



**REGULAR PLANNING AND ZONING COMMISSION
MEETING
TUESDAY, FEBRUARY 9, 2010
CITY HALL, 2610 SOUTH MAIN, STAFFORD, TEXAS
7:30 P.M.**

The Planning and Zoning Commission met in regular session at Stafford City Hall at 7:30 p.m. on February 9, 2010.

Present:

Helen Gee, Vice Chair
Lali Castillo
Joseph Olickan, Chairman
Joe Rome
Virginia Rosas
Felix A. Vega
Fred Woolridge

Mayor Leonard Scarcella
Lawrence Vaccaro, Jr., Director of Public Wrks
Charles Russell – City Engineer
Jo Ann Holloway, P & Z Recording Secretary
Art Pertile, Attorney – Olson & Olson
Gene Bane, Zoning Administrator

Absent:

1. Roll Call.

All Commissioners were in attendance.

2. Discussion and consideration of the January 12, 2010 Regular Planning and Zoning Commission meeting minutes.

Commissioner Rosas made a motion to approve the January 12, 2010 Regular Planning & Zoning Commission meeting minutes. Commissioner Castillo seconded the motion, and it carried 6 – 0.

3. Appointment of member or members to the Planning and Zoning Commission including Oath of Office and introductory and welcoming comments by Mayor to new Chairman, Joseph Olickan and new member and Vice Chair, Helen Gee.

Mayor Scarcella introduced the new member and stated that not only are we naming someone to fill Commissioner Birdwell's position, but that person would also become the next Chair. The Mayor noted that Helen Gee has made some outstanding observations as a member of the City's Adhoc committee with distinction and came highly recommended for this appointment. Along with his introduction, the Mayor explained the legal process of what has transpired so that everyone had a clear understanding of the steps of how commissioners are appointed and elected. Commissioner Birdwell's term would have expired July 1, 2011, so Commissioner Olickan will serve as Chairman until July 1, 2011, at which time elections will occur for that position. Commissioner Olickan's previous Vice Chairman position would have

expired July 1, 2010, so Commissioner Gee will now serve as Vice Chair until the 2010 elections.

The Mayor emphasized the importance of maintaining the continuity and structure of the commission by adhering to the terms of elected positions and appointing members for unexpired positions upon a member's demise. The Mayor also commented on the 25+ years of outstanding service from Commissioner Birdwell, who passed away in November 2009.

Commissioner Olickan thanked the Mayor and City Council for the honor to serve as Chairman and commented on the privilege of serving along side Commissioner Birdwell for 10 years, his dedication to serving the citizens of Stafford and looks forward to continuing to make a difference in the development of Stafford. Commissioner Olickan welcomed Commissioner Gee as a member and looks forward to her perspective.

Commissioner Gee stated that it is honor to be on the Commission and that although she was hesitant, considers the appointment the best way to get immersed into City government. Commissioner Gee also noted that she looks forward to serving the community and the City's government.

4. (a) **Discussion of an ordinance amending Chapter 102 of the Code of Ordinances, the same being the City's Comprehensive Zoning Ordinance, amending a Specific Use Permit granted to National Coupling Co., Inc. on February 18, 2009, to allow the expansion and development of a Light Industrial Use at 1316 Staffordshire Road, located within the City in Zoning District MU.**

Gene Bane gave an overview of the SUP received from National Coupling, Inc. on December 28, 2009 and noted that there was a previously approved SUP in February of 2009, but due to the approval of a preliminary plat on January 12, 2010, which increased the amount of acreage involved, the SUP being presented tonight was required to include that additional acreage.

Mr. Dallas D. Morris, Executive Vice President of Johnston, LLC, an architectural engineering firm and Mr. Dinh Ho, project manager, both representing National Coupling, Inc., gave a PowerPoint presentation to explain the changes involved, which covered the following:

- A 2009 Site Plan

- Master Plan Components

Employee Services Building/ approximately 12,000 SF

Manufacturing/warehouse/approximately 38,000 SF

Office – Administration building/approximately 30,000 SF

Secondary office buildings/approximately 28,000 SF
Increased size Research & Development bldg/approx. 6,000 to 13,000 SF
Deleted equipment service bldg/approximately 7,000 SF

- A 2010 Facilities Site Master Plan
- A parking count layout, showing the additional 61 parking spaces proposed
- Landscape Quotas: added to street frontage and additional parking area, showing additional trees and shrubbery to overall Master plan
- Timing of proposed Construction Phases from May 2010 thru December 2015

Mr. Morris also gave an overview of the recent purchase of National Coupling by Hunting International, an international global oil and gas company that also makes couplings; thus, this purchase has caused a delay in upper management's overall decisions regarding the initial development of the property. The groundbreaking date is contingent upon the new Board of Directors' edict. Mr. Morris gave an overview of Hunting International and noted that the company started back in the '70's and has grown into only one of a handful throughout the US that manufactures their product.

Commissioner Rosas commented on the tour she took through National Coupling's property a year ago and noted how impressed she was with their overall layout and recommended that Mr. Morris describe what the company does to Commissioner Gee.

Mayor Scarcella stated that the City should see a natural increase of many companies in Stafford as a direct result of National Coupling's proposed expansion.

Commissioner Woolridge asked if any green design was proposed.

Mr. Morris indicated that there was discussion about green design concepts.

Commissioner Vega asked what was on the other side of the fenced boundary around the property.

Gene Bane stated that it was vacant property.

Commissioner Rosas asked if the masonry design proposed for the front of the building would be reviewed by the Permits Department.

Gene Bane stated that everything adheres to the City's standards as proposed.

4. (b) Public Hearing on the proposed ordinance described in item 4(a).

Commissioner Olickan officially opened the Public Hearing.

Mr. Dallas Morris and Mr. Dinh Ho were in favor of the SUP.

There were no other comments either for or against the SUP application.

Commissioner Olickan officially closed the Public Hearing.

4. (c) Discussion of comments received during the Public Hearing on ordinance as described in item 4(a).

Commissioner Rosas reiterated her comments on National Couplings facility about how impressed she was and how streamlined their organization appears to be. Commissioner Rosas also noted that this company puts Stafford on the international map.

4. (d) Consideration of appropriate action on items 4(a) – (c).

Commissioner Vega made a motion to accept the SUP as presented including the City Engineer's memo. Commissioner Woolridge seconded the motion, and it carried 7 – 0.

Charles Russell noted that the final plat would be approved administratively, which means it will not come before the Planning & Zoning Commission again.

5. Report on engineering matters:

- (a) Progress of developments on the US 90A Improvement Project addressing, progress on proposed landscape enhancements with monument, and addition of additional wall and landscaping at the TXI crossing;**
- (b) Stafford/Staffordshire Road project addressing progress of right-of-way acquisitions and appraisals, and funding status with TxDOT, Fort Bend County, and Harris County and with the federal stimulus package administered through H-GAC and bidding project by TxDOT;**
- (c) Progress of development of US 59 Enhancement Project addressing landscape plantings and progress of monuments installation;**
- (d) Status of Mobility Projects addressing Dulles Avenue and Brand Lane improvement projects;**
- (e) Local street and drainage improvements and**
- (f) Consideration of appropriate action on Items (a) - (e).**

Charles Russell gave an overview of the Monthly Status Report.

Mayor Scarcella expressed his concerns regarding TXDOT's request to pay upfront construction cost and contingency fees.

Commissioner Rosas asked how much of the City's street repairs were complete.

Charles Russell stated that street repair is a continuing process and dependent upon material costs, additional repairs could occur.

Commissioner Rosas asked if the recently planted shrubbery along US 90A was destroyed during the freeze and if so, would it be replaced by the vendor.

Mr. Russell explained that although there is a warranty, shrubbery destroyed by acts of God are not covered and noted that the plants currently appear to have green growth and show signs of life.

Mayor Scarcella noted that several neighboring areas are putting up monuments to recognize their cities. The Mayor stated that he is optimistic on how monuments will improve the image of our City.

6. Adjournment.

Commissioner Rosas made a motion to adjourn the meeting at 8:45 p.m. Commissioner Vega seconded the motion, and it carried 7 – 0.

Commissioner Olickan, Vice Chairman

Jo Ann Holloway, Recording Secretary