



PLANNING COMMISSION MEETING May 11, 2004

The Planning Commission met in regular session at Stafford City Hall on May 11, 2004 with the following in attendance:

Present:

Alma Birdwell
Ken Mathew
Joseph Olickan
Christine Rector
Press Robinson
Joe Rome, Secretary

Leonard Scarcella, Mayor
Pam Madrigal, City Engineer, Jones & Carter
Adam Lambert, Engineer, Jones & Carter
Cheryl Wilson, City Attorney, Olson and Olson
Lawrence Vaccaro, Jr., Director of Public Works

Absent:

Maria Alvarado
Bob Jones

Alma Birdwell called the meeting to order at 7:35 p.m.

1. Discussion and consideration of preliminary plat approval of Clark Plaza, Section 4.

Pam Madrigal placed the drawing on the board and described its geographic location as being south of Avenue E, west of Stafford Run and east of FM 1092. Ms. Madrigal stated that Jones and Carter is recommending preliminary plat approval subject to the Jones & Carter Letter of Conditions.

Joe Rome made a motion to grant preliminary plat approval of Clark Plaza, Section 4 subject to Jones & Carter's Letter of Conditions. Press Robinson seconded the motion with all present voting in favor.

2. Discussion and consideration of final plat approval of Greenbriar SW, Section 5 – Replat of Tract 5.

Pam Madrigal placed the drawing on the board and described its geographic location as being south of Stafford Centre and west of Greenland Drive. Ms. Madrigal stated that Jones and Carter is recommending final plat approval subject to the Jones & Carter Letter of Conditions.

Mayor Scarcella noted the previous concerns from the April 13, 2004 meeting regarding building lines and setback concerns.

Discussion ensued regarding traffic planning trends, clearly defined platting requirements/building codes and setback requirements.

Joseph Olickan made a motion to grant final plat approval of Greenbriar SW, Section 5 – Replat of Tract 5 subject to Jones & Carter's Letter of Conditions. Press Robinson seconded the motion with all present voting in favor.

3. Discussion and consideration of preliminary plat approval of TNT Plaza.

Pam Madrigal placed the drawing on the board and described its geographic location as being at the west intersection of 5th Street and Staffordshire, to the east of St. Thomas Church and North of Randall Street. Ms. Madrigal pointed out that the developer is working on ROW acquisition concerns.

Cheryl Wilson noted that there should be identification of proposed utility easements.

Ms. Madrigal pointed out that the developer has submitted copies of requests for no-objection letters to utility providers and that when the final plat is submitted it will have identified utility easements. Ms. Madrigal stated that Jones and Carter is recommending preliminary plat approval subject to the Jones & Carter Letter of Conditions.

Mayor Scarcella indicated that Staffordshire and 5th Street should have 25' building setbacks and that both streets are proposed for widening.

Lawrence Vaccaro, Jr. noted that the developers have the right to set their own building lines. Mr. Vaccaro also noted that the 20' ROW was dedicated 10 – 15 years ago and that a better turning radius is needed to match the streets. Mr. Vaccaro stated that all of this information will be added to the final plat.

Joe Rome made a motion to grant preliminary plat approval of TNT Plaza subject to Jones & Carter's Letter of Conditions and that the plat clearly identify utility easements. Ken Mathews seconded the motion with all present voting in favor.

4. Discussion and consideration of preliminary plat approval of Zenith Plaza.

Pam Madrigal placed the drawing on the board and described its geographic location as being in Stafford's ETJ, north of Ludwig Lane and a residual Lot 74. Ms. Madrigal stated that Jones and Carter is recommending preliminary plat approval subject to the Jones & Carter Letter of Conditions.

Cheryl Wilson noted that residential lots require a public hearing upon requests to replat.

Discussion ensued regarding replatting requirements, grandfathering considerations, City processes, meets & bounds, etc.

Press Robinson made a motion to grant preliminary plat approval of Zenith Plaza subject to Jones & Carter's Letter of Conditions. Christine Rector seconded the motion with all present voting in favor.

5. Discussion and consideration of Fort Bend Mobility Plan, addition of new streets to plan and additional funding.

Lawrence Vaccaro, Jr. gave an overview of mobility projects' previous fund distribution and proposed considerations for future fund distributions. Mr. Vaccaro emphasized the benefits of having the Cash Road project completed before the US 90A project.

Discussion ensued regarding intersection build-up possibilities and traffic trends.

Mayor Scarcella noted that US 90A was already in the mix with the underpass component proposed. The Mayor suggested moving Stafford Road and Staffordshire into the TIP project for leveraging of funds. The Mayor asked if there was a good estimate to extend Cash Road to Wright Road and how much could be obtained from the City.

More discussion ensued as to monies that may be required between the City and the County.

Pam Madrigal quoted an estimated \$800,000 would be required to extend Cash Road to Wright Road.

Lawrence Vaccaro, Jr. noted that the timeframe given by the County to address these issues was 30 days.

Mayor Scarcella noted that engineering and financial data would need to be provided to support a decision to redirect fund designation.

Joe Rome made a motion to grant approval to present this proposal to City Council and Fort Bend County. Ken Mathews seconded the motion with all present voting in favor.

6. City Engineer's Report and discussion of:

- (a). Progress of developments on US 90A and railroad relocation project.**
- (b). Drainage matters.**
- (c). Stafford/Staffordshire Road project and update on Fort Bend County Mobility projects.**
- (d). Local street and drainage improvements and effect of proposed bond sale.**
- (e). Consideration of appropriate action on items (a) – (d).**

Pam Madrigal gave an overview of their Monthly Status Report.

Cheryl Wilson commented on the TXI conference call last week regarding outstanding issues on the three major agreements. Ms. Wilson noted that fact-finding tasks are in-progress, there is more frequent communication and that things seem to be escalating.

Mayor Scarcella stated that per a favorable financial audit regarding the bond sale, \$1,700,000 should be in the City's bank account by the end of June. The Mayor noted that recommendations for allocation of these funds would be discussed in July.

7. Discussion and consideration of the April 13, 2004 Planning Commission Minutes.

Joe Rome made the motion to approve the minutes of April 13, 2004. Christine

Rector seconded the motion and it was unanimously approved to adjourn.

8. Adjournment.

Christine Rector made the motion to adjourn the meeting at 8:45 p.m. Press Robinson seconded the motion and it was unanimously approved to adjourn.

Alma Birdwell, Chairman

Jo Ann Holloway, Recording Secretary