

CITY OF COLLEGE STATION
Home of Texas A&M University®

**Planning & Zoning
Commission**
December 5, 2013
City Hall Council Chambers
1101 Texas Avenue
College Station, Texas

Workshop Meeting 6:00 PM
Regular Meeting 7:00 PM



AGENDA
PLANNING & ZONING COMMISSION
WORKSHOP MEETING
DECEMBER 5, 2013, AT 6:00 P.M.
CITY HALL COUNCIL CHAMBERS
1101 TEXAS AVENUE
COLLEGE STATION, TEXAS

1. Call the meeting to order.
2. Discussion of consent and regular agenda items.
3. Discussion of Minor and Amending Plats approved by Staff.
 - Final Plat ~ Minor ~ West Park Block 9 Lots 9R & 10 ~ 206 Grove Street **Case # 13-00900192 (M.Hester)**
 - Final Plat ~ Amending ~ Caprock Crossing Block 1 Lots 2-3, Block 2 Lot 1, Block 3 Lot 1 ~ 950 William D. Fitch Parkway **Case # 13-00900216 (M.Robinson)**
 - Final Plat ~ Minor ~ Tower Point Phase 3 Block 3 Lot 28AR ~ 943 William D. Fitch Parkway **Case # 13-00900227 (J.Paz)**
 - Final Plat ~ Amending ~ Plazas at Rock Prairie Phase 3 ~ 3975 State Highway 6 South **Case # 13-00900180 (T.Rogers)**
 - Final Plat ~ Minor ~ Saddlecreek Phase 3 Block 6 Lot 128R **Case # 13-00900225 (M.Hester)**
4. Discussion of new development applications submitted to the City. [[New Development List](#)]
5. Presentation, possible action, and discussion regarding the status of items within the 2013 P&Z Plan of Work (see attached). (**J.Schubert**)
6. Presentation, discussion, and possible action regarding an update on the following items:
 - An ordinance amending the Comprehensive Plan – Future Land Use & Character Map from Estate to General Commercial for approximately 5.4 acres for the property located at 1201 Norton Lane at the corner of Wellborn Road and Norton Lane. The Planning & Zoning Commission heard this item on October 17 and voted 3-1 to recommend approval. The City Council heard this item on November 14 and a motion to approve the request failed by a vote of 3-4.
 - An ordinance amending the Comprehensive Plan – Future Land Use & Character Map from Institutional/Public to General Commercial for approximately 4.4 acres for the property located at 1600 University Drive East at the corner of University Drive

East and Glenhaven Drive. The Planning & Zoning Commission heard this item on October 17 and voted 4-0 to recommend approval. The City Council heard this item on November 14 and voted 7-0 to approve the request.

- A rezoning of approximately 7.4 acres located at 2900 North Graham Road from PDD (Planned Development District) to BPI (Business Park Industrial). The Planning & Zoning Commission heard this item on October 17 and voted 4-0 to recommend approval. The City Council heard this item on November 14 and voted 7-0 to approve the request.
 - An ordinance amending and updating the water and wastewater impact fees and associated land use assumptions and capital improvements plan. The Planning & Zoning Commission heard this item on September 19 and voted 6-0 to recommend approval. The City Council heard this item on November 14 and voted 7-0 to approve the item.
 - A rezoning of approximately 4.4 acres located at 1600 University Drive East from O (Office) to GC (General Commercial). The Planning & Zoning Commission heard this item on October 17 and voted (4-0) to recommend approval. The City Council heard this item on November 26 and voted (7-0) to approve the item.
7. Presentation, possible action, and discussion regarding the Phase 1: Existing Conditions Report of the City of College Station Community Development Master Plan. **(D.Brower/B.Piscacek)**
 8. Presentation, possible action, and discussion regarding the P&Z Calendar of Upcoming Meetings.
 - Thursday, December 12, 2013 ~ City Council Meeting ~ Council Chambers ~ Workshop 6:00 p.m. and Regular 7:00 p.m. **(Liaison – Corrier)**
 - Thursday, December 19, 2013 ~ P&Z Meeting ~ Council Chambers ~ Workshop 6:00 p.m. and Regular 7:00 p.m.
 9. Discussion, review and possible action regarding the following meetings: Design Review Board, Joint Parks / Planning & Zoning Subcommittee, BioCorridor Board, BioCorridor Plan Process, 5-Year Comprehensive Plan Review Subcommittee, and Zoning District Subcommittee.
 10. Discussion and possible action on future agenda items – A Planning & Zoning Member may inquire about a subject for which notice has not been given. A statement of specific factual information or the recitation of existing policy may be given. Any deliberation shall be limited to a proposal to place the subject on an agenda for a subsequent meeting.
 11. Adjourn.



AGENDA
PLANNING & ZONING COMMISSION
REGULAR MEETING
DECEMBER 5, 2013, AT 7:00 P.M.
CITY HALL COUNCIL CHAMBERS
1101 TEXAS AVENUE
COLLEGE STATION, TEXAS

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1. Call meeting to order.
 2. Pledge of Allegiance.
 3. **Hear Citizens.** At this time, the Chairman will open the floor to citizens wishing to address the Commission on planning and zoning issues not already scheduled on tonight's agenda. The citizen presentations will be limited to three minutes in order to accommodate everyone who wishes to address the Commission and to allow adequate time for completion of the agenda items. The Commission will receive the information, ask city staff to look into the matter, or will place the matter on a future agenda for discussion. (A recording is made of the meeting; please give your name and address for the record.)

All matters listed under Item 4, Consent Agenda, are considered routine by the Planning & Zoning Commission and will be enacted by one motion. These items include preliminary plans and final plats, where staff has found compliance with all minimum subdivision regulations. All items approved by Consent are approved with any and all staff recommendations. There will not be separate discussion of these items. If any Commissioner desires to discuss an item on the Consent Agenda it will be moved to the Regular Agenda for further consideration.

4. **Consent Agenda**
 - 4.1 Consideration, possible action, and discussion on Absence Requests from meetings.
 - Jerome Rektorik ~ December 5, 2013
 - 4.2 Consideration, possible action, and discussion to approve Meeting Minutes.
 - November 19, 2013 ~ Joint Workshop with City of Bryan P&Z
 - November 21, 2013 ~ Workshop
 - November 21, 2013 ~ Regular

Regular Agenda

5. Consideration, possible action, and discussion on items removed from the Consent Agenda by Commission action.

6. Public hearing, presentation, possible action, and discussion on a Final Plat for the Memorial Cemetery of College Station Section M2A and M2X being a replat of Memorial Cemetery of College Station Section 2 on approximately 32.5 acres located at 3800 Raymond Stotzer Parkway, generally located at the northwest corner of the intersection of Raymond Stotzer Parkway and Harvey Mitchell Parkway South. **Case #13-00900233 (M.Hester)**
7. Public hearing, presentation, possible action, and discussion regarding an ordinance amending the Comprehensive Plan – Future Land Use & Character Map from Estate to General Commercial for the property located at 13913 FM 2154; approximately 1.3 acres generally located north of the intersection of Norton Lane and Wellborn Road. **Case #13-00900228 (M.Hester) (Note: Final action on this item is scheduled for the January 9, 2014 City Council Meeting - subject to change)**
8. Public hearing, presentation, possible action, and discussion regarding an ordinance amending Chapter 12, “Unified Development Ordinance,” Section 12-7.5, “Signs,” of the Code of Ordinances of the City of College Station, Texas regarding sign regulations for Places of Worship. **Case #13-00900229 (T.Rogers) (Note: Final action on this item is scheduled for the January 9, 2014 City Council Meeting - subject to change)**
9. Public hearing, presentation, possible action, and discussion regarding an ordinance amending Chapter 12, “Unified Development Ordinance,” Section 12-3.4, “Plat Review,” and Section 12-3.18, “Administrative Adjustment,” of the Code of Ordinances of the City of College Station, Texas regarding title reports, tax certificates, and administrative adjustments. **Case #13-00900236 (J.Schubert) (Note: Final action on this item is scheduled for the December 12, 2013 City Council Meeting - subject to change)**
10. Discussion and possible action on future agenda items – A Planning & Zoning Member may inquire about a subject for which notice has not been given. A statement of specific factual information or the recitation of existing policy may be given. Any deliberation shall be limited to a proposal to place the subject on an agenda for a subsequent meeting.
11. Adjourn.

2013 Planning & Zoning Commission Plan of Work

Comprehensive Plan Implementation

Implementation of Adopted Plans	
<p>Summary:</p> <p>Implementation of adopted master plans and neighborhood, district, and corridor plans, namely: Central College Station, Eastgate, and Southside Area neighborhood plans, and Bicycle, Pedestrian, and Greenways, Parks and Recreation, Water, Waste Water, and Medical District master plans.</p>	<p>Project Dates:</p> <p>2/14/13: Council discussion regarding board compositions for Medical District MMD #1 & #2.</p> <p>6/20/2013: Discussion regarding CIP development process at P&Z Regular meeting.</p> <p>7/18/13: Recommendation for FY14 CIP proposal at P&Z Regular meeting.</p> <p>10/17/13: Comprehensive Plan Annual Review at P&Z.</p> <p>10/24/13: Comprehensive Plan Annual Review at Council.</p>
Staff Assigned: P&DS Staff	Anticipated Completion: On-going

Wellborn Community Plan	
<p>Summary:</p> <p>Development of a district plan for the recently annexed Wellborn area that contains elements of a rural historic community with a unique character that residents of the area desire to retain.</p>	<p>Project Dates:</p> <p>4/1/13: Bicycle, Pedestrian, and Greenways Advisory Board recommended approval of the Plan.</p> <p>4/4/13: P&Z recommended approval of proposed plan.</p> <p>4/25/13: Council adopted plan.</p>
Staff Assigned: M. Robinson	Completed: April 2013

Economic Development Master Plan	
<p>Summary:</p> <p>Development of a Master Plan to provide consistent direction on how the City will help ensure its economic health for years to come while providing a positive business development environment.</p>	<p>Project Dates:</p> <p>2/7/13: Master Plan update at P&Z Workshop.</p> <p>7/18/13: P&Z Workshop on draft Master Plan.</p> <p>9/5/13: P&Z recommended approval of plan.</p> <p>9/12/13: Council adopted plan.</p>
Staff Assigned: R. Heye	Completed: September 2013

South Knoll Area Neighborhood Plan	
<p>Summary:</p> <p>Development of a neighborhood plan for a number of unique neighborhood areas. The plan area is generally bounded by Holleman Drive, Welsh Avenue, Wellborn Road, Harvey Mitchell Parkway, and Texas Avenue.</p>	<p>Project Dates:</p> <p>8/5/13: Bicycle, Pedestrian, and Greenways Advisory Board recommendation on proposed plan.</p> <p>8/15/13: P&Z recommended approval of plan with some conditions.</p> <p>9/26/13: Council adopted an amended plan.</p>
Staff Assigned: J. Prochazka, M. Hester	Completed: September 2013

Neighborhood Parking	
<p>Summary:</p> <p>Analyze neighborhood parking issues by engaging stakeholders and working in a Joint Task Force Subcommittee with Council. Implement recommended solutions.</p>	<p>Project Dates:</p> <p>2/21/13: Task Force Final Report presented to P&Z. 2/28/13: Task Force Final Report presented to Council. 7/9/13-8/5/13: Stakeholder comment period. 9/5/13: P&Z recommended approval of ordinance. 9/12/13: Council adopted proposed ordinance.</p>
Staff Assigned: B. Cowell, T. Rogers	Completed: September 2013

Residential Zoning Districts	
<p>Summary:</p> <p>Create and adopt new residential zoning districts to implement the future land use and character designations identified in the Comprehensive Plan.</p>	<p>Project Dates:</p> <p>4/9/13: Public meeting regarding single family and duplex zoning concepts. 4/19/13: P&Z Subcommittee meeting. 5/31/13: P&Z Subcommittee meeting. 6/7/13-7/7/13: Stakeholder comment period for draft zoning ordinance changes. 9/5/13: P&Z recommended approval of ordinance. 9/12/13: Council adopted proposed ordinance.</p>
Staff Assigned: J. Prochazka, T. Rogers	Completed: September 2013

Medical District Zoning Districts	
<p>Summary:</p> <p>Create and adopt Medical and Urban Village zoning districts to implement the new future land use and character designations established by the Medical District Master Plan.</p>	<p>Project Dates:</p> <p>5/2/13: Presentation regarding Plan implementation at P&Z Workshop. 8/15/13: Presentation of district concepts at P&Z Workshop.</p>
Staff Assigned: J. Prochazka, M. Robinson	Anticipated Completion:

Research and Education

Plan Implementation	
<p>Summary:</p> <p>The linkage between the Comprehensive Plan, Master Plans, and Neighborhood, District, and Corridor Plans. The linkage between regulations, funding, etc and plan implementation.</p> <ul style="list-style-type: none"> - Overview of concept – provide a review of how this system is built in College Station and intended to be used (link between vision, comprehensive plan, strategic plan, etc). 	<p>Project Dates:</p> <p>5/2/13: Discussion at P&Z Regular meeting.</p>

<ul style="list-style-type: none"> - Link between Comprehensive Plan and Master Plans – this would include an overview of each of the adopted Master Plans and a demonstration of how for example we plan wastewater to serve the proposed land use and how for example the BPG Master Plan, if implemented responds to the desired character of the City, etc. - Link between adopted plans and regulations/ standards – this would include examples of how we use regs (for example new zoning districts or block length) to further the objectives/goals contained in the policy documents/plans and to help highlight how the success of those plans is impacted by the regs selected (or not) – for example how a certain type of block length yields a certain development pattern and connectivity whereas a different block length will yield a different pattern. - Link between plans and funding – this would include how the plans have been fiscally constrained and how funding plays a role in their successful implementation and how if not adequately funded they will fall short of expectations. 	<p>5/2/13: Discussion at P&Z Regular meeting.</p> <p>6/6/13: Discussion at P&Z Workshop.</p> <p>6/20/13: Discussion at P&Z Regular meeting.</p>
Staff Assigned: P&DS Staff	Anticipated Completion:

Character and Community Design	
<p>Summary:</p> <p>The purpose and definition of community character, community design, and the role they play in community vitality and success.</p> <ul style="list-style-type: none"> - Overview of community character (versus just a focus on land use/protection from incompatible uses) – this would include an overview of what our plans say about this and again what best practices are in these areas. - Link between community design and livability – this would be an overview of what the principles of good community design are, where these principles have (or have not) been used in College Station and where livability has been improved (or negatively impacted) as a result. - Link between community design and economic vitality – this would be an overview of how community design impacts land values (and thus tax revenues) creates new economic opportunities, etc. 	<p>Project Dates:</p> <p>5/16/13: Discussion at P&Z Workshop.</p> <p>TBD: Discussion at P&Z Retreat.</p> <p>TBD: Discussion at P&Z Retreat.</p>
Staff Assigned: P&DS Staff	Anticipated Completion:

Affordable Housing and Community Development	
<p>Summary:</p> <p>Receive updates regarding affordable housing and other community development efforts.</p> <ul style="list-style-type: none"> · Overview of the City's current approach to addressing affordable housing needs. · Overview of the Department's revised approach to community development – this would be an overview of a Community Development Master Plan. · On-going updates as needed (annual action plan, Community Development Master Plan, etc). 	<p>Project Dates:</p> <p>7/18/13: Discussion at P&Z Workshop.</p> <p>7/18/13: Discussion at P&Z Workshop.</p> <p>8/8/13: Council adopted Annual Action Plan.</p>
Staff Assigned: P&DS Staff	Anticipated Completion: On-going

Single-Family and Multi-Family Housing Markets	
<p>Summary:</p> <p>Discuss impact of large amount of new multi-family units and single-family dwellings being used for student rental purposes on the local housing market.</p> <ul style="list-style-type: none"> · Overview of the issue/questions – this would be an overview of what the perceived issues/questions are and what others might have looked at in other communities when asking similar questions to devise a methodology. · Overview of the new multi-family market – this would be what is being built, by whom, how are they performing, who is moving into them, etc. may include surveys, focus groups, guest speakers, etc. · Overview of existing multi-family market – this would be what exists, who owns it, what are they doing to maintain and rent it, how are they performing, who is moving into them, etc. may include surveys, focus groups, guest speakers, etc. · Overview of the single-family rental market – what is being built, who is managing what and how, who is renting, what are the implications/benefits of this market, etc. may include surveys, focus groups, guest speakers, etc. · What, if any, response are needed/appropriate by the City to address issues. 	<p>Project Dates:</p> <p>5/16/13: Discussion of methodology and scope at P&Z Regular meeting.</p>
Staff Assigned: P&DS Staff	Anticipated Completion:



MEMORANDUM

Date: December 5, 2013

To: Planning and Zoning Commission

From: Brian Piscacek, Community Development Analyst
bpiscacek@cstx.gov
David Brower, Community Development Analyst
dbrower@cstx.gov

Subject: **Community Development Master Plan Phase 1: Existing Conditions Report**

Item: Presentation, possible action, and discussion regarding the Phase 1: Existing Conditions Report of the City of College Station Community Development Master Plan.

Background & Summary: Staff presented the possible Community Development Master Plan project as part of a Community Development Update at the Commission's July 18 meeting. Being directed to proceed, staff has completed Phase 1 of 3 of the Plan and has submitted it for the Commission's consideration.

Phase 1 of the Community Development Master Plan outlines the demographics of the College Station population. Characteristics of the low- to moderate-income (LMI) population in College Station are emphasized, with a description of what it means to be in poverty locally. Many obstacles, barriers, and challenges in the areas of housing, employment, financial security, transportation, and health care are described.

Subsequent phases of the Master Plan will describe what services and resources are currently available to overcome locally identified problems. These phases will analyze where potential gaps in service exist and identify opportunities for local government and community partners to intervene and bridge the gaps.

Attachments: Community Development Master Plan Phase 1 Report to be provided at the meeting



CITY OF COLLEGE STATION
Planning & Development Services

**Absence Request Form
For Elected and Appointed Officers**

Name Jerome Rektorik

Request Submitted on 11/8/2013

I will not be in attendance at the meeting on 12/5/2013
for the reason specified: (Date)

Unable to attend

Signature Jerome Rektorik

MINUTES
PLANNING & ZONING COMMISSION
Joint Workshop Meeting
CITY OF COLLEGE STATION AND
CITY OF BRYAN
November 19, 2013, 11:30 a.m.
College Station Utilities Meeting and Training Facility
1603 Graham Road, College Station, Texas

1. Call the meeting to order.

Chairman Ashfield called the Planning & Zoning Commission to order at 11:46 a.m.

Chairman Beckendorf called the Planning & Zoning Commission to order at 11:47 a.m.

2. Introduction of City of College Station Planning and Zoning Commission and staff.

Commission Members Present: Chairman Mike Ashfield, Bo Miles, Jerome Rektorik, Jim Ross, Jodi Warner, Brad Carrier.

Staff Members Present: Lance Simms, Molly Hitchcock, Jennifer Prochazka, Jason Schubert, Matt Robinson, Morgan Hester, Teresa Rogers, Kelli Schlicher, Alan Gibbs, Carol Cotter, Danielle Singh, Adam Falco, Deborah Grace-Rosier.

3. Introduction of City of Bryan Planning and Zoning Commission and staff.

Commissioner Members Present: Chairman Michael Beckendorf, Pete Bienski, Scott Hickle, Kevin Krolczyk, Nancy Hardeman, Bobby Guierrez, Rev G. H. Jones.

Staff Members Present: Martin Zimmermann, Matthew Hilgemeier, Maggie Dalton, Janis Hampton, Paul Kasper.

4. Presentation, possible action, and discussion regarding an update from the Metropolitan Planning Organization on the State Highway 6 Corridor Study.

MPO Director Brad McCaleb gave an update on the State Highway 6 Corridor Study.

There was a general discussion amongst the Commissioners.

5. Presentation, discussion, and possible action regarding an update on the development activity in the BioCorridor.

City Engineer Alan Gibbs, P.E., and City Engineer Paul Kasper, P.E., gave an overview of development activity associated with the BioCorridor.

6. Presentation, discussion, and possible action regarding comprehensive planning.

Principal Planner Jennifer Prochazka gave a presentation on Comprehensive Planning and College Station's pending five-year plan update.

7. Discussion and future joint meeting agenda items.

The following items were identified as possible future agenda items:

- Presentation on growth plans for Easterwood Airport
- Presentation on Bryan's neighborhood overlays that restrict the number of unrelated individuals living together
- Presentation on College Station's Medical District

8. Adjourn.

The meeting was adjourned at 1:00 p.m.

Approved:

Mike Ashfield, Chairman
Planning & Zoning Commission

Attest:

Deborah Grace-Rosier, Staff Assistant
Planning & Development Services

**MINUTES
PLANNING & ZONING COMMISSION
Workshop Meeting
November 21, 2013, 6:30 p.m.
City Hall Council Chambers
College Station, Texas**

COMMISSIONERS PRESENT: Jodi Warner, Jim Ross, Bo Miles, and Jerome Rektorik

COMMISSIONERS ABSENT: Mike Ashfield and Brad Carrier

CITY COUNCIL MEMBERS PRESENT: Blanche Brick

CITY STAFF PRESENT: Bob Cowell, Lance Simms, Molly Hitchcock, Jennifer Prochazka, Jason Schubert, Matt Robinson, Morgan Hester, Carol Cotter, Danielle Singh, Erika Bridges, Teresa Rogers, Alan Gibbs, Crystal Derkowski, Deborah Grace-Rosier, and Timothy Green

1. Call the meeting to order.

Acting Chairman Ross called the meeting to order at 6:30 p.m.

2. Discussion of consent and regular agenda items.

There was no discussion regarding consent and regular agenda items.

3. Discussion of new development applications submitted to the City. [[New Development List](#)]

There was no discussion regarding development applications submitted to the City.

4. Presentation, possible action, and discussion regarding the status of items within the 2013 P&Z Plan of Work (see attached). **(J.Schubert)**

Principal Planner Schubert reported there was no update.

5. Presentation, possible action, and discussion regarding the 2013 City of College Station Existing Conditions Report. **(J. Prochazka)**

Principal Planner Prochazka handed out a draft copy of the Existing Conditions Report. She gave a brief overview. There was general discussion amongst the Commission regarding the report.

6. Presentation, possible action, and discussion regarding subcommittee appointments **(B.Cowell)**.

Executive Director Cowell went over the appointments for the following Subcommittees:

5-Year Comprehensive Plan Review Subcommittee – Mike Ashfield, Jodi Warner, and Jim Ross

BioCorridor Plan Process – Bo Miles

Zoning District Subcommittee – Mike Ashfield, Bo Miles, and Brad Corrier

Commissioner Warner motioned to approve the subcommittee appointments. Commissioner Miles seconded the motion, which passed (4-0).

7. Presentation, possible action, and discussion regarding the P&Z Calendar of Upcoming Meetings.

- Monday, November 25, 2013 ~ City Council Meeting ~ Council Chambers ~ Workshop 6:00 p.m. and Regular 7:00 p.m. (**Liaison – Miles**)
- Thursday, December 5, 2013 ~ P&Z Meeting ~ Council Chambers ~ Workshop 6:00 p.m. and Regular 7:00 p.m.

Acting Chairman Ross reviewed the upcoming meeting dates with the Planning and Zoning Commission.

Commissioner Rektorik stated that he would not be in attendance for the December 5th Planning & Zoning Commission meeting.

8. Discussion, review and possible action regarding the following meetings: Design Review Board, Joint Parks / Planning & Zoning Subcommittee, BioCorridor Board, 5-Year Comprehensive Plan Review Subcommittee, and Zoning District Subcommittee.

There was no discussion regarding the above-mentioned meetings.

9. Discussion and possible action on future agenda items – A Planning & Zoning Member may inquire about a subject for which notice has not been given. A statement of specific factual information or the recitation of existing policy may be given. Any deliberation shall be limited to a proposal to place the subject on an agenda for a subsequent meeting.

There was no discussion regarding future agenda items.

10. Adjourn.

The meeting was adjourned at 6:45 p.m.

Approved:

Attest:

Jim Ross, Acting Chairman
Planning & Zoning Commission

Deborah Grace-Rosier, Staff Assistant
Planning & Development Services

MINUTES
PLANNING & ZONING COMMISSION
Regular Meeting
November 21, 2013, 7:00 p.m.
City Hall Council Chambers
College Station, Texas

COMMISSIONERS PRESENT: Jodi Warner, Jim Ross, Bo Miles, and Jerome Rektorik

COMMISSIONERS ABSENT: Mike Ashfield and Brad Carrier

CITY COUNCIL MEMBERS PRESENT: Blanche Brick

CITY STAFF PRESENT: Bob Cowell, Lance Simms, Molly Hitchcock, Jennifer Prochazka, Jason Schubert, Matt Robinson, Morgan Hester, Carol Cotter, Danielle Singh, Erika Bridges, Teresa Rogers, Alan Gibbs, Crystal Derkowski, Deborah Grace-Rosier, and Timothy Green

1. **Call Meeting to Order**

Acting Chairman Ross called the meeting to order at 7:00 p.m.

2. **Pledge of Allegiance**

3. **Hear Citizens**

No citizens spoke.

4. **Consent Agenda**

All items approved by Consent are approved with any and all staff recommendations.

4.1 Consideration, possible action, and discussion on Absence Requests from meetings.

- Mike Ashfield ~ November 21, 2013

4.2 Consideration, possible action, and discussion to approve Meeting Minutes.

- November 7, 2013 ~ Workshop
- November 7, 2013 ~ Regular

4.3 Presentation, possible action, and discussion on a Final Plat for Caprock Crossing Phase 5 consisting of one commercial lot on approximately 2.8 acres located at 1780 Greens Prairie Road West. **Case #13-00900215 (M.Robinson)**

4.4 Presentation, possible action, and discussion on a Final Plat for Castlegate II Section 205 consisting of 32 single-family residential lots on approximately 9.8 acres generally located west of the Castlegate Subdivision. **Case #13-00900226 (M.Robinson)**

Commissioner Rektorik motioned to approve Consent Agenda Items 4.1 – 4.4. Commissioner Miles seconded the motion, motion passed (4-0).

Regular Agenda

5. Consideration, possible action, and discussion on items removed from the Consent Agenda by Commission action.

No items were removed from the Consent Agenda.

6. Public hearing, presentation, possible action, and discussion, regarding an amendment to Chapter 12, “Unified Development Ordinance,” Section 4.2, “Official Zoning Map,” of the Code of Ordinances of the City of College Station, Texas, by rezoning approximately 0.76 acres for Gateway Subdivision, Lot 3D, Block 1 at 180 Forest Drive, generally located adjacent to the Gateway Villas development, from GC General Commercial to R-4 Multi-Family. **Case #13-00900222 (M.Hester) (Note: Final action on this item is scheduled for the December 12, 2013 City Council Meeting - subject to change)**

Staff Planner Hester presented the staff report and recommended approval of the rezoning with the condition that the 100-foot landscape buffer remains as required in Ordinance 2239 and as depicted in Exhibit A that accompanies this rezoning request.

There was general discussion amongst the Commission regarding the 100-foot landscape buffer.

Acting Chairman Ross opened the public hearing.

David Scarmardo, 1289 N. Harvey Mitchell Parkway, Bryan, Texas, addressed the Commission and stated that he could answer any questions.

Acting Chairman Ross closed the public hearing.

Commissioner Miles motioned to recommend approval of the rezoning with the condition that the 100-foot landscape buffer remains as required. Commissioner Rektorik seconded the motion, which passed (4-0).

7. Public hearing, presentation, possible action, and discussion regarding an ordinance amending the Comprehensive Plan – Future Land Use & Character Map from Suburban Commercial and Natural Areas-Reserved to General Commercial and Natural Areas-Reserved for the property located at 2560 Earl Rudder Freeway South; approximately 11.1 acres at the corner with Harvey Mitchell Parkway South. **Case #13-00900224 (T.Rogers) (Note: Final action on this item is scheduled for the December 12, 2013 City Council Meeting - subject to change)**

Staff Planner Rogers presented the staff report and stated that the Planning and Zoning Commission and City Council are requested to make a policy decision. At least three options for action are available as noted below:

- Accept the applicant’s proposal of amending the Comprehensive Plan to General Commercial and Natural Areas-Reserved designation;
- Deny the applicant’s proposal and maintain Suburban Commercial and Natural Areas-Reserved designation on the Comprehensive Plan;
- Propose an alternative land use and character designation for this property.

There was general discussion amongst the Commission regarding the three options provided.

Veronica Morgan, 511 University Drive East, College Station, Texas, addressed the Commission and gave an overview of the Comprehensive Plan Amendment.

Acting Chairman Ross opened the public hearing.

Larry and Susan Clancy, 2723 Fontana, Houston, Texas spoke in favor of the Comprehensive Plan amendment.

Fain McDougal, 4150 Shadowbrook, College Station, Texas, spoke in favor of the Comprehensive Plan amendment.

Acting Chairman Ross closed the public hearing.

Commissioner Rektorik motioned to recommend approval of the ordinance amendment by accepting the applicants’ proposal of amending the Comprehensive Plan to General Commercial and Natural Areas-Reserved designations. Commissioner Warner seconded the motion, motion passed (4-0).

8. Discussion and possible action on future agenda items – A Planning & Zoning Member may inquire about a subject for which notice has not been given. A statement of specific factual information or the recitation of existing policy may be given. Any deliberation shall be limited to a proposal to place the subject on an agenda for a subsequent meeting.

There was no discussion regarding future agenda items.

9. Adjourn.

The meeting was adjourned at 7:30 p.m.

Approved:

Attest:

 Jim Ross, Acting Chairman
 Planning & Zoning Commission

 Deborah Grace-Rosier
 Planning & Development Services



CITY OF COLLEGE STATION

FINAL PLAT
for
Memorial Cemetery of College Station Section M2A and M2X
Being a Replat of
Memorial Cemetery of College Station Section M2
13-00900233

SCALE: Two lots on approximately 32.5 acres.

LOCATION: 3800 Raymond Stotzer Parkway, generally located at the intersection of Raymond Stotzer Parkway and Harvey Mitchell Parkway South

ZONING: R Rural

APPLICANT: Amy Atkins, City of College Station Parks & Recreation

PROJECT MANAGER: Morgan Hester, Staff Planner
mhester@cstx.gov

PROJECT SUMMARY: The purpose of this replat is to define grave spaces for legal descriptions within a portion of the area previously platted.

RECOMMENDATION: Staff recommends approval of the Final Plat.

DEVELOPMENT HISTORY

Annexation:	Portions of the College Station Memorial Cemetery were annexed in 1970, 1982, 1995, and 2008.
Zoning:	R Rural
Preliminary Plat:	2007
Site Development:	The site is currently developed as the College Station Memorial Cemetery.

COMMENTS

Parkland Dedication:	Parkland dedication is not required nor proposed with this plat.
Greenways:	Greenways are not required nor proposed with this plat.
Pedestrian Connectivity:	Sidewalks are not required nor proposed with this plat.
Bicycle Connectivity:	Bicycle connectivity is not required nor proposed with this plat.
Impact Fees:	N/A

REVIEW CRITERIA

- 1. Compliance with Comprehensive Plan and Unified Development Ordinance:** The Comprehensive Plan designates this area as Institutional/Public and Texas A&M University through a City-initiated Comprehensive Plan Amendment in 2007. Municipal facilities are permitted in all land use designations; therefore, this development is compliant. The proposed lots will have access through private drive aisles within the development that connect to a frontage road of Raymond Stotzer Parkway, classified as a Freeway/Expressway on the Thoroughfare Plan.
- 2. Compliance with Subdivision Regulations:** The Final Plat complies with the applicable Subdivision Regulations contained in the Unified Development Ordinance.

STAFF RECOMMENDATIONS

Staff recommends approval of the Final Plat.

SUPPORTING MATERIALS

1. Application
2. Copy of Final Plat



FOR OFFICE USE ONLY	
CASE NO.:	<u>13-233</u>
DATE SUBMITTED:	<u>10/30/13</u>
TIME:	<u>4:05</u>
STAFF:	<u>AJ</u>

FINAL PLAT APPLICATION

(Check one) Minor (\$700) Amending (\$700) Final (\$932) Vacating (\$932) Replat (\$932) EXEMPT

Is this plat in the ETJ? Yes No Is this plat Commercial or Residential N/A

MINIMUM SUBMITTAL REQUIREMENTS:

- \$700-\$932 Final Plat Application Fee (see above). EXEMPT CITY PROJECT
- \$233 Waiver Request to Subdivision Regulations Fee (if applicable).
- \$600 (minimum) Development Permit Application / Public Infrastructure Review and Inspection Fee. Fee is 1% of acceptable Engineer's Estimate for public infrastructure, \$600 minimum (if fee is > \$600, the balance is due prior to the issuance of any plans or development permit).
- Application completed in full. This application form provided by the City of College Station must be used and may not be adjusted or altered. Please attach pages if additional information is provided.
- Fourteen (14) folded copies of plat. (A signed mylar original must be submitted after approval.)
- Two (2) copies of the grading, drainage, and erosion control plans with supporting drainage report.
- Two (2) copies of the Public infrastructure plans and supporting documents (if applicable).
- Copy of original deed restrictions/covenants for replats (if applicable).
- Title report for property current within ninety (90) days or accompanied by a Nothing Further Certificate current within ninety (90) days. The report must include applicable information such as ownership, liens, encumbrances, etc.
- Paid tax certificates from City of College Station, Brazos County and College Station I.S.D.
- The attached Final Plat checklist with all items checked off or a brief explanation as to why they are not.

NOTE: A mylar of the approved preliminary plan must be on file before a final plat application will be considered complete. If the mylar is submitted with the final plat application, it shall be considered a submittal for the preliminary plan project and processed and reviewed as such. Until the mylar has been confirmed by staff to be correct, the final plat application will be considered incomplete.

Date of Optional Preapplication or Stormwater Management Conference Apr. 24, 2013 - informal conf. w/ Jenifer Paz

NAME OF PROJECT Memorial Cemetery of College Station Section MC2a

ADDRESS 3800 Raymond Stotzer Parkway

SPECIFIED LOCATION OF PROPOSED PLAT:

within existing Memorial Cemetery of College Station platted section MC2

APPLICANT/PROJECT MANAGER'S INFORMATION (Primary contact for the project):

Name Amy Atkins - CS Parks & Rec. Dept. E-mail aatkins@cstx.gov

Street Address 1000 Krenek Tap Road

City College Station State Texas Zip Code 77840

Phone Number 764-3413 Fax Number 764-3737

PROPERTY OWNER'S INFORMATION (All owners must be identified. Please attach an additional sheet for multiple owners):

Name City of College Station E-mail _____

Street Address _____

City _____ State _____ Zip Code _____

Phone Number _____ Fax Number _____

ARCHITECT OR ENGINEER'S INFORMATION:

Name Joe Orr, Inc. - Henry P Mayo, RPLS E-mail joeorinc@verizon.net

Street Address P.O. Box 11979

City College Station State Texas Zip Code 77842-1979

Phone Number 693-2777 Fax Number same - call first

Do any deed restrictions or covenants exist for this property? Yes No

Is there a temporary blanket easement on this property? If so, please provide the Volume _____ and Page No. _____

Total Acreage 32.51 Total No. of Lots _____ R-O-W Acreage None

Existing Use cemetery reserved burial area Proposed Use designated spaces for cemetery burial area

Number of Lots By Zoning District _____ / _____ / _____

Average Acreage Of Each Residential Lot By Zoning District:
_____ / _____ / _____ / _____

Floodplain Acreage _____

Is there Special Flood Hazard Area (Zone A or Zone AE on FEMA FIRM panels) on the property? Yes No

This information is necessary to help staff identify the appropriate standards to review the application and will be used to help determine if the application qualifies for vesting to a previous ordinance. Notwithstanding any assertion made, vesting is limited to that which is provided in Chapter 245 of the Texas Local Government Code or other applicable law.

Is this application a continuation of a project that has received prior City platting approval(s) and you are requesting the application be reviewed under previous ordinance as applicable?

- Yes
- No

If yes, provide information regarding the first approved application and any related subsequent applications (provide additional sheets if necessary):

Project Name: _____

City Project Number (if known): _____

Date / Timeframe when submitted: _____

A statement addressing any differences between the Final Plat and Preliminary Plan (if applicable):

n/a

Requested waiver to subdivision regulations and reason for same (if applicable):

No waiver from regulations is known, only exemption from some platting requirements such as filing fees and possibly tax certificates and title reports, since this is within an established, platted City municipal cemetery

Regarding the waiver request, explain how:

- 1. There are special circumstances or conditions affecting the land involved such that strict application of the subdivision regulations will deprive the applicant of the reasonable use of his land.

This replat of a City cemetery Section MC2, is only to define grave spaces within a portion of the area previously platted, but reserved from burials. This plat is only needed to establish designated burial spaces for legal description.

- 2. The waiver is necessary for the preservation and enjoyment of a substantial property right of the applicant.

- 3. The granting of the waiver will not be detrimental to the public health, safety, or welfare, or injurious to other property in the area, or to the City in administering subdivision regulations.

- 4. The granting of the waiver will not have the effect of preventing the orderly subdivision of other land in the area in accordance with the provisions of the Unified Development Ordinance.

Fee in lieu of sidewalk construction is being requested because of the following condition (if applicable):

- 1. An alternative pedestrian way or multi-use path has been or will be provided outside the right-of-way;
- 2. The presence of unique or unusual topographic, vegetative, or other natural conditions exist so that strict adherence to the sidewalk requirements of the UDO is not physically feasible or is not in keeping with the purposes and goals of the UDO or the City's comprehensive Plan;
- 3. A capital improvement project is imminent that will include construction of the required sidewalk. Imminent shall mean the project is funded or projected to commence within twelve (12) months;
- 4. Existing streets constructed to rural section that are not identified on the Thoroughfare Plan with an estate / rural context;
- 5. When a sidewalk is required along a street where a multi-use path is shown on the Bicycle, Pedestrian, and Greenways Master Plan;

- 6. The proposed development is within an older residential subdivision meeting the criteria in Platting and Replatting within Older Residential Subdivisions Section of the UDO; or
- 7. The proposed development contains frontage on a Freeway / Expressway as designated by Map 6.6, Thoroughfare Plan - Functional Classification, in the City's Comprehensive Plan.

Detailed explanation of condition identified above:

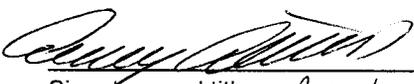
NOTE: A waiver to the sidewalk requirements and fee in lieu of sidewalk construction shall not be considered at the same time by the Planning & Zoning Commission.

Requested Oversize Participation _____

<p style="text-align: center;">Total Linear Footage of Proposed Public:</p> <p><u> 0 </u> Streets</p> <p><u> 0 </u> Sidewalks</p> <p><u> 0 </u> Sanitary Sewer Lines</p> <p><u> 0 </u> Water Lines</p> <p><u> 0 </u> Channels</p> <p><u> 0 </u> Storm Sewers</p> <p><u> 0 </u> Bike Lanes / Paths</p>	<p style="text-align: center;">Parkland Dedication due prior to filing the Final Plat:</p> <p style="text-align: center;">N/A</p> <p>ACREAGE:</p> <p>_____ No. of acres to be dedicated + \$ _____ development fee</p> <p>_____ No. of acres in floodplain</p> <p>_____ No. of acres in detention</p> <p>_____ No. of acres in greenways</p> <p>OR</p> <p>FEE IN LIEU OF LAND:</p> <p>_____ No. of SF Dwelling Units X \$ _____ = \$ _____</p> <p>_____ (date) Approved by Parks & Recreation Advisory Board</p>
--	--

NOTE: DIGITAL COPY OF PLAT MUST BE SUBMITTED PRIOR TO FILING.

The applicant has prepared this application and certifies that the facts stated herein and exhibits attached hereto are true, correct, and complete. IF THIS APPLICATION IS FILED BY ANYONE OTHER THAN THE OWNER OF THE PROPERTY, this application must be accompanied by a power of attorney statement from the owner. If there is more than one owner, all owners must sign the application or the power of attorney. If the owner is a company, the application must be accompanied by proof of authority for the company's representative to sign the application on its behalf. LIEN HOLDERS identified in the title report are also considered owners and the appropriate signatures must be provided as described above.



 Signature and title Assistant Park and Recreation Director

10/30/13

 Date

CERTIFICATIONS REQUIRED FOR ALL DEVELOPMENT

Owner Certification:

1. No work of any kind may start until a permit is issued.
2. The permit may be revoked if any false statements are made herein.
3. If revoked, all work must cease until permit is re-issued.
4. Development shall not be used or occupied until a Certificate of Occupancy is issued.
5. The permit will expire if no significant work is progressing within 24 months of issuance.
6. Other permits may be required to fulfill local, state, and federal requirements. Owner will obtain or show compliance with all necessary State and Federal Permits prior to construction including NOI and SWPPP.
7. If required, Elevation Certificates will be provided with elevations certified during construction (forms at slab pre-pour) and post construction.
8. Owner hereby gives consent to City representatives to make reasonable inspections required to verify compliance.
9. If, stormwater mitigation is required, including detention ponds proposed as part of this project, it shall be designed and constructed first in the construction sequence of the project.
10. In accordance with Chapter 13 of the Code of Ordinances of the City of College Station, measures shall be taken to insure that all debris from construction, erosion, and sedimentation shall not be deposited in city streets, or existing drainage facilities. All development shall be in accordance with the plans and specifications submitted to and approved by the City Engineer for the above named project. All of the applicable codes and ordinances of the City of College Station shall apply.
11. The information and conclusions contained in the attached plans and supporting documents will comply with the current requirements of the City of College Station, Texas City Code, Chapter 13 and associated BCS Unified Design Guidelines Technical Specifications, and Standard Details. All development has been designed in accordance with all applicable codes and ordinances of the City of College Station and State and Federal Regulations.
12. Release of plans to _____ (name or firm) is authorized for bidding purposes only. I understand that final approval and release of plans and development for construction is contingent on contractor signature on approved Development Permit.
13. I, THE OWNER, AGREE TO AND CERTIFY THAT ALL STATEMENTS HEREIN, AND IN ATTACHMENTS FOR THE DEVELOPMENT PERMIT APPLICATION, ARE, TO THE BEST OF MY KNOWLEDGE, TRUE, AND ACCURATE.

Property Owner(s)

Date

Engineer Certification:

1. The project has been designed to ensure that stormwater mitigation, including detention ponds, proposed as part of the project will be constructed first in the construction sequence.
2. I will obtain or can show compliance with all necessary Local, State and Federal Permits prior to construction including NOI and SWPPP. Design will not preclude compliance with TPDES: i.e., projects over 10 acres may require a sedimentation basin.
3. The information and conclusions contained in the attached plans and supporting documents comply with the current requirements of the City of College Station, Texas City Code, Chapter 13 and associated BCS Unified Design Guidelines. All development has been designed in accordance with all applicable codes and ordinances of the City of College Station and State and Federal Regulations.
4. I, THE ENGINEER, AGREE TO AND CERTIFY THAT ALL STATEMENTS HEREIN, AND IN ATTACHMENTS FOR THE DEVELOPMENT PERMIT APPLICATION, ARE, TO THE BEST OF MY KNOWLEDGE, TRUE, AND ACCURATE.

Engineer

Date

The following CERTIFICATIONS apply to development in Special Flood Hazard Areas.

Required for Site Plans, Final Plats, Construction Plans, Fill / Grading Permits, and Clearing Only Permits:*

A. I, _____ certify, as demonstrated in the attached drainage study, that the alterations or development covered by this permit, **shall not:**

- (i) increase the Base Flood elevation;
- (ii) create additional areas of Special Flood Hazard Area;
- (iii) decrease the conveyance capacity to that part of the Special Flood Hazard Area that is not in the floodway and where the velocity of flow in the Base Flood event is greater than one foot per second. This area can also be approximated to be either areas within 100 feet of the boundary of the regulatory floodway or areas where the depth of from the BFE to natural ground is 18 inches or greater;
- (iv) reduce the Base Flood water storage volume to the part of the Special Flood Hazard Area that is beyond the floodway and conveyance area where the velocity of flow in the Base Flood is equal to and less than one foot per second without acceptable compensation as set forth in the City of College Station Code of Ordinances, Chapter 13 concerning encroachment into the Special Flood Hazard Area; nor
- (v) increase Base Flood velocities.

beyond those areas exempted by ordinance in Section 5.11.3a of Chapter 13 Code of Ordinances.

Engineer

Date

Initial

* If a platting-status exemption to this requirement is asserted, provide written justification under separate letter in lieu of certification.

Required for Site Plans, Final Plats, Construction Plans, and Fill / Grading Permits:

B. I, _____, certify to the following:

- (i) that any nonresidential or multi-family structure on or proposed to be on this site as part of this application is designed to prevent damage to the structure or its contents as a result of flooding from the 100-year storm.

Engineer

Date

Additional certification for Floodway Encroachments:

C. I, _____, certify that the construction, improvement, or fill covered by this permit shall not increase the base flood elevation. I will apply for a variance to the Zoning Board of Adjustments.

Engineer

Date

Required for all projects proposing structures in Special Flood Hazard Area (Elevation Certificate required).

Residential Structures:

D. I, _____, certify that all new construction or any substantial improvement of any residential structure shall have the lowest floor, including all utilities, ductwork and any basement, at an elevation at least one foot above the Base Flood Elevation. Required Elevation Certificates will be provided with elevations certified during construction (forms at slab pre-pour) and post construction.

Engineer / Surveyor

Date

Commercial Structures:

E. I, _____, certify that all new construction or any substantial improvement of any commercial, industrial, or other non-residential structure are designed to have the lowest floor, including all utilities, ductwork and basements, elevated at least one foot above the Base Flood Elevation

Engineer / Surveyor

Date

OR

I, _____, certify that the structure with its attendant utility, ductwork, basement and sanitary facilities is designed to be flood-proofed so that the structure and utilities, ductwork, basement and sanitary facilities are designed to be watertight and impermeable to the intrusion of water in all areas below the Base Flood Elevation, and shall resist the structural loads and buoyancy effects from the hydrostatic and hydrodynamic conditions.

Required Elevation Certificates will be provided with elevations certified during construction (forms at slab pre-pour) and post construction.

Engineer / Surveyor

Date

Conditions or comments as part of approval: _____

**FINAL PLAT MINIMUM REQUIREMENTS
(ALL CITY ORDINANCES MUST BE MET)
INCLUDING BUT NOT LIMITED TO THE FOLLOWING:
(Requirements based on field survey and marked by monuments and markers.)**

- Drawn on 24" x 36" sheet to scale of 100' per inch.
- Vicinity map which includes enough of surrounding area to show general location of subject property in relationship to College Station and its City Limits. No scale required but include north arrow.
- Title Block with the following information:
 - Name and address of subdivider, recorded owner, planner, engineer and surveyor.
 - Proposed name of subdivision. (Subdivision name & street names will be approved through Brazos County 911.)
 - Date of preparation.
 - Engineer's scale in feet.
 - Total area intended to be developed.
- North Arrow.
- Subdivision boundary indicated by heavy lines.
- If more than 1 sheet, an index sheet showing entire subdivision at a scale of 500 feet per inch or larger.
- All applicable certifications based on the type of final plat.
 - Ownership and Dedication
 - Surveyor and/or Engineer
 - City Engineer (and City Planner, if a minor plat)
 - Planning and Zoning Commission (delete if minor plat)
 - Brazos County Clerk
 - Brazos County Commissioners Court Approval (ETJ Plats only)
- If submitting a replat where there are existing improvements, submit a survey of the subject property showing the improvements to ensure that no encroachments will be created.
- If using private septic systems, add a general note on the plat that no private sewage facility may be installed on any lot in this subdivision without the issuance of a license by the Brazos County Health Unit under the provisions of the private facility regulations adopted by the Commissioner's Court of Brazos County, pursuant to the provisions of Section 21.084 of the Texas Water Code.
- Location of the 100-Year Floodplain and floodway, if applicable, according to the most recent available data.
- Lot corner markers and survey monuments (by symbol) and clearly tied to basic survey data.
- Matches the approved preliminary plan or qualifies as minor amendments (UDO Section 3.3.E.2).
- The location and description with accurate dimensions, bearings or deflection angles and radii, area, center angle, degree of curvature, tangent distance and length of all curves for all of the following: (Show existing items that are intersecting or contiguous with the boundary of or forming a boundary with the subdivision, as well as, those within the subdivision).

Existing	Proposed	
<input type="checkbox"/>	n/a	<input type="checkbox"/> Streets. Continuous or end in a cul-de-sac, stubbed out streets must end into a temp turn around unless they are shorter than 100 feet.
<input type="checkbox"/>	n/a	<input type="checkbox"/> Public and private R.O.W. locations and widths. (All existing and proposed R.O.W.'s sufficient to meet Thoroughfare Plan.)
<input type="checkbox"/>	n/a	<input type="checkbox"/> Street offsets and/or intersection angles meet ordinance.

Existing Proposed

- | | | | |
|-------------------------------------|-----|--------------------------|--|
| <input type="checkbox"/> | n/a | <input type="checkbox"/> | Alleys. |
| <input checked="" type="checkbox"/> | | <input type="checkbox"/> | Easements. |
| <input checked="" type="checkbox"/> | | <input type="checkbox"/> | A number or letter to identify each lot or site and each block (numbered sequentially). |
| <input type="checkbox"/> | n/a | <input type="checkbox"/> | Parkland dedication/greenbelt area/park linkages. All proposed dedications must be reviewed by the Parks and Recreation Advisory Board and documentation of their recommendation provided prior to being scheduled for P&Z Commission consideration. |

- n/a Construction documents for all public infrastructure drawn on 24" x 36" sheets and properly sealed by a Licensed Texas Professional Engineer that include the following:
- Street, alley and sidewalk plans, profiles and sections. One sheet must show the overall street, alley and/or sidewalk layout of the subdivision. (may be combined with other utilities).
 - Sewer Design Report.
 - Sanitary sewer plan and profile showing depth and grades. One sheet must show the overall sewer layout of the subdivision. (Utilities of sufficient size/depth to meet the utility master plan and any future growth areas.)
 - Water Design Report and/or Fire Flow Report.
 - Water line plan showing fire hydrants, valves, etc. with plan and profile lines showing depth and grades. One sheet must show the overall water layout of the subdivision. (Utilities of sufficient size/depth to meet the utility master plan and any future growth areas.)
 - Storm drainage system plan with contours, street profile, inlets, storm sewer and drainage channels, with profiles and sections. Drainage and runoff areas, and runoff based on 5, 10, 25, 50 and 100 year rain intensity. Detailed drainage structure design, channel lining design & detention if used. One sheet must show the overall drainage layout of the subdivision.
 - Detailed cost estimates for all public infrastructure listed above sealed by Texas P.E.
 - Letter of completion for public infrastructure or guarantee / surety in accordance with UDO Section 8.6.
 - Drainage Report with a Technical Design Summary.
 - Erosion Control Plan (must be included in construction plans).
- All off-site easements necessary for infrastructure construction must be shown on the final plat with a volume and page listed to indicate where the separate instrument easements were filed. Separate instrument easements must be provided in recordable form to the City prior to being scheduled for P&Z Commission consideration.
- Are there impact fees associated with this development? Yes No
Impact fees must be paid prior to building permit.
- Will any construction occur in TxDOT rights-of-way? Yes No
If yes, TxDOT permit must be submitted along with the construction documents.

NOTE:

1. We will be requesting the corrected Final Plat to be submitted in digital form if available prior to filing the plat at the Courthouse.
2. If the construction area is greater than 5 acres, EPA Notice of Intent (NOI) must be submitted prior to issuance of a development permit.

Print Form

CERTIFICATE OF OWNERSHIP AND DEDICATION

We, the City of College Station, owner and developer of the land shown on this plat, and designated herein as the MEMORIAL CEMETERY OF COLLEGE STATION SECTION MC2a & MC2x subdivision to the City of College Station, Texas, and whose name is subscribed hereto, hereby dedicate to the use of the public forever all streets, alleys, parks, greenways, infrastructure easements, and public places thereon shown for the purpose and consideration therein expressed. All such dedications shall be in fee simple unless expressly provided otherwise.

Mayor
Attest:
Secretary

CERTIFICATE OF PLANNING AND ZONING COMMISSION

I, _____, Chairman of the Planning and Zoning Commission of the City of College Station, hereby certify that the attached plat was duly approved by the Commission on the _____ day of _____, 201_____.

Chairman

CERTIFICATE OF CITY ENGINEER

I, _____, City Engineer of the City of College Station, Texas, hereby certify that this Subdivision Plat conforms to the requirements of the Subdivision Regulations of the City of College Station.

City Engineer

CERTIFICATE OF COUNTY CLERK

STATE OF TEXAS
COUNTY OF BRAZOS
I, Karen McQueen, County Clerk in and for said county, do hereby certify that this plat together with its certificates of authentication, was filed for record in my office the _____ day of _____, 201_____, in the Official Public Records of Brazos County, Texas, in Volume _____, Page _____.

WITNESS my hand and official seal, at my office in Bryan, Texas.

County Clerk, Brazos County, Texas

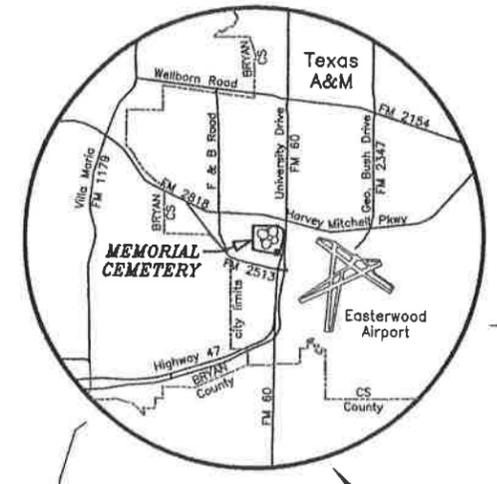
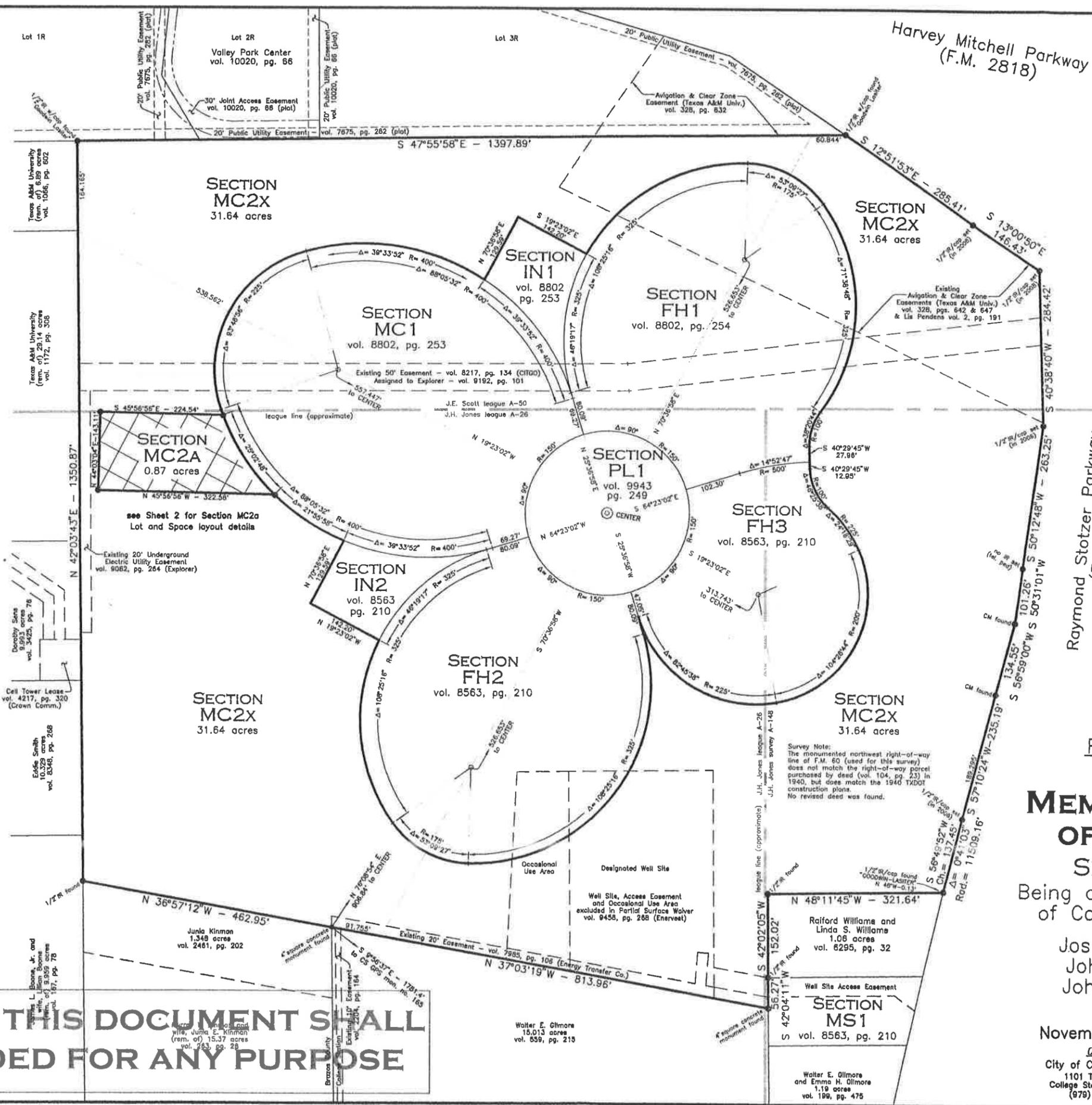
By: Deputy

NOTES:

- This plat is only to define burial spaces within the portion of MC2 designated herein as MC2a. There are no changes to the boundary of Section MC2x from the original Cemetery plot. Boundary monuments cited were not rechecked.
- No part of this property lies within a 1% annual flood chance area (100 yr. floodplain), according to Flood Insurance Rate Map no. 48041C0305E, revised May 16, 2012.
- Bearings are Texas State Plane, NAD83(1986), Central Zone datum, based on 1994 City of College Station GPS control monuments no. 165 and no. 203. (S 49°19'39"W).
- Proposed use is a municipal cemetery and building setback lines do not apply. No proposed public rights-of-way are being dedicated by this plat.

- notes continued on sheet 2 -

PRELIMINARY, THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE



Vicinity Map
1" = 1 mile

Texas A&M University
- Easterwood Airport -

CERTIFICATE OF SURVEYOR

I, Henry P Mayo, Registered Professional Land Surveyor No. 5045, in the State of Texas, hereby certify that this plat is true and correct and was prepared from an actual survey of the property and that property markers and monuments were placed under my supervision, on the ground.

Registered Professional Land Surveyor

Final Plat - 32.51 acres
sheet 1 of 2

MEMORIAL CEMETERY OF COLLEGE STATION
SECTION MC2A & MC2X
Being a Replat of Memorial Cemetery of College Station - Section MC2

Joseph E. Scott League A-50
John H. Jones League A-26
John H. Jones Survey A-148
College Station, Texas

November 2013

Owner
City of College Station
1101 Texas Avenue
College Station, TX 77840
(979) 784-3500

1" = 100'

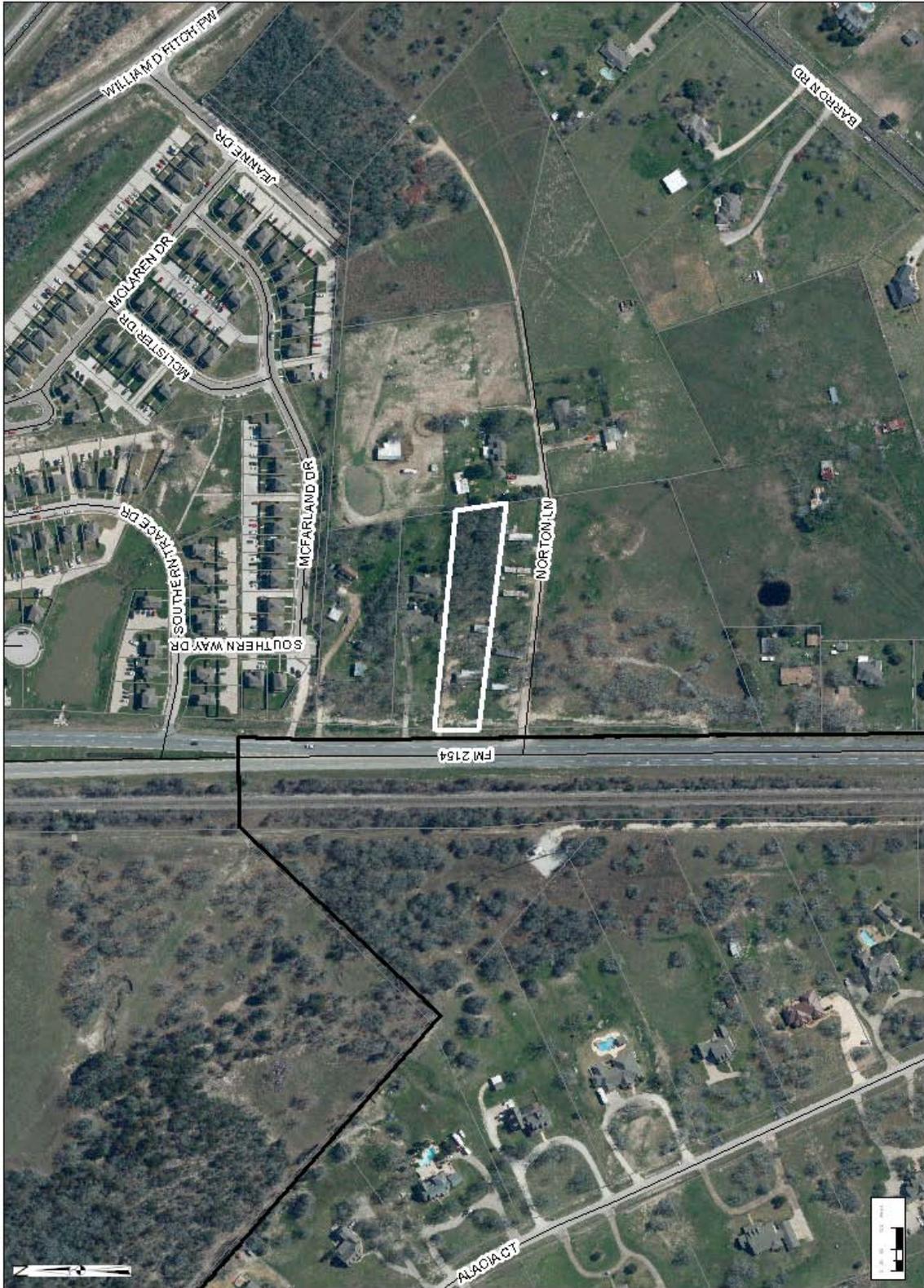
Surveyor
Joe Orr, Inc.
Post Office Box 11879
College Station, TX 77842
(979) 693-2777
TX Surveying Firm no. 100544-00

13-233
11/11/13
2:05
AJ



**COMPREHENSIVE PLAN AMENDMENT
FOR
13913 FM 2154
13-00900228**

- REQUEST:** Estate to General Commercial
- SCALE:** Approximately 1.3 acres
- LOCATION:** 13913 FM 2154, generally located north of the intersection of North Lane and FM 2154 (Wellborn Road)
- APPLICANT:** Glenn Jones, J4 Engineering
- PROJECT MANAGER:** Morgan Hester, Staff Planner
mhester@cstx.gov
- OPTIONS FOR ACTION:** The Planning & Zoning Commission is being asked to make a policy recommendation to City Council. At least three options for action are available as noted below:
- Denial or no action – The property will remain Institutional/Public as currently designated on the Comprehensive Plan;
 - Accept the applicant's proposal of amending the Comprehensive Plan to a General Commercial designation;
 - Propose an alternative land use and character designation for this property.

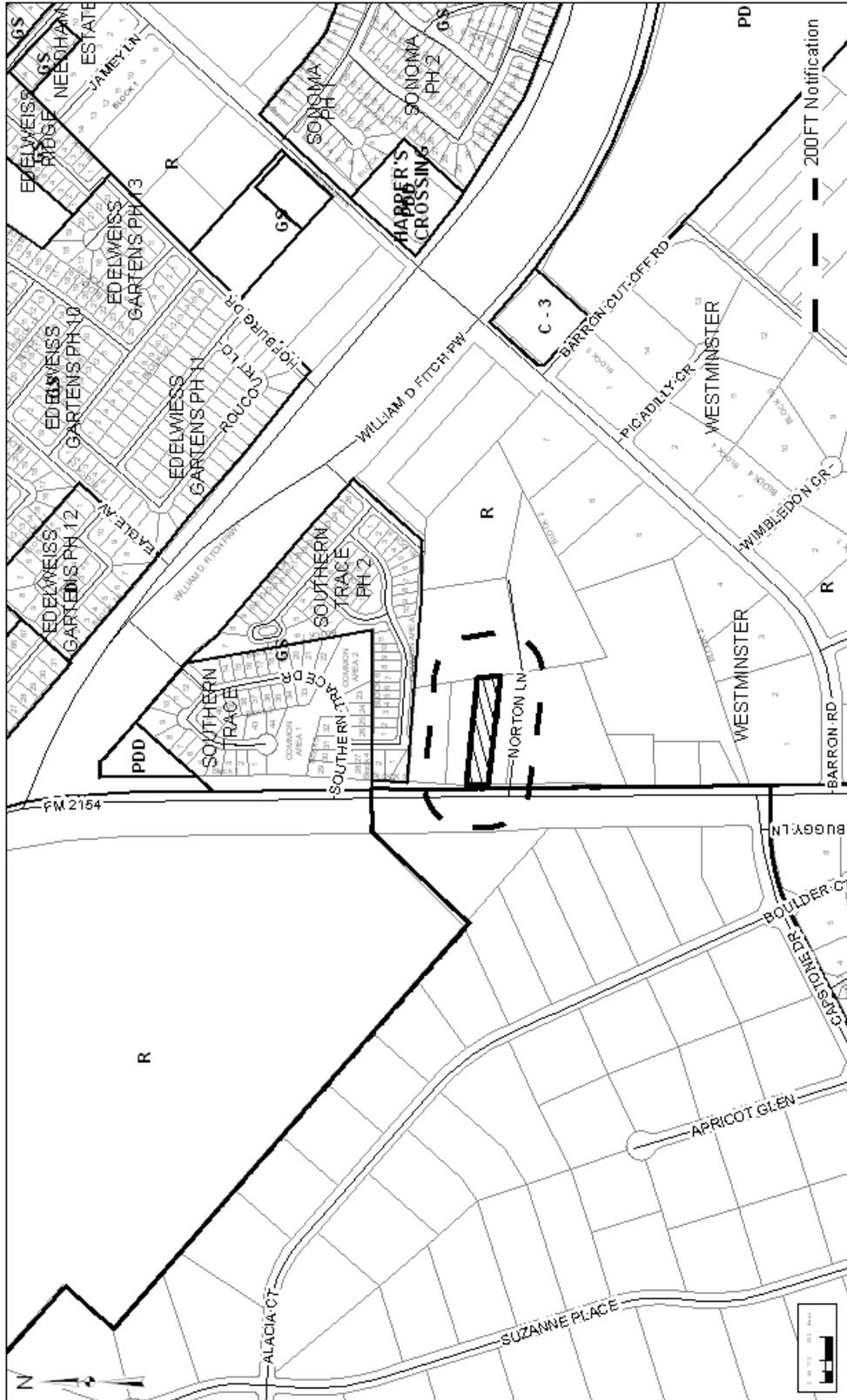


DEVELOPMENT REVIEW

13813 FM 2154

Case: 13-228

COMP PLAN AMENDMENT



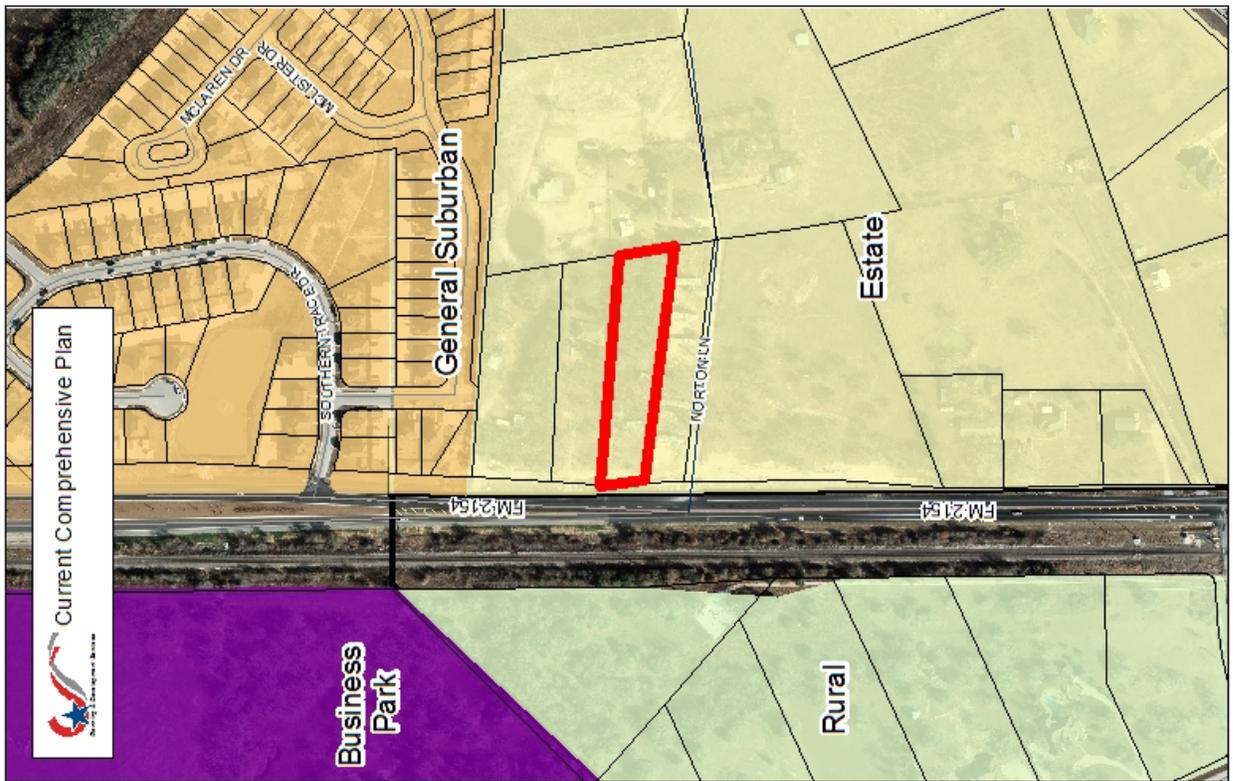
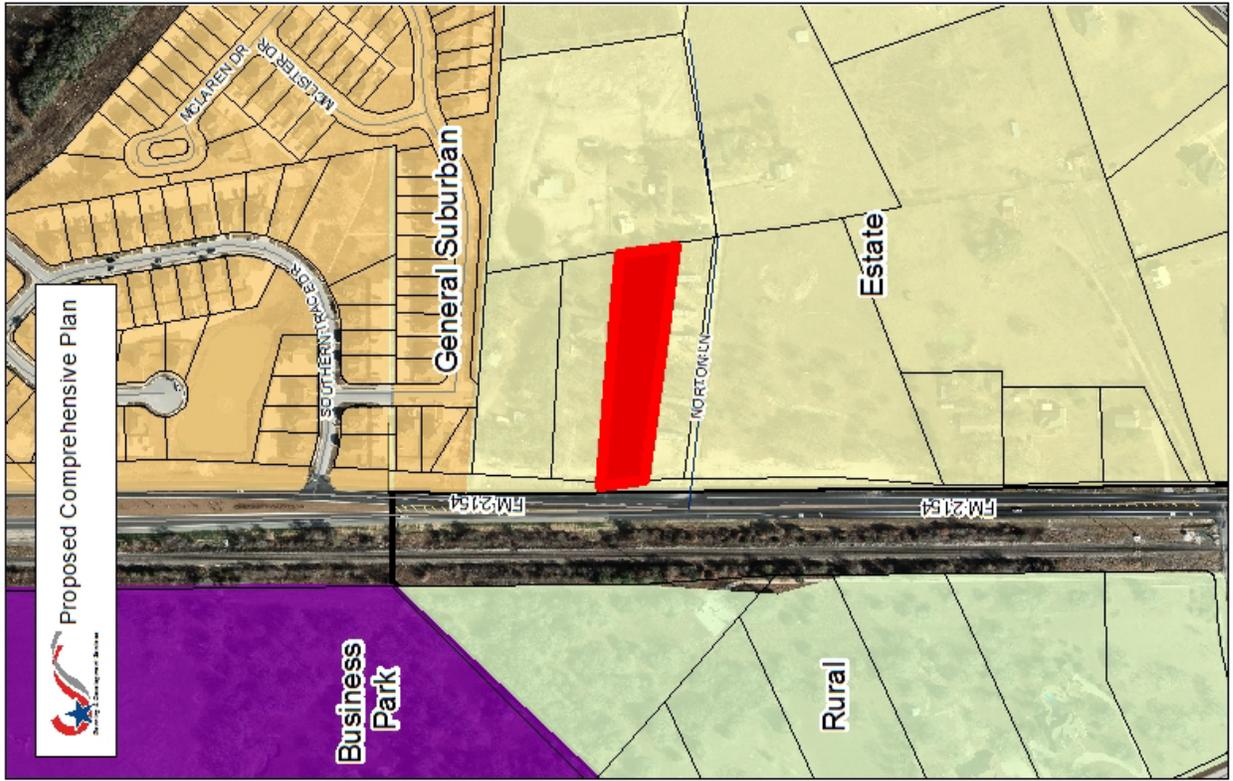
Zoning Districts	R-4	Multi-Family	BPI	PDD	Planned Development District
R	Rural	High Density Multi-Family	NAP	WPC	Wolf Pen Creek Dev. Corridor
E	R-6	Manufactured Home Park	C-3	NG-1	Core Northgate
RS	MHP	Office	M-1	NG-2	Transitional Northgate
GS	O	Suburban Commercial	M-2	NG-3	Residential Northgate
R-1B	SC	General Commercial	C-U	OV	Corridor Overlay
D	GC	Commercial-Industrial	R&D	RDD	Redevelopment District
T	CI	Business Park	P-MUD	KO	Krenek Tap Overlay
	BP				

DEVELOPMENT REVIEW

13913 FM 2154

Case: 13-238

COMP PLAN AMENDMENT



NOTIFICATIONS

Advertised Commission Hearing Date: December 5, 2013

Advertised Council Hearing Dates: January 9, 2014

The following neighborhood organizations that are registered with the City of College Station's Neighborhood Services have received a courtesy letter of notification of this public hearing:

Southern Trace HOA

Contacts in support: None at the time of this report.

Contacts in opposition: None at the time of this report.

Inquiry contacts: None at the time of this report.

ADJACENT LAND USES

Direction	Comprehensive Plan	Zoning	Land Use
North	Estate	R Rural	Single-family residential
South	Estate	R Rural	Single-family residential
East	Estate	R Rural	Single-family residential
West (across Wellborn Road)	Rural	N/A (ETJ)	Single-family residential

DEVELOPMENT HISTORY

Annexation: June 1995

Zoning: R Rural

Final Plat: This property is unplatted.

Site development: A manufactured structure is currently on site home to the BCS Sikh Association

REVIEW CRITERIA

- 1. Changed or changing conditions in the subject area or the City:** The subject tract and properties immediately surrounding the area have been designated as Estate on the Comprehensive Plan Future Land Use and Character Map. The applicant has stated that the existing land use is no longer suitable due to the extensive amount of automobile and rail traffic adjacent to the property. Other than market opportunities, there appears to be no change in conditions in the subject area that would invalidate the current land use and character designations for the area.
- 2. Scope of the request:** This request is to introduce a commercial land use and character into an area that is otherwise suburban and single-family in character. The request would

enable a land use that is more intense than surrounding land uses and enable traffic generation and other service demands in excess of current land uses.

A similar Comprehensive Plan Amendment was heard by the Planning & Zoning Commission and City Council immediately south of this property at 1201 Norton Lane. The request was to amend the Comprehensive Plan from Estate to General Commercial and was denied by City Council with a 4-3 vote.

3. **Availability of adequate information:** Staff can determine trips generated by the proposed land use and subtract trips already generated by current use to assess impact. In addition, Staff has 2009 TxDOT traffic counts on Wellborn Road and 2011 projected traffic volumes created by the Travel Demand Model.

The current land use is Estate with a manufactured structure on the property which generates minimal vehicles per day (VPD). The proposed General Commercial designation may generate approximately 650 VPD. TxDOT's 2009 traffic counts along Wellborn Road in this area are 4,800 VPD. The City's travel demand model projected to 2011 indicates a volume of 10,500 VPD. Adding the proposed land use trip generation of 650 VPD to 10,500 VPD, the volumes on Wellborn Road equals 11,150 VPD. Wellborn Road in this area has a capacity of approximately 20,000 VPD with a Level of Service (LOS) "D" of approximately 16,666 VPD.

4. **Consistency with the goals and strategies set forth in the Plan:** The goal for College Station's Future Land Use and Character is to create a community with strong, unique neighborhoods, protected rural areas, special districts, distinct corridors, and a protected and enhanced natural environment.

Relevant Strategies identified in the Plan to achieve this goal include:

- Establish and protect distinct boundaries between various character areas:
 - The current Future Land Use and Character Map depicts retaining the distinct single-family character from other more developed areas.
 - The proposed land use and character designation represents the only intrusion of General Commercial character into the otherwise Estate character area.
- Promote public and private development and design practices that ensure distinct neighborhoods, districts, and corridors:
 - The Wellborn Community, south of the subject tract, was designated as an area for further study in the City's Comprehensive Plan. In 2013, a Plan was adopted to enhance the area's character. To that end, the Plan established

the following goals and reinforced the land use and character designation for the area:

- Be a community of rural character positioned for contextually appropriate growth that embodies and sustains the uniqueness and history of the area;
- Promote a multi-modal transportation network that responds to the low density, rural context of the community.
- Provide a diversified economy generating quality, stable, full-time jobs; bolstering the sales and property tax base; and contributing to a high quality of life:
 - The proposed land use amendment may generate jobs to stimulate the local economy, bolster sales and the tax base.
- Provide improved mobility through a safe, efficient, and well-connected multi-modal transportation system designed to be sensitive to the surrounding land uses:
 - The proposed General Commercial land use designation and the existing Estate land use designation generate different trip rates and so must be evaluated against the capacity of the current transportation network. Furthermore, though outside the Wellborn District Plan area, a strategy in the Plan was to limit the general commercial land use to correspond to the widening of Wellborn Road by TxDOT in the future to ensure roadway capacity.

5. **Consideration of the Future Land Use & Character and/or Thoroughfare Plans:** The subject tract is designated as Estate on the Comprehensive Plan Future Land Use and Character Map. Estate is intended for areas that are not likely to be the focus of extensive infill development. This area consists of larger-lot homes along Wellborn Road that were developed prior to annexation.

The proposed General Commercial designation is intended for an intense level of development activity and consists of uses that are permitted in the General Commercial zoning district. The applicant states as a justification for the request that developments south of this property consist of commercial use, and that noise from Wellborn Road and the railroad make this property unsuitable for residential development. The Comprehensive Plan identifies a considerable amount of Estate across Wellborn Road and the railroad to protect the existing large lot, rural single-family character.

In this area, Wellborn Road will remain rural in context as per the Wellborn District Plan. Wellborn Road will also remain a four-lane Minor Arterial in functional classification.

6. **Compatibility with the surrounding area:** As stated previously, the subject property is located in an area designated as Estate with a manufactured structure currently serving as the home for the BCS Sikh Association. With the proposed General Commercial

development, an increased amount of traffic and infrastructure demands can be expected. The Unified Development Ordinance requires screening and buffering to General Commercial properties.

- 7. Impacts on infrastructure including water, wastewater, drainage, and the transportation network:** Water service to the tract may be provided by an existing 12-inch water main running along the east side of Wellborn. Domestic and fire flow demands may necessitate future water main extensions at the time of site development. These utilities will be required to be designed and constructed in accordance with the BCS Unified Design Guidelines.

There is currently an 8-inch sanitary sewer main along the east side of Wellborn Road available to serve the property. Although the proposed General Commercial Land Use will be creating more density, preliminary analysis of the system has indicated that there is available capacity to serve this type of development.

The subject tract is located in the Hopes Creek drainage basin. No portion of the property has been designated FEMA Special Flood Hazard Area. Development of the subject tract will be required to meet the requirements of the City's Storm Water Design Guidelines, and site development impacts on the drainage system will be evaluated further at that time.

Currently on the subject property is a manufactured structure currently serving as the home for the BCS Sikh Association which generates minimal vehicles per day (VPD). The proposed General Commercial designation may generate approximately 650 VPD. TxDOT's 2009 traffic counts along Wellborn Road in this area are 4,800 VPD. The City's travel demand model projected to 2011 indicates a volume of 10,500 VPD. Adding the proposed land use trip generation of 650 VPD to 10,500 VPD the volumes on Wellborn Road equals 11,150 VPD. Wellborn Road in this area has a capacity of approximately 20,000 VPD with a level of Service (LOS) "D" of approximately 16,666 VPD.

Though there seems to be capacity, further limitations may be needed to restrict commercial development until the decision to widen Wellborn Road to its four-lane ultimate configuration is made.

- 8. Impact on the City's ability to provide, fund, and maintain services:** No indication exists that the City will have any difficulty in providing or funding services to the subject property based on the requested land use and character designation.
- 9. Impact on environmentally sensitive and natural areas:** There have not been any areas studied as floodplain on the subject lot; however, a change in character in this area could lead to increases in population, traffic, etc. and may impact this natural area.

10. **Contribution to the overall direction and character of the community as captured in the Plan's vision and goals:** The goal for College Station's Future Land Use and Character is to create a community with strong, unique neighborhoods, protected rural areas, special districts, distinct corridors, and a protected and enhanced natural environment.

This request recognizes and promotes economic opportunity and the property is located adjacent to an existing single-family neighborhood.

OPTIONS FOR ACTION

The Planning & Zoning Commission is being asked to make a policy recommendation to City Council. At least three options for action are available as noted below:

- Denial or no action – The property will remain Institutional/Public as currently designated on the Comprehensive Plan;
- Accept the applicant's proposal of amending the Comprehensive Plan to a General Commercial designation;
- Propose an alternative land use and character designation for this property.

SUPPORTING MATERIALS

1. Application
2. Copy of Land Use Amendment Map



FOR OFFICE USE ONLY	
CASE NO.:	<u>13.008</u>
DATE SUBMITTED:	<u>10.28.13</u>
TIME:	<u>9:44</u>
STAFF:	<u>JS</u>

COMPREHENSIVE PLAN AMENDMENT APPLICATION

(Check all applicable)

- Related to Community Character Related to Transportation Related to Other Land Use

MINIMUM SUBMITTAL REQUIREMENTS:

- \$1,165 Comprehensive Plan Amendment Application Fee.
- Application completed in full. This application form provided by the City of College Station must be used and may not be adjusted or altered. Please attach pages if additional information is provided.
- Two (2) copies of a fully dimensioned map on 24" X 36" paper showing (if applicable):
 - a. Land affected;
 - b. Present zoning of property and zoning classification of all abutting property;
 - c. Current Concept Map and Future Land Use and Character Map classifications and proposed classifications;
 - d. Current Concept Map and Future Land Use and Character Map classifications of all abutting property;
 - e. Current and proposed thoroughfare alignments;
 - f. Currently planned utility infrastructure and proposed utility infrastructure;
 - g. General location and address of property; and
 - h. Total acres of property.

Date of Optional Preapplication Conference October 25, 2013

NAME OF PROJECT BCS Sikh Association Church

ADDRESS 13913 ~~Wellborn Road~~ FM 2154

LEGAL DESCRIPTION (Lot, Block, Subdivision) Unplatted

GENERAL LOCATION OF PROPERTY, IF NOT PLATTED:

The property is located near the intersection of Wellborn Road and Norton Lane (13913 FM 2154)

TOTAL ACREAGE 1.27

APPLICANT / PROJECT MANAGER'S INFORMATION (Primary contact for the project):

Name J4 Engineering c/o Glenn Jones PE-CFM E-mail gjones@j4engineering.com

Street Address PO Box 5192

City Bryan State TX Zip Code 77805

Phone Number 979-739-0567 Fax Number 979-774-5025

PROPERTY OWNER'S INFORMATION:

Name AKAAL HOLDINGS, LLC c/o Yadvindra (Bobby) Bains E-mail DoctorBains@aol.com
gmail.com
Street Address 13913 FM 2154
City College Station State Texas Zip Code 77845
Phone Number 979-695-3333 Fax Number 979-695-0998

ANSWER ALL OF THE FOLLOWING:

1. What specific element of the Comprehensive Plan (for example, Land Use and Character designation, Thoroughfare Plan Context Class, or thoroughfare alignment) and at what specific location (if applicable) is requested to be amended?

The requested changes is for the proposed Land Use and will be for the entire tract.

2. What is the amendment request?

The request is to change the future land use from Estate to General Commercial.

3. Explain the reason for this amendment.

The growth occurring south of College Station and along Wellborn Road. As a result general commercial use of the property is the most logical and beneficial.

4. Identify the conditions that have changed to warrant this change to the existing Comprehensive Plan.

The area surrounding the site is beginning to become more of a commercial area. Especially, because Wellborn is a major thoroughfare located adjacent to the site, resulting in the area no longer being suitable for residential development.

5. Explain why the existing element of the Comprehensive Plan in question is no longer appropriate.

The existing proposed land used is no longer suitable due to the extensive amount of automobile and rail traffic adjacent to the property.

6. How does the requested amendment further the goals and objectives of the Comprehensive Plan?

The requested amendment allows for logical growth within the City and allows the property to be used in a beneficial way.

7. What other information are you providing to support the proposed amendment (for example, transportation impact study)?

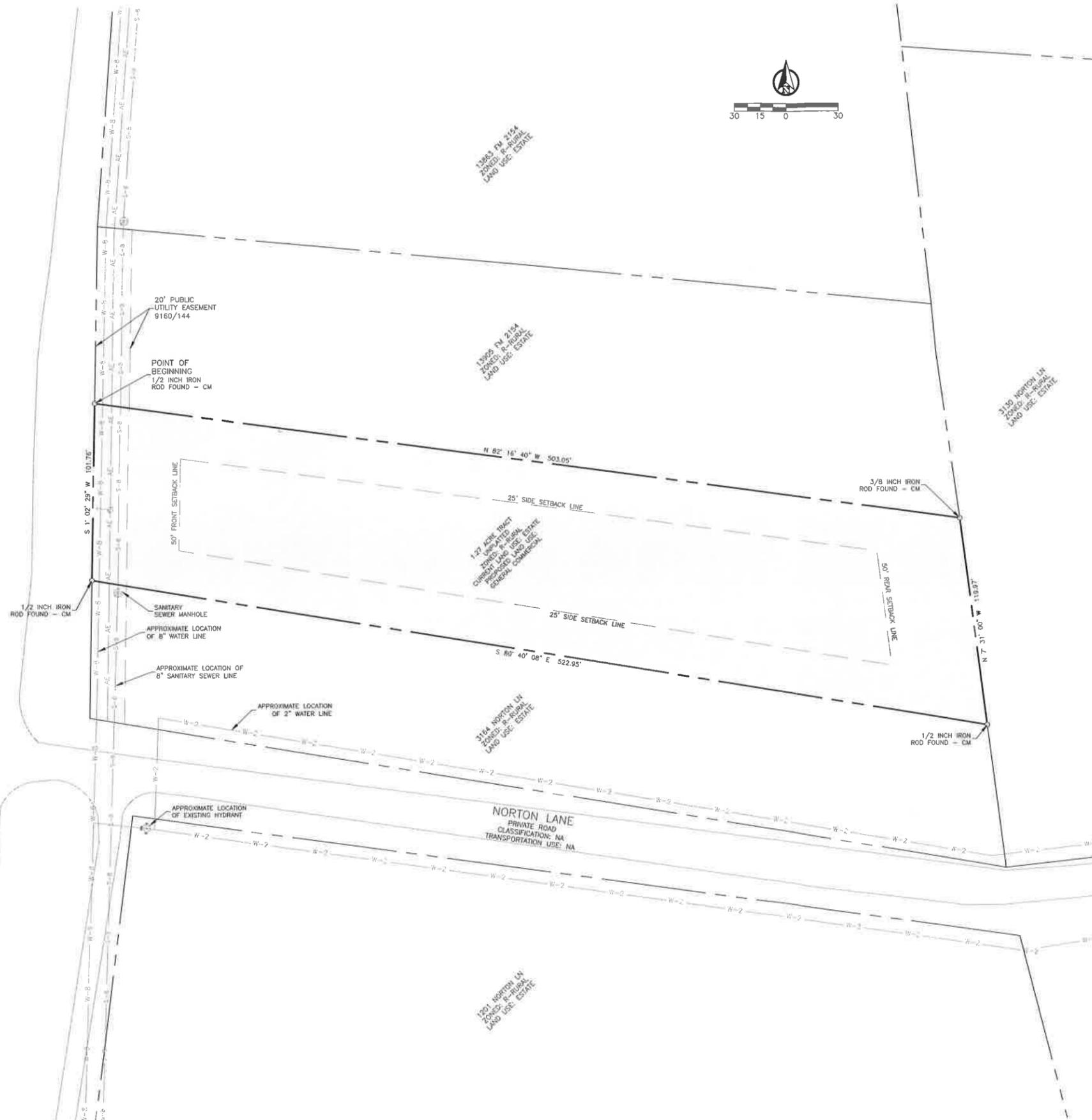
N/A

The applicant has prepared this application and certifies that the facts stated herein and exhibits attached hereto are true, correct, and complete. IF THIS APPLICATION IS FILED BY ANYONE OTHER THAN THE OWNER OF THE PROPERTY, this application must be accompanied by a power of attorney statement from the owner. If there is more than one owner, all owners must sign the application or the power of attorney. If the owner is a company, the application must be accompanied by proof of authority for the company's representative to sign the application on its behalf.

[Handwritten Signature], Partner
Signature and title

10/25/2013
Date

WELLBORN ROAD ~ FM 2154
 ROW VARIES
 CLASSIFICATION: MAJOR ARTERIAL
 TRANSPORTATION USE:



METES AND BOUNDS DESCRIPTION OF A 1.27 ACRE TRACT RICHARD CARTER LEAGUE, A-8 COLLEGE STATION, BRAZOS COUNTY, TEXAS

METES AND BOUNDS DESCRIPTION OF ALL THAT CERTAIN TRACT OF LAND LYING AND BEING SITUATED IN THE RICHARD CARTER LEAGUE, ABSTRACT NO. 8, COLLEGE STATION, BRAZOS COUNTY, TEXAS, SAID TRACT BEING THE SAME TRACT OF LAND AS DESCRIBED BY A DEED TO J. P. MILES CONSTRUCTION CORPORATION RECORDED IN VOLUME 10753, PAGE 260 OF THE OFFICIAL PUBLIC RECORDS OF BRAZOS COUNTY, TEXAS.

SAID TRACT BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING AT A 1/2 INCH IRON ROD SET ON THE NORTHWEST LINE OF UNIVERSITY OAKS BOULEVARD (CALLED 60' R.O.W.) MARKING THE EAST CORNER OF LOT 1, BLOCK 1, REPLAT OF PLANTATION OAKS SECTION ONE ACCORDING TO THE PLAT RECORDED IN VOLUME 311, PAGE 179 OF THE DEED RECORDS OF BRAZOS COUNTY, TEXAS, FOR REFERENCE, CITY OF COLLEGE STATION GPS MONUMENT NO. 122 BEARS: N 87° 21' 32" W FOR A DISTANCE OF 7753.45 FEET;

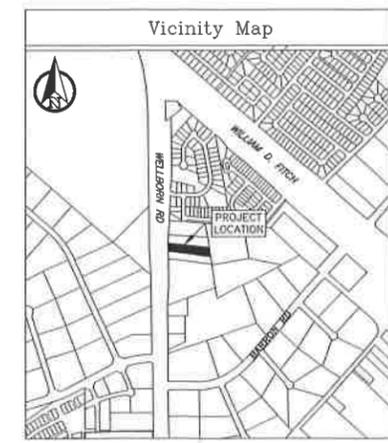
THENCE: N 28° 31' 33" W ALONG THE NORTHEAST LINE OF SAID BLOCK 1, AT 134.66 FEET PASS A 1/2 INCH IRON ROD FOUND MARKING THE COMMON CORNER OF SAID LOT 1 AND LOT 2 OF SAID BLOCK 1, CONTINUE ON FOR A TOTAL DISTANCE OF 594.34 FEET (PLAT CALL: N 25° 08' 18" W - 594.34 FEET, 311/179) TO A 3/8 INCH IRON ROD FOUND MARKING THE NORTH CORNER OF SAID BLOCK 1 AND THE EAST CORNER OF A CALLED 0.469 ACRE TRACT OF LAND AS DESCRIBED BY A DEED TO DERRYL GLENN SCHROEDER AND WIFE, LEA ANN SCHROEDER RECORDED IN VOLUME 2985, PAGE 36 OF THE OFFICIAL PUBLIC RECORDS OF BRAZOS COUNTY, TEXAS;

THENCE: N 27° 20' 08" W ALONG THE NORTHEAST LINE OF SAID 0.469 ACRE TRACT FOR A DISTANCE OF 62.22 FEET (DEED CALL: N 24° 00' 06" W - 62.00 FEET, 10753/260) TO A 3/8 INCH IRON ROD FOUND MARKING THE SOUTH CORNER OF A CALLED 0.944 ACRE TRACT OF LAND AS DESCRIBED BY A DEED TO PAUL MATHEW BURNHAM RECORDED IN VOLUME 6844, PAGE 147 OF THE OFFICIAL PUBLIC RECORDS OF BRAZOS COUNTY, TEXAS;

THENCE: N 43° 00' 38" E ALONG THE SOUTHEAST LINE OF SAID 0.944 ACRE TRACT FOR A DISTANCE OF 140.31 FEET (DEED CALL: N 45° 54' 28" E - 140.13 FEET, 10753/260) TO A 1/2 INCH IRON ROD FOUND ON THE SOUTHWEST LINE OF EARL RUDDER FREEWAY - STATE HIGHWAY NO. 6 (R.O.W. VARIES) MARKING THE EAST CORNER OF SAID 0.944 ACRE TRACT;

THENCE: S 20° 13' 45" E ALONG THE SOUTHWEST LINE OF EARL RUDDER FREEWAY FOR A DISTANCE OF 708.39 FEET (DEED CALL: S 16° 53' 58" E - 709.16 FEET, 10753/260) TO A 1/2 INCH IRON ROD SET ON THE NORTHWEST LINE OF UNIVERSITY OAKS BOULEVARD, FOR REFERENCE, A 1/2 INCH IRON ROD FOUND ON THE SOUTHEAST LINE OF UNIVERSITY OAKS BOULEVARD AND THE SOUTHWEST LINE OF EARL RUDDER FREEWAY BEARS: S 20° 13' 45" E FOR A DISTANCE OF 62.02 FEET;

THENCE: S 61° 28' 27" W ALONG THE NORTHWEST LINE OF UNIVERSITY OAKS BOULEVARD FOR A DISTANCE OF 32.16 FEET (DEED CALL: S 64° 31' 42" W - 32.14 FEET, 10753/260) TO THE POINT OF BEGINNING CONTAINING 1.27 ACRES OF LAND, MORE OR LESS, AS SURVEYED ON THE GROUND AUGUST, 2012. SEE PLAT PREPARED AUGUST, 2012 FOR MORE DESCRIPTIVE INFORMATION. BEARING SYSTEM SHOWN HEREIN IS BASED ON GRID NORTH AS ESTABLISHED BY GPS OBSERVATION.



Comp Plan Amend

General Notes:

No.	Revision/Issue	Date

Firm Name and Address:

J4 Engineering

PO Box 5192 - Bryan, Texas - 77805
 979-739-0507 www.J4Engineering.com
 Firm# 9951

Project Name and Address:

BCS Sikh Association Church

13913 Wellborn Road
 1.27 AC - Richard Carter League A-8
 College Station, Brazos County, Texas

Date: Nov 2013	Sheet:
Scale: As Noted	Exhibit A

13-228
 11-8-13
 10:26
 PK

MEMORANDUM

Date: December 5, 2013

TO: The Planning & Zoning Commission

FROM: Teresa Rogers, Staff Planner

SUBJECT: UDO Amendment – Sign Regulations for Places of Worship

Item: Public hearing, presentation, possible action, and discussion regarding an ordinance amending Chapter 12, “Unified Development Ordinance,” Section 12-7.5, “Signs,” of the Code of Ordinances of the City of College Station, Texas regarding sign regulations for Places of Worship. **Case #13-00900229**

Background: At the request of two local churches, staff initiated a review of current sign regulations for Places of Worship. Places of Worship include those buildings that are intended for conducting organized religious services (and accessory uses). Places of Worship are allowed in all zoning districts within the City; however, the type of sign that is allowed is dependent on the zoning of the property. Places of Worship located on commercially zoned properties are generally allowed to erect a Freestanding Sign. A Freestanding Sign is a sign supported by one or more columns, poles, or bars extended from the ground, or that is erected on the ground (with a maximum height of 35 feet). Places of Worship located in residential or rural zoning districts are allowed one Low Profile Sign in accordance with UDO Section 12-7.5.Y. A sign is considered to be a Low Profile Sign if it is a stand-alone sign that does not exceed 60 square feet in area or four feet in height.

The Planning and Zoning Commission directed staff to conduct a Stakeholder Meeting to discuss how sign regulations should be applied for Places of Worship in residential and rural districts. The meeting was held on September 10, 2013 and input from that meeting was presented to the Planning and Zoning Commission as part of the Annual Review of the Unified Development Ordinance. The Planning and Zoning Commission directed staff to create revised sign ordinance language for Places of Worship. The proposed language will allow a Freestanding Sign for Places of Worship in residential or rural districts with frontage on a street classified as a Freeway/Expressway on the Thoroughfare Plan. In addition, it would allow Attached Signs and Commercial Banners for Places of Worship in all districts.

The proposed revisions are scheduled for final action by City Council at their January 9, 2014 meeting.

Attachment:

1. Redlined applicable UDO Sections

Article 7. General Development Standards

Sec. 12-7.5. Signs.

C. Summary of Permitted Signs.

The following signs are permitted in the relevant zoning districts of the City:

	R	E	R-1B	GS	D	T	R-4	R-6	MHP	O	SC	GC	CI	C-3	BP	BPI	R&D	M-1	M-2
Apartment/Condominium/ Manufactured Home Park Identification Signs							X	X	X										
Area Identification/ Subdivision Signs	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Attached Signs***							X	X	X	X	X	X	X	X	X	X	X	X	X
Campus Wayfinding Signs										X	X	X	X		X	X	X		
Commercial Banners***							X	X		X	X	X	X	X	X	X	X	X	X
Development Signs	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Directional Traffic Control Signs										X	X	X	X	X	X	X	X	X	X
Freestanding Signs***										*	**	X	X					X	X
Home Occupation Signs	X	X	X	X	X	X	X	X	X										
Low Profile Signs***										X	X	X	X	X	X	X	X	X	X
Non-Commercial Signs	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Real Estate, Finance, and Construction Signs	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Roof Signs											X	X						X	X

Per Ordinance No. 2011-3348 (May 26, 2011)

* One (1) Freestanding Sign shall be allowed in the O Office zone only when the premise has a minimum of two (2) acres.

** Freestanding Signs are permitted for building plots with freeway frontage only. See 7.5.N "Freestanding Commercial Signs" for additional standards.

*** Except as provided for in Section 12-7.5.Y, Signs for Permitted Non-residential Uses in Residential or Agricultural Districts

Y. **Signs for Permitted Non-residential Uses in Residential or Rural Districts.**

1. Signs for permitted non-residential ~~permitted~~ uses in residential or rural zoning districts shall comply with Section 12-7.5.F, Sign Standards, "Low Profile Signs."
2. Signs for Places of Worship with frontage on a street classified as Freeway/Expressway on the Thoroughfare Plan are allowed one (1) "Freestanding Sign" in accordance with Section 12-7.5.N, "Freestanding Commercial Signs" or "Low Profile Signs" in accordance with Section 12-7.5.F, Sign Standards, "Low Profile Signs." The "Freestanding Sign" must be adjacent to and orient to the Freeway/Expressway.
3. Signs for Places of Worship and gGovernment fFacilities in residential or rural zoning districts ~~shall comply~~may utilize signage in accordance with Section 12-7.5.I, Sign Standards, "Attached Signs-" and Section 12-7.5.J, "Commercial Banners."

MEMORANDUM

Date: December 5, 2013

TO: Members of the Planning & Zoning Commission

FROM: Jason Schubert, AICP, Principal Planner

SUBJECT: UDO Amendment – Process Improvements

Item: Public hearing, presentation, possible action, and discussion regarding an ordinance amending Chapter 12, “Unified Development Ordinance,” Section 12-3.4, “Plat Review,” and Section 12-3.18, “Administrative Adjustment,” of the Code of Ordinances of the City of College Station, Texas regarding title reports, tax certificates, and administrative adjustments. **Case #13-00900236**

Background: Several organizational and process revisions were identified for action as part of a review of Planning & Development Services that occurred earlier this year. This proposed amendment to the Unified Development Ordinance (UDO) was scheduled as part of the Annual Review of the UDO in October as Process Improvements and seeks to implement revisions that require ordinance amendment. Many of the other recommended actions are being implemented through administrative process changes with others to receive consideration at a future time.

The first part of the proposed amendment relates to plat application requirements in UDO Section 12-3.4 “Plat Review.” The existing ordinance requires current tax certificates be provided as part of a final plat application. State law requires tax certificates to accompany a plat when it is filed for record at the courthouse. The proposed amendment adds the phrase “prior to the filing a plat for record” so that tax certificates would no longer be required as part of the initial application but could be provided later. Many times when a plat is ready to be filed for record, the tax certificates that were provided with the initial application are no longer current. This amendment reduces the frequency that tax certificates would need to be provided again.

Title reports and proof of signing authority are two other plat application items that are not included in the proposed ordinance as they are being addressed administratively. The existing ordinance requires a title report, current within 90 days, be provided with each preliminary plan and final plat application. The administrative change allows title reports that were provided for the same property with one application be considered “on file” for subsequent applications. Applicants will continue to provide updated title reports or nothing further certificates with applications so that the most recent document is current within 90 days of its application date. Similarly, when a property is owned by a company, each application must provide proof of authority to show the individual signing the application has authority to do so on the company’s behalf. When proof of authority for a particular company has been provided with an application, it will be considered “on file” for subsequent applications.

The second part of the proposed amendment relates to the expanding the authority for granting Administrative Adjustments in UDO Section 12-3.18 "Administrative Adjustment." The existing ordinance allows the Administrator, which is defined by the UDO as the Planning & Development Services Director or his designee, to administratively approve adjustments (minor variances) to UDO requirements. The authority is currently limited to adjustments of up to 10% of zoning dimensional standards such as building setbacks and off-street parking standards such as the minimum amount of required parking spaces. The proposed amendment allows the Administrator to consider approval of any dimensional standard or numerical requirement provided in the UDO. This will provide the Administrator greater flexibility to consider adjustments that are minor in nature. Adjustments greater than 10% will continue to be considered variances that require application to the Zoning Board of Adjustment (ZBA) for consideration.

The proposed revisions are scheduled for final action by City Council at their December 12, 2013 meeting.

Attachment:

1. Redlined applicable UDO Sections

Red-Line of UDO Process Improvements Amendment

UDO Section 12-3.4, “Plat Review,” amending subsection 12-3.4.C.3.b.2):

- 2) Prior to filing a plat for record, Pprovide current certified tax certificates from all taxing agencies showing payment of all ad valorem taxes on the land within the subdivision;

UDO Section 12-3.18, “Administrative Adjustment”:

“B. Applicability.

The Administrator shall have the authority to authorize adjustments of up to ten (10) percent from any dimensional standards or numerical requirement set forth in ~~the Residential Dimensional Standards, Non-Residential Dimensional Standards, and Design District Dimensional Standards Sections in Chapter 12, Article 5 of this UDO, and the Off-Street Parking Standards Section in Chapter 12, Article 7 of~~ this UDO. Any adjustment request greater than ten (10) percent shall be treated as a variance handled by the Zoning Board of Adjustment subject to the requirements of the Variances Section in Chapter 12, Article 3 of this UDO.