



CITY OF BELLAIRE TEXAS

BUILDING AND STANDARDS COMMISSION

JANUARY 28, 2015

Council Chamber

Regular Session

7:00 PM

**7008 S. RICE AVENUE
BELLAIRE, TX 77401**

I. REGULAR SESSION

A. Call to Order

Chairman Thurmond called the meeting to order at 7:01 PM.

B. Announcement of Quorum

Chairman Thurmond announced that a quorum was present, consisting of the following members:

Attendee Name	Title	Status	Arrived
Laura Thurmond	Chairman	Present	
Paul Katz	Commissioner	Present	
Burt Martin	Commissioner	Present	
Mike Baker	Commissioner	Present	
Danny Spencer	Vice Chairman	Present	
Lee Hampton	Commissioner	Present	
Charles Formica	Commissioner	Present	
Lee Cabello	Building Official	Present	
Ashley Parcus	Secretary	Present	

C. Rules for Public Comment

Chairman Thurmond stated that the rules for public comment are listed on the agenda.

- 1. Sign up forms will be available at all Regular and Special meetings for registering the names of members of the Public who wish to either: i) speak on an agenda item, provided such items have not been the subject of a prior public hearing; or ii) make a general comment related to the Commission business. These forms will be given to the Secretary prior to the start of the meeting so that the person's name can be called to address the Commission at the appropriate time.**
- 2. Public Comments on agenda items will be made at the time an agenda item appears in the Order of Business and before the Commission's consideration of that item.**
- 3. Public Comments of a general nature shall be made at the time designated by the Order of Business.**
- 4. All public comments shall be limited to six (6) minutes per speaker with extensions of two (2) minute increments as approved by a majority vote of Commission members present.**

- 5. Public Comment at Workshop meetings will be allowed at the discretion of the Chair. Any comments will be limited as described in Article IV Sec 8.**

D. Approval or Correction of the Minutes

1. Building and Standards Commission - Regular Session - Oct 22, 2014 7:00 PM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Charles Formica, Commissioner
SECONDER:	Mike Baker, Commissioner
AYES:	Thurmond, Katz, Martin, Baker, Spencer, Hampton, Formica

E. Public Comment

There was no public comment.

F. Report from Building Official

Mr. Cabello thanked the Commissioners for all that they did for the City of Bellaire in 2014. He informed them that the ordinances pertaining to silt protection, roll-off dumpsters, and crawlspace requirements had been passed by City Council and went into effect in November of 2014. Mr. Cabello told the Commissioners that he has been meeting with the City's builders to ensure that they are in compliance of the new regulations. He then informed the Commission that he hopes to get someone to come to the next meeting and speak on the CRS rating/floodplain information.

G. Reports of Committees and Communications

1. Communications to Commission members outside of posted meetings

Chairman Thurmond mentioned that she had forwarded some information to staff regarding the campus style approach that is being taken with the construction of the new city buildings, and was hopeful that the Commissioners got up to speed on that.

2. Committee Reports

There were no committee reports.

3. Reports from Staff other than the Building Official

There were no reports from staff other than the Building Official.

H. Old Business

1. Discussion, consideration, and possible action on developing a memorandum of understanding regarding the rules of procedure for making recommendations to City Council.

Chairman Thurmond informed the Commission that she had drafted a memo of understanding for making recommendations to City Council and that she would like to schedule a workshop to continue working on it with the Commission as a whole.

The Commission agreed that a workshop session would be appropriate.
(Requested by John McDonald, Development Services)

I. New Business

1. Discussion, consideration, and possible action on the approval of the Building and Standards Commission's annual report to the City Council for the 2014 calendar year.

(Requested by John McDonald, Development Services)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Burt Martin, Commissioner
SECONDER:	Charles Formica, Commissioner
AYES:	Thurmond, Katz, Martin, Baker, Spencer, Hampton, Formica

2. Discussion, consideration, and possible action regarding items of future interest and potential workshop meetings.

Chairman Thurmond reiterated that she would like to schedule a workshop to continue drafting the memo, and asked the Commission members what days/times would work best for them.

The Commission decided on Monday, February 9th, at 4:00 PM.

Staff informed the Commission that they would check on the availability of the conference room and would let them know if the workshop could be scheduled for that day/time.

(Requested by John McDonald, Development Services)

3. **The Chair 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 on a future agenda of the Commission or referral to Staff for investigation.**

Commissioner Katz mentioned that the Commission's pages on the City website could use some updating and asked what the best way to do that would be.

Staff informed him that if there were specific changes that he would like made to email them and staff can simply take care of it, or it could be added to a future agenda for the Commission to vote on.

Chairman Thurmond reiterated that the Commission would like to revisit the CRS rating information and bring those Commissioners up to speed who were not yet members the first time it was discussed. She informed the Commission that she believed that the fire sprinkler requirements would be coming back before them in the next few months as well.

J. Public Hearings

There were no public hearings.

K. Announcements & Comments by Commissioners

There were no additional comments by Commissioners.

L. Adjournment

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

Vote: the motion passed with a unanimous vote of 7-0.

The meeting adjourned at 7:17 PM.