



## PLANNING AND ZONING COMMISSION MEETING JUNE 13, 2006

The Planning and Zoning Commission met in regular session at Stafford City Hall at 7:30 p.m. on June 13, 2006.

### **Present:**

Alma Birdwell, Chairman  
Joseph Olickan, Vice Chairman  
Christine Rector  
Joe Rome, Secretary  
Felix A. Vega  
Fred Woolridge

Mayor Leonard Scarcella  
Lawrence Vaccaro, Jr., Public Wks Director  
Pam Madrigal, City Engineer  
Gene Bane, Director of Bldg Permits & Nuisance  
Abatement/Zoning Administrator  
Jo Ann Holloway, P & Z Recording Secretary  
Cheryl Wilson, Attorney – Olson & Olson

### **Absent:**

#### **1. Roll call.**

All commissioners were in attendance.

#### **2. Discussion and consideration of the May 9, 2006 Planning & Zoning Commission Minutes.**

**Alma Birdwell made a motion to grant approval of the May 9, 2006 Planning and Zoning Commission minutes with the correction of item 6(c)'s motion. Fred Woolridge seconded the motion with all present voting in favor.**

#### **3. Presentation of a plaque to Johnny Nunez honoring his years of service on the Planning & Zoning Commission.**

**Alma Birdwell made a motion to table action on presenting the plaque until Mr. Nunez was present. Fred Woolridge seconded the motion with all present voting in favor.**

#### **4. Discussion and possible action to determine whether Commissioners Joseph Olickan's absence on April 11, 2006 and Christine Rector's absence on May 9, 2006 is excused or unexcused.**

**Joe Rome made a motion to excuse Joseph Olickan's absence on April 11, 2006. Felix Vega seconded the motion with all present voting in favor. Joe Rome made a motion to excuse Christine Rector's absence on May 9, 2006. Fred Woolridge seconded the motion with all present voting in favor.**

**5. (a) Presentation and discussion of preliminary and final plat approval for Trinity Oaks replat.**

Pam Madrigal placed the drawing on the board and described its geographic location. Ms. Madrigal noted that the developer is proposing to combine reserves "E", "F" and "G" to create one reserve and that a 10' utility easement has been provided along the front of the property along with a 25' set back. Ms. Madrigal stated that Public Works recommends preliminary and final plat approval subject to the City's Letter of Conditions.

Mayor Scarcella asked if the drainage had been adequately addressed.

Ms. Madrigal stated that approximately 50 acres of drainage into Stafford Run will be eliminated due to future widening of the US 90A project.

**5. (b) Public Hearing on plat approval described in Item 5(a).**

Alma Birdwell officially opened the Public Hearing.

John Ferro of Ferro Land Investments spoke on behalf of the developer stating that a strip center is proposed on approximately 23,000 sf of land and further noted that all the rent homes on that property would be removed. Mr. Ferro noted that various businesses are in negotiations as future tenants.

No one else spoke in opposition or in favor.

Ms. Birdwell officially closed the Public Hearing.

**5. (c) Discussion and consideration of preliminary and final plat approval for Trinity Oaks replat.**

**Felix Vega made a motion to grant preliminary and final plat approval subject to the City's Letter of Conditions. Christine Rector seconded the motion with all present voting in favor.**

**6. Discussion and consideration of final plat approval for Silverbrooke Apartments (fka Shadowbrooke Apartments).**

Pam Madrigal placed the drawing on the board and described its geographic location. Ms. Madrigal noted that the developer has renamed the plat due to confusion created during recordation and that the plat has been cleaned up a little. Ms. Madrigal indicated that a 25' setback has been provided along Dulles Avenue and along Brand Lane. Ms. Madrigal stated that Public Works recommends final plat approval subject to the City's Letter of Conditions.

Discussion ensued concerning:

- Incorporation of drainage from Silverbrooke Apartments into the Colony Lake Estates drainage.
- Recordation confusion and possible emergency impact.
- Number of proposed units.
- County requirements within the ETJ.

**Felix Vega made a motion to grant final plat approval for Silverbrooke Apartments subject to the City's Letter of Conditions. Fred Woolridge seconded the motion with all present voting in favor.**

**7. Discussion and possible action to adopt a final report and approve a recommendation to City Council on the adoption of an ordinance amending Chapter 102 of the Code of Ordinances to grant a Specific Use Permit to allow the development and operation of an Assembly Group A-3 Occupancy, specifically, a religious facility at 845 Staffordshire Road located within the City in Zoning District MU.**

Gene Bane gave an overview of what has occurred since the May 9, 2006 SUP application presentation noting that the applicant's engineer met with Pam Madrigal to go over the site plan and commented on the memo in this month's package, which addresses the following issues of concern:

1. Accuracy of Site Plan
2. Staffordshire Road Widening
3. Driveway Locations

Mr. Bane also noted that the property owner will pay the impact fees during the permitting process and indicated that the parking has been redesigned to be on the applicant's property. Mr. Bane stated that there will be another complete review of the plans before a building permit is issued.

Discussion ensued concerning:

- Staffordshire alignment
- Ordinance created regarding specific requirements for mixed-use permits
- Future agenda item added to resolve mixed-use concerns for continuous discussion or to appoint a committee.
- Stafford's imminent shortage of land.

**Joseph Olickan made a motion to recommend that City Council adopt the SUP application package as the Final Report along with the following findings:**

- **Proposed development must have a positive impact on the community.**
- **The development must add value to the surrounding properties.**
- **Development must satisfy City Engineer's requirements.**

**Felix Vega seconded the motion with all present voting 5 - 1; Christine Rector voted against.**

**8. Report on engineering matters:**

- (a) **Stafford/Staffordshire Road project including progress of right-of-way acquisition and preliminary engineering plans.**

- (b) **Update on Fort Bend County Mobility projects including Fifth Street Improvements.**
- (c) **Local street and drainage improvements including status of Corporate Park Detention Ponds, Missouri City Estates Drainage and proposed Brand Lane asphalt overlay.**
- (d) **Discussion on Cash Road alignment and negotiations with local property owners including regional detention pond.**
- (e) **Progress of developments on US 90A and railroad relocation project including discussion of Wayside Horn installation at railroad crossings and progress of TxDOT Enhancement Application.**

Consideration of appropriate action on items (a) – (e). Pam Madrigal gave an overview of the Monthly Status Report and noted that per Fort Bend County, the 5<sup>th</sup> Street project is scheduled to start at the end of the summer. Ms. Madrigal's overview included the following:

- (a) **Stafford/Staffordshire Road Project** – The Request for Qualification (RFQ) documents has been completed for the engineering and right-of-way mapping services for this project. The notice will begin advertising June 14, 2006 and the City is requesting that all interested firms submit their RFQs by July 12, 2006.

Pate Engineering signed the new supplemental agreement and has started work on the updated right-of-way ownership map. Pate estimates it will take them approximately 30 days to prepare the map.

- (b) **Fifth Street Improvements** - Still waiting for a response from Fort Bend County regarding the contract amendment. Missouri City and Fort Bend County have worked out an agreement to leave the existing utilities located in the Quail Valley Utility District portion of the project.
- (c) **Missouri City Estates Drainage** – Jones & Carter is revising the plans based on our comments and indicated they will provide us a final set by Monday, June 12<sup>th</sup>.

**Corporate Park Detention Pond** – Deep South Construction (Contractor) completed the installation of the new 36-inch storm sewer line and associated work items. The site will be re-inspected next week to verify all clean-up items have been addressed.

**Brand Lane Asphalt Overlay** – Cheryl Wilson and Fort Bend WC&ID #2's (District) attorney have been working out the required agreement to allow the District to contribute its share of the costs associated with the Brand Lane pavement repairs. Lawrence Vaccaro has been working with Fort Bend County to schedule the pavement work with the County work forces.

- (d) **Cash Road Extension/Stafford Business Park and Harrison Interests**

**Drainage** – Public Works met with Harrison Interests representatives on May 17<sup>th</sup> to discuss their response to the City's letter. Harrison Interest indicated it is willing to work with the City on the dedication of Cash Road right-of-way in exchange for the City constructing the road. The regional detention pond is the main outstanding issue.

- (e) **US 90A Progress** – Work on both projects continues to be delayed by several conflicts with existing utilities. Traffic at the Present Street and US 90A intersection will be impacted starting Monday, June 12, 2006. Traffic will be shifted from a four-lane undivided roadway to a two-lane undivided roadway in order to facilitate construction of the permanent pavement.

**Wayside Horn Systems at Railroad Crossings** – Union Pacific is in receipt of the City's letter authorizing the design of the Wayside Horn Systems at the five (5) railroad crossings along the US 90A corridor.

9. **Adjournment.**

**Christine Rector made a motion to adjourn the meeting at 8:45 p.m. Fred Woolridge seconded the motion and it was unanimously approved to adjourn.**

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Alma Birdwell, Chairman

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Jo Ann Holloway, Recording Secretary