



# CITY OF BELLAIRE TEXAS

## PLANNING AND ZONING COMMISSION

OCTOBER 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 6:02 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	Present	
Bill Thorogood	Commissioner	Present	
Paul Simmons	Commissioner	Present	
Marc Steinberg	Commissioner	Present	
Dirk Stiggins	Vice Chairman	Present	
S. Lynne Skinner	Commissioner	Present	
Scott Eidman	Attorney	Present	
John McDonald	Director	Present	
Ashley Parcus	Secretary	Present	

### II. APPROVAL OF MINUTES FROM PAST MEETINGS

1. Planning and Zoning Commission - Regular Session - Sep 8, 2015 6:00 PM

Commissioner Simmons made one minor correction.

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

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

Chairman Frazier reminded the citizens who 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 public comments.

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

1. Consideration of the review of the Planning and Zoning Commission's Rules of Procedure, as required by Article VI, Administration of Rules of Procedure, Section C, Review.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Dirk Stiggins, Vice Chairman
<b>SECONDER:</b>	Paul Simmons, Commissioner
<b>AYES:</b>	Butler, Frazier, Thorogood, Simmons, Steinberg, Stiggins, Skinner

2. Presentation and discussion by Commissioner Christopher Butler and John Monday on the long range planning approach of Citizens for ABeautiful Bellaire.

**John Monday, Member of Citizens for A Beautiful Bellaire**-Mr. Monday gave a brief overview of the purpose and goals of the group. He added that a presentation was given to Council portraying the unfavorable conditions of the City, in order to receive money to fund the group. In turn, the body was given a \$300,000 budget, that will be closely monitored by Council.

Commissioner Butler gave a presentation of pictures and diagrams, based on a recent study that he had completed for the City of Troup, Texas, to give examples of the options that the City has to improve the overall aesthetics of Bellaire. He explained that the group is conducting a survey to get feedback on what the residents want to see, and that the results of that survey will be used to determine the group's priorities.

To view Mr. Monday and Commissioner Butler's entire presentation, please use the link below:

<http://bellairecitytx.iqm2.com/Citizens/SplitView.aspx?Mode=Video&MeetingID=1409&Format=Minutes>

Commissioner Steinberg asked Commissioner Butler if the group plans on taking the survey results back to City Council to recommend a timeline of projects, and also if he plans on coming to the Planning and Zoning Commission to look into potential ordinance changes.

Commissioner Butler stated that all projects must be approved by Council. He added that it depends on what projects the group is looking into, but that bringing ordinance changes to the Commission would be a possibility.

Chairman Frazier mentioned that utilities were touched on during the presentation, and asked if the City has a mechanism to which a conversation can be started with the utility company as it relates to making the City more appealing. He added that the Commission is an important part of the process with regard to changes that might need to be made within the current ordinances.

Commissioner Butler explained that the group has kicked around the idea of having a workgroup that is a liaison to TxDOT and CenterPoint Energy in an effort to more efficiently communicate with those entities.

Vice Chairman Stiggins stated that he hoped that the group was trying to meld their ideas with the Comprehensive Plan. He added that an extensive amount of work was just completed for the plan, and it would be a shame to lose all of it.

Commissioner Butler mentioned that it is not the group's intention to do away with all of the work that has been done. However, he felt that details for the theme and character of the City are not fully understood.

Commissioner Skinner was concerned about the integration of the group's ideas and projects with City Staff. She mentioned that staff may not have enough manpower/budget to enforce the regulations and/or complete the necessary projects.

Commissioner Butler reiterated that the group does not have control over this money, and that everything must be approved by City Council. He added that getting those projects on the CIP is a critical element of the process in order to ensure that there is enough money budgeted, as well as a plan for completion of a project.

Commissioner Thorogood asked how the group plans to get to the property/business owners who may not live in Bellaire. He mentioned that the owner of Starbucks lives in Hawaii and might be hard to contact.

Commissioner Butler stated that GIS will help to accomplish that, and that there are certain ways to determine who are tenants and who are owners. He added that his interest lies with any stakeholders of the City, which is a bigger/more diverse group than just property owners.

Commissioner Thorogood asked how Chevron, AT&T, UT Physicians, HISD, and the private schools would be engaged through the survey.

Commissioner Butler suggested taking the results from the survey to each of these entities to see how the results of the residents/smaller stakeholders compare with the ideas of the bigger companies.

Commissioner Thorogood mentioned that a lot could be learned from speaking to business owners as to why they chose the City of Bellaire to locate their company. He also asked that Citizens For A Beautiful Bellaire stay close to the Comprehensive Plan.

Chairman Frazier asked that the Commission be kept up to date on what the group is working on and how it may impact decisions that need to be made by the Commission.

## **VI. COMMITTEE REPORTS**

There were no committee reports.

## **VII. CORRESPONDENCE**

There was no correspondence.

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

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

No staff report was given.

**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**

Vice Chairman Stiggins asked about the status of the housing development and medical building that are going in at Bissonnet and Newcastle.

Mr. McDonald stated that he did see several surveyors on the property recently, but that staff has not spoken to anyone about the developments.

Vice Chairman Stiggins asked if any building plans had been approved, and if so, whether there is an expiration on those plans.

Mr. McDonald explained that the medical office building's permits have been approved, and added that all building permits expire after 6 months.

Commissioner Skinner asked Attorney Eidman if he had a chance to confirm that the City of Bellaire is not impacted by the Affirmatively Furthering Fair Housing Rule.

Attorney Eidman informed the Commission that he had spoken about it with Attorney Petrov and it was confirmed that Bellaire is not impacted by this legislation.

Commissioner Butler reminded everyone to visit beautifulbellaire.com and take the survey that was created by the Citizens for A Beautiful Bellaire.

Chairman Frazier mentioned that October is Breast Cancer Awareness Month and urged everyone to do what they can to make donations and encourage others to do the same.

## **IX. ADJOURNMENT**

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

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

**The meeting was adjourned at 7:32 PM.**