



**CITY OF ANGLETON
PLANNING AND ZONING COMMISSION
DRAFT MEETING MINUTES
120 S. CHENANGO STREET, ANGLETON, TEXAS 77515
THURSDAY, JULY 06, 2023 AT 12:00 PM**

Members Names

Chair | William Garwood

**Commission Members | Deborah Spoor, Henry Munson, Michelle Townsend,
Regina Bieri, Ellen Eby, Shawn Hogan**

NOTICE IS HEREBY GIVEN PURSUANT TO V.T.C.A., GOVERNMENT CODE, CHAPTER 551, THAT THE PLANNING AND ZONING COMMISSION FOR CITY OF ANGLETON WILL CONDUCT A MEETING, OPEN TO THE PUBLIC, ON THURSDAY, JULY 6, 2023, AT 12:00 P.M., AT THE CITY OF ANGLETON COUNCIL CHAMBERS LOCATED AT 120 S. CHENANGO STREET ANGLETON, TEXAS 77515.

ROLL CALL:

Present:

Chair William Garwood, Commission Member Deborah Spoor, Commission Member Michelle Townsend and Commission Member Shawn Hogan.

Absent:

Commission Member Regina Bieri, Commission Member Ellen Eby, and Commission Member Henry Munson.

- 1. Approval of the June 1, 2023 minutes for the Planning and Zoning Commission meeting.**

Motion was made by Commission Member Shawn Hogan; Seconded by Commission Member Deborah Spoor.

Action: (4-0 Vote), The minutes were unanimously approved.

REGULAR AGENDA

- 2. Consideration of approval of a Preliminary Plat for Windrose Green Section 4 Subdivision.**

DS Director Otis Spriggs introduced DS Development Coordinator Kandice Haseloff-Bunker who presented the item.

Kandice Haseloff-Bunker noted that the plat was submitted, and it has been reviewed by the City Engineer. It's a 65 Lots, 2 reserves and it's in the ETJ. There's been a development agreement that was signed and is in place. Regarding the Engineer's comments in the report, all those have been corrected and cleared since agenda posting.

Kandice Haseloff-Bunker added that Staff and the City Engineer are recommending Final Plat approval based on conditions that the construction plans are resolved with the Angleton Drainage District on drainage, and the SH 523 road connections are approved by the Brazoria County.

Commission Action:

Awaiting a motion, **Mr. Spriggs** commented to the Commission that as he would typically say, Staff is obligated to forward a complete record of action to City Council and due to the fact that we have only four members here today, in order for an affirmative vote to occur, we would need all four yes votes for any item to pass this agenda.

Mr. Spriggs also noted that as a part of the subdivision process, staff has pointed out that the plan meets all the requirements of the Subdivision Ordinance, as required by state law and under our city ordinances regarding the plat approval process.

Motion was made by **Chair William Garwood** to approve the Final Plat subject to noted Staff Conditions that they were satisfied at the ADD and county requirements regarding detention and drainage and we recommend to council for final action; Seconded by **Commission Member Shawn Hogan**.

Roll Call Vote: Chair William Garwood- Aye, Commission Member Deborah Spoor- Nay, Commission Member Michelle Townsend- Nay; and Commission Member Shawn Hogan- Aye.

Action: (2-2 Vote): Windrose Green Section 4 Final Plat was disapproved.

City Attorney Judith El Masri, Randle Law Firm addressed the Planning Commission: I'd like to take this opportunity to remind the members of the Commission that the final plat approval as a ministerial act, there is no discretion and that it's done as a matter of obligation.

If your city staff tells you that it complies with the comprehensive plan or general the general plan of the City, and all the rules related to the subdivision, then it's a matter of obligation. I am inserting this reminder for the rest of the agenda.

3. Consideration of approval of a Preliminary Plat for Windrose Green Section 5 Subdivision.

Kandice Haseloff-Bunker noted that the plat was submitted, and it has been reviewed by the City Engineer. It's a 67 Lots, 1 reserve, 3 blocks, and it's in the ETJ. There's been a development agreement that was signed and is in place. Average lot size: 45'/50'x120'

typical. Regarding the Engineer's comments in the report, all those have been corrected and cleared since agenda posting with the same recommendation from him or no objection pending the drainage, district and county approval for the drainage and Street and infrastructure connections.

Kandice Haseloff-Bunker added that staff anticipates that the construction plans will be resolved before the final City Council meeting.

Commission Member Townsend asked if staff knew this development was approved?

DS Development Coordinator Kandice Haseloff-Bunker stated that the D.A. was signed March of 2020.

Mr. Spriggs commented that Staff has a copy of the DA available if the Commission wishes to review it.

Commission Member Spoor commented that the developer told the Planning Commission some time ago that they would start with a certain size lot.

Mr. Spriggs noted that there is an overall concept plan and if it'll help the Commission in the future, we'll ensure that the document is attached. DS Director Otis Spriggs added that for the ETJ developments, because we don't have zoning authority, the overriding document is the DA and it's our responsibility from staff to make sure and ensure Council that what's being presented to you is parallel and it meets the requirements of the development agreement which lays out the lot configuration.

Commission Action:

Motion was made by **Commission Member Townsend**, to approve the Section 5 Preliminary Plat as it is in compliance with the development agreement, and subject to any outstanding comments or corrections that need to be made and recommend City Council take final action. Seconded by **Commission Member Deborah Spoor**.

Roll Call Vote: Chair William Garwood- Aye, Commission Member Deborah Spoor- Nay, Commission Member Michelle Townsend- Nay; and Commission Member Shawn Hogan- Aye.

Action: (4-0 Vote): Windrose Green Section 5 Preliminary Plat was approved with conditions.

4. Discussion and possible action on Austin Colony Section 1A Final Plat

DS Director Otis Spriggs presented Austin Colony Section 1A. Specifically, you're being asked this afternoon to consider this plat. We have forwarded Austin Colony to the city engineer, who has had an opportunity to review Section 1A, there were some conditions and comments that were initially given to us in which we've had an opportunity to bring those before the.

Most of the comments have now been cleared by the city engineer in which you've been copied on all of those, pending final approval of the construction drawings subject to satisfaction of ADD requirements for drainage and right of way connection approval by Brazoria County for CR44 tie-in.

DS Director Otis Spriggs added that this Plat would meet the requirements of the Planned District approval, which was recently approved by Council of the developer's request to make minor modifications to the traffic flow in terms of the designation of Austin Colony Blvd. as a local subdivision street. As a result, some of the lots had to be reconfigured or relocated.

Section 1A will comply with the lot mix approval with both 60 feet, and a few 50 feet lots, but it meets the thresholds that were originally approved by council as part of the documents mentioned.

So as part of this, we're recommending that the Planning Commission approve this, send it on the Council for final action with those stipulated conditions of the city engineer and also subject to the DA, which has to be approved by City Council.

Commission Member Townsend: So, if I am hearing you correctly, the development agreement has not been changed to reflect the changes that need to be made for?

DS Director Otis Spriggs stated that legal and staff have the document draft under review of the PID, and requirements of Parkland, and we're coordinating to make sure it meets the threshold of the original DA. The DA draft is out, we're about to forward it back to the applicant and we hope to have it negotiated through Council soon.

Commission Action:

Commission Member Townsend made a motion that we recommend approval of the final plat for Section 1A of Austin Colony and forward to City Council for final consideration and action. Motion was seconded by Commission Member Shawn Hogan.

Roll Call Vote: Chair William Garwood- Aye, Commission Member Deborah Spoor- Aye, Commission Member Michelle Townsend- Aye, and Commission Member Shawn Hogan- Aye.

Action: (4-0 Vote): Austin Colony Section 1A Final Plat, was approved with conditions.

5. Discussion and possible action on the Final Plat of the Ashland Street Dedication Sec 1 and Reserves.

DS Director Otis Spriggs presented this item, stating that you will see a series of plats to come before you for the rest of the agenda regarding the Ashland Development. The DA has been approved by City Council as negotiated with the applicant and it has been signed; a copy of it is available if the Commission needs to see it.

However, these plats would set the ground level in terms of utilities that will support the residential sections to come. There are a number of street dedication plats this afternoon that will also facilitate the school access and construction as well.

DS Director Otis Spriggs added this item is Ashland St. Dedication. #1 Final Plat with the listed conditions by the city engineers. Staff is asking the Commission to recommend conditional approval City Council, that these items be cleared before the Council's consideration.

Commission Action:

Commission Member Townsend made a motion that we recommend approval of Ashland St. Dedication #1 Final Plat forward to City Council for final consideration and action with the noted conditions. Motion was seconded by **Commission Member Shawn Hogan**.

Roll Call Vote: Chair William Garwood- Aye, Commission Member Deborah Spoor- Aye, Commission Member Michelle Townsend- Aye, and Commission Member Shawn Hogan- Aye.

Action: (4-0 Vote): Ashland St. Dedication #1 Final Plat was approved with conditions.

6. Discussion and possible action on the Final Plat of the Ashland Street Dedication Sec 2.

Commission Action:

Commission Member Townsend made a motion that we recommend approval of Final Plat of the Ashland Street Dedication Sec 2 and forward to City Council for final consideration and action with the noted conditions to be cleared prior. Motion was seconded by **Commission Member Shawn Hogan**.

Roll Call Vote: Chair William Garwood- Aye, Commission Member Deborah Spoor- Aye, Commission Member Michelle Townsend- Aye, and Commission Member Shawn Hogan- Aye.

Action: (4-0 Vote): Final Plat of the Ashland Street Dedication Sec 2 was approved with conditions.

7. Discussion and possible action on the Final Plat of the Ashland Street Dedication Sec 3.

Commission Action:

Commission Member Townsend made a motion that we recommend approval of Final Plat of the Ashland Street Dedication Sec 2 and forward to City Council for final consideration and action with the noted conditions to be cleared prior. Motion was seconded by **Commission Member Deborah Spoor**.

Roll Call Vote: Chair William Garwood- Aye, Commission Member Deborah Spoor- Aye, Commission Member Michelle Townsend- Aye, and Commission Member Shawn Hogan- Aye.

Action: (4-0 Vote): Final Plat of the Ashland Street Dedication Sec 3 was approved with conditions.

8. Discussion and possible action on the Final Plat of the Ashland Coral Haven Lane Street Dedication

Commission Member Townsend: Being a parent of school age children and knowing what schools can do to traffic patterns is it anyone's concern about having a school driveway dumping onto a narrow street.

Director Otis Spriggs: If the Commission would like to make a condition that the traffic impacts study recommendations as it as it concerns the school access must be considered and applied when the plats for the school the major access will be coordinated.

Steve Holton, Director of planning for Quiddity Engineering gave comments in regards to the traffic questions.

Commission Action:

Commission Member Townsend made a motion to approve the Coral Haven Street Dedication Final Plat conditioned on the city staff, city engineer, the County, Angleton Drainage District, School District, TxDot, and all entities impacted by this approval with all comments and conditions noted; Motion was seconded by **Commission Member Deborah Spoor.**

Roll Call Vote: Chair William Garwood- Aye, Commission Member Deborah Spoor- Aye, Commission Member Michelle Townsend- Aye, and Commission Member Shawn Hogan- Aye.

Action: (4-0 Vote): the Final Plat of the Ashland Coral Haven Lane Street Dedication was approved with conditions.

9. Discussion and possible action on the Final Plat for Ashland Development Wastewater Treatment Plant.

Wastewater treatment plant Plaid before you, this is in consideration for utilities to be set up for the development.

DS Director Otis Spriggs: As described earlier, the city engineer has given you 9 textual changes that they're recommending on the plat. We feel confident that the applicant will submit these to us. Sometimes prior to the Council meeting, so our recommendation would be to approve the wastewater treatment plant subject to those conditions for final Council action.

Commission Member Townsend asked for clarification on the proximity of the wastewater treatment Plant. Caitlin King of Meta Planning showed the location of the Plant to the furthest southern end of the development.

Commission Action:

Commission Member Townsend made a motion that we recommend approval of the Final Plat Wastewater Treatment Plant and forward to City Council for final consideration and action with the noted conditions to be cleared prior. Motion was seconded by Commission Member Shawn Hogan.

Roll Call Vote: Chair William Garwood- Aye, Commission Member Deborah Spoor- Aye, Commission Member Michelle Townsend- Aye, and Commission Member Shawn Hogan- Aye.

Action: (4-0 Vote): The Final Plat for Ashland Development Wastewater Treatment Plant. was approved with conditions.

10. Discussion and possible action on a Final Plat for Ashland Development Water Plant.

DS Director Otis Spriggs: The nine conditions by the city engineer are noted in the staff report. We anticipate them to clear those within the couple of weeks to come and we'll have this clear before console. Conditions there subject to the engineering comments there being forwarded to council with a positive recommendation.

Commission Action:

Commission Member Townsend made a motion that we recommend approval of Final Plat for Ashland Development Water Plant and forward to City Council for final consideration and action with the noted conditions to be cleared prior. Motion was seconded by Commission Member Shawn Hogan.

Roll Call Vote: Chair William Garwood- Aye, Commission Member Deborah Spoor- Aye, Commission Member Michelle Townsend- Aye, and Commission Member Shawn Hogan- Aye.

Action: (4-0 Vote): The Final Plat for Ashland Development Water Plant was approved with conditions.

DS Director Otis Spriggs announced to the Planning and Zoning Commission that the Joint Work session scheduled for July 11, 2023, has been postponed until a future date to be announced for September or October, 2023.

ADJOURNMENT TIME: 12:54