

Scott Shelburne, Chairman
Anne Sundquist, Vice Chairman
Josh Jakubik, Secretary
Holly Knee
Tom Mayhew
Robert Barker III



City Administrator, Don Doering
City Attorney, Leonard Schneider
City Engineer, Tim Robertson
Baxter & Woodman, Mike Kurzy
Interim City Secretary, Christian Gable

MINUTES OF THE PLANNING & ZONING COMMISSION REGULAR MEETING – NOVEMBER 16, 2023

A meeting of the Planning & Zoning Commission was held on November 16, 2023, beginning at 4:34pm in the Sewall Smith Council Chambers located at 18111 Buddy Riley Blvd., Magnolia, Texas 77354.

1. CALL TO ORDER

Chairman Scott Shelburne called the meeting to order at 4:34 pm.

a. INVOCATION

Tom Mayhew delivered the invocation.

b. PLEDGE OF ALLEGIANCE

Chairman Shelburne led the Pledge of Allegiance.

c. ROLL CALL AND CERTIFICATION OF QUORUM

Chairman Shelburne called roll and certified a quorum present with the following Planning & Zoning Commission members in attendance: Scott Shelburne, Anne Sundquist, Tom Mayhew, and Robert Barker III.

Absent: Holly Knee, Josh Jakubik

2. CONSENT AGENDA

This portion of the agenda consists of items considered to be routine and will be enacted by one motion unless separate discussion is requested by a Commission member or a citizen.

a. CONSIDERATION – APPROVAL OF MINUTES

Consideration and possible action to approve the minutes of the regular meeting held October 19, 2023.

MOTION: Upon a motion to approve the Consent Agenda made by Anne Sundquist and seconded by Robert Barker, the Commission members voted, and the motion carried unanimously, 4-0.

3. CITIZENS COMMENTS, REQUESTS OR PETITIONS FROM THE PUBLIC

(This agenda item provides an opportunity for citizens to address the City Council on any matter not on the agenda).

Comments shall be limited to three (3) minutes per person. Comments by the governing body shall be limited to:

- a. Statements of specific factual information given in response to an inquiry;*
- b. A recitation of existing policy in response to an inquiry;*
- c. A proposal to place the subject on a future agenda.*

None

4. ANNOUNCEMENTS

(Hear announcements concerning items of community interest from the Board Members of the Planning Commission and City Staff for which no action will be taken or discussed.

None

5. UPDATE ON CITY OF MAGNOLIA DEVELOPMENTS (Staff)

Planning Coordinator Christian Gable provided a spreadsheet of current development. Chairman Shelburne explained that the following businesses in the Heritage Green development are expected to open within the next 3-4 weeks: Wendy's, MOD Pizza, Teriyaki Madness, Wingstop and Great Clips.

6. CONSIDERATION AND POSSIBLE ACTION TO APPROVE SITE PLAN FOR MAGNOLIA VILLAGE PHASE 2

No representatives were present. Chairman Shelburne explained that he spoke with Patrick Egan and they agreed to table this item for next month's meeting.

No action was taken.

7. CONSIDERATION AND POSSIBLE ACTION TO APPROVE SITE PLAN FOR LOWE'S

Todd Simmons, Freeland & Kauffman Civil Engineer working with Lowe's Home Centers, was present to answer any questions and thanked staff for the cooperative effort to get their project to this point in a timely manner.

Robert Barker mentioned a discrepancy in the plans showing concrete on one page and asphalt on another.

Todd Simmons responded that the project will be bid both ways, with concrete and asphalt. City Engineer Tim Robertson and Chairman Shelburne agreed that access easement documentation must be obtained before a building permit can be issued.

MOTION: Upon a motion to approve made by Robert Barker and seconded by Anne Sundquist, the Commission members voted, and the motion carried unanimously, 4-0.

8. CONSIDERATION AND POSSIBLE ACTION TO APPROVE SITE PLAN FOR SALAD AND GO

Robert Barker commented that there seems to be a discrepancy between the pre and post development rainfall intensity values for the 5-year storm event.

Peter Licata, Salad and Go representative, confirmed he would relay the comment to the engineer for the project.

MOTION: Upon a motion to approve the Site Plan for Salad and Go pending the correction of the drainage calculations made by Robert Barker and seconded by Anne Sundquist, the Commission members voted, and the motion carried

unanimously, 4-0.

9. CONSIDERATION AND POSSIBLE ACTION TO APPROVE SITE PLAN FOR SWIG

Roberto Galindo, Civil Engineer with Bowman Consulting, was present to answer any questions.

MOTION: Upon a motion to approve made by Anne Sundquist and seconded by Robert Barker, the Commission members voted, and the motion carried unanimously, 4-0.

10. CONSIDERATION AND POSSIBLE ACTION TO APPROVE SITE PLAN FOR MISTER CAR WASH

Girardo Benavides with Langan Engineering was present to answer any questions. He explained that the existing utility easement along Magnolia Village Drive prevents the opportunity to plant the required canopy trees along that side of the property in accordance with the Development Agreement.

Chairman Shelburne, City Engineer Tim Robertson, and Girardo Benevides discussed possible design alternatives.

Lauren Smith, Project Manager, stated that they don't like to plant trees near the tunnel and that the drive-thru lane cannot be reduced to less than 16 ft because of the turning radius.

Chairman Shelburne and Girardo Benavides agreed to table this item until revisions are made.

No action was taken.

11. CONSIDERATION AND POSSIBLE ACTION TO APPROVE SITE PLAN FOR THE OAKS ON 6TH STREET

Louis Faust with Texas Professional Engineering and Robert Van Buren were present to answer any questions.

Robert Barker provided 6 comments that can be found on the final page of the meeting minutes. None of the comments were addressed at the meeting.

Chairman Shelburne tabled this item until the comments are addressed and HOA documents are presented.

No action was taken.

12. FUTURE AGENDA ITEMS

Items 6, 10 and 11.

City Engineer Tim Robertson hopes to bring site plans for Taco Bell, 7 Brew Coffee, and Sherwin Williams to next month's meeting. He reported that the City has drilled 2 water wells, 2 more are under contract, and 2 more future wells are expected to be under design this coming year.

13. ADJOURN

MOTION: Upon a motion to adjourn made by Anne Sundquist and seconded by Tom Mayhew, the Commission members voted, the motion carried unanimously, and Chairman Shelburne adjourned the meeting at 5:41 pm.

Planning & Zoning Commission

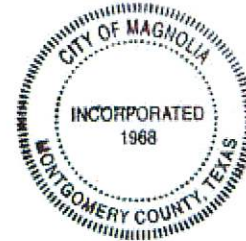

Scott Shelburne, Chairman

CERTIFICATION

I certify this to be a true and correct copy of the minutes of the special meeting of the City of Magnolia Planning and Zoning Commission held on November 16, 2023.

ATTEST:


Christian Gable, City Secretary



ITEM 11 COMMENTS FROM ROBERT BARKER:

1. The offsite contours at the north end of the watershed should be provided past the delineated watershed with labeled elevations to help ensure the complete drainage area is included.
2. It appears by the contours that the land west of sixth street may be draining towards 6th St. The elevations should be noted on the contours to help determine the direction of flow.
3. There is a storm drainage pipe underneath 6th St. that conveys drainage from the west to east side of 6th St., and then into a creek area that runs through lots 2, 3, and 4. This was not indicated on the plans. Please revise the drainage area limits to include the appropriate areas, along with updated drainage calculations.
4. From the street to the proposed detention pond, a drainage facility will need to be constructed to convey the flows, and a minimum 15' drainage easement will need to be dedicated for the drainage improvements. Consideration should be given to the future improvements of 6th St., which will likely include a larger and deeper pipe culvert outfall.
5. The outfall of the proposed detention pond is blocked by a built-up trail across the creek, offsite of the property about 20-30'. The blockage will need to be addressed to ensure the detention pond will function as designed. There is likely a pipe beneath the trail, but it is difficult to confirm.
6. There are creek areas flowing through the property, and low areas just north of the existing house that convey some flows. If there is drainage coming from the west side of 6th St. and a pipe that may not accommodate it all, then there may be water flowing over the roadway, across the street, and onto these properties. The designed detention pond may not be able to accept these flows. To ensure any houses built on the property do not flood, minimum finish floor elevations need to be set and indicated on the plat.