



CITY OF BELLAIRE TEXAS

PLANNING AND ZONING COMMISSION

FEBRUARY 8, 2018

Council Chamber

Regular Session

6:00 PM

7008 S. RICE AVENUE
BELLAIRE, TX 77401

I. CALL TO ORDER AND ANNOUNCEMENT OF QUORUM

Chairman Stiggins called the meeting to order at 6:01 PM, and announced that a quorum was present consisting of the following members:

Attendee Name	Title	Status	Arrived
Jonathan Saikin	Commissioner	Present	
Mike Axelrad	Commissioner	Present	
Ross Gordon	Commissioner	Present	
Weldon Taylor	Commissioner	Present	
Marc Steinberg	Vice Chairman	Present	
Dirk Stiggins	Chairman	Present	
S. Lynne Skinner	Commissioner	Present	
ChaVonne Sampson	Development Services Manager	Present	
Zachary Petrov	Assistant City Attorney	Present	
Ashley Parcus	Secretary	Present	
Trisha S. Pollard	Council Member	Present	

II. APPROVAL OF MINUTES FROM PAST MEETINGS

- A. Planning and Zoning Commission - Workshop & Regular Session - Jan 11, 2018 5:00 PM

Chairman Stiggins made one change to the workshop section of the minutes to include a paragraph regarding the Commission's work with Gary Mitchell of Kendig Keast Collaborative on the City's Comprehensive Plan.

RESULT:	APPROVED AS AMENDED [UNANIMOUS]
MOVER:	Weldon Taylor, Commissioner
SECONDER:	S. Lynne Skinner, Commissioner
AYES:	Saikin, Axelrad, Gordon, Taylor, Steinberg, Stiggins, Skinner

III. REMINDER TO CITIZENS DESIRING TO ADDRESS THE COMMISSION

Chairman Stiggins reminded all who wished to address the Commission to fill out a sign in sheet. He explained that there would be two opportunities to speak, one during general public comments and the second during the public hearing.

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

Docket # SUP-2018-02-Public Hearing on an application filed by Abdul Wali Ali, registered agent for Plaza Cleaners, LLC d/b/a Hefner's Cleaners, as applicant, for a Specific Use Permit as required by the City of Bellaire Code of Ordinances, Chapter 24, Planning and Zoning, Section 24-605, Application for Specific Use Permit, to allow for the use of an already existing drive-through facility located at 5212 Bissonnet Street, as provided for in section 24-537 B.(2)a) of the City of Bellaire Zoning Code. The property is located within the Urban Village Downtown (UV-D) Zoning District.

A. Presentation of the Public Hearing Process

Ms. Sampson explained the public hearing process.

B. Presentation by the Applicant

Bill Stone, Attorney representing the Applicant-Mr. Stone informed the Commission that the application is in order and addresses all of the requirements listed in the Code of Ordinances. He explained that the request is to be able to utilize the already existing drive-through for a drop-off and pick-up location for Hefner's Plaza Cleaner, which has been a presence in the City's downtown corridor for many years. He added that the new location has passed all of the City inspections and the applicant has received a certificate of occupancy to operate the business, minus the drive-through. Mr. Stone explained that the property is located within the Urban Village Downtown Zoning District, and all surrounding properties are within that same zoning district. He added that no laundry or cleaning will be done on site. He stated that the hours of operation will be 7:00am-7:00pm, and will include a bin for night drop off for customers that are not able to make it during the hours of operation. Mr. Stone mentioned that City code requires that there be enough room in the drive-through for 3 cars to queue, and that the drive-through in question exceeds this requirement. He then explained that traffic can enter from the west, through the existing alley, north, from Cedar Street, or east, from the lessor's property between the applicant's business and Thai Cottage. Mr. Stone stated that traffic exiting the drive-through lane will be heading south and can exit the alley onto Bissonnet, can proceed east through the drive area between Brisket BBQ and Thai Cottage, can or head back north and go either east or south via the alley. He added that parking is sufficient and is not an issue; the sole focus is simply to be able to use the already existing drive-through lane. Mr. Stone thanked the Commission for their time and asked that they vote in favor of the application.

C. Staff Findings

Ms. Sampson informed the Commission that the applicant is seeking a Specific Use Permit (SUP) to allow for the use of an already existing drive-through facility at 5212 Bissonnet Street, as provided for in Section 24-537 B. (2) a) of the City of Bellaire Code of Ordinances. She explained that the business has relocated from its previous location at 5204 (A) Bissonnet Street, and is currently using the property at 5212 Bissonnet as a drop off laundry service; no cleaning or laundry will be done at this location. She added that Hefner's Plaza Cleaners is currently leasing all of the 1,570 square feet of the existing building owned by Sagstex Investments, LP, which previously housed a drive-

through banking facility. Ms. Sampson stated that the former business utilized four drive-in lanes, but the current applicant only intends to use one. Ms. Sampson explained that the building has met all city codes for occupation, and a Certificate of Occupancy has been granted without the use of the drive-in, pending the approval of this application. She mentioned that during the certificate of occupancy inspection, staff confirmed that the property does have an adequate amount of on site parking spaces for the proposed use. Ms. Sampson mentioned that the current zoning for the property is the Urban Village Downtown Zoning District, and that notice was given to property owners within 500 feet of the property in question. She stated that the mail outs were sent on January 24, 2018, the legal notice was published in the Southwest News on January 23, 2018, and a notification sign was also installed on the property on January 23, 2018. Ms. Sampson informed the Commission that a Development Review Committee meeting was recently held with other city departments regarding this application, and no negative feedback was received. She added that there is no recommendation for this meeting, as the consideration of the item will be on the Commission's March agenda.

D. Public Comments

- i. Persons at the meeting who have indicated their desire to address the Commission by submitting the form provided shall have three (3) minutes each to present comments concerning the Application. This time limit may be extended to five (5) minutes at the discretion of the Chair with the consent of the Commission.**

There were no public comments.

E. Response of Applicant

There was no response from the applicant.

F. Questions from the Commission

Commissioner Axelrad asked where the main entrance is into the building. He added that he would hate to see people only being able to enter the building in the same place where the drive-through is.

Sion Saghian, lessor-Mr. Saghian explained that there are three entrances to the building, one on Cedar, one on Bissonnet, and the third at the drive-through.

Commissioner Axelrad asked if the property is currently striped the way that it is shown on the site plan.

Mr. Saghian stated that it is striped, but has significantly faded. He added that he is in the process of re-striping.

Commissioner Saikin mentioned the 6 parking spaces on the northwest side of the building. He asked if those spaces would be re-striped the way that they are currently, or if they would be reconfigured. Commissioner Saikin pointed out that in looking at the site plan, it looks as though it would be difficult for those cars to back out with cars in the drive-through lane.

Mr. Saghian explained that they will be re-striped in the same way that they are now. He then realized that the site plan is incorrect, and explained that the parking runs north/south, not east/west. Mr. Saghian stated that he would get the corrected site plan to the Commission before the next meeting.

Commissioner Gordon asked if any improvements would be necessary to facilitate the new operations, or if the infrastructure is already present.

Mr. Stone explained that the only improvement that will be made is the replacement of one window at the drive-through with a drop-off chute.

Commissioner Skinner asked how many queued cars can fit in the drive-through.

Ms. Sampson stated that a measurement was conducted by City staff, which determined that there is enough space for the queuing of five cars.

Chairman Stiggins asked if any comments were received by staff regarding the notices that were mailed out.

Ms. Sampson stated that there were no comments received.

G. Invitation for Written Comments, if applicable

City staff informed the public that written comments on the application will be accepted until February 28th, at 5:00 PM.

H. Closure of the Public Hearing

Chairman Stiggins closed the public hearing at 6:24 PM.

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

- A. Docket #SU-2018-01-Consideration of a request filed by Stone & Stone, LLC, on behalf of "Let Us Play," as applicant, for a Specific Use Permit as required by the City of Bellaire Code of Ordinances, Chapter 24, Planning and Zoning, Section 24-605, Application for Specific Use Permit, to allow for the use of 1,402 square feet of existing building located at 5202 Cedar Street, as a kindergarten, nursery, and/or daycare center, as provided for in section 24-537 B.(2)b)2) of the City of Bellaire Zoning Code. The property is located within the Urban Village Downtown (UV-D) Zoning District.

Ms. Sampson reviewed the application that was brought before the Commission for a public hearing at their last meeting. She reminded the Commission that the request is for a specific use permit for "Let Us Play," simply due to a change in location of the business. Ms. Sampson mentioned that the issue that was voiced during the public hearing was by Mr. Mafrige, owner of the property at 5213 Cedar Street, regarding the ability of his commercial tenant to obtain a liquor license in the future. She reiterated that the City's Code of Ordinances states that the sale of alcoholic beverages where the place of business of any such dealer is within 300 feet of any church, public school, or public hospital is prohibited; however, it does not call out "daycare" and therefore would not impact the property in question under the current regulations. Ms. Sampson explained that in addition, an official measurement was conducted by City staff and it was found that the two properties in question are 470 feet apart. She stated that the City will still be providing Mr. Mafrige with documentation stating such. Ms. Sampson added that based on conversations that the Commission had during the last meeting, staff added a recommended condition to the approval of the application to say that "the applicant files with the City, on an annual basis, certification that "Let Us Play" is in compliance with the regulations set forth by any and all state agencies."

Commissioner Taylor mentioned the Development Review Committee meeting that Ms. Sampson informed the Commission about last month. He asked if any important feedback or concerns had come out of that meeting.

Ms. Sampson explained that there was no negative feedback or any concerns voiced during that meeting.

Commissioner Taylor asked if the requested documentation had been provided to Mr. Mafrige.

Ms. Sampson stated that the letter has already been drafted by the City's Attorney and the draft was sent over to Mr. Mafrige for approval, prior to the final issuance of the letter.

Commissioner Taylor then asked if this business would be licensed as a daycare or a school.

Ms. Rosenthal, owner of "Let Us Play," explained that she is licensed as a childcare or daycare center, not a school.

Commissioner Taylor stated that he supports staff's recommendation on the application, subject to any other comments that may be made by other Commissioners.

Commissioner Skinner asked what happens if Mr. Mafrige doesn't approve of the draft letter.

Ms. Sampson and Attorney Petrov explained that the City will work with him to ensure that the letter adequately explains that under the current regulations his tenant would not be denied a liquor license. Attorney Petrov stated that the City cannot make promises on what the future holds with regard to a potential change in the City's regulations.

Commissioners Skinner and Gordon asked for clarification that the City currently has no regulations regarding the sale of alcoholic beverages within a certain distance of daycares.

Attorney Petrov confirmed that there is nothing within the City regulations with regard to daycares, only public schools, public hospitals, and churches.

Commissioner Gordon asked if there is a separate TABC guidance that relates to facilities beyond those three classifications that could be imposed.

Attorney Petrov explained that state statute allows for cities to impose a distance requirement of 300 feet for private schools and daycares if it wishes to do so. He reiterated that the City of Bellaire has not done this.

Commissioner Steinberg asked if the current location of "Let Us Play" is closer to the property at 5213 Cedar than the proposed location will be.

Ms. Sampson confirmed this.

Commissioner Steinberg asked what the difference in the distance of the new location is to 5213 Cedar Street versus the current location.

Ms. Sampson stated that she would guess that the proposed location is at least 60 feet greater, if not more.

Commissioner Steinberg asked for clarification that the current location of the daycare did not negatively impact Mr. Mafrige's tenant from being able to obtain a liquor license.

Ms. Sampson confirmed that it did not.

Commissioner Skinner asked if Ms. Rosenthal would have to obtain a new specific use permit if she decided to get certified to open a private school.

Ms. Sampson stated that she would, due to the fact that she would be changing uses from a daycare to a private school.

Chairman Stiggins stated that he would like to re-word the condition recommended by staff to say "the applicant files with the City, on an annual basis, a copy of any approved certification which demonstrates that "Let Us Play" is in compliance with the regulations set forth by any and all state agencies."

The Commission agreed, and voted 7-0 to recommend approval of the application to City Council, with the condition listed above.

RESULT:	ADOPTED AS AMENDED [UNANIMOUS]
MOVER:	Marc Steinberg, Vice Chairman
SECONDER:	Mike Axelrad, Commissioner
AYES:	Saikin, Axelrad, Gordon, Taylor, Steinberg, Stiggins, Skinner

- B. Approval of the Commission's Report and Recommendation to City Council regarding the request for a Specific Use Permit at 5202 Cedar Street.

City staff ensured the Commission that the Report and Recommendation will be revised to correctly reflect the condition that was voted on by the Commission. Staff also informed the Commission that a paragraph will be added under "Consideration" which will detail the Commission's discussion on the application.

RESULT:	ADOPTED AS AMENDED [UNANIMOUS]
MOVER:	Weldon Taylor, Commissioner
SECONDER:	Marc Steinberg, Vice Chairman
AYES:	Saikin, Axelrad, Gordon, Taylor, Steinberg, Stiggins, Skinner

- C. Preliminary presentation of the City of Bellaire's Draft Five Year Capital Improvement Plan (CIP), presented by Michelle Jordan, Project Manager.

Michelle Jordan, Project Manager-Ms. Jordan reviewed the draft Capital Improvement Plan (CIP) with the Commission, and gave a summary of the changes that have taken place within the document since last year. To view a draft of the CIP, please visit <https://www.bellairetx.gov/DocumentCenter/View/21014>. Please note that this is a working document and is being updated on a regular basis. To see a summary of the changes, visit <https://www.bellairetx.gov/DocumentCenter/View/21015>.

Commissioner Steinberg mentioned that flooding has been a major issue with the City. He questioned how plans can be made for future years without addressing flooding first.

Ms. Jordan explained that flood/drainage improvements are part of every street and drainage project that the City does. She added that it is a part of the 2016 bond program and will be part of the 2019 program as well.

Commissioner Steinberg stated that the City is maxing out on the bonds pretty quickly. He added that the Floodplain Mitigation Task Force has not yet finalized their recommendation to City Council, and he is concerned that those efforts will be overshadowed in the CIP by other projects. Commissioner Steinberg also mentioned that he did not see anything in the plan with regard to the acceleration of the replacement of water lines throughout the City.

Ms. Jordan explained that this is the first draft of the CIP, and she fully expects the plan to be re-evaluated once the Task Force has completed their work. She added that the approach to the replacement of the water lines is a recommendation from the City Engineer as a way to continue to make progress on it, but not tear up the whole City at one time. She agreed that it is not an accelerated path to fix the lines.

Commissioner Gordon mentioned that the projects that have been added have nothing to do with flood control. He stated that he supports Commissioner Steinberg's comments regarding the fact that the focus should be on flooding within the City. He mentioned that consideration should be taken to whether or not the City should de-fund or delay projects that are less critical in order to make room for more flood control projects. He asked if there are drainage projects/programs beyond the five years that the City could go ahead and add to the current plan.

Ms. Jordan explained that the City's current approach to most of the drainage improvements is to replace the street and the drainage structures at the same time. She added that it is more difficult to only replace the storm drains. Ms. Jordan explained that there is a report from the City engineer that maps out the different projects that the City should be doing for many years to come; however that report was completed pre-Harvey.

Commissioner Gordon asked if the City includes any flood control specific projects that are not tied to street rehab, i.e. detention basins.

Ms. Jordan mentioned that the Public Works Department is involved in a flap-gate project that is focused more on flood control only. She stated that she would get more information on that for the next meeting. Ms. Jordan added that normally, the City does not routinely program specific flood prevention projects, but again, this last year has taught us a lot.

Commissioner Skinner mentioned that this plan could change significantly once the recommendation from the Task Force has been finalized. She suggested that the Commission not move forward with any recommendations until that time.

Ms. Jordan stated that per the process, she believes that this is just a preliminary presentation of the material to give the Commission a chance to see it. She added that her understanding is that the Commission will then hold a workshop during the March meeting to discuss the plan, with the recommendation to be voted on at the April meeting.

Commissioner Skinner asked if the Commission will have the Task Force's recommendation by then.

Ms. Sampson explained that the report will be finalized by the Task Force on March 6th, with it going to Council on March 19th.

Commissioner Steinberg asked that the workshop not be scheduled until after March 19th.

Chairman Stiggins asked if that time frame will still allow the Commission to make a recommendation at their April meeting.

Ms. Jordan and Ms. Sampson explained that they will work together to try and come up with a plan on how the Commission could wait to hear the recommendations from the Task Force prior to holding a workshop and voting on a recommendation.

Commissioner Gordon mentioned that this is a rolling five-year CIP, so each year a new CIP is adopted that adds an additional year. He added that this can re-shuffle or re-shape the proposal for the remaining years.

Ms. Jordan confirmed this and added that when taken to City Council they will be asked to approve the expenditures for the upcoming year only. She stated that the four upcoming years will be revisited as they come.

Commissioner Gordon explained that the point of this is to say that only funds for that one year have been allocated, so there is still time to totally reprogram the remaining four years.

Ms. Jordan agreed and stated that she anticipates that the recommendations from the Task Force will be very costly, multi-million dollar projects. She added that the City will not be able to fund those projects with cash and they will therefore be included in the 2019 bond program, for which planning will begin at the end of this year.

Commissioner Steinberg mentioned that accelerating the replacement of the water lines has been discussed for the past three years and nothing has been done about that. He added that some of the signage, landscaping, and other projects may need to be put on hold until after the more critical issues are dealt with.

Ms. Jordan explained that it also depends on the source of the funding. She stated that the signage project is coming from the general fund, or the cash portion of the City's contributions. If the City does choose to accelerate the larger flood prevention projects, those would be out of the bond fund.

Commissioner Saikin stated that he agrees with every word that Commissioner Steinberg has said, and he added that he has been saying those things also, post-Harvey. He added that he appreciates the work that has been done on the plan, but feels as though it sends a bad message to the citizens of Bellaire who at this time would like to hear about flood control improvements.

Commissioner Gordon agreed that in the sense of public relations, adopting a capital improvement plan that does not react to Harvey would lead to an image issue. He recognized the fact that the whole budget cannot be re-purposed, but questioned whether there is the ability, within the constraints that are in place, to be proactive.

Commissioner Gordon mentioned that until the plan is changed, there is no impetus to accelerate or adjust what is happening.

Commissioner Axelrad pointed out that changes are obviously made to the document without any involvement from the Commission. He suggested that the Commission should show that it is unified, or not, in the fact that flood control is the most important aspect.

Chairman Stiggins stated that judging by the Mayor's comments during the State of the City, he is well aware of this. He added that he made the point that some tough decisions would have to be made with regard to the budget and that some of the beautification projects will have to be sacrificed as a result, but that everything is still being reviewed.

Commissioner Steinberg stated that he would like to see that reflected in the CIP.

Chairman Stiggins mentioned to Ms. Jordan that during her presentation it was hard to follow where each item that she talked about was listed on the actual plan. He asked if in the future, any additional documents that are provided to the Commission be tied to the plan itself. Chairman Stiggins also mentioned that the future projects include an estimated budget but no time considerations.

Ms. Jordan confirmed that she would do that for future presentations. She added that the intent of the unfunded projects page is to make sure that the City continues to capture all of the different priorities.

Commissioner Gordon mentioned that there are no drainage projects listed on the list of future projects. He asked of that would be appended to the plan on the next draft, as a result of the recommendation made by the Task Force.

Ms. Jordan explained that once the recommendations from the Task Force have been received, it will be staff's job to try to determine how each project is going to be funded and where it will fit into the fiscal forecast. She added that off the cuff she doesn't know if/how many will be put into the unfunded category.

Commissioner Gordon mentioned that even if they do get put into the unfunded category, at least they are on the list.

Commissioner Axelrad reiterated that not only do those recommendations need to be added to the plan, but the City needs to strongly consider what projects can be removed in order to make room to fund those recommendations.

Commissioner Steinberg asked if the Commission has the ability to not make a recommendation on the CIP.

Chairman Stiggins stated that it is one of the Commission's options. He asked Council Member Pollard, the Commission's Council Liaison, to pass word onto the other Council Members that the Commission is eager to make meaningful comments, but may not be within the time constraints as prescribed by the City ordinances.

Ms. Jordan and Ms. Sampson reiterated that they would work together to come up with a schedule that will work for the Commission.

Commissioner Skinner asked that the workshop be scheduled as soon as possible due to the fact that March is the month of spring break and it is hard to get everyone together.

The Commission thanked Ms. Jordan for all of her hard work and for getting them the information early.

D. Presentation on the City of Bellaire's Community Pathways Plan.

Cristin Emshoff, Special Projects Manager-Mrs. Emshoff introduced herself and informed the Commission that the City's consultant, Ayo Bello from HR Green, is in attendance to give the Commission an introduction to the Community Pathways Plan.

Mr. Bello then gave a presentation on the Community Pathways Plan.

To see the entire presentation, please visit :

[<https://www.bellairetx.gov/DocumentCenter/View/21125>](https://www.bellairetx.gov/DocumentCenter/View/21125)

To view the draft report, please visit:

[<https://www.bellairecommunitypathwaysplan.com/community-pathways-plan-draft-exhibits>](https://www.bellairecommunitypathwaysplan.com/community-pathways-plan-draft-exhibits)

Commissioner Steinberg asked if the existing alleys throughout Bellaire were taken into consideration to be used as the pathways, in an effort to keep people off of the streets.

Mr. Bello stated that they were not, as they are not seen as public R.O.W. that people would want to bike or walk through. He also mentioned that in order for alleys to be beneficial, they would have adequate connectivity.

Commissioner Steinberg stated that a recommendation of his will be that those alleys are taken into consideration.

Mr. Bello informed Commissioner Steinberg that he will see if the City has a database of those alleys.

Commissioner Steinberg stated that if they don't, he will provide Mr. Bello with one.

Commissioner Saikin asked if the area west of Chimney Rock is included in one of the proposed loops.

Mr. Bello explained that it is included in a neighborhood loop extension.

Commissioner Saikin mentioned that new sidewalks have recently been installed in several areas of the City. He asked if the plan is to widen the sidewalks that were just put in.

Mr. Bello informed the Commission that this project has no timeline. He added that whenever funding becomes available, through bonds, grants, etc the City staff and Council will decide which projects to move forward with. He stated that widening sidewalks that were just installed would not make sense; therefore improvements to the sidewalks that were just installed would not happen until that sidewalk is due for renovation.

Mrs. Emshoff mentioned that if approved, this plan would become the foundation of the City's streets and sidewalk projects.

Commissioner Saikin asked for clarification that the idea is still to do sidewalks on one side of the street, but to make them wider and to prioritize the loops throughout the City.

Mr. Bello and Mrs. Emshoff confirmed this.

Commissioner Saikin stated that he fully agrees that connecting the four quadrants of the City is a great idea, but questioned why there has to be sidewalks installed everywhere, rather than simply making improvements to the already existing walkways on the major streets throughout the City.

Mr. Bello explained that Commissioner Saikin's idea would primarily fall under the scope of the sidewalk maintenance project, not the creation of pathways for recreational use.

Commissioner Saikin felt that there are not going to be cyclists on the trails, just runners. He also mentioned that in his opinion, runners like to be on the street, not the sidewalk. He added that the focus should be more on getting from outside the loop to inside the loop and from the south of Bellaire to north of Bissonnet, as opposed to making sure that each sidewalk is widened along the way.

Mr. Bello stated that everyone has different preferences. He added that he is a runner and would rather be on the sidewalk. Mr. Bello mentioned that this plan is geared more for your basic users, not avid cyclists and runners.

Mrs. Emshoff mentioned that one of the challenges that the City currently has is in dealing with on-street parking and safe intersections. She added that there might become a day when it makes a lot of sense to add extra facilities for those individuals who are avid cyclists, but the City must work within the existing parameters. Mrs. Emshoff explained that the survey shows that the basic users are very interested in Newcastle Trail, for an eight foot shared use trail separate from the roadway. She mentioned that it can also be used as a planning tool; new developers who come into the City can install the eight foot trail as part of their plan set.

Commissioner Gordon asked if the master loop will be completed in one fall swoop, or if it will be pieced together incrementally.

Mrs. Emshoff explained that it could really go either way, based on the funding sources available, interest in the plan, and the recommendations made.

Commissioner Steinberg asked if all of the City departments are in contact regarding this plan. He mentioned that a couple years ago money was approved in one of the bonds to install dividers/esplanade down South Rice to Beechnut. He stated that he believes that it was put on hold for the construction of City Hall. Commissioner Steinberg pointed out that if that money is there, it would be wiser to abandon that project and use those funds for this plan.

Mrs. Emshoff explained that the CIP is essentially their "bible" with projects such as these. She stated that she would get with Ms. Jordan about that and would bring an

answer back to the Commission. She added that she is not aware of any bond programs where the funding has not been spent.

Commissioner Taylor stated that conceptually he thinks it looks great, and he looks forward to having more time to review the plan. He asked for Mr. Bello to explain the timeline again to get a better idea of what is expected of the Commission.

Mr. Bello explained that the plan is to have the draft report to the Commission for review on February 21st. He added that hopefully at the March 8th meeting, the Commission will provide comments on the report.

Commissioner Taylor asked if the Commission would have a workshop on the plan prior to the March 8th meeting.

Ms. Sampson stated that is for the Commission to decide.

Chairman Stiggins asked what is driving the schedule to be completed by May 5th.

Mr. Bello explained that the contract stated that the deliverables should be provided within a certain number of months. He added that the schedule has already been thrown off due to Harvey and the ice storm.

Commissioner Saikin asked if the City has consulted with TxDOT at all.

Mr. Bello explained that TxDOT has seen the plan and has given the City comments on it, but the City and TxDOT have not sat down together to discuss how the comments are going to be addressed.

Commissioner Saikin asked if there are any other neighborhoods within the City of Houston where divided by a freeway, that have successfully created walkways underneath the freeway as this plan is suggesting.

Mr. Bello stated that he cannot speak to that.

Mrs. Emshoff explained that the Management District partnered with TxDOT and received funding from HGAC to do a really extensive plan within the Energy Corridor to connect north and south across 1-10.

Chairman Stiggins mentioned that he was surprised that only 450 survey responses were received. He asked if there is any plan to try to expand input from the citizens. Chairman Stiggins questioned whether this is really something that the residents want.

Mr. Bello explained that once the draft report has been put online, there will be another push to get additional comments. He added that neighborhood meetings will also be held if a section of the plan is to go to design.

Commissioner Gordon pointed out that it is 450 people representing families that would total approximately 2,000 people out of 18,000. He mentioned that it is a statistically significant sampling.

Chairman Stiggins mentioned that it said that the sampling included kids.

Mr. Bello explained that as part of the coordination with the schools, there were several children who were asked to complete the survey. He stated that he can't speak to any specifics on that.

Commissioner Skinner mentioned that she lives on Holly Street and stated that the new trail attracts people 24 hours a day, 7 days a week. She stated that "if you build it, they will come." Commissioner Skinner felt that the wider the trail is, the better.

Chairman Stiggins proposed that a workshop be held at 5:00pm on March 8th, prior to the Regular Session, to further discuss the plan.

Mr. Bello mentioned that a joint workshop with the Commission and the Parks Board might make more sense.

City staff stated that they would work on coordinating a joint workshop.

VII. COMMITTEE REPORTS

There were no committee reports.

VIII. CORRESPONDENCE

There was no correspondence.

IX. REQUESTS FOR NEW BUSINESS, ANNOUNCEMENTS AND COMMENTS

Commissioner Skinner informed everyone that Patrons for Bellaire Parks will be hosting their 10th Annual Wine and Tapas, honoring Cindy Seigel, on March 24th. She added that there is also a martini party being held on February 17th. Commissioner Skinner urged members of the Commission to buy tickets and attend.

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

i. Update on the public hearing that was held on January 29, 2018 by the Floodplain Mitigation Task Force.

Ms. Sampson explained that there was a public hearing held on January 29th for the Floodplain Mitigation Task Force. She stated that there were about 10 public comments, with a majority of them being generic comments that did not suggest revisions to the matrix. Ms. Sampson mentioned that the Task Force will meet again on February 20th, at which time the action items will be reviewed to ensure that consensus has been reached among the members. She stated that there will also be a section included that calls out the funding sources as well as time frame for each of the recommendations. Ms. Sampson informed the Commission that she will share that information with them and will get with Ms. Jordan to coordinate how those projects could/will fit into the CIP, in an effort to help the Commission make their recommendation.

Commissioner Skinner asked where the location of the Task Force meetings are, and if they are open to the public.

Ms. Sampson stated that they are held in the CenterPoint Energy Room and they are open to the public. She added that they begin at 6:30 PM.

Chairman Stiggins asked Ms. Sampson to review the other business items that have recently been added as future items for the Commission's agenda.

Ms. Sampson stated that unfortunately she does not have an update on those items at this time, as her focus has been on the Floodplain Mitigation Task Force. She added that she will make sure to spend some time on those items so that she is able to give an update to the Commission at their next meeting.

Chairman Stiggins asked if there is anything coming up for the next meeting, with regard to plats, SUPs, etc.

Ms. Sampson informed the Commission that the consideration of the SUP for 5212 Bissonnet will be taking place at the March meeting, as well as a public hearing with HISD for an amendment to the Bellaire High School/Gordon Elementary School SUP. She added that there will also be a plat vacation before the Commission in March.

Commissioner Steinberg asked Ms. Sampson if she has any updates/prospects on the Chevron property.

Ms. Sampson stated that she does not.

- 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**

No new business was brought to the Commission's attention.

X. ADJOURNMENT

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

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

The meeting was adjourned at 8:43 PM.