



**MINUTES
PLANNING AND ZONING COMMISSION
CITY OF MISSOURI CITY, TEXAS
August 11, 2021**

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 Chairman Brown-Marshall, at 7:00 PM.

2. ROLL CALL

Commissioners Present:

Sonya Brown-Marshall
Gloria Lucas
Karen Overton
Daniel Silva
John O'Malley
Rodney Griffin
James Bailey
Hugh Brightwell

Commissioners Absent: Tim Haney

Councilmembers Present: None.

Staff Present:

Jennifer Gomez, Director of Development Services
Mason Garcia, Planner II
Stori Nuri, Planner I
Gretchen Pyle, Development Review Coordinator
Egima Edwards, Planning Technician
Brian-Jackson Taylor, Engineering Assistant
Joseph Quintal, Assistant City Attorney
Glen Martel, Assistant City Manager

Others Present:

Geoff Freeman, LJA Engineering
Nuvia Cisneros, Terra Associates, Inc
Hunter Rush, MHS Planning & Design

3. Election of Officers

Consider electing a Chair, Vice Chair, and an Assistant Secretary of the Planning and Zoning Commission

Motion: To nominate Chair Brown-Marshall to continue to serve as Chair

Made By: Commissioner O'Malley

Second: Commissioner Griffin

Chair Brown-Marshall accepts.

AYES: Commissioner Lucas, Commissioner Silva, Commissioner Overton, Commissioner Griffin, Commissioner Brightwell, Commissioner O'Malley, Commissioner Bailey

NAYES: None.

ABSTENTIONS: None.

The motion passed

Motion: To nominate Vice Chair Haney to continue to serve as Vice Chair.

Made By: Commissioner O'Malley

Second: Commissioner Lucas

AYES: Commissioner Brown-Marshall, Commissioner Lucas, Commissioner Silva, Commissioner Overton, Commissioner Griffin, Commissioner Brightwell, Commissioner O'Malley, Commissioner Bailey

NAYES: None.

ABSTENTIONS: None.

The motion passed

Motion: To nominate Commissioner O'Malley to continue to serve as Assistant Secretary

Made By: Commissioner Griffin

Second: Commissioner Brightwell

Commissioner O'Malley accepts.

AYES: Commissioner Brown-Marshall, Commissioner Lucas, Commissioner Silva, Commissioner Overton, Commissioner Griffin, Commissioner Brightwell, Commissioner O'Malley, Commissioner Bailey

NAYES: None.
ABSTENTIONS: None.

The motion passed

4. READING OF MINUTES

Chairman Brown-Marshall called for a motion to accept the July 14, 2021 Planning and Zoning Commission meeting minutes.

Motion: Approval of the July 14, 2021 meeting minutes.

Made By: Commissioner Overton
Second: Commissioner O'Malley

AYES: Commissioner Brown-Marshall, Commissioner Lucas, Commissioner Silva, Commissioner Overton, Commissioner Griffin, Commissioner Brightwell, Commissioner O'Malley, Commissioner Bailey

NAYES: None.
ABSTENTIONS: None.

The motion passed.

5. REPORTS

A. COMMISSION REPORTS

(1) Chairman of the Planning and Zoning Commission

Chair Brown-Marshall thanked the Commission for allowing her to Chair meetings. She serves to facilitate and ensure that they have great meetings with resolutions.

(2) Planning and Zoning Commissioners
None.

B. STAFF REPORTS

(1) Development Services
a. Director
None.

(2) Engineering
a. Engineering Assistant – Brian-Jackson Taylor
No report. The Watershed Master Plan update was withdrawn.

(3) Parks & Recreation
a. Assistant Director

i. Parks Master Plan update

Therron W. Dieckmann, Assistant Director, Parks and Recreation, introduced Hunter Rush of MHS Planning & Design. MHS Planning & Design helped to draft the Parks Master Plan.

Hunter Rush, MHS Planning & Design, reported they began in February 2021 drafting the Parks Master Plan. The intent of the document is to be a guide to Missouri City to help Parks and Recreation budget every year, as well as Council to see how money should be spent.

Mr. Rush reported several focus groups were conducted virtually during COVID. They met with Parks Board; City Staff; Senior Planning Committee; Sports Association Group; Local Business Owners; Missouri City Green & Quail Valley Garden Club; Mayor's Youth Commission; and Mom's Focus Group.

Mr. Rush summarized findings of the focus group, which consisted of small-knit community to raise families; community has diversity, culture, and is progressive; proximity to Houston, remaining a citizen-focused city; a variety of programs and special events hosted by Parks & Recreation; and City staff is easily accessible and listens to residents.

Mr. Rush summarized strengths of the Parks & Recreation System as a variety of strong programs; excellent job of maintenance staff caring for the parks system; Edible Trail Arbor; diversity in the programs; and large expanses of trails.

Mr. Rush summarized areas in need of improvement to be to develop recreational opportunities in Park Zones without parks; update Sta-Mo and Community Park ballfields; Parks System overall update with newer amenities and facilities; increase outdoor nature programming through partnerships and trail building; increase outdoor shaded spaces; and increase trail connectivity.

Mr. Rush summarized the role of youth athletics, stating youth athletics is a big part of the young adult families; Regional Sports Authorities (RSA) utilize majority of City sports fields; sports fields are outdated and over-used; entire community benefits from multi-purpose sports facilities; a functional and well-run youth athletic program is created through City staff, youth athletic leagues, and public-private partnerships working together.

Mr. Rush summarized focus group findings with the role of HOA parks in the City Parks System. Findings included acknowledgement of HOAs support; however, City parks should stand out to provide specialty recreational considerations; HOA pools are reserved for their members and residents of their specific neighborhoods; HOAs are encouraged to construct trails and tie them into the City's trail system; to fund, build, and maintain parks, HOAs and the City should continue to partnership; encourage developers to build and donate parks in new development areas.

Mr. Rush reported that an online Parks & Recreation Citizen Survey was conducted this year from February 12th to March 9th consisting of 17 questions, 932 responses were received and shared via social media and Fort Bend ISD.

Mr. Rush reported on the results sharing 69% rated existing parks and recreational facilities as excellent or good; 4% rated the facilities as poor; 73% answered yes to additional parks and recreational facilities; participants were asked to rank the top five additional facilities they would like to have in Missouri City (results available via meeting video on City website); 93% strongly agree that existing parks should be upgraded and/or improved to include additional facilities; 83% strongly agree that the City should focus on developing Sta-Mo Park as the premier multipurpose sports park in the City and region; 85% strongly agree that neighborhoods, parks, and schools should be connected through linear parks and trails; 93% strongly agree are worth the cost to taxpayers; 89% support municipal bond funding; and participants were asked to rank the top three considerations regarding future parks in Missouri City (results available via meeting video on City website).

Mr. Rush summarized Master Plan Goals for Parks & Recreation; natural open space; trail and connectivity; maintenance; and future amenity priorities.

Mr. Rush summarized the project implementation for different park improvements. Parks mentioned were Ridgeview Park; Bicentennial Park; Sta-Mo Sports Complex; Parks Edge parkland; Revolution Way parkland; Parkway Crossing parkland; Hunters Trail Park; MacNaughton Park; Freedom Tree Park, Roan Park; Riverstone Property parkland; Community Park; Quall Green West Park; Herrin Tract parkland; First Colony Trail & Trailhead; GCWA Trail; and Oyster Creek Trail. Project implementation are general and ongoing.

Mr. Rush stated once the Planning & Zoning Commission has had time to review and provide comments, the Master Plan will be presented the City Council and grant applications will be submitted.

Commissioner O'Malley inquired if any surprises were discovered from the data.

Mr. Rush replied, enhanced botanical gardens being number one in the survey was definitely a surprise. Trails are popular; anyone can use them from strollers to any ability. People really like trails and programming.

Commissioner O'Malley inquired if grants / funding would be for infrastructure / permanent brick & mortar, or could it be used for implementations previously described.

Mr. Rush replied it depends on which grants are applied for. Typically they are for brick & mortar, recreational, play, as well as maintenance throughout the year.

Commissioner Lucas inquired if any parks had been left out of the master plan.

Mr. Rush replied every park had been documented, researched and inventoried. Not every park falls within the ten year period for upgrades. The reasoning is due to budgetary. Parks throughout the community needing upgrades most due to proximity of location, the year it was built, and then financially what is feasible for the City are listed.

Mr. Dieckmann stated every park was reviewed and is at a different stage of its life cycle. Presented were higher dollar projects, which may be impacted by a bond issued this fall. The master plan is a living ten year document that is reviewed every five years. Certain amenities have already been added to some parks.

Commissioner Brightwell inquired about the target CIP (Capital Improvement Program) budget for the next ten years for parks.

Mr. Dieckmann replied, a review of the five year plan is conducted. His department does not oversee the Capital Improvement Program.

Commissioner Brightwell inquired about public / private partnerships to leverage off the bonding.

Mr. Rush replied there is an entire chapter in the plan devoted to funding opportunities and different grants at the local, state, and federal levels. Projects will be prioritized.

Commissioner Lucas inquired if new parks will be built.

Mr. Rush replied existing parklands will be developed; however, additional parkland will not be acquired.

Mr. Dieckmann stated "parkland" indicates parkland owned by the City. They are mentioned in the plan with the name of the park listed with "parkland" noted next to them.

Commissioner Lucas inquired if additional land would be purchased for existing parks. They (Fondren Park community) have been asking for years for the City to purchase an existing ball field that has not been occupied. The youth have absolutely no where to play, other than the streets. The field is on East Hampton.

Jennifer Thomas Gomez, Director, Development Services, stated it is property that was previously owned by Houston ISD, now under private ownership. It is no longer an active park or playing field.

Commissioner Lucas stated they have been asking the City to purchase the property to turn it into a park. The youth will not cross over to play in parks on this side (of Highway 90). There are no parks on their end of Missouri City.

Mr. Dieckmann replied that he has only been with the City for eight months; he has not heard of the proposal. He encouraged Commissioner Lucas to reach out to him directly to have the conversation. Any opportunity would be considered. It comes down to funding. The way the City acquires parkland is through development in park zones. Development in park zones can give either "cash in lieu" or acreage for parks. Proposals will be presented to Parks Board and City Council.

Commissioner Overton inquired about the 932 responses. Missouri City's population per the last census was over 75,000. That is a .0124 response to the survey. The time frame per Survey Monkey was February 12th to March 9th (2021), which is less than four weeks. Commissioner Overton inquired about the size sample and if it was appropriate for the survey. As a citizen herself, Commissioner Overton stated she never received the survey. The report stated the survey was provided on social media sites. Commissioner Overton inquired about which social media sites; she is not a social media person. She inquired how the survey was distributed to citizens.

Mr. Rush replied in terms of response rate, it was not great. The survey was given at the beginning of COVID; everyone was trying to figure out how to do everything. The survey was provided to schools and Facebook. Two or three years ago the City did a Comprehensive Plan survey, which a lot of that data was utilized. The Comprehensive Plan survey details were used to supplement the Parks Master Plan survey. That decision was made in partnership with the Parks department.

Commissioner Overton inquired if input from citizens living in areas where parks will be improved would be considered. Because the sample was so small, citizen involvement should be sought prior to the final plan.

Mr. Rush replied yes, they typically do. Whenever certain projects will be built, flyers are mailed out to surrounding neighborhoods. Citizens are invited and the same survey is given.

Commissioner Overton inquired about the number of parks in Missouri City.

Mr. Dieckmann replied he believed it is 21 or 22 of developed City owned parks, about 515 acres of developed parkland with another 250 acres of undeveloped parkland. When the design process begins, community input is considered.

Commissioner Overton stated Commissioner Lucas has been seeking a park in her area. A footnote was requested for the area to be included in a survey.

Commissioner Lucas expressed again her community's concern in detail

Mr. Dieckmann replied that they can have a conversation regarding the concerns.

Ms. Gomez stated the City does not use general fund dollars to acquire parkland. It is a condition of parkland dedications that are tied to *new*

residential development. Unfortunately the park zones Fonmeadow and Fondren Park are in have not seen a lot of new residential development in recent years. That park zone fund may be lower than other park zone funds in the ability to acquire land.

Chair Brown-Marshall stated the City would have to find another vehicle to develop a park in those areas. She likes that Mr. Dieckmann stated he is willing to speak with Commissioner Lucas's community to find a way; that is important. Between staff and Legal, an explanation can be provided as to explain the challenge and find solutions to develop a park.

Commissioner Bailey inquired about a citizen committee forum that consisted of 20-25 residents of Missouri City that met and provided some feedback in the course of May or June of this year in regards to parks / park development.

Mr. Rush replied, no, just the focus groups. Eight specific groups met virtually.

Commissioner Lucas inquired if those groups consisted of staff.

Mr. Rush replied, no ma'am. Groups consisted of City staff; park Board; Senior Planning Committee; Sports Association Group; Local Business Owners; Missouri City Green & Quail Valley Garden Club; Mayor's Youth Commission; and Mom's Focus Group.

Commissioner Bailey inquired who made up the Senior Planning Committee.

Mr. Dieckmann replied, it is one of the City's commissions.

Commissioner Bailey inquired again about the members of the Senior Planning Committee.

Mr. Dieckmann replied, citizens selected through City Council.

Commission Overton inquired about the time frame of when the focus groups met.

Mr. Rush replied, through March and April (2021).

Mr. Dieckmann replied, February, right before the freeze. The survey was after they met.

Commissioner Bailey inquired if the next Parks Master Plan presentation will be informational only or will it require approval by the Planning & Zoning Commission.

Ms. Gomez replied, what was mentioned prior was the Comprehensive Plan. The Comprehensive Plan is an umbrella on land use / future land uses. The Parks Master Plan that was adopted in 2015 is a part of the adopted Comprehensive Plan. The Commission will be required to make a recommendation on the final version of the Parks Master Plan; it will be an amendment to the City's Comprehensive Plan.

Commissioner Griffin inquired when the recommendation would be needed.

Chair Brown-Marshall replied, now.

Mr. Dieckmann replied, tonight would be great. They could return if the Commission needed time.

Chair Brown-Marshall stated she hopes there is a way comments provided by the Commission could be written in, especially comments regarding the north end of town. An additional concern is the comment made regarding the sampling size. It is tough to have a 75,000 plus population and only 932 responses were received.

Chair Brown-Marshall stated she wishes the park plans could work in conjunction with some of the other committees that are working as well, for example the Texas Parkway Advisory Committee. It would be interesting to see how if something in the parks plan could tie into what that group is working on in order to improve the Texas Parkway corridor. Additional concerns are maintenance and security measures inside of the parks. Once deep inside a park, there is no way to call for help. There may be cell phones; however, being able to quickly push a button and the location of the cry for help is known. The hardest thing is dialing 911 and the first question is, "What do you need, Police or Fire... and are you in Houston, Stafford or Missouri City". Too much information has to be shared. Chair Brown-Marshall has been in a park where it has happened.

Mr. Rush stated the document references conversations that the City should look into funding opportunities to acquire additional parkland.

6. PUBLIC COMMENT

None.

7. PLATS

A. CONSENT AGENDA

- (1) Consider an application for a preliminary plat for Sienna Lakes Drive & Owen Bend Drive Street Dedication
- (2) Consider an application for a preliminary plat for Sienna Section 39B
- (3) Consider an application for a preliminary plat for Sienna Section 44
- (4) Consider an application for a preliminary plat for Arcadia
- (5) Consider an application for a final plat for Hagerson Road Tract Section 4
- (6) Consider an application for a final plat for Parks Edge Section 18
- (7) Consider an application for a final plat for Parks Edge Section 19
- (8) Consider an application for a replat of Parkway Plaza Shopping Center

Motion: To approve consent agenda as read

Made By: Commissioner Lucas
Second: Commissioner Griffin

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

NAYES: None.
ABSTENTIONS: None.

The motion passed.

B. SIENNA

(1) Reconsider an application for a final plat for Sienna Section 19

Stori Nuri, Planner I, stated Section 19 was previously approved on March 10, 2021. The building setback changed from 25 feet to 20 feet. This was the only change to the plat.

Staff recommends approval.

Commissioner Lucas asked for clarification of the setback line being changed from 25 feet to 20 feet.

Staff confirmed.

Commissioner Overton inquired about the purpose of the change.

Geoff Freeman, LJA Engineering, replied, the builder looking to purchasing the lots from the developer has a different product they are looking to build. It is similar to another project they have in a different part of the county. That is the only reason.

Commissioner Lucas inquired about the product.

Mr. Freeman replied, he believes the garage has a slightly different orientation, which allows houses to be pushed a little forward to have a larger backyard.

Chair Brown-Marshall inquired if lots were increased.

Mr. Freeman replied, no. The street pattern did not change, nor the number of lots.

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

Made By: Commissioner O'Malley
Second: Commissioner Griffin

AYES: Commissioners Brown-Marshall, Commissioner Lucas, Commissioner Silva, Commissioner Overton,

Commissioner Griffin, Commissioner Brightwell,
Commissioner O'Malley, Commissioner Bailey

NAYES: None.
ABSTENTIONS: None.

The motion passed.

C. INDUSTRIAL BUSINESS PARK AT PIKE & GESSNER

- (1) Consider an application for a preliminary plat for Industrial Business Park At Pike & Gessner

This item was withdrawn per the applicant.

D. GREYDEN ESTATES

- (1) Consider an application for a preliminary plat for Greyden Estates

This item was withdrawn per the applicant.

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.

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

The motion passed.

Egima Edwards
Planning Technician