



**MINUTES  
PLANNING AND ZONING COMMISSION  
CITY OF MISSOURI CITY, TEXAS  
September 11, 2019**

**1. CALL TO ORDER**

The Notice of the Meeting and Agenda having been duly posted in accordance with the legal requirements and a quorum being present, the meeting was called to order by Chair Brown-Marshall, at 7:00 PM.

**2. ROLL CALL**

**Commissioners Present:**

Sonya Brown-Marshall  
Tim Haney  
John O'Malley  
Monica L. Rasmus  
James G. Norcom III  
Gloria Lucas

**Commissioners Absent:** James R. Bailey, Courtney Johnson Rose, Hugh Brightwell

**Councilmembers Present:** Anthony G. Maroulis, Floyd Emory

**Staff Present:**

Otis T. Spriggs, Director of Development Services  
Jennifer Gomez, Planning Manager  
Cliff Brouhard, Assistant Public Works Director  
Jamilah Way, First Assistant City Attorney  
James Santangelo, Assistant City Attorney  
Thomas White, Planner II  
Gretchen Pyle, Interim Planning Specialist  
Glen Martel, Assistant City Manager  
Shashi Kumar, Director of Public Works  
Jeremy Davis, Assistant City Engineer

**Others Present:** Kathryn Parker; META Planning, Richard Pedde, Rebecca Wells, Michael Wells, Debra Moore, Brianna Fields

**3. READING OF THE MINUTES**

- A. Consider approval of the minutes of the August 14, 2019 Planning and Zoning Commission Meeting.
- B. Consider approval of the minutes of the August 14, 2019 Planning and Zoning Commission Special Meeting.

**Motion:** Approval of the August 14, 2019 Regular Meeting and Special Meeting minutes.

**Made By:** Norcom III

**Second:** Rasmus

**AYES:** Commissioner Brown-Marshall, Commissioner Haney, Commissioner O'Malley, Commissioner Rasmus, Commissioner Norcom III, Commissioner Lucas

**NAYES:** None

**ABSTENTIONS:** None

The motion passed.

**4. REPORTS**

**A. COMMISSION REPORTS**

- (1) Chairperson of the Planning and Zoning Commission – None
- (2) Planning and Zoning Commissioners – None

**B. STAFF REPORTS**

- (1) Development Services
  - a. Director – Otis T. Spriggs – None
- (2) Engineering
  - a. Assistant Public Works Director – Clifford Brouhard - None

**5. PUBLIC COMMENT**

None

**6. PLATS**

**A. CONSENT AGENDA**

- (1) Consider approval of a preliminary plat for Dry Creek Village Section Three
- (2) Consider approval of a preliminary plat for Sienna River Parkway Phase 2 Street Dedication
- (3) Consider approval of a final plat for Sienna Section 18
- (4) Consider approval of a final plat for Life Time at Missouri City
- (5) Consider approval of Santhoff Holdings Property being a replat of Kim Plaza

Chair Brown-Marshall pulled agenda items (4) and (5) for discussion.

**Motion:** The Planning and Zoning Commission grants conditional approval of the remaining Consent Agenda.

**Made By:** Commissioner Haney  
**Second:** Commissioner O'Malley

**AYES:** Commissioner Brown-Marshall, Commissioner Haney, Commissioner O'Malley, Commissioner Rasmus, Commissioner Norcom III, Commissioner Lucas

**NAYES:** None

**ABSTENTIONS:** None

The motion passed

- (4) Consider approval of a final plat for Life Time at Missouri City

Interim Planning Specialist, Gretchen Pyle presented this item. Ms. Pyle informed that staff had been working with the applicant for the past few weeks to address minor comments; which had been addressed. The staff report and plat were updated to reflect the corrections that were made.

Vice Chair Haney questioned the indication of "approved"/"disapproved".

Director of Development Services, Otis Spriggs, informed that with any plat and with the new process, staff had to be specific on any conditional approvals. If some things could be addressed prior to the meeting, staff would work with the applicant to ensure that those items are submitted to the commission in order to move forward as an "approval", oppose to being conditioned upon a future review.

Vice Chair Haney informed that he noticed that the formatting of the staff report was different due to the new law (House Bill 3167).

Mr. Spriggs informed that there would be a discussion about the new process in the special meeting.

- (5) Consider approval of Santhoff Holdings Property being a replat of Kim Plaza

Director of Development Services, Otis Spriggs, informed that due to updates, there was no reason to recommend "denials". There was a recommended approval of the plat.

Vice Chair Haney asked if the applicant was subdividing the one reserve out from the existing plat.

Ms. Pyle replied, "That's correct."

**Motion:** The Planning and Zoning Commission grants conditional approval of items (4) and (5) of the Consent Agenda.

**Made By:** Commissioner Haney  
**Second:** Commissioner O'Malley

**AYES:** Commissioner Brown-Marshall, Commissioner Haney, Commissioner O'Malley, Commissioner Rasmus, Commissioner Norcom III, Commissioner Lucas

**NAYES:** None  
**ABSTENTIONS:** None

The motion passed

**B. SIENNA PLANTATION 3B**

- (1) Consider approval of a concept plan for Sienna Planation 3B Sections 17B, 27, 35A/B, 36, 38, 39A/B
- (2) Consider approval of a preliminary plat for Sienna Section 17B and 17C
- (3) Consider approval of a preliminary plat for Sienna Section 27
- (4) Consider approval of a preliminary plat for Sienna Section 35A

Planner II, Thomas White, presented the items. Mr. White informed that the location of the plat was north of Heritage Parkway; north and south of Sienna Parkway; east of the Brazos River; east and west of Waters Lake Boulevard, and located in the ETJ (extraterritorial jurisdiction). Staff had no comments and recommended approval of the concept plan.

**Motion:** The Planning and Zoning Commission grants conditional approval of the concept plan.

**Made By:** Commissioner Haney  
**Second:** Commissioner Norcom III

**AYES:** Commissioner Brown-Marshall, Commissioner Haney, Commissioner O'Malley, Commissioner Rasmus, Commissioner Norcom III, Commissioner Lucas

**NAYES:** None  
**ABSTENTIONS:** None

The motion passed

**Motion:** The Planning and Zoning Commission grants conditional approval of the remaining items of the Consent Agenda.

**Made By:** Commissioner Haney  
**Second:** Commissioner O'Malley

**AYES:** Commissioner Brown-Marshall, Commissioner Haney,

Commissioner O'Malley, Commissioner Rasmus,  
Commissioner Norcom III, Commissioner Lucas

**NAYES:** None  
**ABSTENTIONS:** None

The motion passed  
The motion passed

**7. ZONING MAP AMENDMENTS**

**A. PUBLIC HEARING FOR A PLANNED DEVELOPMENT DISTRICT**

- (1) To receive comments for or against a request by META Planning + Design LLC to zone a property from R-3, two family residential district, MF-2, multifamily residential district and SD, suburban district to PD, Planned Development District to allow for a unified development to include commercial and residential uses; and to the extent such zoning deviates from the Future Land Use and Character map of the Comprehensive Plan, to provide for an amendment therefrom.
- (2) Consideration of the approval of a final report to City Council on item 7A(1) above.

Planning Manager, Jennifer Gomez, presented this item. Ms. Gomez informed that the subject property is located on Lake Olympia Parkway; west of Vicksburg Boulevard; south of Lake Olympia, and to the corner east of Parks Edge subdivision.

Ms. Gomez informed that over a period of time after the area was annexed into the City the property was zoned in the early 1980s as part of the original Palmer Plantation area. The subject site maintains the zoning designations from the initial zoning of the Palmer area in September, 1982.

Ms. Gomez informed that what was currently being proposed was a commercial and development. The proposal consisted of a commercial frontage along Lake Olympia Parkway of approximately 1.7 acres. The balance of the area would consist of patio homes, and also detention that would be contained in the existing Mustang facility, as well as general open space with in the development.

Ms. Gomez informed that the applicant provided a general development plan, residential builder guidelines, and a proposed development schedule. The applicant does not propose phasing the development. However, a general timeline over the next two to three years to plat and develop the site has been provided.

Ms. Gomez informed that the applicant was proposing specific commercial uses as permitted within the R-4, district. The proposed commercial use consisted of less intense services that could be located near residential.

Ms. Gomez informed that the applicant had proposed the LC-3 district height and area standards, except for proposing a maximum height of 2-stories for the commercial uses and to provide a minimum setback from a Lake Olympia right-of-way of 25 feet. Additionally, the proposal includes the provision of a 10 foot rear yard and a zero foot side yard setback.

Ms. Gomez informed that staff's recommendation is to apply LC-1 district height and area standards for the commercial area and not LC-3, as its purpose is for regional commercial uses. The LC-1 district is designed for being in closer proximity to residential. Staff also recommends the R-4 district height and area standards for residential areas. However, a reduced rear yard for those lots that do not backup to a residential district is recommended.

Ms. Gomez informed that of the building and architectural design standards, the applicant proposed applying Section 7A. The standards include regulations on articulation, pitched roofs, design details to create shade and shadows, and an overall complementary design throughout development; applicable to the commercial area.

Ms. Gomez informed that staff's recommendation was to apply Section 7A as applicable and to adopt the applicant's proposed standards.

Ms. Gomez informed that for landscaping regulations, the applicant proposed a 25 foot landscape/open space buffer and associated landscaping to be located between the Lake Olympia right-of-way, and the side and rear yard of a residential lot. In addition, the applicant proposed an 8 foot tall masonry wall between a residential lot and where the lot would be adjacent to the open space area.

Ms. Gomez informed that for the commercial area, the applicant proposed landscape buffers, minimum 10 feet along the driveway and Lake Olympia frontage. A minimum 5 feet along all property lines.

Ms. Gomez informed that staff's recommendation was to apply Section 11, landscaping regulations, except that the standard transitional buffer that is required for commercial uses throughout the city should be applied, which would mean a minimum of 20 feet buffer along Lake Olympia.

Ms. Gomez informed that for parking regulations, the applicant proposed to provide minimum parking setbacks. The setbacks coincide with the proposed landscape buffers. Bicycle parking was also proposed within the development.

Ms. Gomez informed that staff's recommendation was to apply Section 12 standards. There was no need to apply the minimum parking buffers due to the transitional buffers, which parking could not go closer than what would be permitted by the transitional buffer. Staff's recommendation was also to adopt the proposed bicycle parking standards.

Ms. Gomez informed that for other district regulations, staff's recommendation was to apply the current standards for signs, fence, trash disposal, portable storage and trash disposal for residential areas. The recommendation was also to prohibit outside placement, storage, sales and services in the commercial areas.

Ms. Gomez informed that the applicant proposed standards for garages, fencing, architectural details for the homes, and signage for model homes "sale" signs.

Ms. Gomez informed that staff's recommendation was to apply all the applicable sections, and to adopt the applicant's residential build guidelines.

Ms. Gomez informed that there was an existing water treatment plant that had been in place for a while. All the factors made the property unique to utilize.

Commissioner O'Malley asked about the timeline of the development with the expansion of the bridge over the bayou.

Assistant Public Works Director, Cliff Brouhard, informed that there were two separate issues, the bridge and the roadway. The bridge and the roadway were both being determined by the Parks Edge development. Once the Parks Edge (residential) development reached 200 building permits, the bridge and the roadway had to be in construction. It is in the works, based on Parks Edge.

Senior Planner/META Planning, Kathryn Parker, addressed the concern about the traffic. Ms. Parker informed that the same engineer for Parks Edge was also the engineer for the proposed development. The TIA (Traffic Impact Analysis) had also been coordinated, submitted and approved.

Ms. Parker presented the same proposed details as Ms. Gomez. The biggest constraints the subject property include the location of the existing water plant, the detention, drainage ditch for the Mustang Bayou on the east, and existing lots to the west. Ms. Parker informed that a benefit was over 40 percent of the tract was going to be open space, either through the drainage ditch or the proposed onsite detention, with the landscape buffers along the remainder of the land along Lake Olympia.

Ms. Parker informed that they proposed a minimum of 2 car garages, 5 foot wide sidewalks, fencing requirements, and minimum square footage for the homes of 1,500. The homes would have a 100 percent masonry on the first floor.

Chair Brown-Marshall asked if the approved TIA related to the construction of the bridge and its mobility.

Ms. Parker informed that she was not involved with the drafting.

Mr. Brouhard informed that the TIA did assume that the bridge and the roadway were in place.

Ms. Parker informed that they received staff's recommendations and would comply, and asked for the consideration of the setback requirement on the residential. Staff recommended 20 feet opposed to the 10 feet. Due to the constraints of the site, 15 feet would be appreciated.

Chair Brown-Marshall asked Ms. Parker if the concept plan was based on the 10 foot setback.

Ms. Parker informed that the homes adjacent to the west was planned for 15 feet setbacks.

Chair Brown-Marshall asked if 15 feet was approved, would the applicant be able to keep the 34 lots, and if the setback was 20 feet, would they lose lots.

Ms. Parker replied, "Yes."

Ms. Parker asked if there was an alternative fencing desire between the neighborhoods, could it be consider.

Richard Pedee, 1611 Morning Dew Place, informed that when they bought their home 6 ago, they were informed that their home backed a nature reserve. Mr. Pedee's provided that there are 19 homes that back onto this wooded property and indicated that they have a lower elevation and that there is a water problem. Mr. Pedee informed that he desired the property to remain as is. Mr. Pedee asked if the developer would provide a drainage system.

Rebecca Wells, 1607 Morning Dew Place, informed that her existing community would be affected by the development. Ms. Wells' concern was that her neighborhood would become transient.

Michael Wells, 1607 Morning Dew Place, informed that he and his wife picked the location of their home due to being affordable and near their jobs. If they knew they would be staring at pump stations and living next to 2 story patio homes/duplexes, they probably would have chosen to live elsewhere. During Hurricane Harvey, they did not flood. Mr. Wells was concerned about an increase in flooding due to the proposed development. The property values would be affected, along with the live appeal.

Debra Moore, 4619 Sundown Court, informed that the back of her property would face the proposed community. There was enough property on Highway 6 for commercial development, with roadways that could accommodate the traffic for that commercial property. Ms. Moore was concerned about drainage and how it would affect her property as well as traffic. Ms. Moore informed that she was against the proposed development.

Brianna Fields, 4619 Sundown Court, informed that her home would back the proposed development. Ms. Fields was concerned about keeping as much green alive in the neighborhood and the quality of life.

<b>Motion:</b>	To close the public hearing
<b>Made By:</b>	Commissioner Haney
<b>Second:</b>	Commissioner Lucas
<b>AYES:</b>	Commissioner Brown-Marshall, Commissioner Haney, Commissioner O'Malley, Commissioner Rasmus, Commissioner Norcom III, Commissioner Lucas
<b>NAYES:</b>	None
<b>ABSTENTIONS:</b>	None

The motion passed

Chair Brown-Marshall asked Ms. Gomez to inform the public of the type of development that would be allowed without presentation to the Planning and Zoning Commission and City Council.

Ms. Gomez informed of development that could occur under the existing zoning for the property.

Vice Chair Haney asked if homes could start being built on the property.

Ms. Gomez informed that platting would be first and then the permitting process.

Vice Chair Haney asked staff if the 20 foot setback was across all R, residential, categories.

Ms. Gomez informed that it was not across all R, residential categories. It is based on the density. In residential districts, the property structure is setback a little further. There may be a detached garage that may be closer to the property line within 8 feet or so. Ms. Gomez informed that between two properties, the structures would be at a minimum 10 feet on the side yard.

Mr. Spriggs informed that on cul-de-sacs with irregular pie shape lots sometimes present situations in terms of what Vice Chair Haney described.

(2) Consideration of the approval of a final report to City Council on item 7A(1) above.

**Motion:** The Planning and Zoning Commission forwards a positive recommendation to Council; to apply LC-1 for commercial; to apply the R-4 standards.

**Made By:** Commissioner Lucas  
**Second:** Commissioner O'Malley

**AYES:** Commissioner Brown-Marshall, Commissioner Haney, Commissioner O'Malley, Commissioner Rasmus, Commissioner Norcom III, Commissioner Lucas

**NAYES:** None  
**ABSTENTIONS:** None

The motion passed

8. **ZONING TEXT AMENDMENTS**  
None.

9. **OTHER MATTERS WITHIN THE JURISDICTION OF THE COMMISSION OR THE CAPITAL IMPROVEMENTS ADVISORY COMMITTEE.**  
None.

10. **CLOSED EXECUTIVE SESSION**  
*The Planning and Zoning Commission may go into Executive Session regarding any item posted on the Agenda as authorized by Chapter 551 of the Texas Government Code.*

11. **RECONVENE**  
Reconvene into Regular Session and Consider Action, if any, on items discussed in executive session.

12. **ADJOURN**

**Motion:** To adjourn

**Made By:** Commissioner Haney  
**Second:** Commissioner Norcom III

**AYES:** Commissioner Brown-Marshall, Commissioner Haney, Commissioner O'Malley, Commissioner Rasmus, Commissioner Norcom III, Commissioner Lucas

**NAYES:** None  
**ABSTENTIONS:** None

The motion passed

  
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Egima Edwards  
Planning Technician