



CITY OF BELLAIRE TEXAS

PLANNING AND ZONING COMMISSION

JANUARY 13, 2015

Council Chamber

Regular Session

6:00 PM

7008 S. RICE AVENUE
BELLAIRE, TX 77401

I. CALL TO ORDER AND ANNOUNCEMENT OF QUORUM

Chairman Frazier called the meeting to order at 6:03 PM, and announced that there was a quorum present consisting of the following members:

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

II. APPROVAL OF MINUTES FROM PAST MEETINGS

1. Planning and Zoning Commission - Regular Session and Workshop - Dec 9, 2014
6:00 PM

Commissioner Butler mentioned that there was a question on page 5 attributed to him that he believes was actually asked by Vice Chairman Thorogood.

RESULT:	APPROVED AS CORRECTED [UNANIMOUS]
MOVER:	Dirk Stiggins, Commissioner
SECONDER:	Bill Thorogood, Vice Chairman
AYES:	Butler, Frazier, Thorogood, Steinberg, Stiggins, Skinner
ABSENT:	Simmons

III. REMINDER TO CITIZENS DESIRING TO ADDRESS THE COMMISSION

Chairman Frazier reminded any citizen that wished to address the Commission to fill out a sign in sheet.

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.

There were no general public comments.

V. PUBLIC HEARINGS

There were no public hearings.

VI. CURRENT BUSINESS (ITEMS FOR DISCUSSION, CONSIDERATION, AND/OR POSSIBLE ACTION)

1. Discussion, consideration, and possible action on proposed amendments to Chapter 24, Planning and Zoning, Section 24-610, Publication, A. and B. of the City of Bellaire Code of Ordinances, to increase the area for mailed notification from the current requirement of two hundred (200) feet to five hundred (500) feet.

Motion: A motion was made by Commissioner Butler and seconded by Commissioner Steinberg to approve the changes to Chapter 24, Planning and Zoning, Section 24-610, Publication, A. and B. and send the recommendation forward to City Council with the inclusion of the public hearing notification diagram that was prepared by Commissioner Butler.

Vote: the motion passed with a unanimous vote of 6-0.
(Requested by John McDonald, Development Services)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Christopher Butler, Commissioner
SECONDER:	Marc Steinberg, Commissioner
AYES:	Butler, Frazier, Thorogood, Steinberg, Stiggins, Skinner
ABSENT:	Simmons

2. Docket # SU-2014-02-Request for a Specific Use Permit, as required by Chapter 24, Planning and Zoning, Section 24-536 B. (2) b) 2), to allow for the inclusion of a hospital, acute, and/or chronic care facility within the three-story medical building to be located at 4440 Bissonnet St.

Mr. McDonald explained that the public hearing for this item was held by the Commission at their December meeting, and was now before them for consideration. He reiterated that the request is for the inclusion of a pediatric urgent care center within the three-story medical building to be located at 4440 Bissonnet, between Howard and Newcastle. Mr. McDonald informed the Commission that the applicant had realigned the driveway off of Newcastle so that it lines up to connect with Fournace, minimizing the number of intersections. Additionally, the exit from the garage onto Howard Street has been reconfigured as a right turn only. He explained that this has been reviewed by the public works director, who concurs with the changes, but asked that a stop sign be installed at the exit onto Newcastle due to the fact that the traffic on Newcastle street does not stop. He also requested that a "no left turn" sign be installed at the exit onto Howard Ln. Mr. McDonald stated that it is staff's opinion that the request meets the requirements as defined in Section 24-615 of the code, and recommends approval of the SUP, with the conditions as requested

by the Public Works Director, as well as specific time limitations that are outlined in the Commission's memo.

Motion: a motion was made by Commissioner Stiggins and seconded by Commissioner Skinner to approve SU-2014-02, with the inclusion of the changes made by the applicant, as well as the following conditions:

- the facility may only operate Monday-Saturday from 7:00 a.m. until 9:00 p.m., and Sunday from 12:00 p.m. until 6:00 p.m.
- a stop sign be installed at the exit onto Newcastle Street
- a "no left turn" sign be installed at the exit onto Howard Street

Commissioner Stiggins asked if staff had received any additional comments on the application.

Mr. McDonald stated that no additional comments had been received.

Commissioner Skinner asked for clarification on whether or not the applicant actually needs a specific use permit due to the fact that they are proposing an urgent care facility, not an emergency facility.

Mr. McDonald and Attorney Petrov explained that the code does not make a clear distinction between the two uses, and that the City has always incorporated urgent care facilities in with the need for a specific use permit.

Commissioner Butler thanked the applicant for making the revisions to the application, as well as supplying the Commissioners with elevations of the parking garage.

Chairman Frazier asked if there had been any consideration of the installation of a "no left turn" sign on Howard, preventing left turns onto Bissonnet.

Mr. McDonald mentioned that it has been discussed, but that he is concerned with that request as it is outside the scope of this project. He stated that the City would rather address those issues as they come about, once the development has been completed. He assured the Commission that the City will continue to monitor the traffic situation around that area.

Commissioner Stiggins asked if complaints by residents are also taken into account with regard to traffic issues.

Mr. McDonald confirmed that they are, and that staff is currently looking into several areas of the City where that has been the case.

Vote: the motion passed with a unanimous vote of 6-0.
(Requested by John McDonald, Development Services)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dirk Stiggins, Commissioner
SECONDER:	S. Lynne Skinner, Commissioner
AYES:	Butler, Frazier, Thorogood, Steinberg, Stiggins, Skinner
ABSENT:	Simmons

3. Discussion, consideration, and possible action on the approval of the Planning and Zoning Commission's annual report to the City Council for the 2014 calendar year.

Commissioner Stiggins mentioned that the discussion of the notification distance was an important aspect of the Commission's work in 2014, and stated that he didn't see it listed anywhere within the letter.

Chairman Frazier pointed out that it was not voted on until 2015, but that he could list it as one of the public hearings that the Commission held.

Commissioner Stiggins also stated that the Commission had talked briefly about the role of economic development within the City and asked if that recommendation should be made in this letter.

Chairman Frazier explained that he feels as though the Commission should wait and amplify its position of economic development once the update of the Comprehensive Plan is complete.

Attorney Petrov mentioned that his name was spelled incorrectly.
(Requested by John McDonald, Development Services)

RESULT:	ADOPTED AS AMENDED [UNANIMOUS]
MOVER:	Marc Steinberg, Commissioner
SECONDER:	Bill Thorogood, Vice Chairman
AYES:	Butler, Frazier, Thorogood, Steinberg, Stiggins, Skinner
ABSENT:	Simmons

4. Discussion and adoption of the 2015 Planning and Zoning submittal calendar and deadlines.

Commissioner Steinberg pointed out that the time needed to be changed to 6:00 PM.
(Requested by John McDonald, Development Services)

RESULT:	ADOPTED AS AMENDED [UNANIMOUS]
MOVER:	Bill Thorogood, Vice Chairman
SECONDER:	Marc Steinberg, Commissioner
AYES:	Butler, Frazier, Thorogood, Steinberg, Stiggins, Skinner
ABSENT:	Simmons

VII. COMMITTEE REPORTS

There were no committee reports.

VIII. CORRESPONDENCE

Commissioner Butler reiterated the importance of involvement with the planning of the new City facilities and urged members to attend the meetings of the Ad Hoc Municipal Facilities Committee.

IX. REQUESTS FOR NEW BUSINESS, ANNOUNCEMENTS AND COMMENTS

Commissioner Skinner informed the Commission that the 7th Annual Wine and Tapas will be taking place on April 25th, and she hoped that everyone could participate. She stated that the event is held by the Patrons for Bellaire Parks and that the net proceeds will benefit Evergreen Park. Commissioner Skinner mentioned that they are still looking for sponsors, as well as auction items and asked that anyone willing to donate contact herself or Commissioner Butler.

Chairman Frazier mentioned that the development happening within the City of Houston, close to the UV-T Zoning District was discussed at the last City Council meeting, and asked Mr. McDonald to comment on that.

Mr. McDonald explained that there are some concerns that the engineering, specifically with regard to drainage, made some wrong assumptions that could potentially have a negative impact on the City of Bellaire's drainage. He stated that staff is currently in discussion with the City of Houston to see what can be done to alleviate the problem.

Chairman Frazier also mentioned that board and commission liaisons were appointed at the last Council meeting, and that Councilman Roman Reed will be the liaison for the Planning and Zoning Commission during 2015.

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

Mr. McDonald mentioned that the only thing to report since the last meeting is that he has met with a couple developers who are looking at properties within the UV-T Zoning District.

2. 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 Butler asked if an agenda item would be appropriate to determine when the Chairman is notified of upcoming public hearings.

Mr. McDonald stated that staff could simply email the Chairman once an application has come in.

X. ADJOURNMENT

Motion: a motion was made by Vice Chairman Thorogood and seconded by Commissioner Skinner to adjourn the regular meeting.

Vote: the motion passed with a unanimous vote of 6-0.

The meeting was adjourned at 6:53 PM.