



# CITY OF BELLAIRE TEXAS

## PLANNING AND ZONING COMMISSION

NOVEMBER 10, 2015

Council Chamber

Regular Session

6:00 PM

7008 S. RICE AVENUE  
BELLAIRE, TX 77401

### I. CALL TO ORDER AND ANNOUNCEMENT OF QUORUM

Vice Chairman Stiggins called the meeting to order at 6:02 PM, and announced that a quorum was present, consisting of the following members:

Attendee Name	Title	Status	Arrived
Christopher Butler	Commissioner	Present	
Winfred Frazier	Chairman	Absent	
Bill Thorogood	Commissioner	Present	
Paul Simmons	Commissioner	Absent	
Marc Steinberg	Commissioner	Present	
Dirk Stiggins	Vice Chairman	Present	
S. Lynne Skinner	Commissioner	Present	
John McDonald	Director	Present	
Scott Eidman	Attorney	Present	
Ashley Parcus	Secretary	Present	

### II. APPROVAL OF MINUTES FROM PAST MEETINGS

1. Planning and Zoning Commission - Regular Session - Oct 13, 2015 6:00 PM

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Bill Thorogood, Commissioner
<b>SECONDER:</b>	Marc Steinberg, Commissioner
<b>AYES:</b>	Butler, Thorogood, Steinberg, Stiggins, Skinner
<b>ABSENT:</b>	Frazier, Simmons

### III. REMINDER TO CITIZENS DESIRING TO ADDRESS THE COMMISSION

Vice Chairman Stiggins reminded the audience to fill out a sign in sheet if they wished to address the Commission.

### IV. GENERAL PUBLIC COMMENTS

**Persons at the meeting who have indicated their desire to be heard on matters of general interest to the Commission by submitting the form provided shall have three minutes to present their comments. The Commission is not permitted to fully discuss, debate, or consider items that are not on the agenda. Questions presented to the Commission may be referred to staff.**

**Johanna Moran**-Ms. Moran informed the Commission that she is a member of the Environmental and Sustainability Board. She added that she is very interested in the Dark Sky Initiative and the fact that new LED lights will be installed within the City of

Bellaire next year, as part of the agreement with the City of Houston. She added that they are planning to put in 4,000K light fixtures, and that a petition has been started to CenterPoint to get them to reduce the color level to something a little more subtle. Ms. Moran informed the Commission that there are some places in Meyerland that already have the new lights, and that she has a map from CenterPoint that shows the roll out on this project. She stated that with the Commission's permission she would send the information to staff to pass on to the members.

Commissioner Skinner asked why CenterPoint has chosen to install the 4,000K light fixtures if it is not the appropriate lighting.

Ms. Moran explained that this project was started back in March of 2014. At that time, the dangers of the 4,000K lighting was not yet known. Toward the end of 2014, they did change the approved lighting to 3,000K, however, it was not changed before mass production of the 4,000K had been completed. She added that companies are now trying to sell the 4,000K instead of the lower wattage.

Commissioner Skinner asked if Bellaire was already on the list to have the 4,000K installed, and if every light within the city would be changed.

Ms. Moran confirmed this and stated that she has been trying to get in touch with the lady that is in charge of Bellaire and would keep trying.

#### **V. CURRENT BUSINESS (ITEMS FOR DISCUSSION, CONSIDERATION, AND/OR POSSIBLE ACTION)**

1. Docket # AR-2015-09-Amending Plat of .6726 acres being a Replat of Lot 34 of Amending Plat of the east 60 feet of Lot 34 and the west 20 feet of Lot 33 of Willow Lane Place, and being a portion of Lot 23, Block 5 of the Amended First Subdivision of Westmoreland Farms. These properties are addressed as 4620 Oleander and 4629 Willow.

Mr. McDonald explained that the request is to relocate the lot line further south to create a larger lot off of Willow and a smaller lot off of Oleander. He added that typically amending plats are approved at the staff level, but due to the fact that this is not a typical lot it is required to come before the Commission. Mr. McDonald stated that both lots do meet the minimum requirement for size within the zoning district, and although the top lot does have a little bit of a jag, it does not qualify as a key lot, and is thereby not prohibited by ordinance.

Commissioner Skinner asked if they were planning on building a fence from Willow all the way down to Oleander.

Mr. McDonald stated that he does not know, and that nothing with regards to a fence was required for submission with the amending plat application.

Commissioner Skinner asked what the height of the fence could be and what the front setback is for the Oleander lot.

Mr. McDonald explained that the fence could be a maximum of 8 feet, but that fences are not required within the city. He added that the setback is 30 feet.

Commissioner Thorogood asked Mr. McDonald to give the Commission a little history on "key lots."

Mr. McDonald informed the Commission that "key lots", or "flag lots" occur when the

majority of the lot is further in off of the street and then something, such as a driveway, comes down to the main street, creating the shape of a flag. He added that they are specifically prohibited within the City of Bellaire.

Commissioner Butler asked if all of the appropriate notifications went out to the surrounding properties.

Mr. McDonald informed the Commission that notifications are not required for amending plats. He added that this is not a zoning issue, but rather a subdivision issue.

Commissioner Steinberg asked how the utility easements were going to work.

Mr. McDonald stated that the utilities easements are existing, so no structure can be built underneath. He added that depending on how the utilities are laid out, a driveway or sidewalk could be built across it. Mr. McDonald mentioned that a separate structure, could be built in the rear of the property, but would need to have specific setbacks off of the easement.

Commissioner Steinberg asked how the new lot would be getting power once the lot lines have been moved, and asked if an easement is being proposed through the lot.

Mr. McDonald stated that no easement has been proposed, and added that it can be required if the Commission wishes to do so. He mentioned that a 10 foot easement could easily be added down the west side of the property, from the current easement to the property line.

Commissioner Thorogood suggested that the Commission approve the amending plat subject to assuring that all utilities are available to the Oleander facing lot.

**Motion:** a motion was made by Commissioner Thorogood and seconded by Commissioner Steinberg to approve the amending plat subject to the provision of an easement or other accommodation to assure that the Oleander lot has access to all current and future utilities.

**Vote:** the motion passed on a unanimous vote of 5-0.

<b>RESULT:</b>	<b>APPROVED WITH CONDITIONS [UNANIMOUS]</b>
<b>MOVER:</b>	Bill Thorogood, Commissioner
<b>SECONDER:</b>	Marc Steinberg, Commissioner
<b>AYES:</b>	Butler, Thorogood, Steinberg, Stiggins, Skinner
<b>ABSENT:</b>	Frazier, Simmons

## VI. COMMITTEE REPORTS

There were no committee reports.

## VII. CORRESPONDENCE

There was no correspondence.

## VIII. REQUESTS FOR NEW BUSINESS, ANNOUNCEMENTS AND COMMENTS

Commissioner Butler mentioned the ongoing survey that the Citizens for a Beautiful Bellaire created, and reminded everyone to go take it. He added that they are up to 338 participants, but would like to see more.

**A. Staff liaison report on the status of projects previously addressed by the commission as well as projects for future meetings.**

Mr. McDonald informed the Commission that staff had reached out to the developers at 4440 Bissonnet, as well as Sandcastle Homes. He stated that Sandcastle Homes has not yet responded, but that the developers of the medical office building explained that there have been some ongoing title issues with the property which has held it up for a while. He added that they believe that the last legal remedy should be cleared in the next month, and they hope to break ground by the end of the year.

Commissioner Thorogood mentioned that the silt fencing on the property is falling apart and is in the street.

Mr. McDonald stated that he would get someone to go out and take a look at it.

Commissioner Skinner asked what their time frame for the development is.

Mr. McDonald explained that Specific Use Permits do not expire. He added that the issue would be with their building plans that have already been approved, meaning that they must start construction within 6 months or they will need to resubmit.

**B. The Chairman shall recognize any Commissioner who wishes to bring New Business to the attention of the Commission. Consideration of New Business shall be for the limited purpose of determining whether the matter is appropriate for inclusion of a future Agenda of the Commission or for the referral to staff for investigation**

Commissioner Thorogood suggested that a workshop be held in the near future to discuss the Commission's goals for the coming year.

The rest of the Commission felt that a workshop would be beneficial.

**IX. ADJOURNMENT**

**Motion:** a motion was made by Commissioner Steinberg and seconded by Commissioner Skinner to adjourn the Regular Meeting.

**Vote:** the motion carried on a unanimous vote of 5-0.

**The meeting was adjourned at 6:25 PM.**