



**MINUTES
PLANNING AND ZONING COMMISSION
CITY OF MISSOURI CITY, TEXAS
August 12, 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 7:07 PM.

2. ROLL CALL

Commissioners Present:

Sonya Brown-Marshall
Tim Haney
John O'Malley
Gloria Lucas
Karen Overton (video meeting connection problems)
Daniel Silva
Hugh Brightwell
James R. Bailey
Monica L. Rasmus

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
Jamilah Way, First Assistant City Attorney
Glen Martel, Assistant City Manager

Others Present:

James G. Norcom III
Courtney Johnson Rose
Shoab Hussain; OneStop Realty & Constructions Services
Steve Aloway; Huckabee, Inc
Jerry Betts; Pacheco Koch
Mary Villareal; The Interfield Group

3. ELECTION OF OFFICERS

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

Election of Chairperson: To elect Chairperson Sonya Brown-Marshall to remain.

Made By: Commissioner Haney
Second: Commissioner O'Malley

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

NAYES: None
ABSTENTIONS: None

The election passes.

Election of Chairperson: To elect Vice Chairperson Timothy R. Haney to remain.

Made By: Commissioner O'Malley

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

NAYES: None
ABSTENTIONS: None

The election passes

Election of Chairperson: To elect Assistant Secretary John O'Malley to remain.

Made By: Commissioner Haney

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

NAYES: None
ABSTENTIONS: None

The election passes

4. READING OF THE MINUTES

- A. Consider approval of the minutes of the July 8, 2020 Planning and Zoning Commission Meeting.

Motion: Approval of the July 8, 2020 minutes.

Made By: Commissioner Brightwell
Second: Commissioner Lucas

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

NAYES: None.

ABSTENTIONS: None.

The motion passed

- B. Consider approval of the minutes of the July 10, 2020 Planning and Zoning Commission Meeting.

Motion: Approval of the July 10, 2020 minutes.

Made By: Commissioner Lucas
Second: Commissioner Rasmus

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

NAYES: None.

ABSTENTIONS: Commissioner O'Malley, Commissioner Brightwell

The motion passed

5. REPORTS

A. COMMISSION REPORTS

- (1) Chairman of the Planning and Zoning Commission
a. Recognition of former Planning and Zoning Commissioners, Courtney Johnson Rose and James G. Norcom, III

Chair Brown-Marshall thanked former Commissioners Courtney Johnson Rose and James G. Norcom III for their service. Staff will later present the former Commissioners with the commemorative plaques.

Courtney Johnson Rose stated that it had been a pleasure to serve on the Planning and Zoning Commission for six years as they have moved the city

forward. She wished the Commission much success. Mrs. Johnson Rose thanked Chair Brown-Marshall for standing as Chair for many years. Staff was commended by Mrs. Johnson Rose stating that staff was phenomenal, dedicated and skilled.

James G. Norcom III stated he second the statement of Courtney Johnson Rose. Mr. Norcom thanked Madame Chair for her leadership and the Commission for their help over the last two years. The utmost gratitude to staff, they had been phenomenal. Training sessions, information sharing and reporting had been beyond reproach. Mr. Norcom III thanked everyone and stated that it had been an honor. Everyone was wished success.

(2) Planning and Zoning Commissioners

Commissioner Lucas stated that it had been a pleasure working and serving with Courtney Johnson Rose and James G. Norcom III. Commissioner Lucas thanked both former Commissioners for the tips and things they provided when she joined the board.

Commissioner Brightwell stated that the former Commissioners would be missed and thanked them for their service and help.

B. STAFF REPORTS

- (1) Development Services
a. Director –

Otis Spriggs read the inscription of the plaques that were to be presented to Courtney Johnson Rose and James G. Norcom III.

Mr. Spriggs reported on the Comprehensive Housing Study, which is funded by HUD (Housing and Urban Development) CDBG (Community Development Block Grant) program. The City of Missouri City is asking for input from Missouri City residents and those who have interest in the housing market for Missouri City. The study is being conducted by George E. Johnson Development, Inc. located in Missouri City. The study will focus on the housing market, housing conditions and key issues that affect our day to day decision making.

Mr. Spriggs reported that with the study, the City is hoping to prioritize strategies for decisions to be made. Those wishing to participate can visit the website; georgejohnson@dev.com/survey to provide input to the short survey. The survey looks out five to fifteen years into the city's future.

- (1) Engineering
a. City Engineer –
None.

6. PUBLIC COMMENT
None.

7. PLATS

A. CONSENT AGENDA

- (1) Consider an application for a preliminary plat for Lexington Village Sec. 1
- (2) Consider an application for a preliminary plat for Village of Sawmill Lake
- (3) Consider an application for a preliminary plat for Sienna Section 34B
- (4) Consider an application for a preliminary plat for SRSC Missouri City
- (5) Consider an application for a final plat for Parks Edge Section 16
- (6) Consider an application for a final plat for Sienna Section 29A
- (7) Consider an application for a final plat for Sienna Oaks Drive Street Dedication Phase 2
- (8) Consider an application for a final plat for Heritage Park Drive Street Dedication Phase 3
- (9) Consider an application for a final plat for Parks Edge Section 10
- (10) Consider an application for a final plat for Parks Edge Section 11
- (11) Consider an application for a final plat for Fort Bend Community Church
- (12) Consider an application for a final plat for Parkway Crossing Phase I
- (13) Consider an application for Zaineb Shopping Center, being a partial replat of Nova Village Center

Motion: To approve with conditions item 7.A.3 as listed in the staff report and remaining items on the Consent Agenda subject to the requirements of signatures and release of plat indicated in the staff report.

Made By: Commissioner Haney
Second: Commissioner Brightwell

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

NAYES: None.

ABSTENTIONS: None.

The motion passed

8. ZONING MAP AMENDMENTS

A. PUBLIC HEARING FOR A 20-ACRE TRACT FOR FBISD

- (1) To receive comments for or against a request by Bryan Sheppard, Pape-Dawson Engineers, seeking a SUP, Specific Use Permit to allow for the location of a place of assembly for a proposed Fort Bend Independent School District (FBISD) elementary school site; and to the extent such zoning deviates from the Future Land Use and Character map of the Comprehensive Plan, to provide for an amendment therefrom.

Jennifer Gomez, Planning Manager, presented the agenda item. Ms. Gomez described the subject site being on Knight Court off of Thompson Ferry Road and west of Elkins High

School. The site is considered as FBISD school number 53, part of the district's approved 2018 bond program. The school site is located near the Creekstone Village at Riverstone and Stonebrook at Riverstone subdivisions. The school is being located within this area in response to the continued growth in Riverstone.

Ms. Gomez stated that FBISD has purchased the 20-acre site. The site access is proposed to be off of Thompson Ferry Road. The school building would be 2-stories and just over 125,000 square feet with programming in and outside of the building. The design would accommodate a student capacity of 1,000. FBISD anticipates that the school site would be completed before the start of the 2023 school year.

Ms. Gomez stated the staff recommendation is to approve the Specific Use Permit for the school site. A revision to the Future Land Use Map would be required to account for the school site as opposed to residential development.

Ms. Gomez stated that the staff recommendations include applying the standard development regulations, generally without deviations. These are the same development regulations that are applied to other school sites. These regulations would include exterior lighting limitations, architectural standards that are still enforceable, as well as trash disposal, sign, and landscaping regulations.

Ms. Gomez stated one deviation to consider is the allowance for the future placement of portable buildings (temporary buildings). Staff has been working with the applicant on the provision of clear ownership authorization.

Ms. Gomez outlined changes staff had requested to the site plan to provide some additional details, as well as a proposed landscaping plan. There are no proposed deviation from the landscaping regulations; however, the plan would ensure that the City and the applicant are on the same page in terms of the City's requirements for landscaping.

Vice Chair Haney inquired about parking requirements.

Ms. Gomez stated that the parking shown on the site plan should be sufficient based on the design. However, there is a discrepancy on the site plan between what is shown and the description of the parking requirements.

Commissioner Bailey inquired about egress and ingress and if congestion was addressed in the traffic study.

Jeremy Davis, Assistant City Engineer, stated in regards to the traffic analysis, the analysis would have to be reviewed. The City does not have plans to widen or expand either roadway.

Steve Aloway, Huckabee Architects, stated that the traffic analysis study required curved lanes off of Thompson Ferry Road. Turn lanes were currently being designed for the project, however, improvements would be continued to the intersection.

Jerry Betts, Pacheco Koch (PKCE), stated that improvements would only be made adjacent to the property.

Commissioner Brightwell inquired about FBISD being allowed to move forward with the development of the site and the City not having authority over the school district.

Ms. Gomez stated that the school district owns the property; however, the City still controlled land use within the city limits.

Jamilah Way, First Assistant City Attorney, stated that the traffic is something the City can consider. Although there were limits to the regulations.

Mr. Davis stated that the traffic analysis would be taken into consideration.

Chair Brown-Marshall asked staff to really take the traffic analysis into consideration. Currently the discussion was on the land use however traffic plays into it.

Commissioner Brightwell inquired about the timeline.

Vice Chair Haney stated that the school district delayed the project from the year 2022 to 2023 per the staff report.

Mr. Aloway stated the project would be planned out towards the end of 2020. It depended on the zoning and platting process.

Commissioner Haney inquired about the duration on the construction of the project.

Mr. Aloway stated that the duration would be about sixteen months.

Motion:	To close the public hearing
Made By:	Commissioner Lucas
Second:	Commissioner Brightwell
AYES:	Commissioner Brown-Marshall, Commissioner Haney, Commissioner O'Malley, Commissioner Bailey, Commissioner Silva, Commissioner Rasmus, Commissioner Lucas, Commissioner Brightwell, Commissioner Overton
NAYES:	None
ABSTENTIONS:	None

The motion passed

Ms. Gomez requested the Commission to clarify that the light requirements would be applied in the motion.

- (2) Consider approving a final report on item 8.A.(1)

Motion:	To approve item 8.A.(1) as recommended by staff in the preliminary report and adopt the report as a final report to Council, including the outstanding
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items that have been identified in this discussion specifically mentioned recently the lighting.

Made By: Commissioner Haney
Second: Commissioner Rasmus

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

NAYES: None
ABSTENTIONS: None

The motion passed

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

Made By: Commissioner Lucas
Second: Commissioner Rasmus

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

NAYES: None.
ABSTENTIONS: None.

The motion passed



Egima Edwards
Planning Technician