



City of Sugar Land

Planning & Zoning Commission Minutes

Sugar Land City Hall
2700 Town Center
Boulevard North
Sugar Land, TX 77479

Tuesday, November 11, 2025
Planning & Zoning Commission Meeting Minutes
City Council Chamber
6:30 PM

I. Attention

Members of the City Council, Board and/or Commission may participate in deliberations of posted agenda items through video conferencing means. A quorum of the City Council, Board and/or Commission will be physically present at the above-stated location, and said location is open to the public. Audio/Video of open deliberations will be available for the public to hear/view; and are recorded as per the Texas Open Meetings Act.

The meeting will live stream at <https://www.sugarlandtx.gov/1238/SLTV-16-Live-Video> or <https://www.youtube.com/user/SugarLandTXgov/live>. Sugar Land Comcast/Xfinity Cable Subscribers can also tune-in on Channel 16.

II. Call to Order

Sammon Dixon, Administrative Manager, called the meeting to order at 6:30 p.m. The Commission nominated Fareena Dawood as Chair Pro Tem in the absence of Matthew Caligur, Chair, and Timothy Hart, Vice Chair.

A motion to **Approve the nomination of Chair Pro Tem**, was made by Apurva Parikh and seconded by Chuck Brown; the motion **Passed**.

Ayes: Chuck Brown, Mary Smith, Randall Halbrook, Apurva Parikh, Fareena Dawood, Sapana Patel, Bradley Tilton

Absent: Matthew Caligur, Timothy Hart

III. Public Comment

Pursuant to Texas Government Code section 551.007, citizens are permitted to address the City Council, Board and/or Commission in person with regard to matters posted for consideration on the agenda. Each speaker must complete a "Request to Speak" form and give it to the City Secretary or designee, prior to the beginning of the meeting.

Each speaker is limited to 3 minutes, speakers requiring a translator will have 6 minutes, regardless of the number of agenda items to be addressed. Comments or discussion by City Council, Board, and/or Commission members, will only be made at the time the subject is scheduled for consideration.

For questions or assistance, please contact the Office of the City Secretary (281) 275-2730.

No members of the public addressed the Commission.

IV. Minutes

A. **MINUTES**

Consideration of and action on the minutes of the October 30, 2025 meeting.

Linda Mendenhall, City Clerk

A motion to **Approve October 30, 2025 minutes.**, was made by Fareena Dawood and seconded by Chuck Brown, the motion **Passed**.

Ayes: Chuck Brown, Mary Smith, Randall Halbrook, Apurva Parikh, Fareena Dawood, Sapana Patel, Bradley Tilton

Absent: Matthew Caligur, Timothy Hart

V. **Subdivision Plat**

A. **NEW TERRITORY DETENTION EXPANSION NO. 1 FINAL PLAT**

Consideration of and action on the New Territory Detention Expansion No. 1 Final Plat.

Emily Ercius, Planner I

Emily Ercius, Planner I, gave a presentation, made comments, and answered questions from the Commission.

A motion to **Approve the New Territory Detention Expansion No. 1 Final Plat**, was made by Mary Smith and seconded by Sapana Patel; the motion **Passed**.

Ayes: Chuck Brown, Mary Smith, Randall Halbrook, Apurva Parikh, Fareena Dawood, Sapana Patel, Bradley Tilton

Absent: Matthew Caligur, Timothy Hart

B. **JOHN SHARP DRIVE STREET DEDICATION AND LIFT STATION PRELIMINARY PLAT EXTENSION**

Consideration of and action on the approval of the Preliminary Plat Extension for John Sharp Drive Street Dedication and Lift Station.

Jessica Rodriguez, Assistant Director of Planning & Development Services

Jessica Rodriguez, Assistant Director of Planning and Development Services, gave a presentation, made comments, and answered questions from the Commission.

A motion to **Approval of John Sharp Drive Street Dedication and Lift Station Preliminary Plat Extension**, was made by Fareena Dawood and seconded by Bradley Tilton, the motion **Passed**.

Ayes: Chuck Brown, Mary Smith, Randall Halbrook, Apurva Parikh, Fareena Dawood, Sapana Patel, Bradley Tilton

Absent: Matthew Caligur, Timothy Hart

VI. **Reports**

A. Planning and Zoning Commission Liaison Report

- City Council Meeting November 4, 2025

Randall Halbrook, Commissioner

Commissioner, Fareena Dawood, reported on the November 4, 2025 City Council meeting.

B. City Staff Report

- Calendar of Scheduled Meetings and Events

Lisa Kocich-Meyer, Director of Planning & Development Services

Lisa Kocich-Meyer, Director of Planning and Development Services, reported on the calendar of scheduled meetings and upcoming events.

VII. Adjournment

A motion to **Adjourn at 6:48 p.m.**, was made by Fareena Dawood and seconded by Chuck Brown; the motion **Passed**.

Ayes: Chuck Brown, Mary Smith, Randall Halbrook, Apurva Parikh, Fareena Dawood, Sapana Patel, Bradley Tilton

Absent: Matthew Caligur, Timothy Hart

Linda Mendenhall, City Clerk





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I. Attention

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II. Call to Order

QUORUM PRESENT

Chuck Brown, Randall Halbrook, Apurva Parikh, Matthew Caligur, and Taylor Landin were present. Mary Smith, Fareena Dawood, and Sapana Patel were absent.

III. Public Comment

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No members of the public addressed the Commission.

IV. Minutes

A. MINUTES

Consideration of and action on the minutes of the October 14, 2025 meeting.

Linda Mendenhall, City Clerk

A motion to **Approve the minutes of the October 14, 2025 meeting**, was made by Taylor Landin and seconded by Apurva Parikh; the motion **Passed**.

Ayes: Chuck Brown, Randall Halbrook, Apurva Parikh, Matthew Caligur, Taylor Landin

Absent: Mary Smith, Fareena Dawood, Sapana Patel

V. Subdivision Plat

A. DEL WEBB SUGAR LAND AT RYEHILL SECTION 1A PLAT

Consideration of and action on the approval of the Del Webb Sugar Land at Ryehill Section 1A Plat.

Jessica Rodriguez, Assistant Director of Planning & Development Services

Jessica Rodriguez, Assistant Director of Planning & Development Services, gave a presentation, made comments, and answered questions from the Commission.

A motion to **Approve the Del Webb Sugar Land at Ryehill Section 1A Final Plat**, was made by Matthew Caligur and seconded by Chuck Brown; the motion **Passed**.

Ayes: Chuck Brown, Randall Halbrook, Apurva Parikh, Matthew Caligur, Taylor Landin

Absent: Mary Smith, Fareena Dawood, Sapana Patel

B. ALSTON LAKES FINAL PLAT

Consideration of and action on the approval of the Alston Lakes Final Plat.

Jessica Rodriguez, Assistant Director of Planning & Development Services

Jessica Rodriguez, Assistant Director of Planning & Development Services, gave a presentation, made comments, and answered questions from the Commission.

A motion to **Approve the Alston Lakes Final Plat**, was made by Matthew Caligur and seconded by Apurva Parikh; the motion **Passed**.

Ayes: Chuck Brown, Randall Halbrook, Apurva Parikh, Matthew Caligur, Taylor Landin

Absent: Mary Smith, Fareena Dawood, Sapana Patel

VI. Reports

A. Planning and Zoning Commission Liaison Report

- City Council Meeting October 21, 2025

Mary Smith, Commissioner

A report was not presented due to Commissioner Smith's absence from this meeting.

B. City Staff Report

- Calendar of Scheduled Meetings and Events

Lisa Kocich-Meyer, Director of Planning & Development Services

Lisa Kocich-Meyer, Director of Planning & Development Services, reported on scheduled upcoming meetings and events.

VII. Adjournment

A motion to **Adjourn at 6:54 p.m.** was made by Matthew Caligur and seconded by Chuck Brown; the motion **Passed**.

Ayes: Chuck Brown, Randall Halbrook, Apurva Parikh, Matthew Caligur, Taylor Landin

Absent: Mary Smith, Fareena Dawood, Sapana Patel

Linda Mendenhall, City Clerk

