



**PLANNING AND ZONING COMMISSION  
REGULAR MEETING  
DECEMBER 11, 2007**

The Planning and Zoning Commission met in regular session at Stafford City Hall at 7:30 p.m. on December 11, 2007.

**Present:**

Alma Birdwell, Chairman

Joseph Olickan, Vice Chairman

Joe Rome

Virginia Rosas

Felix A. Vega

Fred Woolridge

Lali Castillo

Mayor Leonard Scarcella

Lawrence Vaccaro, Jr., Public Wks Director

Pam Madrigal, City Engineer

Gene Bane – Zoning Administrator

Jo Ann Holloway, P & Z Recording Secretary

Scott Bounds, Attorney – Olson & Olson

Art Pertile, Attorney – Olson & OLson

**Absent:**

**1. Roll call.**

All Commissioners were in attendance.

**2. Discussion and consideration of the November 13, 2007 Planning & Zoning Commission regular meeting minutes.**

**Commissioner Rosas made a motion to approve the November 13, 2007 Planning and Zoning Commission regular meeting minutes. Commissioner Vega seconded the motion, and it carried 7 - 0.**

**3. (a) Discussion of progress of Interim Overlay Zoning Regulations for Highway 90A and FM 1092 corridors and strengthening of zoning standards, nuisance abatement ordinances and other City, state and federal laws to regulate business entities adversely impacting citizens' quality of life and undermining the economic development and enhancement of the City.**

Gene Bane gave an overview of Progress Report No. 1 received from Kendig Keast Collaborative covering activity from November 20, 2007 thru November 30, 2007 and the signed agreement. Mr. Bane stated there is another report being prepared by Kendig Keast Collaborative, which is still in the drafting stage.

**3. (b) Consideration of appropriate action on Item 3(a).**

Mayor Scarcella commented on the Kendig Keast interim contract noting that the information given should be the standards to be considered in our efforts to put some interim standards in place. The Mayor also explained that there is another contract being drafted by the SEDC for the 2 corridors regarding building standards, regulation

proposals and things of that nature. Kendig Keast is working closely with the SEDC and the Greater Fort Bend Economic Development Corporation with the assistance of Barkley Peschel. As this is the type of ordinance that will require revisions to the existing zoning ordinance, SEDC's lengthy process and given it is the holidays, there will be delays.

Commissioner Castillo asked about specific district zoning.

Mayor Scarcella elaborated on the Commissioners need to consider the designed use of MU and the appropriateness of the various desired uses; however, although certain uses can be specified, sometimes those uses can take many different forms. The Mayor emphasized that building standards with all necessary components desired must be stated in the new zoning standards; there are some things on the MU that are not appropriate for the Island or FM 1092.

Scott Bounds stated that the streetscapes are just as important as the property's use. Mr. Bounds emphasized that some preliminary effort needs to be done to set guidelines for the desired Island's appearance; those guidelines should include a 60 – 90 day deadline.

Mayor Scarcella stated that the Island project is at a point where the Planning & Zoning Commission should view it as they would a plat or an SUP and noted that although there will be a joint meeting of City Council and the SEDC, the Planning & Zoning Commission needs to participate. Basically, City Council, SEDC, the Planning and Zoning Commission and the consultant(s) will be all together in one room to ask questions, make suggestions and hear what the consultants have to say. The meeting will be televised and the public will have a chance to comment at the public hearing...instead of five people deciding what the revised standards should be.

- The Mayor also commented on the up-coming January 23, 2007 Town Hall meeting.
- Discussion ensued on how the process of preparing the contract is being done
- Establishing communication with Barkley Peschel
- Evolving into the inclusion of everyone in the design-making process for what's been recommended thus far; nothing definitive yet.
- Interim payment of \$8,960...separate from contract entered into with SEDC and Greater Fort Bend Economic Development Corporation; concurred that the two entities have a broader view of the projects scope.

**4. Discussion and consideration of final plat approval of Greenbriar Southwest, section 4, Replat of Commercial/Industrial Reserves "B-8" and "B-9".**

From the plat drawing that was projected, Pam Madrigal pointed out the geographic location and noted that the developer proposes to shift the property line to the south. Ms. Madrigal stated that the plat has the necessary set backs and easements, that a survey has been provided and recommended final plat approval.

**Commissioner Vega made a motion to recommend final plat approval. Commissioner Olickan seconded the motion, and it carried 7 - 0.**

**5. Report on engineering matters:**

- (a) Stafford/Staffordshire Road project including progress of right-of-way parcel mapping, preliminary engineering plans and approach to timely securing funding from Fort Bend and Harris Counties.**
- (b) Fifth Street Improvement project.**
- (c) Progress of developments on US 90A Improvement Project including construction activities, current mobility situation and proposed landscape enhancements.**
- (d) Progress of development of US 59 Enhancement Project including proposed landscape plantings and monument design and installation.**
- (e) Status of Fort Bend County Mobility Projects, including Brand Lane, Dulles Avenue and Kirkwood Road Improvement Projects including status and time of funding from Fort Bend County.**
- (f) Local street and drainage improvements.**
- (g) Consideration of appropriate action on items (a) – (f).**

Pam Madrigal gave an overview of the attached Monthly Status Report.

Mayor Scarcella commented on a letter sent to a City Councilman complaining of Stafford's lack of interest in the Dulles Road project due to the City's absence at a Sugar Creek HOA meeting. The Mayor elaborated on the fact that other than Candidate forums, the City of Stafford is not invited to take part in Sugar Creek's HOA Dulles Road discussions and emphasized the fact that if the City's opinion is desired, an invitation to participate in Dulles Road discussion at Sugar Creek's HOA is the appropriate way to handle it.

Commissioner Birdwell asked about the status of the Wayside Horn System.

Ms. Madrigal stated that the Wayside Horn System was not to start until the railroad tracks had been moved, which occurred this past month. Now that the railroad tracks have been moved, progress should begin shortly.

**6. Adjournment.**

**Commissioner Rome made a motion to adjourn the meeting at 8:30 p.m. Commissioner Woolridge seconded the motion and it was unanimously approved to adjourn.**