



**REGULAR PLANNING AND ZONING COMMISSION  
MEETING  
TUESDAY, MAY 11, 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 May 11, 2010.

**Present:**

Lali Castillo

Helen Gee, Vice Chairman

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

Gene Bane, Zoning Administrator

Jo Ann Holloway, P & Z Recording Secretary

Art Pertile, Attorney – Olson & Olson

**Absent:**

**1. Roll Call.**

All Commissioners were in attendance.

**2. Discussion and consideration of the April 13, 2010 Regular Planning and Zoning Commission meeting minutes.**

**Commissioner Rosas made a motion to approve the April 13, 2010 Regular Planning & Zoning Commission meeting minutes. Commissioner Woolridge seconded the motion with the inclusion of a title correction on the signature page for Joseph Olickan, from Vice Chairman to Chairman, and it carried 7 – 0.**

**3. Discussion and possible action to determine whether Commissioner Gee's absence on April 13, 2010 is excused or unexcused.**

**Commissioner Rosas made a motion to excuse Commissioner Gee's absence on April 13, 2010. Commissioner Vega seconded the motion, and it carried 7 – 0.**

**4. (a) Discussion of an ordinance amending Chapter 102 of the Code of Ordinances of the City, the same being the City's Comprehensive Zoning Ordinance, by granting a Specific Use Permit to New Hope Missionary Baptist Church, to allow the development of an Assembly Group A-3 occupancy,**

**specifically, a religious facility, on a 1.360 acre tract of land located within the City in Zoning District MU, and further identified as being located at 1030A Staffordshire Road; providing requirements and conditions for this Specific Use Permit; providing for severability; providing a penalty in an amount not to exceed two thousand dollars for violation of any provision hereof; and finding and determining that the meeting at which this ordinance is passed was open as required by law.**

Art Pertile noted that the permit request is for an Assembly A3 occupancy, therefore, it requires an SUP and that they only want to expand an existing facility.

Gene Bane introduced the application, gave its geographic location on a rendering and explained how it complied with the city's requirements. Mr. Bane also noted that not only would the expansion be sprinkled, they also plan to sprinkle the existing facility and commented on the Public Works memo regarding the site plan review.

Commissioner Woolridge stated that he visited the site, indicated that everything seemed fine and could appreciate that there would be additional parking.

Commissioner Castillo commented on the traffic congestion in that area and noted how the additional parking is needed.

Mayor Scarcella elaborated on the history of the church and its many contributions to the community.

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

Commissioner Olickan officially opened the Public Hearing.

Ms. Georgetta Mitchell of Kings Ct, in the Kingsway Subdivision, stated that she has been a citizen of Stafford for 25 years, is a member of the church and is in favor of the SUP for an extension. Ms. Mitchell also noted that the church has been in the community for 140 years, has a history of being very active in the City and especially during the Christmas holidays.

Ms. Marsha Dunn of Bradford Way in Houston has been a member of the church for seven 7 years and is in favor of the SUP. Ms. Dunn also noted that an extension will provide the much-needed space to become more active in the community.

Commissioner 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 expressed her appreciation of the church being very well maintained and is prosperous enough to expand.

Commissioner Vega stated that in view of the church's established community ties and numerous contributions to the City, this SUP should be approved without hesitation.

Commissioner Woolridge complimented the church on its development and is impressed.

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

**Commissioner Rome emphasized his desire to be the one to make the motion to not only approve the SUP, but to make it in honor of Phil Mitchell's memory, a previous Commissioner. Commissioner Rosas seconded the motion, and it carried 7 – 0.**

Mayor Scarcella concurred with Commissioner Rome, noted that Phil Mitchell was also on the Home Rule Commission and stated that he was a conscientious dedicated member.

**5. (a) Presentation and discussion of preliminary plat approval of Avenue E Development, Section 1, Replat of Reserve "B" and Section 2, Replat of Reserve "E".**

Charles Russell presented the plat by describing its geographic location, noted that the original plat was for Sections 1 and 2, and stated that the replat will combine Reserves "A" and "B" into Reserve "B" for cell tower use only and a 15' wide access easement. Mr. Russell stated that Public Works has reviewed the plat and recommends approval.

Commissioner Rosas expressed concern regarding the need to approve property in the ETJ.

Art Pertile elaborated on ETJ plat approval requirements and permitting requirements.

**5. (b) Public Hearing on proposed replat described in item 5(a).**

Commissioner Olickan officially opened the Public Hearing.

Commissioner Olickan officially closed the Public Hearing

**5. (c) Discussion of comments received during the Public Hearing on preliminary plat approval as described in item 5(a).**

There were no comments.

**5. (d) Consideration of appropriate action on items 5(a) – 5(c).**

**Commissioner Vega made a motion to grant preliminary plat approval of Avenue E Development, Section 1, Replat of Reserve “B” and Section 2, Replat of Reserve “E” subject to the City’s Letter of Conditions. Commissioner Woolridge seconded the motion, and it carried 7 – 0.**

Art Pertile explained how the final will be administratively reviewed by Public Works and not come before the commission for final approval.

**6. Discussion and consideration of a request for a variance from the requirement for Reserves “B”, “C”, “D” and “E” of the TXI-Stafford Replat to have frontage on a public street.**

Charles Russell gave an overview of the Variance Request noting that the original plat was done in the 90’s and pointed out the reserves’ frontages. Since that time of the original plats, there have been several changes to drainage easements and to the upcoming road widening and in addition to that, the City purchased property along the frontages for US 90A and as part of that, there was a 60’ easement that allowed access to Reserve “B”. The proposed new reserves will now not meet the City’s frontage requirements, so they are providing access easements that run parallel to the City’s owned property to enable each of the reserves to have ingress/egress. Public Works has reviewed this request and recommends approval.

Mayor Scarcella stated that having gone thru this frontage access issue with a considerable amount of discussion and debate, clarification of Mr. Russell's narrative is needed.

Discussion ensued regarding:

- Frontage and ROW easements
- Access to US 90A from a practical standpoint
- Entrance concerns

Mayor Scarcella noted that the purpose of the ordinance was to give access from the street to the property and stated that if this variance is not approved, there are no other options for this applicant to obtain access to US 90A and that to deny them this variance would put them in an impossible situation, which would not benefit the City in any way. The Mayor went on to say that with the frontage circumstances being what they are today, there is no reason not to grant this variance.

**Commissioner Woolridge made a motion to grant approval to the variance from the requirement for Reserves "B", "C", "D" and "E" of the TXI-Stafford Replat to have frontage on a public street as presented with the inclusion of the City's review memo. Commissioner Olickan seconded the motion, and it carried 7 – 0.**

**7. (a) Presentation and discussion of preliminary plat approval of TXI-Stafford, Replat of Reserves "A" and "B".**

Charles Russell gave an overview of the purposed reserves and easements, noted that they all would now meet the City's requirements and stated that Public Works recommends preliminary approval.

**7. (b) Public Hearing on proposed replat described in item 7(a).**

Commissioner Olickan officially opened the Public Hearing.

Thomas Stroh, a representative from Jones & Carter Engineering, representing TXI-Stafford commented on previous years of involvement with TXI. Mr. Stroh stated that with the submission of this plat, a lot of frontage and easement concerns will no longer be issues and noted that Reserve "C" is actually a future detention pond. Mr. Stroh spoke in favor of the preliminary plat approval.

Commissioner Olickan officially closed the Public Hearing.

7. (c) **Discussion of comments received during the Public Hearing on preliminary plat approval as described in item 7(a).**

There were no comments.

7. (d) **Consideration of appropriate action on items 7(a) – 7(c).**

**Commissioner Rome made a motion to grant preliminary plat approval of TXI-Stafford, Replat of Reserves “A” and “B” subject to the City’s Letter of Conditions. Commissioner Rosas seconded the motion, and it carried 7 – 0.**

8. **Report on engineering matters:**

- (a) **Progress of developments on the US 90A Improvement Project addressing landscape enhancements, monument, extension of aesthetic wall and landscaping at the TXI crossing;**
- (b) **Progress of Stafford/Staffordshire Road project addressing right-of-way acquisitions, execution of contracts, and anticipated start of construction.**
- (c) **Progress of US 59 Enhancement Project addressing landscaping, monuments installation and anticipated completion date.**
- (d) **Status of Mobility Projects addressing Dulles Avenue, Brand Lane and Kirkwood Road 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 noted that in regards to the Way Side Horns, that going through the process of contracts and agreements and getting everything signed in a timely fashion, there is still no control over how long it will really take. The Mayor emphasized that the City can only be hopeful that UPRR will adhere to the contracted agreements in an ample amount of time and

noted that it is a long and protracted process and UPRR has total control over the timeframe.

**9. Adjournment.**

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

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Commissioner Olickan, Chairman

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Jo Ann Holloway, Recording Secretary