

STATE OF TEXAS
COUNTY OF BRAZORIA
CITY OF LAKE JACKSON

BE IT KNOWN that the Planning Commission of the City of Lake Jackson met in Regular Session on Wednesday, January 20, 2016 at 6:30 p.m. in the Council Chambers at the Lake Jackson City Hall, 25 Oak Drive, Lake Jackson, Texas with the following agenda:

Locke Sanders, Chair
Vinay Singhania, Secretary
Harry Sargent
Brenda Colegrove, Vice Chair
John Fey
Jeffery Gilbert

William P. Yenne, City Manager
Modesto Mundo, Assistant City Manager
Michael Coon, Assistant to the City Manager
Sal Aguirre, City Engineer
Athelstan Sanchez, Assistant City Engineer
Eddie Herrera, Engineering Technician
Giani Cantu, Assistant City Secretary

Mayor Joe Rinehart

PLEDGE OF ALLEGIANCE

Harry Sargent led the pledge of allegiance.

VISITORS COMMENTS

No visitors commented on any items.

APPROVAL OF MINUTES

Brenda Colegrove reported that Ms. Russell is referred to as Mr. Russell on the December 1, 2015 minutes. The minutes of December 1, 2015 were approved with that correction. The minutes of December 15, 2015 were approved as submitted.

PRELIMINARY AND FINAL REVIEW AND ACTION ON SITE PLAN AMENDMENT TO WILLOW DRIVE BAPTIST CHURCH COMPLEX

Staff review and comments:

This site modification is a simple one that comes to you primarily for accountability purposes in keeping the official plan up to date with any changes that don't rise to a full package submittal and flags it for a comprehensive one for future changes.

This specific modification is one requesting to add on-site parking spaces (11 each) to the existing parking area between the office building and school facility. This parking surface addition is taking over current open lawn area. Staff was willing to dispense with the landscape plan amendment due to the minimal loss of landscape area when compared to the current open area in the overall site.

The site plan amendment requirement came about to keep record of the change to the site and stipulation of full landscape application on future more significant modifications. Staff recommends the board consider approval for the site modification with conditions of future submittals.

On motion by Harry Sargent second by Jeffery Gilbert with all present members voting "aye" preliminary and final approval on site plan amendment for additional on-site parking as specified to the Willow Drive Baptist Church Complex was granted.

PRELIMINARY AND FINAL REVIEW AND ACTION ON SITE PLAN & LANDSCAPE PLAN
AMENDMENTS OF WALMART TRACT TO ADD PARKING TO CHICK-FIL-A

Staff review and comments:

This request is a similar simple one as the previous one but peculiar in that is being made by Chick-Fil-A on property owned by Walmart. This has brewed for some time with Chick-Fil-A because of their need for more parking spaces not available within their site. Because of their existing cross access agreement, they with Walmart's approval (not yet presented) are wanting to add a tier of 19 spaces in a current existing open green area lying in front of the Chick-Fil-A site and on the highway side of Walmart's ring road.

This modification increase to the site's space count improves on the existing condition, has minimal impact to the site drainage system and capacity and does not trigger any more requirement than this amendment for record and update.

The loss of open area due to this proposed resurfacing does trigger the need to revisit the landscape plan again due to the known strained quantity of green/open areas of the site as result of numerous site transformations during the years. This condition made it imperative that they provide an updated plan for assessment of the impact of the change to both tree and area count.

Their certified resurvey of the site indicates that the tree count still remains as represented in the last official plan and that the loss of green open areas due to this still result in the minimum required for the site being satisfied.

Staff recommends the board consider approval for the site modification with no issues remaining.

Bryan Burger, Burger Engineering, 17103 Preston Road, Dallas, TX, reported they are present to request a change to site plan for an additional 19 parking spots for Chick-Fil-A.

Mr. Aguirre stated there have been 3 changes since the original plans were submitted and therefore, staff has requested a landscape plan which is being considered with the site plan because one affects the other.

Mr. Burger stated a landscape plan was also included with the submittal. They have done a tree and shrub analysis and an open space landscape analysis. Their findings show that the existing landscaping will be just over 12% within the overall Wal-Mart property. Adding the additional parking will make a 3,400 square foot deficiency from the required 12.5%.

Mr. Aguirre stated the last amendment was approved with a 309 square foot landscaping deficiency. Therefore, conditions to consider for the alternate landscape plan will be the deficiency on green space and deficiency on front end screening.

Mr. Singhania asked how much green space is in the front and how much at the back of the site.

Mr. Aguirre stated it is mostly in front, but well throughout the site. All existing trees will remain.

Mr. Singhania shared concerns with location of the parking spaces due to stacking from the drive thru lane.

Mr. Burger stated customers were already parking in the grass currently in this location, so the intent is to give them paved parking.

Mr. Sargent suggested angled parking.

Mr. Fey stated he has parked in the grassy area before and asked if they angled parking which way would it be angled.

Mr. Burger stated they would have to be angled as if traffic was coming from the Ryan's parking lot.

Mr. Sargent stated angled parking would discourage drivers from making that cut into parking spaces.

Mr. Burger stated from an engineering stand point, drivers will make the cut regardless if they are angled or not. Therefore, they prefer to leave them 90 degree so that they could be easily accessed from both sides.

Mr. Sargent stated that a 90 degree parking space will take more space when backing out.

Mr. Burger stated the lane is wide enough for 90 degree parking spaces.

Mr. Sanders asked if parallel parking would be an option.

Mr. Burger stated if they had to choose parallel parking or nothing, they'd do nothing. In terms of the traffic issue, it may just make it worse.

Mr. Singhania stated it will be tough to get in and out of the parking spots in that location. However, it's their property and their business.

Mr. Aguirre stated it is Wal-Mart's property, but Wal-Mart has conceded to letting Chick-Fil-A use it for that purpose.

Ms. Colegrove stated she assumes the existing parking meets the square footage requirement for Chick-Fil-A.

Mr. Burger stated yes. Chick-Fil-A is about 5,000 square feet and they currently have 50 parking spaces so the ratio is 1:100.

Ms. Colegrove asked if there is an agreement for the utilization of the existing Wal-Mart parking spots.

Mr. Burger stated there is no agreement. However, customers are using open Wal-Mart parking. The intent of the parking in front is to also give customers a shorter walking distance.

Mr. Sanders asked Mr. Fey if he perceived any issue with safety when he would park in the grassy area.

Mr. Fey stated it was not really any more hazardous than walking across from the Wal-Mart parking lot.

Mr. Sanchez shared his concern that it will be almost impossible to reverse out of a 90 degree parking space.

Mr. Gilbert asked if Ryan's parking is 90 degrees.

Mr. Aguirre stated yes he believes so.

Mr. Gilbert stated why switch to angled parking if you have 90 degree on the Ryan's parking.

Mr. Sargent asked what is the parking spot angle standard.

Mr. Burger stated it is 45, 60 or 90, plus the drive isle.

Mr. Singhanian stated it would be easier for vehicles to back out if the spots were at 60 degrees.

Mr. Sargent stated he prefers 60 degrees.

Mr. Singhanian agreed.

On motion by Vinay Singhanian second by Harry Sargent, with all present members voting "aye" preliminary and final approval was granted on the on site plan amendments of Wal-Mart tract to add parking to Chick-Fil-A with the requirement of 60 degree angled parking spots.

Mr. Aguirre stated the commission must now address the landscape plan.

The commission discussed the landscaping.

Mr. Aguirre stated this would be an alternate landscape designation due to it being below the 12.5% of green space and no shrub screening. All trees remain located as originally approved.

On motion by Harry Sargent second by Jeffrey Gilbert with all present members voting "aye" preliminary and final approval of the landscape plan amendments of Wal-Mart tract to add parking to Chick-Fil-A was granted as an alternate landscape plan with exceptions to the percentage of green space and front-end shrub screening.

PRELIMINARY REVIEW AND ACTION ON SITE PLAN OF A.P. BEUTEL ELEMENTARY SCHOOL COMPLEX RECONSTRUCTION

Staff review and comments:

The aggressive and compressed schedule that the BISD construction team embarked for this project has created some review challenges to staff as necessary documentation for a proper assessment of the site was submitted with missing detail and required content. Staff will continue within the short window left between this meeting and the February scheduled one to work with the BISD team to try and tie this all together.

As of now this summarizes the status of the site plan.

The traffic access with parking and travel lanes follow closely to the traffic plan jointly prepared by BISD team and staff and presented and accepted by the various city boards. A minor relocation of a parking lot has been made from the one circulated but of no consequence. The cue and circulation flow pattern for drop and pickup remained unchanged. The proposed parking space count of 113 stays as presented in the traffic plan and falls much in line with the most recent school site plan approved. The LJ Intermediate of ratio of 6.4 students/space is matched by the 6.6 students/space of this new site.

Staff's primary concern with this review is the missing critical drainage information needed for careful assessment of the modified site to an already taxed city system. We made all efforts to bring this piece of information in on time to give you clearance of the site compliance but have not received this at this time and that will preclude staffs recommendation to you.

On the sites fire protection provision and or fighting equipment operation, no comments were issued by the Fire Marshal's office and therefore assumed to comply with their fire code requirements and approved.

The utility system servicing the new site were partially included with missing details that will need to be addressed at final review but are not anticipated to be an issue for agreement.

John Haskew, Corrigan Architects, was present for discussion and preliminary approval of the AP Beutel redesign.

Mr. Aguirre shared concerns with drainage issues on the site that have not been resolved. They only have from now to the February 2nd meeting to resolve the issues.

Mr. Sargent asked if there was no detention pond.

Mr. Aguirre stated there is a detention pond. However, staff has not received the information. Therefore, he is not comfortable with what has been submitted to recommend approval.

Mr. Yenne stated the commission has two options. They can either: have discussion, hold preliminary approvals and do preliminary and final approvals on February 2nd or approve the preliminary contingent on engineering's approval of the drainage calculation information prior to the final approval on February 2nd.

Mr. Sanders asked if they went with the second option, can it be done in a way that the planners will not see it again.

Mr. Yenne stated no, final will come before planners any way because this item is only for preliminary approvals.

Ms. Colegrove asked what specifically the drainage concerns are.

Mr. Sanchez stated the concerns are that the hydrology hydraulic calculations show that the detention is not an adequate size and storm sewers are not of adequate sizes, therefore creating more problems than already exist.

Mr. Yenne stated some of that was generated in one of the initial meetings with the Beutel engineers. At that meeting the engineers spoke about wanting to direct some of the drainage into the city system to the East. The city is currently working on a drainage study in that area, therefore, staff would like to see what they are proposing. The conundrum is that the city received notification from the school district of a ground breaking and the plans had not come through the Planning Commission. Fortunately, the planners had already a set this meeting for January 20th, which allowed for the plans to have both preliminary and final approvals by the beginning of February. However, city engineers are still waiting on the information and the school wants to get started with construction.

Mr. Sargent asked what they are approving, if they don't have accurate information and it seems as if it doesn't make any difference for planners to vote or not.

Mr. Singhanian stated he prefers not to vote until they get the necessary information.

Mr. Sanders stated many times they have accepted preliminary with conditions.

Mr. Aguirre gave his review on utility elements: water and sewer. There is no real concern on these issues. No negative comments were received by the Fire Marshal regarding fire control. The parking space ratio is good. Another remaining question is that the AP Beutel team has called for traffic signage and street markings around the school, however, it is not clear who is responsible for putting those.

Mr. Yenne stated he doesn't remember, from previous discussion, which agency was to put in those signs: city or BISD.

Brenda Colegrove moved to grant preliminary approval contingent upon city engineering staff receiving the drainage and utility information prior to final review with adequate time to review the information. Vinay Singhanian seconded.

Discussion resumed.

Mr. Fey asked if no comment from the fire marshal typically means there are no issues.

Mr. Aguirre stated the fire marshal stated he doesn't see anything wrong. There is always a concern, especially with a school, that all fire safety measures are met. Currently the site plan doesn't show any fire hydrant locations. This is another item that will need to be addressed by the Beutel engineer.

Mr. Gilbert shared concerns that the Beutel engineer is not doing the work they were paid to do and it should be reported to the school board.

Mr. Singhanian stated that he wanted to make it clear if the issues are not addressed before final review, the approvals will not be given on February 2nd.

With all present members voting "aye", preliminary approval of the site plan of A.P. Beutel Elementary School Complex Reconstruction was granted.

PRELIMINARY REVIEW AND ACTION ON LANDSCAPE PLAN OF A.P. BEUTEL
ELEMENTARY SCHOOL COMPLEX RECONSTRUCTION

Staff review and comments:

The landscape plan presented at this review also suffered to the hurried schedule of the project.

The basic content needed for compliance is included in the various documents provided but its format and presentation are hard to evaluate and review given the missing data of site area, building and other detail along with clear summary tabulation of tree and open/green area for the required and proposed conditions of the plan.

Staffs opinion of this plan is that all elements for approval are present but they will require additional effort to integrate into a revised format and detail to obtain final approval. We don't anticipate problems working closely with the BISD team.

Mr. Aguirre gave his review of the landscape plans and reported that the current landscape plan doesn't show tabulation and location of trees being added, trees being kept and trees being removed. However, he doesn't doubt that they have the necessary landscaping to meet requirements. No detailed survey has been submitted.

Mary Goldsby, landscape architect, stated they have included the plant list which does exceed the city's minimum requirements. They can prepare and submit a tabulation of the trees and plants.

Mr. Aguirre stated yes, that would be helpful.

Mr. Yenne asked that it also be presented on a one sheet plan.

Mr. Sargent stated that the board needs not only tabulation but a distribution so that they know where the trees are located as well.

Ms. Goldsby stated the locations are on the plans. They have broken down the plans to different sheets in an effort to make them easier to read. One plan shows the tree preservation plan, where they are documenting existing trees to remain, that they are going to be fenced and protected throughout the construction process and it also documents the sizes and species of the existing trees. The trees that are going to be removed are a demolition plan, which is not typically on their landscape plan because when the construction documents are submitted to the contractors the demolition or removal of trees would have already occurred.

Mr. Aguirre stated that city ordinance on landscape plan requires a tree survey to show the list of existing tree under existing conditions and what it is that will happen to those trees. Will they remain or will they be removed. That allows the Planning Commission to see how much is changing within a site.

Mr. Sargent stated it also provides the board with a reference if changes are made in the future.

Further discussion was held on the requirements for the tree survey.

Mr. Gilbert stated as a member on this board he has never seen any agency come in on any project and certainly not one so significant, so ill prepared. He understands the school is on a timeline; however, it is really inexcusable and it seems as if nobody took charge of the planning.

John Haskew apologized and stated that his group takes responsibility for being unprepared.

Mr. Gilbert stated that he hopes they are better prepared when it comes time for the other schools to begin this process. He is inclined to not approve the landscape plan.

Ms. Goldsby stated she wouldn't suggest they did and understands there is still additional information that needs to be submitted.

Motion by Jeffery Gilbert second by John Fey with all present members voting "aye" this item was delayed until all the information is received.

REPORT FROM THE PARKING ORDINANCE SUBCOMMITTEE

No new information was reported.

ITEMS OF COMMUNITY INTEREST

Mr. Fey asked why they are digging up baseball fields behind HEB. Mr. Yenne reported they are not digging them up, they are leveling them out.

Mr. Sargent stated that the weeds and grass near the Southwestern Bell/AT&T building downtown are really over grown. Mr. Yenne stated he would report it to code enforcement.

Mr. Singhanian reported traffic, traveling south bound on Yaupon trying to turn in to Elizabeth Ney Elementary during dismissal time, completely blocks traffic. Mr. Yenne stated when all the new schools are built it will go away, but for now we should just be patient. Mr. Singhanian stated it's becoming problematic and there are a lot of complaints. Mr. Yenne stated we can take it to the traffic commission for discussion.

Mr. Singhanian reported a left arrow sign for the sharp turn was knocked over and is lying in the grass near the west bound turnaround from CR 288 onto FM 2004. Mr. Yenne stated it would need to be reported to TXDOT at 864-8400.

Mr. Yenne reported Denny's is open.

Mr. Aguirre reported Denny's will come back with the landscape architect with a new plan in March.

ADJOURN

There being no further business the meeting adjourned at 7:42 p.m.

These minutes read and approved this _____ day of _____, 2016.

Vinay Singhanian, Secretary

Locke Sanders, Chairman