

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 August 2, 2022 at 6:30 p.m. in Lake Jackson, Texas with the following agenda:

Locke Sanders, Chair
John Fey, Vice-Chair
Harry Sargent
Matthew Bjune
Kay Aplin

Modesto Mundo, City Manager
Milford John-Williams, Asst. to City Manager
Sal Aguirre, City Engineer
Athelstan Sanchez, Asst. City Engineer
Eddie Herrera, Project Manager
Anamaria Acuña, Asst. City Secretary

ABSENT:

Jeff Gilbert, Secretary

Vinay Singhania, Council Liaison

PLEDGE OF ALLEGIANCE

Mr. Sargent led the pledge of allegiance.

APPROVAL OF MINUTES – July 6, 2022

Minutes were approved as presented.

VISITOR COMMENTS

No comments.

DISCUSS AND CONSIDER REQUEST FOR A PUBLIC HEARING TO REZONE A 3-ACRE PORTION OF A 14-ACRE LOT 2 OF PLANTATION VILLAGE, SECTION 13 OF THE FAMILY LIFE CHURCH SITE AT 220 LAKE ROAD FROM B-3 (INSTITUTIONAL) TO B-1 (NEIGHBORHOOD BUSINESS)

Craig Taylor – 54 Red Maple Court

Pastor Taylor shared that they have a contingent contract based off the possible rezoning. The expansion would be with Mark Monical to expand the office park onto the 3-acre parcel.

Mr. Aguirre shared that the client would need to be made aware of the future requirement of detention drainages. At the time of the building of the church it was not a requirement but became effective when the city adopted the Velasco Drainage District.

Mr. Sargent asked if the outlined portion was the 3-acre to be rezoned. Mr. Aguirre clarified that the outlined was the entire property (14-acre) owned by Family Life Church. Mr. Aguirre demonstrated that only a corner of the property would be part of the 3-acre in question.

Mr. Sargent asked if the 3-acres would need to be platted. Mr. Aguirre confirmed that in the future it would be, but the first step is rezoning.

Ms. Aplin asked Pastor Taylor to explain the general purpose of what they plan on doing. Pastor Taylor explained

that the church will be able to be debt free, meaning they will be able to pay off the present facility and expanding their building if they were able to sell a portion of their land. The board of the church has approved the selling of the 3-acres.

Mr. Sargent questioned if the master plan of the church did not include the 3-acres in question. Pastor Taylor clarified that 20-years ago it was, but they have plenty of seating for their church. He further explained that if the church wanted to expand for additional educational facilities, they have plenty of land to continue to expand even with selling a portion.

Engineer's Memo:

This request comes from Chris Rees and Sandy Taylor representing the church. At the time of our meeting the church was making an exploratory study of what zones and allowable uses were available to this property and area. We provided a general description of all zones and their use conditions. We also provided them with a historical record of the rezoning efforts in the vicinity and their outcome to apprise them of the pushback they could encounter.

As background of this church site, it was zoned to the current B-3 going back in time to the 1980's with the creation of the Plantation Village Development Masterplan. DOW's concept had this stretch of street arterial designated for a church row and reserved it for this future use. Several church groups took advantage of this availability during the major expansion movements in the late 1980's and 1990's.

This particular tract was brought up for site development in 2000 with a Masterplan that included a phased in base plan which exists now and one for future expansion as originally imagined. A portion of this future expansion zone is now being contemplated for sale as the finance dynamics created by the Covid epidemic on their fellowship makes it more pressing to reconsider.

The church representatives had no specific business in mind at the time of our meeting and have not made any further representation up to this meeting. The statutory public involvement and notification has been explained to them along with the fees associated with this process. Staff stands ready to begin the process if the hearing is granted.

On motion by Mr. Sargent, seconded by Ms. Aplin with all present members voting "aye," the request for a public hearing to rezone a 3-acre portion of a 14-acre Lot 2 of Plantation Village, Section 13 of The Family Life Church site at 220 Lake Road from B-3 (INSTITUTIONAL) TO B-1 (NEIGHBORHOOD BUSINESS) was approved.

DISCUSS AND CONSIDER ADMINISTRATIVE AND FINAL REVIEW OF GATEWAY APARTMENTS SITE PLAN AMENDMENT FOR THE RENOVATION AND UPGRADE PROJECT AT 111 LOGANBERRY STREET FILED ON AUGUST 2, 2022

Miguel Saucedo – Engineer at Baker & Lawson

Mr. Saucedo explained that in 2021 a company named Fairstead requested Baker & Lawson to complete a site assessment of the property and to check for compliance. He requested to be ADA compliant along with ensuring that the apartments are complying with the original approved site and landscape plans.

Upon their assessment they discovered some of the handicap ramps were not in compliant with ADA, as some of the slopes were too high and others failed to have landing ramps.

Mr. Sauced shared the following notations about the site plan differences and changes from 1998 to the present:

1998 Building Summary (Apartment)		2022 Building Summary (Apartments)	
Total Building	10	Total Building	10
Total Bedrooms	368	Total Bedrooms	352
Total Number of Rental Units	160	Total Number of Rental Units	160
Total Number of Handicap Accessible Rental Units	8	Total Number of Handicap Accessible Rental Units	8
Total Number of Units Adapted for Audio Visual Disabilities	3	Total Number of Units Adapted for Audio Visual Disabilities	3
Total Area (SF)	193,744	Total Area (SF)	193,744
Garage		Garage	
Total Building	16	Total Building	16
Total Area (SF)	30,383	Total Area (SF)	30,383
Club House		Club House	
Total Building	1	Total Building	1
Total Area (SF)	8,461	Total Area (SF)	8,461
Parking		Parking	
Open Parking Spaces	319	Open Parking Spaces	301
Garage Parking Spaces	80	Garage Parking Spaces	78
Handicap Spaces Required	8	Handicap Spaces Required	8
Handicap Parking Provided	8	Handicap Parking Provided *	21
EV Spaces	0	EV Spaces	2
Total Required	400	Total Required (per 1998 Site Plan)	400
Total Provided	407	Total Provided	400
<p>Notes: A topography survey was performed on August 2021. At the time of the survey, only 383 spaces were identified. The 2022 site plan proposes modifications to the parking lot to adhere to the 1998 requirements (400 parking spaces required). Two (2) handicap spaces will be provided in Garage G-1. Five (5) parking spaces are provided in other garages.</p>			

Mr. Sauced shared to correct the lack of parking spaces required they reworked the striping in the parking lot and added paved areas to correct the required parking availability.

Mr. Sauced shared that all buildings will be rehabbed to ensure they are ADA compliant and to have accessible handicap parking. Other updates are to enlarge sidewalks to be ADA compliant. They will also change amenities to include BBQ patios, addition of garden area for residents, move the dog park and the pool will stay the same.

The dumpster enclosures will be upgraded to have a brick screening rather than the current wood screening.

Mr. Fey asked if the EV spaces are included with the required parking spaces. Mr. Sauced confirmed that they are. Mr. Fey asked why the increase in handicap spaces. Mr. Sauced shared although the original site plan only required 8 handicap parking spots, they found a total of 16 and they did not want to reduce the amount available.

Mr. Sargent asked if the Police / Fire / EMS were notified of the increase of handicap spots so that the residents would be prioritized in an emergency. Mr. Mundo shared that the city works with the State to contact and post a steer list of residents to ensure that there is transportation for them in case of emergency of evacuation. Mr. Mundo stated that it is the responsibility of the resident or their family.

Ms. Aplin discussed the location exits / entrances into the apartment in case of an emergency evacuation. Mr. Sargent shared that the apartment has a total of three exits and the city only requires one.

Mr. Aguirre reviewed the Engineer's Memo below:

This proposed renovation project is one that apartments periodically engage in their marketing strategies to attract customers. In light of a recent change of ownership with new financials, this was the inevitable outcome of this amenity upgrade.

The site plan amendment presented is a requirement for the following renovation request. This serves to update the site changes to parking count, walks, ADA ramps, recreation amenities, and waste dumpster service since the previous plan. Of note, the renovation involves the revalidation of the private sanitary sewer system by cleaning and making repairs where warranted. The same is being directed to the private water system. Parking count is being distributed differently as to location and number as to regular and handicap in order to comply with industry requirements (i.e., 8 to 21) the overall count returns to 400 as approved in previous, still meeting the current requirements. In reconfiguring the parking system, they will be restriping the spaces and redesignating the fire lane as required. ADA ramp locations and associated interior walk system has been rerouted to provide pedestrian accessibility while incorporating an interior continuous walking trail for amenity. In addition, barbecue pads will be added for convenience of the tenants and all dumpster pads are being given a face lift.

All site plan content and format has been adhered with the standards and with minor reductions in area and trees but in full compliance with current landscape ordinance. No issues remain and staff recommends it filed for your consideration for preliminary and final amended site plan.

On motion by Mr. Fey, seconded by Mr. Bjune with all present members voting "aye," the administrative and final review of Gateway Apartments site plan amendment for the renovation and upgrade project at 111 Loganberry Street filed on August 2, 2022 was approved.

DISCUSS AND CONSIDER ADMINISTRATIVE AND FINAL REVIEW OF GATEWAY APARTMENTS LANDSCAPE PLAN AMENDMENT FOR THE RENOVATION AND UPGRADE PROJECT AT 111 LOGANBERRY STREET FILED ON AUGUST 2, 2022

Mr. Saucedo shared that this was the most extensive landscape plan he's had to complete as there were so many trees on the property. He shared the new and updated landscape calculation confirmed that they more than meet the minimum of trees required. They do plan on adding shrubbery but will not add additional trees.

Mr. Sargent asked if the required 72 trees are identified. Mr. Saucedo confirmed that both the original and updated landscape plans are almost identical. He shared that he would not know how to identify the ones required.

Mr. Aguirre stated that they have the minimum trees required and clarified that at the time of the original landscape plan there was not a requirement on protected trees.

Engineer's Memo:

The landscape plan amendment presented is also a requirement for the following renovation request. This serves to update the areas, trees and related changes that have occurred since the previous plan and the specific effect in it.

The update indicates the plan change specifics as follows compared to the previous.

1998 Landscape Summary		2022 Landscape Summary	
Total Area of Site (SF)	622,427	Total Area of Site (SF)	622,427
Total Building Area (SF)	232,588	Total Building Area (SF)	232,588
Total Structural Area of Sidewalks, Drives, and Amenities (SF)	Not Defined	Total Structural Area of Sidewalks, Drives, and Amenities (SF)	70,939
Total Landscape Area Provided (SF) *	329,784	Total Landscape Area Provided (SF)	318,900
Total Landscape Area Provided % *	53%	Total Landscape Area Provided %	51%
Total Landscape Area Required	47,783	Total Landscape Area Required (Per 1998 Plan)	47,783
Trees		Trees	
Total Trees Required	72	Total Trees Required	72
Total Trees Provided	373	Total Trees Provided	371
<p>Notes: A site walk was performed on August 2021. At the time of the survey, only 371 trees were identified. The current tree count still exceeds the required tree count. No proposed trees are recommended. The 8-inch Oak Tree (east of Building 11) will need to be removed to widen the fireline. The 1998 landscape plan did not depict an accurate layout for sidewalk and amenities, therefore the landscape area defined in the 1998 plan is estimated with a skew higher than actual site conditions.</p> <p>The landscape area in the 2022 plan is less than the area defined in the 1998 plan, however the 2022 plan meets the 1998 minimum landscape requirement.</p>			

All landscape plan content and format has been adhered with the standards and with minor reductions in area and trees but in full compliance with current landscape ordinance. No issues remain and staff recommends it filed for your consideration for preliminary and final amended landscape plan.

Mr. Fey stated that Mr. Saucedo confirmed about five times the number of trees required and was impressed.

On motion by Mr. Sargent, seconded by Mr. Bjune with all present members voting “aye,” the administrative and final review of Gateway Apartments landscape plan amendment for the renovation and upgrade project at 111 Loganberry Street filed on August 2, 2022 was approved.

DISCUSS AND CONSIDER ADMINISTRATIVE AND FINAL REVIEW OF THE RESIDENCES AT LAKEWOOD MANOR AMENDED SITE AND LANDSCAPE PLANS FOR MINOR ADJUSTMENTS TO PARKING AND LANDSCAPING WITHIN THE PUD PLAN CONDITIONS FILED ON AUGUST 2, 2022

Doug Roesler – Engineer at Baker & Lawson

Mr. Roesler shared that when they did their tree survey the crew did not account for the four (36-in.) trees and due to the miscalculation, they lost a few parking spaces. To incorporate the missing parking spaces near the building they rearranged more parking spots onto Huisache.

Mr. Bjune discussed the possible consequences of moving the parking spaces. Mr. Bjune stated he could foresee the occupants parking on the street for quicker access to their building. He asked if the residents could be made aware if they decide to park on the street to ensure not to block a possible emergency vehicle from entering. Mr. Roesler stated that he could relay the message to the developer.

Mr. Fey was happy to hear that they are saving those few trees but also expressed the same concern as Mr. Bjune. There was discussion about the importance of parking in the correct locations.

Mr. Sargent asked about the trash compactor and there was discussion about whether the city could get into the area. Mr. Roesler confirmed that they have previously confirmed with the city and there was no issue.

Engineer's Memo:

As construction of site progresses, the slow pace of this gives the developer time to uncover conditions that could improve on the plans while still being within the approved PUD parameters. The proposed request is one that adds to the number of trees to remain by making an adjustment to the alignment of a driveway and relocation of associated parking spaces.

Since this cause and effect affects both document plans, these two are combined for action in this item. The request proposes to reconfigure a driveway entrance in the Fern Court cul d'sac so as to avoid the removal of 3 existing trees originally scheduled for removal. To accomplish this, the parking affected by this change had to be accommodated elsewhere within the site. The net change of these modifications result in an addition of 3 trees to the plan and a tradeoff designation of a preserved one that could be compromised by close-by parking space construction.

The parking count remains unchanged from the PUD conditions and previous site plan. No issues remain and staff recommend it filed for your consideration for preliminary and final amended site and landscape plan.

On motion by Ms. Aplin, seconded by Mr. Fey with all present members voting "aye," the administrative and final review of The Residences at Lakewood Manor amended site and landscape plans for minor adjustments to parking and landscaping within the PUD plan conditions filed on August 2, 2022.

DISCUSS AND CONSIDER ADMINISTRATIVE REVIEW AND ACTION OF HARMONY PARK TOWNHOMES PLAT AT 401 GARLAND DRIVE

Mr. Aguirre went over the Engineer's Memo:

This is the final foot dragger in a site development project that was initiated back in March of 2021 and completed in October 2021. Since then, it has laid dormant waiting for this step that fell out the typical development process sequence. This required document is all that holds the actual construction permit to be issued and work to being.

The plat content and format has been adhered with the standards but subject to minor revisions and a required drainage district signoff. An issue of concern for staff still remains that needs to be addressed by the board members, the proposed plat subdivision is by individual unit lots. The original representation made for this development rezoning and eventual site and plan development was that of a "rental" townhouse concept. Staff feels that proposed subdivision platting opens these for future individual sale of the units. This may not be a factor of concern as all townhouse developments in existence are sold individually, but we felt necessary to see if the board objected to this possibility having made a decision based on the rental concept.

Ms. Aplin asked if it means they can sell these townhouses in the future. Mr. Aguirre confirmed that they could if the owner decides to. Mr. Lacaze confirmed that they do not plan on selling the townhouses within the next eight to ten years. Mr. Lacaze shared that if they decide to sell in the future, they will sell them as a whole and not individually.

On motion by Mr. Fey, seconded by Ms. Aplin with all present members voting “aye,” the administrative review of Harmony Park Townhomes plat at 401 Garland Drive was approved.

SIGNATURE OF DOCUMENTS

- Gateway Apartments Site & Landscape Plan Amendments
- The Residences at Lakewood Manor Site & Landscape Plan Amendments

ITEMS OF COMMUNITY INTEREST

- Mr. Fey mentioned the LJ Historical Association will have a grand opening for the Alden B. Dow building on September 9th and 10th.
- Mr. Sargent also mentioned the Historical Museum has an event called “Something to Chew On” held every 3rd Tuesday of the month.
- Mr. Sanders asked Mr. Aguirre if metal buildings are allowed within City Limits. Mr. Aguirre confirmed that they are allowed if they meet all requirements. The State ensured that cities cannot regulate materials or colors.
- Ms. Aplin shared that Family Fitness sits on 3.5-acres and the .89-acres has been for sale for a long time. Ms. Aplin mentioned that Family Fitness may move, and the location would have a possibility of other future endeavors for North Lake Jackson.
- Mr. Singhania shared that La Madeleine is open along with other new businesses such as Harbor Freight and Chicken Salad Chick.
- Mr. Herrera gave project updates.

SET NEXT MEETING DATE

Regular scheduled meeting set for Wednesday, September 7, 2022.

ADJOURN

There being no further business the meeting was adjourned at 7:25 p.m.

These minutes read and approved this 7th day of September 2022.

Locke Sanders, Chairman

Jeff Gilbert, Secretary