CITY OF CONROE
PLANNING COMMISSION
REGULAR MEETING MINUTES

February 18, 2016

PRESENT: Dr. Bob Rabuck, Chairman
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
Scott Taylor, P.E., Executive Director of Infrastructure Services
Marcus Winberry, City Attorney
Dana Berry, Secretary

ABSENT: Jim Arnold, Member

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

1. APPROVAL OF THE FEBRUARY 04, 2016, REGULAR MEETING MINUTES

Mr. Hailey made a motion to approve the minutes of February 04, 2016.

Mr. Stoecker seconded the motion.

The motion carried unanimously.

2. ELECTION OF THE VICE-CHAIRMAN BY COMMISSION MEMBERS

Mr. Greer made a motion to appoint Mr. Arnold as the Planning Commission Vice-Chairman.

Mr. Caywood seconded the motion.

The motion carried unanimously.

3. REQUEST FOR EXCEPTION FOR LADERA CREEK SUBDIVISION, PREVIOUSLY KNOWN AS THORNBERRY SUBDIVISION

The following information is from the memorandum from City Staff:

The proposed subdivision in the A.M. Folk Survey, A-22, is located north of South Loop 336, south of Avenue M and east of FM 1314, within the City Limits. The subdivision will consist of approximately 586 lots in 24 blocks when complete. Access for the subdivision, from Avenue M south, to South Loop 336, will be provided via the proposed Ladera Creek Trace.
Proposed streets will be concrete curb and gutter with underground storm sewers. Proposed water and sanitary sewer mains will be connected to existing City utilities.

On behalf of the developer, the engineer of record has requested an exception to Section 94-298, for the requirement of sidewalks along both sides of all collector streets. Instead of constructing the required sidewalks, the engineer proposes an 8-ft wide trail, constructed in phases, along the east side of Little Caney Creek. The proposed trail would ultimately provide pedestrian access from a proposed City park at Avenue M, to the South Loop and Carl Barton Park, if allowed.

The developer wishes to retain the maximum amount of natural forestation in the new subdivision. Sidewalks on both sides of Ladera Creek Trace would require the removal of many of the existing trees, whereas the proposed single trail would provide the pedestrian access required, while allowing the existing trees along Ladera Creek Trace to remain.

An exhibit is included for clarification.

Staff recommends granting the exception as requested, provided the 8-foot wide trail is constructed of 4-inch thick reinforced concrete, typical to the City’s sidewalk specifications.

Mr. Caywood made a motion to grant the exception as requested and recommended for Ladera Creek, previously known as Thornberry Subdivision.

Mr. Stoecker seconded the motion.

The motion carried unanimously.

4. REQUEST FOR BUILDING SETBACK WIDTHS FOR GRAND CENTRAL PARK, SECTION 3, A UNIT DEVELOPMENT

The following information is from the memorandum from City Staff:

The subject 7.850-acre residential unit development in the Ransom House Survey, A-245, is located south of South Loop 336 and west of IH-45, within the City Limits. 22 lots and 3 reserves in 1 block will be created. Access to the South Loop will be provided via the proposed Grand Central Parkway and the proposed Town Park Drive. Proposed streets will be concrete with concrete curbs and gutters and underground storm sewers. Proposed water and sanitary sewer mains will connect to existing City utilities.

Since this is a Unit Development, there are no set building setback widths set by the Ordinance. The developer has requested a zero foot side setback width on one side of each lot and a 5'-0" side setback width on the opposite side of each lot; a 10'-0" rear setback width on all lots; and a 20'-0" front setback width on lots with front loading garages and a 14'-0", or 16'-0", (matching required utility easement width) front setback width for lots with side loading garages. An exhibit is attached to clarify the requested setback widths.

Staff recommends granting the setback widths as requested.
Mr. Caywood made a motion to approve the request for building set back widths, as requested, for Grand Central Park, Section 3, a unit development.

Mr. Stoecker seconded the motion.

The motion carried unanimously.

5. REQUEST FOR BUILDING SETBACK WIDTHS FOR GRAND CENTRAL PARK, SECTION 4, A UNIT DEVELOPMENT

The following information is from the memorandum from City Staff:

The subject 11.457-acre residential unit development in the Ransom House Survey, A-245, is located south of South Loop 336 and west of IH-45, within the City Limits. 74 lots and 3 reserves in 2 blocks will be created. Access to the South Loop will be via the proposed Twilight Toast Drive, the proposed Grand Central Parkway and the proposed Town Park Drive. Proposed streets will be concrete with concrete curbs and gutters and underground storm sewers. Proposed water and sanitary sewer mains will connect to existing City utilities.

Since this is a Unit Development, there are no set building setback widths set by the Ordinance. The developer has requested a zero foot side setback width on one side of each lot, where the lots share a common lot line (every two lots that share a common wall) and a 5'-0" side setback width on the other side of each lot; a 10'-0" rear setback width on all lots; and a 20'-0" front setback width on lots with front loading garages and a 14'-0", or 16'-0", (matching required utility easement width) front setback width for lots with side loading garages. An exhibit is attached to clarify the requested setback widths.

Staff recommends granting the setback widths as requested.

Mr. Caywood made a motion to approve the request for building set back widths, as requested, for Grand Central Park, Section 4, a unit development.

Mr. Hailey seconded the motion.

The motion carried unanimously.

6. REQUEST FOR EXCEPTION FOR THE PROPOSED WOODGATE SUBDIVISION

The following information is from the memorandum from City Staff:

The 133-acre proposed subdivision in the John L. Cross Survey, A-153, is located south of the new League Line Road extension and east of SH 75, within the City Limits. The subdivision will consist of approximately 384 lots in 17 blocks when complete. Access to the new League Line Road extension will be provided via proposed streets within the development and access to SH 75 will be provided via proposed streets connecting to the existing Woodland Hills Drive. Proposed streets will be concrete curb and gutter with underground storm sewers. Proposed water and sanitary sewer mains will be connected to existing City utilities.
On behalf of the developer, the engineer of record has requested an exception to Section 94-252(a)(2) and 94-252(a)(4) which require a 50-ft minimum lot frontage and a minimum 5,000 square feet area per lot, respectively. The developer wishes to develop lots with a 40-ft frontage and 115-ft depth for a minimum area of 4,600 square feet, on which a residence of 1,200 to 2,200 square feet area, at a price of $225,000.00-$325,000.00, may be constructed.

At the City’s request, the developer intends to work with the City to conserve a floodway area up to 17% of the project land area and also plans various parks, trails and wildlife observation areas for pedestrian traffic throughout the 100-yr floodplain, which comprises another 10% of the project land area, within the subdivision. The proposed subdivision will have over 6,000 square feet of open space per lot, if the exception to the 40-ft lot size is granted.

Exhibits have been provided to illustrate the proposed land use and style of homes that could be built on 40-foot wide lots.

After review of the request, Staff recommends denial, as the ordinance clearly restricts the minimum lot frontage to a 50-foot width, and no special circumstance or condition exists peculiar to this subdivision to justify approving the exception.

Mr. Christopher Browne, with EHRA, Inc., and Mr. Neal Heckel, with Pointe Land and Development, addressed the Commission.

Mr. Hailey made a motion to deny the request the exception for Woodgate Subdivision.

Mr. Greer seconded the motion.

Mr. Stoecker opposed.

The motion carried.

7. FINAL PLAT OF STOVALL WEST, SECTION 1, AN URBAN ESTATE SUBDIVISION, BEING A PARTIAL REPLAT OF A RESERVED AREA OUT OF WHITE OAK MANOR AND INCLUDING PREVIOUSLY UNPLATTED ACREAGE

The following information is from the memorandum from City Staff:

The proposed 5.534-acre subdivision in the James Edwards Survey, A-190, is located south of League Line Road and west of Longmire Rd., within the City Limits. 2 lots in 1 block will be created. The proposed subdivision has direct access to White Oak Way. No new streets will be created. Proposed water services will be connected to existing City utilities and the lots will be served by individual on-site sewer systems.

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

PLAT:

The following item is from the preliminary plat memo and must be satisfactorily addressed:
As per Item No. 1, show and label or note all required building setback lines. Measure (City required) building line widths from the owner’s property line.

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

As per Item No. 1, the plat must comply with Sec. 94-112(a), item 2.

As per Item No. 2, correct the existing street names on, and remove “CLEVELAND” from, the vicinity map.

As per Item No. 3, remove Note 7 and label the northwest and southwest corners of Block 1, Lot 1, as “Parent Tract Corner” on the plat map.

As per Item No. 4, show and label, or note, all easements listed in the City Planning Letter, or provide a revised City Planning Letter with the non-applicable easements removed. In Note 6, change “tract” to “property”. Add a note to the plat stating: “This property is subject to terms, conditions and provisions of Affidavit to the Public, recorded under MCCF No. 2001064061, RPRMC.” Per the City Planning Letter.

As per Item No. 5, provide current ownership and recording information for the property adjacent to the southern plat boundary.

As per Item No. 6, as per Item No. 1, Show all City required building setback lines and label with “City of Conroe (94-259(a)(2, 4, or 5))”, as applicable.

As per Item No. 7, use standard City language for the owner’s dedicatory language.

As per Item No. 8, correct the subdivision name in the lien holder’s statement.

As per Item No. 9, use standard City language for the surveyor’s certification.

As per Item No. 10, correct the scrivener’s errors throughout the plat.

Mr. Greer made a motion to approve the final plat of Stovall West, Section 1, an Urban Estate Subdivision, being a partial replat of a reserved area out of White Oak Manor, and including previously unplatted acreage, subject to the satisfactory completion of all items.

Mr. Hailey seconded the motion.

The motion carried unanimously.

8. PRELIMINARY PLAT OF SUNRISE RANCH, SECTION 6

The following information is from the memorandum from City Staff:

The subject 10.346-acre residential subdivision, in the William Atkins Survey, A-3, is located on the south side of SH 105 West, east of Walden Road and west of Blue Heron Drive, in the Planning Area. Access to SH 105 West will be provided via a proposed extension to the existing Sunrise Ranch Drive. 42 lots and 2 reserves, in 4 blocks, will be created. Streets will
be concrete with concrete curbs and gutters, and an underground storm sewer system. Water and sanitary sewer service will be provided by T & W Water Service Co.

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

**PLAT:**

As per Item No. 1, add “Sunrise Ranch” to the subdivision location label on the vicinity map.

As per Item No. 2, make the plat boundary a bolder line so as to be easily read. Make the reserve boundary lines bolder, but not as bold as the plat boundary. 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, provide current ownership and County Clerk’s recording information for all adjacent property.

As per Item No. 4, use the 08/08/2014 FEMA F.I.R.M. data for the floodplain information, show the 100-year floodplain boundary as a heavy solid line, label the 100-year floodplain boundary line as such and revise the floodplain note to reflect the current information. Remove references to the 1996 FEMA F.I.R.M. data from the plat.

As per Item No. 5, provide complete bearings and distances for all lot lines.

As per Item No. 6, provide complete street centerline layout data.

As per Item No. 7, provide bearings and distances for all required 45° building line transitions.

As per Item No. 8, FYI-Streetlights and sidewalks are required for this subdivision.

As per Item No. 9, FYI-Future sections must provide street and utility connectivity for future development.

As per Item No. 10, a variance has been requested (due to a Montgomery County Engineer’s requirement), and is recommended, to allow a street centerline radius of 300 feet for a reverse curve, having a 12.57 foot long tangent, provided that site distance calculations are submitted showing that minimum sight distance requirements are met.

As per Item No. 11, a variance has been requested, and is recommended, to allow a street offset of 120 feet rather than the 125 feet required, to maintain the required lot width for the corner lots at the intersection and as the intersection is a double dead-end with culs-de-sac at both ends with minimal traffic, provided a letter is received from the Developer stating: “Sunrise Hickory Court shall not be constructed as a through street.”

As per Item No. 12, a variance has been requested, and is recommended, to allow an overall exhibit showing all developed and undeveloped areas of Sunrise Ranch at a scale of 1” = 200’, with an included a set of approved civil design construction plans, rather than requiring a land study at a scale of 1”=100’ for Section 6, as the construction plans were approved in 2014.
Mr. Caywood made a motion to grant the requested variances and to approve the preliminary plat of Sunrise Ranch, Section 6, 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
/db