

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 Tuesday, August 6, 2019 at 6:30 p.m. in Lake Jackson, Texas with the following agenda:

Locke Sanders
Harry Sargent
Brenda Colegrove
Joe Rinehart
Jeff Gilbert
John Fey

William Yenne, City Manager
Sal Aguirre, City Engineer
Athelstan Sanchez, Asst. City Engineer
Sally Villarreal, Asst. City Secretary
Eddie Herrera, Engineering Technician
Vinay Singhania, Council Liaison
John Boehm, Asst. to the City Manager
Eric Wilson, PW Director

PLEDGE OF ALLEGIANCE

Harry Sargent led the pledge of allegiance.

APPROVAL OF MINUTES – July 2019

Minutes were approved as presented.

VISITOR COMMENTS

There were no visitor comments.

FINAL REVIEW ON SITE PLAN AMENDMENT OF THE EXISTING PLANTATION VILLAGE PLAZA SHOPPING CENTER AT THIS WAY & SH 332

Engineer's Memo:

This is a no action item since this item was finalized at your previous meeting with your recommendation to include an internal pedestrian walk due to the limitations of the area within the highway access right-of-way.

This plan addresses that condition and comes for presentation only and official signature. At our request, we asked them to include an optional additional and more direct connection to the Dow Administration Building in case Dow was open to allowing the shopping center providing this route also. No other issues remain.

Gene Werlin was present for this agenda item.

Mr. Aguirre stated everything had been met and the sidewalk has been moved to the inside of the property at the request of the Planning Commission. The only thing Mr. Aguirre would like to see is adding a possible direct connection to the Dow parking lot, but that will depend if Dow gives permission for that to happen. Mr. Aguirre stated Mr. Werlin is aware of that. Mr. Werlin stated he would like to find the proper person to talk to and find out if there is a possibility to have cross access and parking. There have been several daycare centers indicating interest in the property.

Mr. Yenne suggested reaching out to Council member Matt Broaddus for information. Mr. Werlin was very thankful for all the city's help and working with them so well.

Mr. Sargent asked about the dumpster locations. Mr. Werlin said he was trying to make it as accessible to the tenants as possible. He didn't realize they were side loading dumpsters. The dumpsters can be behind the building, but they would like to accommodate the tenants also. Mr. Sargent suggested if the dumpsters load on the driver's side, it would be better if they were at the second location to avoid driving through the parking lot and all the cars. Mr. Werlin again said they want it to work for everyone.

This item is complete, and no action was necessary.

PRELIMINARY AND FINAL REVIEW AND ACTION OF OAKS OF FLAGRIDGE LEASE OFFICE
SITE PLAN AMENDMENT TO THE PREVIOUS RANDALL'S STORE SITE AT 604 E HIGHWAY
332

Engineer's Memo:

The owners / developers of this property purchased this along with the remaining tracts that have been recently developed to the Woodspring Hotel property and a yet undetermined commercial parcel.

Their proposed plan for this is the repurposing of the existing building and facilities for lease office space use and their scope for this project is primarily the remodeling and dressing up of the building facility for their new function and needs. The current footprint and area will remain without change.

Given the status quo of the building, the existing infrastructure and utility conditions serving the site continues satisfying the requirements of the repurposed site which are:

- a. The existing and restriped proposed plan of 307 spaces exceeds the 188 space requirement of the new office use of the facility.*
- b. The existing sanitary and water line systems servicing the area remain adequate for the new facility use and demands.*
- c. The existing underground storm sewer system serving the current impervious area remains adequate to the new facility that has no changes to the impervious surface area.*
- d. The fire protection as existing fire lane, location and geometrics remain unchanged and deemed adequate by the Fire Marshal opinion. The current hydrant coverage of site stays in place and compliant to the fire marshal policy.*

No one was present to discuss this this item.

Mr. Aguirre stated there were no problems with the plan. Mr. Yenne said the building is basically being remodeled.

Mr. Aguirre went over the parking requirements and noted there is ample parking. The utilities should not be an issue and should be sufficient for the proposed use. Mr. Aguirre also stated the Fire Marshal has seen the plans and no modifications are needed. Nothing is changing for the building.

Mr. Aguirre stated he is good with the plan.

Mr. Sargent asked about the handicapped spots. The plan says it has 10, but there are only 8. Mr. Sanders asked how many handicapped spots were needed. Mr. Aguirre replied that the state imposes those

requirements. The city specifies the number of parking spots, but the state regulates the handicapped spots.

On motion by Mr. Rinehart second by Mr. Sargent with all present members voting “aye” the preliminary and final review and action of Oaks of Flagridge Lease Office site plan amendment to the previous Randall’s store site at 604 E Highway 332 was approved.

PRELIMINARY AND FINAL REVIEW AND ACTION OF OAKS OF FLAGRIDGE LEASE OFFICE LANDSCAPE PLAN AMENDMENT TO THE PREVIOUS RANDALL’S STORE LANDSCAPE PLAN AT 604 E HIGHWAY 332

Engineer’s Memo:

The previous Randall’s site had been in mothballs for such a long period that the original landscape plan had fallen victim to the acts of God and mother nature. This passage had significantly changed the complexion of the landscape plan as to number of trees, shrubs and screening once approved. Site redevelopment or amendments allow us the opportunity to bring this back to that previous condition as a minimum.

This landscape amended plan does this revival of the past plan by providing the following:

- 1. Trees: required 24, provided 24
Includes the islands and frontage screening trees*
- 2. Landscape Area: required 15,818 sq. ft., provide 18,126 sq. ft.*
- 3. Screen Shrub: required, provided*
- 4. Irrigation: previously excepted, continue exception*

No one was present for this item.

Mr. Aguirre went over the provided landscape plan listed above.

Ms. Colegrove asked what the asterisks (*) meant on the legend. Mr. Aguirre stated it is the old standard.

On motion by Mr. Sargent second by Mr. Fey with all present members voting “aye” the preliminary and final review and action of Oaks of Flagridge Lease Office Landscape Plan amendment to the previous Randall’s store landscape plan at 604 E Highway 332 was approved with the exception noted of no irrigation.

REVIEW AND DISCUSS HB-3167 ON CITY PLANNING COMMISSION PROCEDURES

House Bill 3167 becomes effective on September 1, 2019. The bill makes numerous changes to the site plan and subdivision platting approval process. Site plans and plats must be approved within 30 days of filing with the city. Conditional approval or disapproval must be given with a written statement of the conditions of the conditional approval or reasons for disapproval. Once the applicant gives a written response showing that the conditions have been met or the reasons for disapproval have been corrected, the planning commission has 15 days to approve, give conditional approval, or deny. The Q&A that was sent to you has a list of recommendations to make this transition. The applicant can also choose to use an alternate method if that alternative method has a shorter approval period than 30 days. We need to discuss changes need to our processes and changes need in the subdivision ordinance.

Mr. Yenne explained the bill to the commission and how it will affect the approval process. After explaining some of the details listed in the notes above, a suggestion was made on a possible way to approach it. There is an allowance for administrative procedures. Most of it will be completed at the staff level. Plans will not be allowed to be filed until all the conditions have been met from a checklist. We could simply wait until everything is complete. This would be the only approval. There would not be a preliminary review like we’ve done in the past. The two options once it’s filed are you have 30 days to approve or disapprove with noted reasons. If it’s disapproved, a written explanation would be given to the

developer. At this point the developer could take as long as they want to make any corrections. Once it's brought back to planners, we have 15 days to approve. For a group that meets once a month, this may have to be altered to meet more than once if needed.

Mr. Yenne stated that the city is talking to other city attorneys to see how they are handling it.

Mr. Yenne suggested having a workshop because there are so many questions and a lot to figure out. The time is narrowing down as this becomes effective on September 1, 2019.

Mr. Gilbert asked what the penalties were if the cities didn't comply. Mr. Yenne stated it would be automatically approved.

This is very complicated and there is possibility that a planner would need to be hired. There could be one date set for filing. Only one date per month. The question is how to get the Planner's Commission input without starting the clock.

After more discussion, Mr. Yenne asked the Planning Commission members if they would like to meet before the next scheduled meeting in September to discuss HB 3167. After looking at the calendar and everyone's schedule it was decided to have a workshop to continue discussing HB 3167. The date for the workshop was scheduled for Tuesday, August 20, 2019 at 7:00 p.m.

ITEMS OF COMMUNITY INTEREST

Mr. Rinehart asked if the school zone lights could be activated on Monday, August 12th. There will be meet the teacher days and this will give people notice that school is about to begin. Mr. Wilson stated they would start the regular cycle on Monday.

At the corner of Center Way and Circle Way there is a utility pole that has a lot of equipment on it. Mr. Yenne said it had been there for quite a while. Mr. Herrera stated it is CenterPoint's and it automatically reads the electric meters. The pole must have a lean to it and adjusted just right to reach the satellite. If it is moved it takes a specialist over a day to get it just right.

Mr. Herrera informed the Planning Commission that the long driveway at Bess Brannen Elementary School that was supposed to be put in for the contractors parking was not put in as promised. Mr. Herrera talked to the contractors and insisted that the driveway be put in asap. This has caused the street to be blocked to one lane which is exactly what the residents were told would not happen. The contractor said if they could get eight days between now and the beginning of school, they would get it done. This is not likely to happen, so they suggested putting in a crushed concrete pad for the time being. Mr. Herrera informed them it was a promise made by the school board and representatives to the Planning Commission.

Ms. Colegrove stated someone approached her about the trees at HEB. Mr. Yenne said HEB is aware that some of their trees are dying and asked what their options are. Ms. Colegrove asked if there is better guidance we could provide. Mr. Aguirre mentioned the PUD didn't require that HEB keep the trees in question. They chose to keep them as a goodwill. Those trees could be taken out and not have to be replaced, but the hope would be that they would be replaced.

Mr. Herrera gave an update of construction projects.

SET NEXT MEETING DATE –

- HB 3167 Workshop – Tuesday, August 20th @7:00 p.m.
- Wednesday, September 4, 2019 @ 6:30 p.m.

ADJOURN

There being no further business the meeting was adjourned at 7:27 p.m.

These minutes read and approved this _____ day of _____, 2019.

Locke Sanders, Chairman

Brenda Colegrove, Secretary