



## MEETING MINUTES

Date and Time: March 21, 2019 at 5:15pm

### MEMBERS PRESENT:

B J Davis  
Michael Atkinson  
John Hyak  
James Johnson  
Gail Hoad  
Mary Ann Wyatt  
Jill Trevino  
Julia Welder

### STAFF PRESENT:

#### Development Services:

Julie Fulgham, Director of Development Services  
Alina Phillips, Planning Manager  
Lila Foster, Planning Technician

#### City Attorney's Office:

Allison Lacey, Assistant City Attorney

### MEMBERS ABSENT:

Brian Rokyta

#### A: CALL TO ORDER

Chair Wyatt called the February 21, 2019, Regular Meeting to order at 5:15pm.

#### B: APPROVAL OF MEETING MINUTES

February 21, 2019 – Regular Meeting

A motion to approve the February 21, 2019, Minutes was made by Commissioner Johnson. Commissioner Hoad seconded motion to accept the minutes. The motion passed unanimously.

#### C: CITIZEN COMMUNICATION

Chair Wyatt asked if any citizen wished to address the Commission on issues not specifically listed on the Agenda. No citizen approached the Commission.

#### D: DEVELOPMENT REVIEWS/FORMAL ACTION

1. Springwood Medical Park, Phase 2 and Spring Hill PUD, Phases 1 thru 6 Preliminary Plat

The affected property is located at Nursery Drive just north of its intersection with Spring Wood Drive. The property is legally described as a 45.128-acre tract of land in the Jose Maria J. Carbajal survey, Abstract 13, Victoria County, Texas. The property is owned by Diversified Wellness Associates, LLC and Spring Hill 55, LLC.

Preliminary Plat: Springwood Medical Park, Phase 2 is a proposed plat of 4 General Commercial lots being 14.472 acres and Spring Hill Planned Unit Development Subdivision, Phases 1 thru 4 is proposed to be platted into 115 single family residential lots.

**Prior to review of this item Commissioner Davis recused himself from the deliberations, having majority interest in this project.**

**a. Staff Report –**

The staff report, and staff recommendations were presented by Julie Fulgham, Director of Development Services, to the Planning Commissioners.

The Preliminary Plat of Springwood Medical Park, Phase 2 and Spring Hill Planned Unit Development (PUD), Phases 1 thru 6 is comprised of two different developments. Springwood Medical Park, Phase 2 is the first part of the proposed preliminary plat and consists of 4 General Commercial lots being 14.472 acres. Spring Hill Planned Unit Development Subdivision, Phases 1 thru 4 is the second part of the proposed preliminary plat. It consists of 115 single-family residential lots being 30.656 acres split into; private roads being 5.618 acres, private parks being 5.366 acres, 115 residential lots being 12.316 acres, flood plain area being 3.17 acres and one 4.186-acre single-family residential lot. The Spring Hill Planned Unit Development Subdivision is proposed to be a private, gated community.

Primary access into the subdivision will be from Nursery Drive to Spring Green Boulevard, a public right-of-way, proposed to be 60' in width and meeting all applicable standards, until the cul-de-sac terminates into the Spring Hill PUD, which is proposed to be developed with private streets. City code generally requires each lot to have access to a public right-of-way. Public water and sanitary sewer systems are proposed to be built throughout the development within public utility easements abutting the proposed private roads and extending into Springwood Medical Park, Phase 2 through the extension of these public utility easements. Each private road is proposed to be a 50-foot access and utility easement, with a 29' concrete roadway section constructed. Secondary emergency access is proposed as a 25' access easement off Nursery Drive through the north side of Springwood Medical Park, Phase 2 (shown as Lot E on the proposed plat) and developed in Phase 2, after the initial 30 lots. Long term secondary access is proposed in Phase 6 with the extension of a private road in Lot H, which complies with Section D107.2, Remoteness for one- or two-family residential developments, of the International Fire Code and states: "Where two fire apparatus access roads are required, they shall be placed a distance apart equal to not less than one-

half length of the maximum overall diagonal dimension of the property or area to be served, measured in a straight line between accesses.” The Fire Marshal’s office has reviewed the proposed public and private street layouts and requires Lot E to be developed after the initial 30 lots of the Spring Hill PUD are developed. Chapter 21 requires all subdivisions with over 100 lots to be designed to have secondary egress, unless otherwise approved by the Planning Commission based off reasonable alternatives and topographical conditions.

The proposed PUD includes 4 large general commercial lots and 114 residential lots ranging in size from 5,077 square feet to 13,262 square feet in addition to 1 large residential lot that is 4.186 acres, for a total of 115 residential lots and 4 general commercial lots. Out of the 115 residential lots, 91 do not meet the minimum 6,000 square feet lot size that is required for single-family residential lots by city code. The 91 lots which do not meet the minimum requirements range from 5,100 square feet in size to 5,942 square feet with an average of 5,424 square feet. The general commercial lots meet or exceed the minimum development standards adopted by city code. The developer is also proposing to prohibit side entry garages/driveways on all lots that do not meet the minimum 6,000 square feet of lot area to ensure adequate yard space for off-street parking.

Amenities proposed are 2 common areas within the development. The first common area is located within Phase 1; Lot B. It contains 2.472 acres and includes a walking trail with approximately 1,200 linear feet of trail. The second common area is located within Phase 2; Lot D. It contains 2.624 acres and has frontage along Rosenquest Lane, a proposed private street.

The developer proposes to construct a sidewalk system built of 4-foot wide sidewalks totaling approximately 4,200 linear feet and located adjacent to the private streets. Standard details allow 4-foot wide sidewalks only when separated at least 1-foot from the curb. Sidewalks adjacent to the curb are required to be 5-feet in width by city standards. The plat depicts that the walking trail and Lot B common area are accessible via the sidewalk system, but the Lot D common trail is not.

Staff recommends approved of this planned unit development and preliminary plat subject to the following conditions:

1. Prior to approval of any final plat with private infrastructure to be maintained by multiple properties, applicable deed restrictions, specifically addressing the long-term maintenance of such private infrastructure, shall be submitted and approved by the City.

Commissioner Johnson asked if these deed restrictions would be in place before any construction could begin? To which Director Fulgham stated that yes, they would be submitted with the construction plans at the time the final plat is submitted for approval.

Commissioner Trevino asked who would be responsible for the maintenance of the detention pond located on the commercial tract?

Director Fulgham stated that these details would normally be worked out in the construction plan submittals.

Director Fulgham in response to concerns from Commissioner Hyak, stated that the thoroughfare master plan shows another outlet that would provide an additional connection back to the feeder on Zac Lentz Pkwy.

Commissioner Trevino asked about the history behind the 29-foot streets in Tuscany, to which Director Fulgham stated that in reviewing the resolution and meeting minutes it appeared to be an opportunity to try something new and to promote the use of concrete streets, to help with the long term maintenance of new residential subdivision streets for the City of Victoria.

**b. Public Hearing for Planned Unit Development and Preliminary Plat**

Chair Wyatt opened the meeting for a Public Hearing on the Preliminary Plat. No owners, agents, or citizens approached the podium to address the Planning Commission.

**c. Planned Unit Development and Preliminary Plat Deliberations**

Chair Wyatt closed the Public Hearing and Commissioners began their deliberations and acted on the Preliminary Plat.

Commissioner Hoad made a motion to approve the Preliminary plat. Commissioner Johnson seconded the motion.

Chair Wyatt asked for vote.

The Preliminary Plat was accepted and approved unanimously. Commissioner Rokyta was absent and Commissioner Davis recused himself from the Vote.

**2. Country Lane Townhomes – Resubdivision No. 1**

The affected property is located east of Salem Road and south of Loop 463. Being a 17.38 acre tract of land situated in the City of Victoria, Victoria County, Texas, and being the remainder of a called 16.58 acre tract of land described by general warranty deed dated July 10, 2014, conveyed from Country Lane Holdings, LLC to Mesquite Woods, LLC as recorded in Instrument No. 201407710 of the official public records, Victoria County, Texas and all of Lot 1, Block 1 of Country Lane Townhomes – Phase 1 as recorded in Volume 9, Page 116 A & B of the plat records, Victoria County, Texas.

Final Plat Resubdivision: Country Lane Townhomes Resubdivision, Lot 1R, Block 1 is a proposed resubdivision combining 2 multiple-family lots into 1 multiple-family lot.

**a. Staff Report – Julie Fulgham**

Director Fulgham presented the staff report and staff recommendations to the Commissioners.

Country Lane Townhomes Subdivision Preliminary Plat was approved in December of 2013 and included two Multiple Family (R-4) lots. The property owner is requesting a resubdivision of the Country Lane Townhomes – Phase 1 subdivision. This replat would combine the two lots as shown on the preliminary plat into one 17.38-acre lot for the expansion of the Country Lane Townhome development onto the existing second lot, which is currently vacant. With this expansion, the utilities will be relocated and therefore, the existing platted easements are amended with this resubdivision. An offsite easement has also been requested to be abandoned by City Council with this development.

The proposed final plat is in compliance with the minimum requirements for Multiple-Family Residential (R-4) contained within the Subdivision and Development Regulations. Staff recommends approval of the final plat for Country Lane Townhomes – Resubdivision No. 1.

**b. Final Plat Deliberations and Actions**

Commissioner Welder made a motion to accept the Final Plat for Country Lane Townhomes Resubdivision No. 1. The motion was seconded by Commissioner Atkins.

Chair Wyatt asked for a vote.

The Final Plat was accepted and passed unanimously. Commissioner Rokyta was absent.

**E: OTHER BUSINESS**

**1. Development Services Monthly Development Report**

Director Fulgham presented the Monthly development report.

**F: ITEMS FROM PLANNING COMMISSIONERS - None**

Commissioner Trevino stated that in reviewing the plat for Springwood, she feels it would be prudent that the homes adjacent to the flood plain show finished floor elevations on the final plat. It is a requirement in the County and in the Extraterritorial Jurisdiction but is not a requirement in the City. Often when you have developments where there are several builders or homeowners building their own homes all they know is what is on the plat. They may know there is a requirement, but it is not always called out on the plat.

Director Fulgham agreed it should be reviewed, and they would take it to the Engineering Department

and see how best to address it; whether it should be in our standard specifications or drainage manual or should be a requirement in our ordinance.

**G: ADJOURNMENT**

Chair Wyatt adjourned the meeting at 5:29pm.

**APPROVED:**

\_\_\_\_\_  
Mary Anne Wyatt, Chairperson  
Victoria Planning Commission

**APPROVED:**

\_\_\_\_\_  
James Johnson, Secretary  
Victoria Planning Commission