



PLANNING AND ZONING COMMISSION MEETING APRIL 12, 2004

The Planning and Zoning Commission met in regular session at Stafford City Hall on April 12, 2005 with the following in attendance:

Commissioners

Alma Birdwell, Chairman
Johnny Nunez
Joseph Olickan, Vice Chairman
Christine Rector
Joe Rome, Secretary

City Staff

Mayor Leonard Scarcella
Lawrence Vaccaro, Jr., Director - Public Works
Gene Bane – Bldg Permits/Nuisance
Abatement/Zoning Administrator
Jo Ann Holloway – P & Z Recording Secretary
Cheryl Wilson, City Attorney, Olson & Olson
Bob Jones – Jones & Carter Engineering
Adam Lambert – Jones & Carter Engineering

1. Roll call.

Roll call was made with Maria Alvarado absent. Ms. Alvarado called in to report that she would be in Dallas to be with an uncle suffering a fatal illness.

2. Discussion and consideration of the March 8, 2005 Planning & Zoning Commission Minutes.

Joe Rome made a motion to grant approval of the March 8, 2005 Planning and Zoning Commission minutes with the correction that Jones & Carter engineers were not in attendance. Joseph Olickan seconded the motion with all present voting in favor.

3. Acceptance of Press Robinson's resignation effective April 1, 2005.

Mayor Scarcella noted that City Council has accepted Press Robinson's resignation.

Joseph Olickan made a motion to accept Press Robinson's resignation. Christine Rector seconded the motion with all present voting in favor.

4. Discussion and possible action to determine whether Commissioner Maria Alvarado's absence on March 8, 2005 is excused or unexcused.

Christine Rector made a motion to find Maria Alvarado's absence from the March 8, 2005 Planning & Zoning Commission meeting excused. Joe Rome seconded the motion with all present voting in favor.

5. (a) Presentation, discussion and action on an application for a Specific Use Permit to allow the construction and operation of an Assembly Group A-3 Occupancy, more specifically, a religious facility at 402 Stafford Run Rd. located within the Mixed use-1 zoning district.

Gene Bane gave an overview of the application and pointed out the zoning district location on the zoning map. Mr. Bane also presented a rendering of the proposed site and explained the City's zoning requirements.

Mr. C. E. (Gene) Butts, a Trustee of the church, noted that the church has met all requirements. Parking concerns and Phase Two's proposed construction were also addressed.

Cheryl Wilson pointed out that an SUP amendment would be required for future expansions beyond Phase Two.

Christine Rector made a motion to adopt the entire presentation and application as the Preliminary Report. Joe Rome seconded the motion with all present voting 4-1.

5. (b) Public Hearing on the application described in Item 5(a).

Alma Birdwell officially opened the Public Hearing.

The following came forward in favor of the SUP approval:

- C. E. "Gene" Butts, a Trustee of the Stafford Church of Christ, Charter member since 1954
- Curtis L. Duncan, a Trustee of the Stafford Church of Christ
- Jack McCaul, ministered in Stafford for 20 years
- Randy Sutton
- Marsha Thomas, a 13-year member at Stafford Church of Christ
- Delbert Wilson, a minister for 48 years. Expressed a desire to help people in the Stafford community.
- Tom Wallace, provided accolades for the church folk at Stafford Church of Christ.
- Diane Tidwell, a 25-year member at Stafford Church of Christ
- Arellia Rivera, a 12-year member at Stafford Church of Christ. Noted that her family is the church.
- Martina Howard, a 26-year member at Stafford Church of Christ

- Chad Howard, a member of Stafford Church of Christ for over 20 years
- Susan Wilson attended Stafford Church of Christ for 12 years
- Margaret Heathcock, a 40-year member of Stafford Church of Christ
- In memory of Troy Howard, Mayor Scarcella commented on how instrumental Mr. Howard was in helping this church's SUP application come to fruition.

No one came forward in opposition.

Alma Birdwell officially closed the Public Hearing.

5. (c). Discussion and possible action to adopt a final report and approve a recommendation to City Council on the adoption of an ordinance amending Chapter 26 of the Code of Ordinances to grant a Specific Use Permit to allow the construction and operation of an Assembly Group A-3 Occupancy, more specifically, a religious facility at 402 Stafford Run Rd. located within the Mixed Use-1 zoning district.

Joseph Olickan made a motion to adopt the SUP presentation as the Commission's Final Report provided the applicant adheres to the following: provide ample parking, comply with the site plan renderings, that the Commission finds the project to be compatible with the surrounding area, would not impede traffic flow and would be a proper use of the property. Christine Rector seconded the motion with all present voting in favor.

Joseph Olickan made a motion to recommend that City Council adopt an ordinance granting an SUP based on the Final Report. Christine Rector seconded the motion with all present voting in favor.

6. (a) Presentation and discussion of the Human Needs Ministry – a replat of Clark Plaza One, Section 3, Reserve “B”.

Adam Lambert placed the drawing on the board and described the plat's geographic location. Jones & Carter is recommending that the reserves be relabeled and the plat be renamed to conform to recommended plat standards.

6. (b) Public Hearing on the application described in Item 6(a).

Alma Birdwell officially opened the Public Hearing.

There was no one in favor or opposition.

Alma Birdwell officially closed the Public Hearing.

6. (c) **Discussion and consideration of preliminary and final plat approval of Human Needs Ministry – a replat of Clark Plaza One, Section 3, Reserve “B”..**

Jones & Carter recommends preliminary and final plat approval subject to Jones & Carter’s Letter of Conditions.

Joseph Olickan made a motion to grant preliminary and final plat approval subject to Jones & Carter’s Letter of Conditions and renaming the plat to Clark Plaza One, Section 3, Reserve “BC”. Joe Rome seconded the motion with all present voting in favor.

7. **Discussion and consideration of final plat approval of replat of The Promenade at Stafford Run, Reserve “B”.**

Although the agenda indicated a Public Hearing for this item, there was a Public Hearing held December 7, 2004 for preliminary plat approval; therefore, final approval does not require a hearing.

Adam Lambert placed the drawing on the board, described the plat’s geographic location and noted title opinion concerns. Jones & Carter is recommending final approval subject to Jones & Carter’s Letter of Conditions.

Joseph Olickan made a motion to grant final plat approval subject to Jones & Carter’s Letter of Conditions. Johnny Nunez seconded the motion with all present voting in favor.

8. **City Engineer’s Report and discussion of:**

- (a). **Progress of developments on US 90A and railroad relocation project.**
- (b). **Stafford/Staffordshire Road project and update on Fort Bend County Mobility projects.**
- (c). **Overview of Master Street and Thoroughfare Plan.**
- (d). **Local street and drainage improvements and effect of proposed bond sale.**
- (e). **Progress of speed limit studies on various City streets.**
- (f). **Protected left-turn lane at Texas Instruments at West Airport.**
- (g). **Consideration of appropriate action on items (a) – (f).**

Bob Jones gave an overview of the Jones & Carter Monthly Status Report. Mr. Jones noted

that Jones & Carter attended no meetings this month with TxDOT and indicated that the meetings held were between TxDOT and UPRR to discuss contractual obligations. Mr. Jones also noted that the letting date has been changed from May to June.

Discussion ensued regarding proposed tracts to be condemned by WC&ID #2, ROW issues, relocation of utility lines and WC&ID #2's policy changes regarding the acquisition of easements for the relocation of its utility lines as opposed to placing as discussed in-depth until TxDOT completes their designs entirely as this is a large, complicated project.

Mr. Jones noted that the Stafford/Staffordshire Road project is not at a readiness standpoint yet to receive funding.

Mayor Scarcella urged the Commissioners to take a long, careful look at the Master Street and Thoroughfare Plan and its history before discussion and possible changes. The Mayor noted that the Cash Road extension was desirable in March of 2003 and that with all the changes that have occurred since then, review of the factors that lead to the original decision will have an impact on updates.

Bob Jones stressed the importance of handling the Thoroughfare Plan in a timely fashion before there's a plat submitted for the adjacent property.

Joseph Olickan made a motion to add the Master Street and Thoroughfare Plan to the May agenda for discussion. Joe Rome seconded the motion with all present in favor.

4. **Adjournment.**

Christine Rector made a motion to adjourn the meeting at 9:25 p.m. Joe Rome seconded the motion and it was unanimously approved to adjourn.

Alma Birdwell, Chairman

Jo Ann Holloway, Recording Secretary