all tree preservation zones.

As per Item No. 2, this subdivision must comply with the Vegetation Ordinance.

As per Item No. 3, assure that any off-site storm water drainage through this site is accounted for in the drainage plan.
Mr. Greer made a motion to approve the preliminary plat of Wild Dog, subject to the satisfactory completion of all items.

Mr. Caywood seconded the motion.

The motion carried unanimously.

3. PRELIMINARY PLAT OF CCBC APRIL SOUND, A REPLAT OF LOTS 13 & 14, APRIL SOUND, SECTION 11

The following information is from the memorandum from City Staff:

The proposed 1.585-acre commercial subdivision, in the John T. Vince Survey, A-41, is located west of IH-45 and adjacent to the southern right-of-way of SH 105, within the City Limits. 1 commercial reserve in 1 block will be created. The subdivision will have direct access to SH 105 and no new streets will be created. Water and sanitary sewer services will connect to existing MCMUD 4 utilities.

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

PLAT:

As per Item No. 1, submit a recorded "Release of Easement" relinquishing any and all interest in or use of the 60-ft access easement, including any and all interest in or use of the 60-ft access easement crossing Lots, 10, 11, and 12, as recorded in Cabinet C, Sheet 37, of M.C.M.R., but subject to reservation of the existing 20-ft utility easement, as recorded in Cabinet C, Sheet 37, of M.C.M.R. Add a note to the plat regarding the recorded release.

As per Item No. 2, submit a letter from Montgomery County M.U.D. 4 stating that the public improvements shall be constructed per the City of Conroe approved plans, and that the construction shall be bonded with M.U.D. 4.

As per Item No. 3, submit a letter from the S.J.R.A. allowing the subdivision's storm water to drain to Lake Conroe directly, without detention.

As per Item No. 4, the minimum allowable text size is 1/10th of an inch throughout the plat.

As per Item No. 5, change the "Reason for the Replat" to read: "To create 1 restricted reserve in 1 block".

As per Item No. 6, the Conroe City Limits boundary must be legible on the vicinity map.

As per Item No. 7, provide a scaled bearing and distance from a corner of the subject tract to a corner of the original (patent) survey.

As per Item No. 8, show and label all existing easements.
As per Item No. 9, state whether this property lies in, or out of, the 100-yr floodplain, in the floodplain note and depict the 100-year floodplain boundary with a heavy solid line, labeled as the "100-yr floodplain".

As per Item No. 10, label "Block 1" on the plat map.

As per Item No. 11, label the northern boundary of the Buffer Easement within the plat boundary and the 100-year floodplain boundary where it intersect the buffer easement, east to the eastern plat boundary, as a "Variable Width Building Line". Describe the building line with curve data and/or bearings and distances. Remove building lines which are in an easement or which overlap other building lines.

As per Item No. 12, correct the reserve label to read "restricted" and label the restricted use.

As per Item No. 13, show and label a 16-ft utility easement along SH 105, extending from the existing 20-ft utility easement, east, to the eastern plat boundary, per the U.C.C.

As per Item No. 14, add the "Maintenance Note" using standard City language for Commercial Subdivisions within the City Limits.

As per Item No. 15, remove Note 8.

As per Item No. 16, add a note stating that this property is located within the boundary of Montgomery County M.U.D. 4.

As per Item No. 17, this subdivision must comply with the Vegetation Ordinance, Chapter 102.

**LAND STUDY:**

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

As per Item No. 1, show and label all tree preservation zones.

As per Item No. 2, the minimum allowable text size is 1/10th inch, throughout the land study.

As per Item No. 3, show and label all existing and proposed easements.

As per Item No. 4, label the size of the existing sanitary sewer main the sewer extension will connect to.

As per Item No. 5, 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 final plat of Stillwater, Section 3, being a partial replat of Lot 1, Restricted Reserve "B", Block 1, Lot 1, Restricted Reserve "A", Block 2, and Lots 5-10, Restricted Reserve "C", subject to the satisfactory completion of all items.
Mr. Hailey seconded the motion.

The motion carried unanimously.

4. **PUBLIC HEARING ON PRELIMINARY PLAT OF CCBC APRIL SOUND, A REPLAT OF LOTS 13 & 14, APRIL SOUND, SECTION 11**

   The Chairman closed the regular meeting at 9:35 a.m. and opened the public hearing.

   There were no comments made.

   The Chairman closed the public hearing at 9:37 a.m. and re-opened the regular meeting.

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

[Signature]

Dr. Bob Rabuck, Chairman

/db