



**CITY OF BELLAIRE TEXAS**  
**BUILDING AND STANDARDS COMMISSION**  
**APRIL 26, 2017**

**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 7:05 PM.

**B. Announcement of Quorum**

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

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>	<b>Arrived</b>
Laura Thurmond	Chairman	Present	
Paul Katz	Commissioner	Present	
Burt Martin	Commissioner	Absent	
Mike Baker	Commissioner	Present	
Danny Spencer	Vice Chairman	Present	
Lee Hampton	Commissioner	Present	
Charles Formica	Commissioner	Present	
William Davidson	Building Official	Present	
ChaVonne Sampson	Development Services Manager	Present	
Ashley Parcus	Secretary	Present	
David R. Montague	Council Member	Present	

**C. Rules for Public Comment**

Chairman Thurmond mentioned 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 - Mar 22, 2017 7:00 PM

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Mike Baker, Commissioner
<b>SECONDER:</b>	Lee Hampton, Commissioner
<b>AYES:</b>	Thurmond, Katz, Baker, Spencer, Hampton, Formica
<b>ABSENT:</b>	Martin

#### **E. Public Comment**

There was no public comment.

#### **F. Report from Building Official**

##### **1. Update on the City of Bellaire's Spring 2017 Builder's Breakfast**

**William Davidson, Building Official**-Mr. Davidson informed the Commission that the City held a Builder's Breakfast to review newly adopted ordinances, as well as codes that staff felt were not being followed as they should be. He added that 21 people registered for the breakfast, and 16 of those 21 were actually in attendance. Mr. Davidson stated that the the Commission was represented at the breakfast, as Chairman Thurmond and Commissioner Hampton were in attendance as builders. He mentioned that the City did not include the Commission as a whole because of the fact that the agenda was not being publicly posted. Mr. Davidson stated that he felt as though it was a successful meeting with individuals that represent the regular community of builders that work in Bellaire. He also informed the Commission that the City was recently visited by the Texas Commission on Environmental Quality (TCEQ), which consisted of an audit of the City's programs, including the storm water pollution prevention guidelines. He added that he had also met with the Public Works Department to see what they have in place for infrastrucutre projects, and shared the concerns that the Commission has addressed regarding construction sites in the City. The Assistant Director of Public Works agreed that the existing informational page on the City's website should be relocated so that it is easier to find. He also mentioned that a number has been set up where people can call to report violations of the stormwater pollution prevention guidelines, and that Public Works has a process set in place for any complaints regarding City projects or construction projects.

**ChaVonne Sampson, Development Services Manager**-Ms. Sampson added that all new home construction and new construction builders were invited to the Builder's Breakfast. She stated that the invitation went out to about 35 people, of which about 50% showed up. She reiterated that staff reviewed ordinances that have been recently adopted, as well as ones that have been in place for while but may be overlooked by the builders. Ms. Sampson mentioned that they also talked about some changes that might be coming in the near future, with regard to a more

automated process for scheduling inspections and receiving results. She agreed that it was a successful meeting.

Commissioner Formica asked if there were any issues that came up during the breakfast.

Mr. Davidson informed the Commission that any questions that came up were dealing with policies that were previously in place, but have been amended in some way. He added that there were no problems with the builders understanding the new codes.

Chairman Thurmond stated that silt fencing, dumpsters, and perimeter fencing, which are all topics that the Commission has taken an interest in during recent years, were discussed at the breakfast. She mentioned that the presentation was done by PowerPoint and was very well thought out. Chairman Thurmond stated that everything seemed to be well received by the builders and that there were no a lot of questions. She did have some concerns that those in attendance were of the upper echelon of the building community and that those builders who tend to violate the codes were not in attendance. Chairman Thurmond mentioned that one of the things that got the most discussion was the lack of technology when it comes to ordering and conducting inspections, and stated that it seems like a worthwhile endeavor.

Mr. Davidson stated that as a follow up to that meeting, additional materials have been requested and will be sent out. He added that he will also be including the flyer on stormwater pollution prevention that was provided by Vice Chairman Spencer.

Chairman Thurmond informed Commissioner Katz that the crawlspace regulations were also discussed and there were no issues that came up. She added that from the banter in the room, most builders have switched over to the spray applied insulation. Chairman Thurmond mentioned that there was also a discussion on enforcement and the fact that the City is receiving more help on the inspection side. She asked Mr. Davidson to elaborate a little on that.

Mr. Davidson stated that one of the City's contract inspectors has additional staff that are doing spot checks on the weekends to make sure that construction sites are kept up even when he is not in the office. He added that a \$50 re-inspection fee now applies to any failed inspection that is caused by a violation of a city ordinance or a messy job site. Mr. Davidson informed the Commission that Development Services has also started working with the Fire Department in an effort to keep construction sites clean. He stated that any time they respond to a call and notice a messy job site nearby they will tag it as deficient and Development Services will be notified so that a follow up inspection can be done.

## **2. Update on the Commission's letter to the City Manager regarding the compliance and enforcement of SWPPP codes.**

Staff informed the Commission that the letter had been given to the City Manager, who is in the process of reviewing it. It was also noted that a lot of the concerns that were expressed in the letter are already being addressed as a result of the TCEQ audit.

Mr. Davidson stated that he has not spoken to the City Manager about the letter yet, but that he is confident that Mr. Hofmann would be getting with him within the next week or so to discuss it.

**G. Reports of Committees and Communications****1. Communications to Commission members outside of posted meetings**

There were no communications to report.

**2. Committee Reports**

There were no committee reports.

**3. Reports from Staff other than the Building Official**

Ms. Sampson informed the Commission that FEMA has made some updates to their drainage regulations and that she would be taking a look at the City's drainage ordinance to determine what needs to be revised in order to match the FEMA language. She added that it would be brought to the Commission in the near future.

**H. Old Business**

There was no old business.

**I. New Business**

There was no new business.

**1. 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.**

There was no new business brought to the attention of the Commission.

**J. Public Hearings**

There were no public hearings.

**K. Announcements & Comments by Commissioners**

Commissioner Katz asked if there were any updates on sidewalks and how it was going to be determined which side of the street sidewalks were to be installed on.

Mr. Davidson explained that he doesn't believe a decision has been reached on the City's installation of sidewalks. He added that the sidewalk study may or may not have been completed, but that all new construction requires that sidewalks be installed, regardless of what side of the street it is. Mr. Davidson mentioned that he has gotten two phone calls this week regarding orphan sidewalks and he hopes that an infrastructure project to connect the sidewalks happens sooner than later.

Council Member Montague reiterated that there are three avenues for getting sidewalks installed throughout the City. First, there is now a regulation in place that they must be installed in front of all new houses. Second, the Rebuild Bellaire Bond includes funding for a City project to install them on at least one side of all streets. Third, there is money in this year's budget committed to connecting orphan sidewalks on certain streets that are selected. He added that the Community Pathways Plan will also factor into this initiative. Council Member Montague mentioned that the opening of Evelyn's Park has also drawn a lot of attention to the importance of crosswalks and bike and pedestrian safety.

Commissioner Formica asked if FEMA has finished reviewing the City's floodplain.

Ms. Sampson explained that the City is working with FEMA to see if any updates can be made to the map based upon the recent drainage study that was completed, as well as some other requirements that will be put into place.

Vice Chairman Spencer asked for clarification that the Braes Bayou project was going to be finished in 2018.

Chairman Thurmond stated that she thought he was correct.

Mr. Davidson stated that he isn't sure if it is on schedule to be finished in 2018, but that once it is completed, it will definitely have a positive impact on the flood map. He added that at this point, the assumption should be that the current flood map will be in place for the foreseeable future.

#### **L. Adjournment**

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

**Vote:** the motion carried on a vote of 6-0.

**The meeting adjourned at 7:29 PM.**