CITY OF CONROE
PLANNING COMMISSION
SPECIAL MEETING MINUTES

January 26, 2016

PRESENT:  Dr. Bob Rabuck, Chairman
           Jim Arnold, Member
           Fred Greer, Member
           Chris Caywood, Member
           Mike Stoecker, Member
           Steve Hailey, 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 Special Meeting was called to order at 9:30 a.m. by the Chairman.

1. PRELIMINARY PLAT OF THE WOODS OF CONROE, SECTION 1

The following information is from the memorandum from City Staff:

The proposed 35.070-acre residential subdivision in the Mary Corner Survey, A-9, is located west of Sapp Road and south of SH 105, within the City Limits. 100 lots and 11 restricted reserves in 3 blocks will be created. Access to Sapp Road will be provided via proposed streets. Proposed streets will be concrete curb and gutter with an underground storm sewer system. Proposed water and sewer systems will connect to proposed M.C.M.U.D. extensions to City utilities.

Mr. Jeffrey Moon, with Jeffrey Moon and Associates, addressed the Commission.

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

PLAT:

As per Item No. 1, make the City limit boundary bold and easy to read on the Vicinity Map.

As per Item No. 2, 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 ownership and Clerk’s recording information for property adjacent to the southeast corner of the plat boundary.

As per Item No. 4, the 100-year floodplain boundary does not appear to match the FEMA Firm panel. Make the 100-year floodplain boundary a bold line and label the floodway boundary.

As per Item No. 5, label bearings and distances for all lot and block lines.

As per Item No. 6, show and label or note all required building lines.

As per Item No. 7, areas labeled “landscape reserve” or “greenbelt” must be labeled as “tree preserve” if those areas are to be used for canopy credit to comply with the vegetation ordinance. Label reserve use for utility use, also, per the U.C.C.

As per Item No. 8, provide an off-site fire access road easement to comply with the fire code. Provide 16-ft utility easements (14-ft utility easement allowed if all wet utilities are located within a right-of-way) along all street rights-of-way, per the U.C.C.

As per Item No. 9, label City-approved street names unique to Montgomery County, show and label a perpendicular tie from the entrance street centerline to the centerline of Sapp Road, and provide corner cutback per detail P-19 for the entrance street that intersects with Sapp Road.

As per Item No. 10, a temporary cul-de-sac or other acceptable temporary turn-around is required where the two north-south streets terminate at the south plat boundary, until the street is extended by a recorded plat.

As per Item No. 11, provide street and utility connectivity for future development.

As per Item No. 12, FYI-Sidewalks are required along both sides of all collector streets.

**LAND STUDY:**

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

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

As per Item No. 2, the area owned by this developer is not clearly identified.

As per Item No. 3, show and label the 100-yr floodplain boundary.

As per Item No. 4, label the pavement and right-of-way widths of all proposed streets.

As per Item No. 5, label all land uses including reserves with restricted use.

As per Item No. 6, loop all water mains. Show and label drainage flow arrows and assure that water mains are looped. Provide deeded property for the public Lift Station.

As per Item No. 7, do not use screening on the land study, as screened items may be illegible.
As per Item No. 8, assure that any off-site storm water drainage to/through this site is accounted for in the drainage plan/report.

Mr. Arnold made a motion to approve the preliminary plat of The Woods of Conroe, Section 1, subject to the satisfactory completion of all items.

Mr. Caywood seconded the motion.

The motion carried unanimously.

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

Jim Arnold, Acting Chairman

/db