



College Station, TX

City Hall
1101 Texas Ave
College Station, TX 77840

Meeting Agenda - Final

Planning and Zoning Commission Workshop

The City Council may or may not attend the Planning & Zoning Commission Workshop Meeting.

Thursday, January 5, 2017

6:00 PM

City Hall Council Chambers

1. Call the meeting to order.
2. Discussion of consent and regular agenda items.
3. Discussion of new development applications submitted to the City.
New Development Link: www.cstx.gov/newdev
4. [16-0822](#) Presentation, possible action, and discussion regarding the consideration of the 2016 P&Z Plan of Work (see attached)
Sponsors: Bombek
Attachments: [2016 Plan of Work](#)
5. [16-0823](#) Presentation, possible action, and discussion regarding single-family landscape requirements as a part of the 2016 P&Z Plan of Work.
Sponsors: Bombek and Thomas
Attachments: [P&Z Memo](#)
6. [16-0805](#) Presentation, possible action, and discussion regarding a recommendation on a Planning & Zoning Commission appointment to the BioCorridor Board.
Sponsors: Hitchcock
Attachments: [P&Z Memo](#)
[BioC PDD ARTICLE 4](#)
7. [16-0810](#) Presentation, possible action, and discussion regarding the P&Z Calendar of Upcoming Meetings:
*Thursday, January 12, 2016 ~ City Council Meeting ~ Council Chambers ~ Workshop 4:30 p.m. and Regular 7:00 p.m. (Liaison - Ross)
*Thursday, January 19, 2016 ~ P&Z Meeting ~ Council Chambers ~ Workshop 6:00 p.m. and Regular 7:00 p.m.
8. Discussion, review and possible action regarding the following meetings: Design Review Board, BioCorridor Board.

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.

10. Adjourn.

The Commission may adjourn into Executive Session to consider any item listed on this agenda if a matter is raised that is appropriate for Executive Session discussion. An announcement will be made of the basis for the Executive Session discussion.

APPROVED

City Manager

I certify that the above Notice of Meeting was posted at College Station City Hall, 1101 Texas Avenue, College Station, Texas, on December 30, 2016 at 5:00 p.m.

City Secretary

This building is wheelchair accessible. Persons with disabilities who plan to attend this meeting and who may need accommodations, auxiliary aids, or services such as interpreters, readers, or large print are asked to contact the City Secretary's Office at (979) 764-3541, TDD at 1-800-735-2989, or email adaassistance@cstx.gov at least two business days prior to the meeting so that appropriate arrangements can be made. If the City does not receive notification at least two business days prior to the meeting, the City will make a reasonable attempt to provide the necessary accommodations.

Penal Code § 30.07. Trespass by License Holder with an Openly Carried Handgun.

"Pursuant to Section 30.07, Penal Code (Trespass by License Holder with an Openly Carried Handgun) A Person Licensed under Subchapter H, Chapter 411, Government Code (Handgun Licensing Law), may not enter this Property with a Handgun that is Carried Openly."

Codigo Penal § 30.07. Traspasar Portando Armas de Mano al Aire Libre con Licencia.

"Conforme a la Seccion 30.07 del codigo penal (traspasar portando armas de mano al aire libre con licencia), personas con licencia bajo del Sub-Capitulo H, Capitulo 411, Codigo de Gobierno (Ley de licencias de arma de mano), no deben entrar a esta propiedad portando arma de mano al aire libre."



Legislation Details (With Text)

File #: 16-0822 **Version:** 1 **Name:** 2016 P&Z Plan of Work
Type: Updates **Status:** Agenda Ready
File created: 12/22/2016 **In control:** Planning and Zoning Commission Workshop
On agenda: 1/5/2017 **Final action:**
Title: Presentation, possible action, and discussson regarding the consideration of the 2016 P&Z Plan of Work (see attached)
Sponsors: Mark Bombek
Indexes:
Code sections:
Attachments: [2016 Plan of Work](#)

Date	Ver.	Action By	Action	Result
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Presentation, possible action, and discussson regarding the consideration of the 2016 P&Z Plan of Work (see attached)

2016 Planning & Zoning Commission Plan of Work

Comprehensive Plan Items

Implementation of Adopted Plans	
<p><i>Summary:</i> Implementation of adopted master plans and neighborhood, district, and corridor plans, namely: Central College Station, Eastgate, Southside Area, Wellborn Community, and South Knoll Area neighborhood plans, and Bicycle, Pedestrian & Greenways, Parks and Recreation, Water, Waste Water, Medical District, and Economic Development master plans.</p>	<p><i>Project Dates:</i></p> <p>5/12/16: Sidewalk extension completed along Guadalupe. (South Knoll Area Plan)</p> <p>7/28/16: City Council approved Wellborn Zoning Districts (WC, WRS, & WE).</p> <p>9/30/16: Sidewalk extension completed along Langford (South Knoll Area Plan)</p> <p>11/17/16: Presentation to P&Z regarding the Comprehensive Plan Annual Review (JB) and UDO Annual Review (JPAZ)</p> <p>11/17/16: Presentation to City Council regarding the Comprehensive Plan Annual Review (JB) and UDO Annual Review (JPAZ)</p> <p>12/08/16: Construction Contract to be considered by council for sidewalk improvements along Eisenhower Street, and Live Oak Street (Eastgate Area Plan)</p> <p>12/08/16: Construction Contract to be considered by council for sidewalk improvements along San Saba (Central College Station Area Plan)</p> <p>01/19/17: Presentation to P&Z regarding an update on the Bicycle, Pedestrian & Greenways Master Plan.</p>
Staff Assigned: P&DS Staff	Anticipated Completion: on-going
Review of Adopted Plans	
<p><i>Summary:</i> After action review of adopted planning areas, specifically Northgate, BioCorridor, and Medical Districts. This may also include a tour of one of the planning areas mentioned above.</p>	<p><i>Project Dates:</i></p> <p>10/20/16: Provided an update to P&Z on Development activity in the BioCorridor (MH)</p>
Staff Assigned: Economic Development & Molly Hitchcock	Initiated: 10/20/16

Update on Wastewater Master Plan	
<p><i>Summary:</i> This plan is intended to provide a holistic look at the City's wastewater system and provide information on potential solutions and costs so that Wastewater System Capital Improvement Projects can be planned in the future by City Staff.</p>	<p><i>Project Dates:</i> 9/15/16: Provided an update to P&Z on the Wastewater Master Plan- DC</p>
Staff Assigned: Water/Wastewater	Completed: 9/15/16

Impact Fees for Water, Wastewater, and Roadways	
<p><i>Summary:</i> Engineering consultants have been engaged and impact fee studies are underway. Council recently appointed the P&Z Commission as the Impact Fee Advisory Committee (IFAC) with additional members for representation from the ETJ (water/wastewater), and Home Builders Association, as well as citizens/neighborhoods. Several presentations and findings are forthcoming to the IFAC and Council over the next few months for review and consideration. The IFAC will eventually be asked to advise the Council on Impact Fees.</p>	<p><i>Project Dates:</i> 7/21/16: IFAC began to review calculation of maximum impact fees 8/4/16: IFAC reviewed calculation of maximum impact fees for Water/Wastewater and provided comment. 9/1/16: IFAC reviewed calculation of maximum impact fees for roadways and provided comment. 9/22/16: Council adopted wastewater and water impact fees. 10/13/16: Council received an update on the IFAC's written comments regarding Roadway Impact Fees. 11/10/16: Council adopted roadway impact fees.</p>
Staff Assigned: Alan Gibbs & Dave Coleman	Completed: 9/1/16

* <u>Annexation</u> Task Force Implementation	
<p><i>Summary:</i> Implement the City's future annexation policy as identified in the revised Growth Management and Capacity chapter of the Comprehensive Plan.</p>	<p><i>Project Dates:</i></p>
Staff Assigned: Lance Simms	Anticipated Initiation: Fall 2016

Neighborhood Integrity Items

*Traffic Calming Toolkit	
<p><i>Summary:</i> Receive information regarding the current traffic calming policy, including updates as recommended by the Council Transportation and Mobility Committee. Additionally receive update on the implementation of the neighborhood parking toolbox created by the Neighborhood Transportation Task Force.</p>	<p><i>Project Dates:</i></p>
<p>Staff Assigned: Troy Rother & Jason Schubert</p>	<p>Anticipated Completion: Spring 2017</p>
Traffic Impact Analysis for Single-Family Development	
<p><i>Summary:</i> Review the Traffic Impact Analysis ordinance and consider a recommendation to require TIAs for Single-Family Residential development.</p>	<p><i>Project Dates:</i> 8/4/16: P&Z recommended approval of Single-Family TIA Ordinance Amendment 8/11/16: City Council approved Single-Family TIA Ordinance Amendment</p>
<p>Staff Assigned: Danielle Singh</p>	<p>Completed: 8/11/16</p>
Student Housing in Established Single-Family Neighborhoods	
<p><i>Summary:</i> Research best practices from other communities regarding the management of student housing in single-family neighborhoods.</p>	<p><i>Project Dates:</i></p>
<p>Staff Assigned: Tiffany Cousins</p>	<p>Anticipated Completion: March 2017</p>
Update on Landscaping Requirements for Single-Family Developments	
<p><i>Summary:</i> Provide an update on the City's landscaping requirements for single-family development and recommend adjustments as deemed necessary.</p>	<p><i>Project Dates:</i></p>
<p>Staff Assigned: Mark Bombek & Madison Thomas</p>	<p>Anticipated Completion: January 2017</p>

UDO Regulatory Items

Wellborn Zoning Districts	
<p><i>Summary:</i> Implement the Wellborn Community Plan by creating new or modified zoning districts as described in the Plan.</p>	<p><i>Project Dates:</i> 6/16/16: P&Z recommended approval of UDO amendment for zoning districts 7/28/16: City Council adopted UDO amendment for zoning districts</p>
Staff Assigned: Jessica Bullock	Completed: July 2016

Sign Ordinance Revisions	
<p><i>Summary:</i> Review and update the City's sign ordinance in light of the recent Supreme Court decision regarding sign regulations based upon content.</p>	<p><i>Project Dates:</i></p>
Staff Assigned: Molly Hitchcock & Rachel Lazo	Anticipated Completion: March 2017

Update on Off-Street Parking Requirements	
<p><i>Summary:</i> Provide an update on the City's off-street parking requirements. Receive Information regarding current off-street parking requirements including options that provide flexibility.</p>	<p><i>Project Dates:</i></p>
Staff Assigned: Justin Golbabai	Anticipated Completion: February 2017

*Research Multi-Family Zoning Options	
<p><i>Summary:</i> Research the ability to provide multi-family zoning for market rate units (conventional multi-family) vs. rental by bedroom (student multi-family).</p>	<p><i>Project Dates:</i></p>
Staff Assigned: Jessica Bullock & Mark Bombek	Anticipated Completion: February 2017

On-Going Items

Pre-Application Conference Overview	
<p><i>Summary:</i> Provide an update on the Pre-Application Conference process.</p>	<p><i>Project Dates:</i> 07/07/16 Provide an overview of the PAC Process and provide an update on the PAC survey.</p>
Staff Assigned: Mark Bombek	Completed: 7/7/16

Quarterly Review of Pre-Application Conference Surveys	
<p><i>Summary:</i> Provide an update on the survey results from the Pre-Application Conference process.</p>	<p><i>Project Dates:</i> 11/17/16: Provided an update on the status of the PAC meeting process and implementation of the PAC Survey. Presentation at P&Z Workshop. (MB)</p>
Staff Assigned: Mark Bombek	Anticipated Completion: on-going

Economic Development Updates	
<p><i>Summary:</i> Receive regular updates from the Economic Development Department regarding the vision and implementation of the commercialization of TAMU research-related output, including examples of successful efforts elsewhere. Additionally, receive an update on the recent announcement regarding plans for the TAMU System Riverside Campus revitalization effort.</p>	<p><i>Project Dates:</i> 6/16/2016 Economic development efforts and land availability for commercial uses, Presentation at P&Z Workshop. 11/17/16: Provided a quarterly update on Economic Development efforts and land availability for commercial uses. Presentation at P&Z Workshop. (NR)</p>
Staff Assigned: Economic Development	Anticipated Initiation: June 2016



Legislation Details (With Text)

File #: 16-0823 **Version:** 2 **Name:** Single-Family Landscape Requirements
Type: Updates **Status:** Agenda Ready
File created: 12/22/2016 **In control:** Planning and Zoning Commission Workshop
On agenda: 1/5/2017 **Final action:**
Title: Presentation, possible action, and discussion regarding single-family landscape requirements as a part of the 2016 P&Z Plan of Work.
Sponsors: Mark Bombek, Madison Thomas
Indexes:
Code sections:
Attachments: [P&Z Memo](#)

Date	Ver.	Action By	Action	Result
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Presentation, possible action, and discussion regarding single-family landscape requirements as a part of the 2016 P&Z Plan of Work.



MEMORANDUM

December 29, 2016

TO: Members of the Planning & Zoning Commission

FROM: Mark Bombek, Senior Planner & Madison Thomas, AICP, Staff Planner

SUBJECT: Plan of Work Update – Single-Family Landscape Requirements

Item:

Presentation, possible action, and discussion regarding single-family landscape requirements as a part of the 2016 P&Z Plan of Work.

Background:

This presentation is to provide the history of the current single-family landscaping requirements and suggestions on potential changes to the ordinance to help provide more flexibility for single-family detached and attached developments. This item is intended to help cultivate discussion to determine an appropriate path to pursue.



Legislation Details (With Text)

File #: 16-0805 **Version:** 1 **Name:**

Type: Appointment **Status:** Agenda Ready

File created: 12/13/2016 **In control:** Planning and Zoning Commission Workshop

On agenda: 1/5/2017 **Final action:**

Title: Presentation, possible action, and discussion regarding a recommendation on a Planning & Zoning Commission appointment to the BioCorridor Board.

Sponsors: Molly Hitchcock

Indexes:

Code sections:

Attachments: [P&Z Memo](#)
[BioC PDD ARTICLE 4](#)

Date	Ver.	Action By	Action	Result
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Presentation, possible action, and discussion regarding a recommendation on a Planning & Zoning Commission appointment to the BioCorridor Board.



MEMORANDUM

December 13, 2016

TO: Members of the Planning & Zoning Commission

FROM: Molly Hitchcock, Assistant Director, P&DS

SUBJECT: BioCorridor appointment

Item: Presentation, possible action, and discussion regarding a recommendation on a Planning & Zoning Commission appointment to the BioCorridor Board.

Summary: The zoning and development ordinance for the BioCorridor Planned Development District establishes a BioCorridor Board as a body of representatives from the cities and the Texas A&M University System that would be able to make subjective decisions regarding specific requests in the area (such as appeals to site plan requirements and parking waivers) and recommendations to other decision-making bodies (such as subdivision waiver requests to the Planning & Zoning Commission).

The ordinance calls for City Council to appoint three representatives from the City of College Station to the Board. Membership requires that:

- One be a member of City Council and
- Two be members of the Planning and Zoning Commission.

Commissioners Johnny Burns and Jim Ross currently serve on the Board. A replacement is needed for Jim Ross. Terms are for two years, or until a member is no longer serving on the Commission or City Council.

The Board meets on an as-needed basis, the dates and times coordinated by staff with the applicant and the Board members. The Board met three times in 2016 to consider subdivision and parking waivers.

Attachment: Article 4 “BioCorridor Board” of the BioCorridor Planned Development District Ordinance

ARTICLE 4. BIOCORRIDOR BOARD

4.1 Creation.

A BioCorridor Board is hereby created for the purpose of enhancing the community's ability to consistently review subdivision, building, and site design issues of the unique, multi-jurisdictional BioCorridor Planned Development District. The BioCorridor Board shall bring governing expertise from each City and a representative of Texas A&M University to bear on these issues within the BioCorridor area.

4.2 Membership and Terms.

A. Number, Appointment.

A BioCorridor Board is hereby created to consist of seven (7) members as follows:

1. Appointment of three (3) members shall be made by the College Station City Council. Two (2) of these appointments shall be members of the City of College Station's Planning and Zoning Commission. One (1) appointment shall be a member of the College Station City Council.
2. Appointment of three (3) members shall be made by the Bryan City Council. Two (2) of these appointments shall be members of the City of Bryan's Planning and Zoning Commission. One (1) appointment shall be a member of the Bryan City Council.
3. Appointment of one (1) member shall be made by the Chancellor of the Texas A&M University System or his designee. This appointment shall be an employee of the Texas A&M University System.

B. Terms.

1. Terms of members of the BioCorridor Board shall be for two (2) years or until their successors are appointed.
2. Should a BioCorridor Board member no longer qualify for his or her position, that member's term shall be ended immediately upon such qualifying event. For example, if an appointed Planning and Zoning Commissioner is no longer a Commissioner for the City.

C. Vacancies.

Vacancies shall be filled by the governing entity/person responsible for the appointment.

4.3 Officers, Meetings, Quorum.

A. Officers.

A Chairperson and a Vice-Chairperson shall be selected every two years from among its members. The Chairperson and Vice-Chairperson shall be municipal representatives and shall not be appointees from the same municipality. The Vice-Chairperson may act as Chairperson when the Chairperson is not available.

B. Meetings.

Members of the BioCorridor Board shall meet as needed and the Chairperson shall designate the time and place of such meetings. All meetings of the Board where a quorum is present shall be open to the public. The BioCorridor Board shall comply with the Open Meetings Act.

C. Quorum.

Four (4) members shall constitute a quorum for the transaction of any business. Any recommendations advanced to a different regulatory entity without a majority of positive votes from those members present shall be deemed a negative recommendation.

D. Rules of Proceeding.

The BioCorridor Board may adopt its own rules of procedure consistent with this Ordinance.

E. Minutes.

The BioCorridor Board shall keep minutes of its proceedings, showing the vote of each member upon each question, or, if absent or failing to vote, indicating that fact and shall keep records of its examinations and other official actions, all of which shall be immediately filed in the Planning and Development Services office of the City of Bryan and shall be a public record. A copy of all such records shall be delivered to the Planning and Development Services office of the City of College Station by the City of Bryan within ten (10) working days of filing.

4.4 Powers and Duties.

The BioCorridor Board shall have the following powers and duties:

A. Recommendations.

1. The BioCorridor Board shall review and make recommendations to City Staff of College Station and Bryan regarding improvements in the public realm that further the aesthetics, identity, and access to and within the BioCorridor Planned Development District.
2. The BioCorridor Board shall review and make recommendations to the City's Planning and Zoning Commission regarding Waivers of the standards in the Subdivision Design and Improvements article of the BioCorridor Planned Development District ordinance.

B. Final Action.

The BioCorridor Board shall hear and take final action on the following:

1. Special District Identification Signs as set forth in the BioCorridor Planned Development District ordinance;
2. Temporary signs promoting positive communications as set forth in the BioCorridor Planned Development District ordinance;
3. Works of art and their locations when located in public right-of-way or other public area as set forth in the BioCorridor Planned Development District ordinance;
4. Appeal of the BioCorridor Review Committee's determination regarding applicability of plat requirements;
5. Appeal of the BioCorridor Review Committee's denial of a site plan as set forth in the Site Plan Review section of the BioCorridor Planned Development District ordinance;
6. Waivers to the dimensional requirements and number of parking spaces required in the Off-Street Parking Requirements section of the BioCorridor Planned Development District ordinance;
7. Appeal of the BioCorridor Review Committee's denial of an alternative parking plan;
8. Alternative Highway Buffers Standards as allowed in the BioCorridor Planned Development District ordinance; and
9. Appeal of the terms of the Highway Buffer Standards as set forth in the BioCorridor Planned Development District ordinance.

4.5 Staff.

The City of College Station and the City of Bryan shall provide staff support, as needed, to the BioCorridor Board.

A. BioCorridor Review Committee.

The BioCorridor Review Committee will provide background information and recommendations to the Board as set forth in the BioCorridor Planned Development District ordinance.

B. Administrative Support.

The City of College Station and/or the City of Bryan shall provide administrative support functions for each meeting, such as agenda posting and the filing of minutes.

C. Planning Representative.

Where ministerial acts have not been completed, the City's planning representative shall ensure that the changes to plats and/or plans are completed as approved by the BioCorridor Board.



Legislation Details (With Text)

File #: 16-0810 **Version:** 1 **Name:** Upcoming Meetings
Type: Updates **Status:** Agenda Ready
File created: 12/19/2016 **In control:** Planning and Zoning Commission Workshop
On agenda: 1/5/2017 **Final action:**
Title: Presentation, possible action, and discussion regarding the P&Z Calendar of Upcoming Meetings:
*Thursday, January 12, 2016 ~ City Council Meeting ~ Council Chambers ~ Workshop 4:30 p.m. and Regular 7:00 p.m. (Liaison - Ross)
*Thursday, January 19, 2016 ~ P&Z Meeting ~ Council Chambers ~ Workshop 6:00 p.m. and Regular 7:00 p.m.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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