



**MINUTES
PLANNING AND ZONING COMMISSION
CITY OF MISSOURI CITY, TEXAS
December 9, 2020**

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
Gloria Lucas
Karen Overton
James R. Bailey
Monica Rasmus
Daniel Silva

Commissioners Absent: Hugh Brightwell

Staff Present:

Otis T. Spriggs, Director of Development Services
Jennifer Gomez, Planning Manager
Thomas White, Planner II
Gretchen Pyle, Interim Planning Specialist
Jeremy Davis, Assistant City Engineer, Public Works
Egima Edwards, Planning Technician
James Santangelo, Assistant City Attorney
Glen Martel, Assistant City Manager

Others Present:

Austan Luper, Pape-Dawson
Geoff Freeman, LJA Engineering
Laurie Chapa, LJA Engineering
Michael Hicks, Fort Bend ISD
Terrance O'Brien, Fort Bend ISD
Eric Unger, Skymark Development
Daniel Valdez, META Planning + Design LLC

Tom Duecker, Jones | Carter

3. READING OF THE MINUTES

- A. Consider approval of the minutes of the November 11, 2020 Planning and Zoning Commission Meeting.

Motion: Approval of the November 11, 2020 minutes.

Made By: Commissioner Lucas
Second: Commissioner O'Malley

Commissioner Lucas stated that regarding agenda item 7.B., the first motion that was made by herself and seconded by Commissioner Overton was not recorded in the minutes.

Otis Spriggs, Development Services Director, stated that the motion was not made in the affirmative; it was a double negative and made the motion unclear. A positive motion was later made in the affirmative and recorded into the minutes. Mr. Spriggs provided that the original motion could be incorporated into the minutes.

Commissioner Lucas stated that she withdrew her initial motion and made a new motion which Commissioner Overton seconded. However, if staff wanted to make the correction in the minutes then that was fine.

James Santangelo, Assistant City Attorney, advised that a vote to approve the minutes pursuant to the change requested could be made. The recording of the meeting could be used to incorporate the first motion that was made.

Chair Brown-Marshall requested Commissioner Lucas withdraw her motion to approve the November 11, 2020 minutes.

Commissioner Lucas withdrew her motion to accept the minutes.

Motion: Approval of the November 11, 2020 minutes adding the first motion made by Commissioner Lucas and seconded by Commissioner Overton on agenda item 7.B.

Made By: Commissioner Lucas
Second: Commissioner Overton

AYES: Commissioners Brown-Marshall, Commissioner O'Malley, Commissioner Bailey, Commissioner Lucas, Commissioner Silva, Commissioner Overton, Commissioner Rasmus

NAYES: None.
ABSTENTIONS: Commissioner Haney

The motion passed

4. REPORTS

A. COMMISSION REPORTS

- (1) Chairman of the Planning and Zoning Commission
None.
- (2) Planning and Zoning Commissioners
None.

B. STAFF REPORTS

- (1) Development Services
 - a. Director – Otis Spriggs noted this as the last meeting of the year for the Commission and wished everyone well for a safe, blessed and happy holiday season.
- (1) Engineering
 - a. City Engineer – Jeremy Davis, Assistant City Engineer, reminded everyone that the Engineer Division about the availability of the drainage concern map on the City’s website. The public could use the interactive map to provide drainage concerns. The drainage map is part of the Watershed Master Plan update. The public can locate the map through Google by searching for “Drainage Concern Map Missouri City or Missouri City Watershed Master Plan Update.” The map is also available on the city’s website.

5. PUBLIC COMMENT

None.

6. PLATS

A. CONSENT AGENDA

- (1) Consider an application for a preliminary plat for Sienna Section 33C
- (2) Consider an application for a preliminary plat for Sienna Section 37
- (3) Consider an application for a final plat for Sienna Section 26
- (4) Consider an application for a final plat for Sienna Section 38
- (5) Consider an application for a final plat for Sienna Section 42
- (6) Consider an application for a final plat for Parks Edge Section 17
- (7) Consider an application for a final plat for Fort Bend ISD Elementary School No. 53

Motion: To approve the consent agenda

Made By: Commissioner Lucas

Second: Commissioner Haney

AYES: Commissioners Brown-Marshall, Commissioner Haney, Commissioner O’Malley, Commissioner Bailey, Commissioner Lucas, Commissioner Silva, Commissioner Overton, Commissioner Rasmus

NAYES: None.
ABSTENTIONS: None.

The motion passed

B. SIENNA

(1) Reconsider an application for a final plat for Sienna Section 30

Thomas White, Planner II, presented the item. Mr. White stated that the proposed site was located south of Sienna River Parkway; east of the Brazos River; west of Heritage Park Drive, in the city's ETJ, extraterritorial jurisdiction.

Mr. White stated that the plat was approved by the Commission on June 10, 2020. The plat was revised to realign the southwesterly boundary lines adjacent to Section 29A, update the designation for Reserve F, and increase the area contained within the plat to 33.472 acres. In addition, the word "Plantation" has been removed from the plat name.

Staff recommended approval.

Commissioner Overton inquired about the purpose of the revision.

Mr. White restated the purpose of the revision.

Motion: To approve agenda item 6.B.(1)

Made By: Commissioner Haney
Second: Commissioner Overton

AYES: Commissioners Brown-Marshall, Commissioner Haney, Commissioner O'Malley, Commissioner Bailey, Commissioner Lucas, Commissioner Silva, Commissioner Overton, Commissioner Rasmus

NAYES: None.
ABSTENTIONS: None.

The motion passed.

C. DRY CREEK VILLAGE

(1) Reconsider an application for a final plat for Dry Creek Village Section Three

Thomas White, Planner II, presented the item. Mr. White stated that the proposed site was located north of Trammel Fresno Road; south of Lake Olympia Parkway; east of Olympia Estates; west of the Fort Bend Parkway within PD, Planned Development District No. 88.

Mr. White stated that the plat was approved by the Commission on November 13, 2019. The plat has been revised to increase the width of the Dry Creek Drive

right-of-way at the intersection of Trammel Fresno Road from 60 feet to 80 feet, to allow for a boulevard entry.

Mr. White stated further that the revision decreased the number lots by one. A lot was incorporated into Reserve B to allow for a recreational park.

Staff recommended approval.

Motion: To approve agenda item 6.C.(1)

Made By: Commissioner Haney

Second: Commissioner Rasmus

AYES: Commissioners Brown-Marshall, Commissioner Haney, Commissioner O'Malley, Commissioner Bailey, Commissioner Lucas, Commissioner Silva, Commissioner Overton, Commissioner Rasmus

NAYES: None.

ABSTENTIONS: None.

The motion passed

D. PARKLAND DEDICATION

(1) Consider an application for a parkland dedication for Lexington Village

Gretchen Pyle, Interim Planning Specialist, presented the item. Ms. Pyle stated the location of the proposed site was north of Independence and FM 1092; southeast of the intersection of Lexington Boulevard / Independence Boulevard and FM 1092, and west of Fort Bend ISD Armstrong Elementary School. The zoning for the site is PD, Planned Development District No. 81.

Ms. Pyle stated that PD No. 81 is proposed to include a mix of uses, including retail, office / warehouse, townhome residential, multifamily, and assisted living. The preliminary plat of Lexington Village Section 1, a townhome residential development was approved on August 12, 2020.

The parkland dedication for Section 1 was considered by the Parks Board on December 3, 2020. The dedication would be within Park Zone 5. The Parks Board forwards a positive recommendation on the proposal.

Staff recommended approval.

Commissioner Lucas inquired about the Parks Board's recommendation.

Ms. Pyle clarified that the proposed dedication is to provide 1.51 acres for public parkland.

Motion: To approve parkland dedication proposal

Made By: Commissioner Haney
Second: Commissioner Lucas

AYES: Commissioners Brown-Marshall, Commissioner Haney, Commissioner O'Malley, Commissioner Bailey, Commissioner Lucas, Commissioner Silva, Commissioner Overton, Commissioner Rasmus

NAYES: None.
ABSTENTIONS: None.

The motion passed

7. **ZONING MAP AMENDMENTS**
None.

8. **ZONING TEXT AMENDMENTS**
None.

9. **OTHER MATTERS WITHIN THE JURISDICTION OF THE COMMISSION OR THE CAPITAL IMPROVEMENTS ADVISORY COMMITTEE.**

- (1) Consider approving a semiannual report to the City Council on the land use assumptions and capital improvements plan for the Northeast Oyster Creek Sub-watershed, Lake Olympia Parkway Extension and Mustang Bayou Service Area.

Jeremy Davis, Assistant City Engineer, presented the item. Mr. Davis stated that the City's Engineering division reviews the impact fees ordinance and provides a report and any changes to the Planning and Zoning Commission bi-annually.

Mr. Davis stated that the City has adopted three impact fee ordinances; Lake Olympia Parkway extension; Mustang Bayou Service Center, and Northeast Oyster Creek Sub-Watershed. The fees are committed to fund public infrastructure improvements in those areas. The impact fees due for new construction projects is determined at the preliminary plat stage and is based on the use and size of the development.

Mr. Davis provided the adopted fee schedule as mentioned. The Lake Olympia Parkway Extension presently at \$235.00 per dwelling unit for certain roadway improvements in the area. The Mustang Bayou Service Center is presently at \$1009.84 per equivalent single family connection (ESFC) for water and \$2,276.29 per ESFC for wastewater. These fees are used for improving or expanding the water and wastewater treatment plants. Finally, the Northeast Oyster Creek Sub-watershed is presently at \$3,000 per acre to improve drainage throughout the area.

There are no recommendations to change the current impact fee schedule.

Motion: To approve semi-annual report

Made By: Commissioner Haney
Second: Commissioner Lucas

Commissioner Overton inquired about the Northeast Oyster Creek Sub-watershed drainage fee affecting resident's water bills.

Mr. Davis replied that the fees are applied to new developments in the area benefitting from the regional detention ponds off of Independence Boulevard. Residents already living in the area would not have to pay the fee.

Commissioner Overton inquired if it would be for new residents.

Mr. Davis replied that it would apply to new developments in the area. Residents, individually, would not pay the fees. A developer may split the fees paid and add to the overall cost of a new home. However, impact fees are not billed to residents directly.

Commissioner Overton asked for clarification if the fees could be passed on to residents by the developer and whether existing residents would be affected.

Mr. Davis confirmed that existing residents would not be affected and assumed that any upfront fees may be added to the price of new homes.

Vice Chair Haney stated that the impact fees are only applied at the time the developer plats lots and builds houses.

Chair Brown-Marshall stated that the City does not have jurisdiction over whether or not the developer passes fees on to residents; that is at the developer's discretion.

AYES: Commissioners Brown-Marshall, Commissioner Haney, Commissioner O'Malley, Commissioner Bailey, Commissioner Lucas, Commissioner Silva, Commissioner Overton, Commissioner Rasmus

NAYES: None.

ABSTENTIONS: None.

The motion passed

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 Overton

Second: Commissioner Lucas.

AYES: Commissioner Brown-Marshall, Commissioner O'Malley, Commissioner Bailey, Commissioner Lucas, Commissioner Overton, Commissioner Silva, Commissioner Haney, Commissioner Rasmus

NAYES: None.

ABSTENTIONS: None.

The motion passed

Egima Edwards
Planning Technician