

CITY OF BELLAIRE TEXAS

PLANNING AND ZONING COMMISSION

APRIL 12, 2018

Council Chamber

Regular Session

6:00 PM

7008 S. RICE AVENUE
BELLAIRE, TX 77401



Chairman

Mr. Dirk Stiggins

Commissioner

Jonathan Saikin

Commissioner

Ross Gordon

Vice Chairman

Marc Steinberg

Commissioner

Mike Axelrad

Commissioner

Weldon Taylor

Commissioner

S. Lynne Skinner

Mission Statement:

The City of Bellaire is dedicated to outstanding quality service and facilities to ensure an open, progressive, and secure community.

I. CALL TO ORDER AND ANNOUNCEMENT OF QUORUM**II. APPROVAL OF MINUTES FROM PAST MEETINGS**

1. Planning and Zoning Commission - Regular Session - Mar 8, 2018 6:00 PM

III. REMINDER TO CITIZENS DESIRING TO ADDRESS THE COMMISSION**IV. GENERAL PUBLIC COMMENTS**

1. **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.**
2. **Comments and updates from the Commission's City Council Liaison**

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

1. Docket #SU-2018-03-Discussion, consideration, and possible action on an application filed by Steven Gee, Houston Independent School District Project Manager, for an amendment to Specific Use Permit S-89, approved by City Council with Ordinance No. 17-055, and required by Chapter 24, Planning & Zoning, Section 24-532 B. (2) a), to include an addendum within the original Specific Use Permit that allows for the temporary use of the existing Gordon Elementary School site by Kolter Elementary School until such time that construction is complete on the new Kolter Elementary School campus and students are able to occupy the new building. The property is located at 6300 Avenue B, within the R-3 Residential Zoning District.
2. Approval of the Commission's Report and Recommendation to City Council regarding an amendment to Specific Use Permit S-89.
3. Approval of the Planning and Zoning Commission's Report and Recommendation to City Council regarding the Draft 2019-2023 Capital Improvement Plan.
4. **Discussion on the current regulations set forth in the City of Bellaire's Code of Ordinances regarding parking structures within the Corridor Mixed-Use (CMU) and the Urban Village Downtown (UV-D) Zoning Districts.**

VI. COMMITTEE REPORTS**VII. 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.**
 - a. **BBEOD**
 - b. **Fence Heights**

c. Beautification Master Plan

- 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.**

IX. ADJOURNMENT



CITY OF BELLAIRE TEXAS

PLANNING AND ZONING COMMISSION

MARCH 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 6:04 PM, and announced that a quorum was present consisting of the following members:

Attendee Name	Title	Status	Arrived
Jonathan Saikin	Commissioner	Absent	
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

1. Planning and Zoning Commission - Regular Session - Feb 8, 2018 6:00 PM

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

III. REMINDER TO CITIZENS DESIRING TO ADDRESS THE COMMISSION

Chairman Stiggins reminded anyone who wished to address the Commission to fill out a sign in sheet. He explained that there would be two different opportunities to speak during the meeting, one during the general public comment time and another during the public hearing.

IV. GENERAL PUBLIC COMMENTS

Minutes Acceptance: Minutes of Mar 8, 2018 6:00 PM (Approval of Minutes from Past Meetings)

A. 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 # SU-2018-03-Public hearing on an application filed by Steven Gee, Houston Independent School District Project Manager, for an amendment to Specific Use Permit S-89, approved by City Council with Ordinance No. 17-055, and required by Chapter 24, Planning & Zoning, Section 24-532 B. (2) a), to include an addendum within the original Specific Use Permit that allows for the temporary use of the existing Gordon Elementary School site by Kolter Elementary School until such time that construction is complete on the new Kolter Elementary School campus and students are able to occupy the new building. The property is located at 6300 Avenue B, within the R-3 Residential Zoning District.

A. Presentation of the Public Hearing Process

City staff gave an overview of the public hearing process.

B. Presentation by the Applicant

Steven Gee-Project Manager, HISD-Mr. Gee explained that he is before the Commission to ask for an amendment to the current SUP for the property at 6300 Avenue B in order to allow for Kolter Elementary School to continue using the property. He then gave some background information on Kolter Elementary, and stated that there are currently 640 students enrolled and 54 staff members. Mr. Gee explained that there is a mixture of parent drop-off and HISD provided transportation. He stated that there are 9 buses providing transportation from the old school to the new school in order to alleviate some of the traffic/parking issues. Mr. Gee then showed a timeline to explain that this request will not interrupt the construction of the new Bellaire High School at all; however, it will push the construction of the baseball and softball facility that is to be located at 6300 avenue B. He added that construction on those will begin as soon as Kolter Elementary has vacated the premises, and that HISD is looking into other options for the baseball and softball fields until that time.

C. Staff Findings

Ms. Sampson explained that on September 18, 2017, the Houston Independent School District (HISD) was granted Specific Use Permit S-89, approved by City Council with Ordinance No. 17-055, to reconstruct Bellaire High School (BHS) at its current site and to reuse the former Gordon Elementary/Mandarin Chinese Immersion School (Gordon) site for baseball and softball fields that will host varsity practices and junior varsity and freshman practices and games. She added that Kolter Elementary School, formerly located in Houston, Texas, began utilizing the former Gordon Elementary School property in September of 2017, after sustaining significant damage to their campus during Hurricane Harvey. Ms. Sampson stated that at that time, the school was granted a temporary Certificate of Occupancy, which was only valid until the Spring of 2018. She mentioned that in December of 2017, the Houston ISD Board of Education approved a plan to demolish and rebuild Kolter Elementary School. Therefore, HISD is before the

Commission to request an amendment to Specific Use Permit, S-89, to include an addendum that allows for the temporary use of the former Gordon Elementary School site by Kolter Elementary until such time that construction of the new campus is complete and students are able to occupy the new building. Ms. Sampson informed the Commission that notices were sent out on February 21st to 119 properties that were within the 500 foot buffer, and a legal notice was published in the newspaper on February 20th. She stated that HISD submitted a Traffic Impact Analysis, which was included in the packet. Ms. Sampson added that the Development Review Committee has reviewed that and has asked for some additional information to be provided regarding bus routes and student drop off and pick up. She stated that this will be further discussed at the next DRC meeting, and the committee will come up with any recommendations that will be included in the consideration packet for the April 12th meeting.

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.**

Arnold Kagan-Mr. Kagan stated that he is a resident of Bellaire, and has a personal investment in the school, as his grandchildren are currently enrolled in Kolter Elementary. He added that a substantial amount of stress has been put on the children since Harvey and it would be beneficial for them to be allowed to stay at the same campus until the new school is complete. He asked that it be taken into consideration for the sake of the kids.

Perry Fink-Ms. Fink stated that she also has grandchildren at Kolter, and wanted to make sure that the Commission knows about the personal impact that has been put on the children/families of the school. She added that it would be extremely stressful and very difficult for the children to have to move campuses again. Ms. Fink stated that she hopes that they will be allowed to stay until the school is rebuilt.

Naomi Wittlin-Ms. Wittlin stated that she is a parent of a third grader at Kolter Elementary. She thanked the City of Bellaire for allowing the school to use the temporary space, as a sense of place is not small thing. She added that having a temporary space to call home makes a world of difference in terms of resuming a sense of normalcy, and that the small amount of land on Avenue B has been a gift to the families of the school. Ms. Wittlin stated that it has calmed the children's fears, and that the community and outreach of neighbors has been very re-assuring. She mentioned that the City of Bellaire is part of a larger story, and asked the Commission to allow Kolter students and teachers to continue using the school. She said, "Let us show all who are watching how a city can come together to reassure its children and their families that continuity is possible, and that they are surrounded by caring protection."

Kerri Welsh-Ms. Welsh stated that she is a Bellaire resident and Kolter parent. She thanked the City for allowing Kolter to relocate to the old Gordon Elementary campus for this school year. Ms. Welsh mentioned that a lot of the school's families are still displaced more than 6 months after Hurricane Harvey, and respectfully requested that the City allow the school to continue using the property in order to allow for a sense of continuity among the children.

E. Response of Applicant

There was no response provided by the applicant.

F. Questions from the Commission

Commissioner Taylor stated that his hat is off to all of the Kolter families and how they have handled a very difficult situation. He asked if there is a designated drop-off and pickup line that circles through the property.

Mr. Gee mentioned that when HISD was issued a temporary SUP for Kolter Elementary to utilize the property, the City stated that they did not want a queue in that area; therefore, parents have been parking in the surrounding neighborhood and walking their students into the school. He reiterated that additional transportation is being offered by bus.

Commissioner Taylor mentioned that within the traffic report there is a reference to school parking south of the campus, which is part of the City's park. He questioned if that would, in any way, grant the school exclusive rights to the parking lot.

Ms. Sampson stated that it does not, and will still be open to the general public.

Commissioner Taylor mentioned the enrollment cap that the Commission and City Council had placed on Bellaire High School. He asked if any size limitations had been put on Condit Elementary or Horn Elementary.

Ms. Sampson stated that no caps were placed on Condit, but she would have to do some research to see if one was placed on Horn.

Commissioner Gordon mentioned that the traffic study indicates that additional parking is available at the BBVA Compass Bank. He asked if HISD has an agreement with the bank to use that space, and if there is a guarantee that those spaces will be available to the school for the entire length of time that it is located there.

Dustin Qualls, Traffic Engineers, Inc.-Stated that they do not have any sort of written agreement, just a spoken one. He added that due to the fact that the bank is not open in the mornings when drop off is taking place, they are allowing for HISD to utilize those parking spaces.

Commissioner Gordon asked if the school is relying on those parking spaces, or are they just an added bonus.

Mr. Qualls stated that they are just an added benefit.

Ms. Sampson added that at this point those spaces could only be viewed as an added bonus. She mentioned that the school would have to obtain a written agreement with the bank and go before the Board of Adjustment for a special exception in order to count them towards their number of onsite parking spaces. Ms. Sampson stated that no application has been submitted.

Commissioner Gordon mentioned that HISD has also referenced 50 on-street parking spaces on Elm Street and asked why Elm was the only one called out to have available on-street parking.

Mr. Qualls mentioned that Merrie Ln. does have signage that restricts parking at certain times of the day, but there are no restricted signs on Elm Street. He added that most parents use Elm due to the fact that it is the street closest to the door of the school and there is a crossing guard at that location. Mr. Qualls stated that from what he has witnessed, the drop off and pick up is very orderly and efficient.

Chairman Stiggins stated that the parking restriction is during the work day, Monday-Friday.

Commissioner Gordon asked if Palmetto Street was being used in the same manner, and stated that if so, it should show in the traffic plan that it is intended for use as well.

Mr. Qualls stated that he did not see many parents using Palmetto. He reiterated that it is centered on Elm because it is a straight shot to the building.

Commissioner Taylor mentioned that he has witnessed significant parking on both Palmetto and Beech Street.

Commissioner Gordon felt that for transparency reasons, the potential use of other surrounding residential streets should be acknowledged in the application.

Mr. Qualls stated that the traffic plan could be revised to show all of the available on-street parking.

Commissioner Gordon asked how the enrollment size of Kolter compares to the enrollment of the two previous schools that were located on the property. He asked if any temporary buildings were brought onto the site to accommodate the number of children.

Mr. Gee informed the Commission that it is very similar in size, and no additional buildings were brought onto the site.

Commissioner Gordon asked if it was HISD's intent to continue using all of the buses being used currently, or if the plan was to phase them out in time.

Mr. Gee stated that the intent is to continue use.

Vice Chairman Steinberg asked if any occupancy or safety requirements were waived in order to allow the school to occupy the building after Hurricane Harvey.

Ms. Sampson stated that the City did not waive any requirements and that a Certificate of Occupancy, building inspection, and fire inspection were completed on the property.

Vice Chairman Steinberg mentioned that he had recently read that HISD is having some funding issues. He asked if that was going to impact the completion of the rebuild of Kolter Elementary.

Dan Bankhead-General Manager of Facilities Design-Mr. Bankhead stated that the funding for the new Kolter is a separate pot of money, different from the general funds. He added that between FEMA, insurance, and other sources, that money has already been set aside and a contractor and architect are already on board.

Vice Chairman Steinberg asked if all bids are in to complete the project.

Mr. Bankhead stated that all of the bids are not in, but that HISD has a contract with a construction manager at risk for the total amount of the project, and has already encumbered all of the dollars.

Vice Chairman Steinberg asked if a time frame would be attached to the SUP.

Ms. Sampson and Attorney Petrov stated that at this time, staff is not recommending a specific time restriction, but that can be added by the Commission if they wish to do so.

Mr. Bankhead stated that HISD's goal is for the students and faculty to be moving back into a new Kolter Elementary in January of 2020.

Vice Chairman Steinberg asked where the baseball and softball games will take place while Kolter is occupying the property at 6300 Avenue B.

Mr. Gee explained that they will continue to play all of the games at Bellaire Stadium. He added that currently, they are working with Bayland Park to use it as their practice facility.

Commissioner Axelrad asked how the school district can know that enough funds have been allocated if all of the bids are not in yet. He asked if the construction management company takes on the risk if there is a difference in price.

Mr. Bankhead confirmed that this is the case and added that the term of the contract is actually "construction manager at risk." He explained that the construction company signs a contract with the school district stating that they can build the proposed project with a certain amount of money which has already been determined by HISD.

Chairman Stiggins mentioned that he lives on Merrie Lane and felt that there is very little inconvenience to the neighborhood during those drop off and pick up times. He added that it takes less than half an hour for everyone to come and go, and it is done in a very orderly fashion.

G. Invitation for Written Comments, if applicable

City staff informed the public that written comments on the application will be accepted until 5:00 pm on Wednesday, April 4th.

H. Closure of the Public Hearing

Chairman Stiggins closed the public hearing at 6:42 PM.

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

- A. Docket # SU-2018-02-Consideration of 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.

Ms. Sampson gave a brief overview of the application and what the Commission had heard during the public hearing for the item. She mentioned that a question had

come up about the existing onsite parking configuration, for which the applicant had submitted the corrected site plan.

Bill Stone, attorney for the applicant-Mr. Stone provided the Commissioners with a picture of what the striping in the parking lot looks like currently.

The Commission voted 6-0 in favor of the application.

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

- B. Approval of the Commission's Report & Recommendation to City Council regarding the request for a Specific Use Permit at 5212 Bissonnet Street.

Staff ensured the Commission that the conversation and vote taken during consideration of the item would be added to the report.

Commissioner Axelrad suggested that there be a condition put on the application stating that the striping must stay as is depicted in the picture.

Staff pointed out that the application had already been voted on, but that language could be included on the report as a recommendation to City Council.

The Commission then voted to approve the Report with the following recommendation:

"The Parking lot striping must remain, and be maintained as shown in the photo provided, until such time that a change in use occurs. Ordinary wear and tear is accepted."

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

- C. Consideration of an application filed by Tetra Surveys, LLC, on behalf of Vasco Cheuk and Ann N. Gerges, owners of the property at 4441 Verone, for a total plat vacation of "Lot 1 Block 1 Marmon Place." The property is located within the R-4 Zoning District.

RESULT:	APPROVED WITH CONDITIONS [UNANIMOUS]
MOVER:	Marc Steinberg, Vice Chairman
SECONDER:	Mike Axelrad, Commissioner
AYES:	Axelrad, Gordon, Taylor, Steinberg, Stiggins, Skinner
ABSENT:	Saikin

i. Presentation of the Application by the Applicant

David White, Tetra Surveys-Mr. White informed the Commission that he is seeking a total plat vacation of the Marmon Place Amending Plat. He explained that the two original properties were part of the Southdale subdivision and the Marmon Place Amending Plat was created in May of 2007. Mr. White stated that the current property owners own both properties and a vacating plat has been submitted in accordance with Texas Local Government Code 2.12 as well as the rules and regulations of the City of Bellaire.

ii. Presentation of the Application by City Staff

City staff informed the Commission that the item before them is for the consideration of an application filed by David White of Tetra Surveys, on behalf of the current property owners at 4441 Verone, for a total plat vacation of what is now known as Lot 1, Block 1 of Marmon Place. This property located within the R-4 zoning district. Prior to the creation of the current plat, the two properties were known as 4441 Verone and 4440 Mildred, or lots 11 and 12, Block 20 of Southdale Subdivision. In May of 2007, the property owner Mark Marmon came before the Commission to amend the lots into a single property, which at the time, created a through-lot. The commission approved the amending plat and created one property known today as 4441 Verone. Due to the fact that the amending plat was originally approved by the Commission, the vacating plat must also be approved by the Commission. Staff recommended approval of the plat vacation with the condition that the accessory use constructed on what was originally lot 12 be removed prior to the recordation of the plat vacation with Harris County. The Commission was informed that the property owner is aware of and comfortable with the condition that is being recommended by city staff.

iii. Response or Additional Comments from the Applicant

There were no additional comments from the applicant.

iv. Discussion and Consideration by the Commission

Commissioner Skinner asked if the address of Lot 12 will go back to being 4440 Mildred.

City staff confirmed that an address assignment would be done after completion of the plat vacation, and that the lot would again be 4440 Mildred.

Commissioner Skinner asked if the lots will be the same size as they were prior, and if they will meet all of the standards for the R-4 Zoning District.

Staff stated that the lots will simply revert back to what they were prior to 2007 and will meet all of the regulations for the R-4 Zoning District.

Commissioner Gordon asked if there is a requirement to submit a survey for plat vacations.

Ms. Sampson stated that currently there is no requirement for a survey.

Vice Chairman Steinberg asked if any work had been done to the property after recordation of the amending plat which would make the lot non-conforming after it is subdivided.

Mr. White stated reiterated that there is a carport on the side facing Mildred, but is not aware of the specifics of when that structure was created.

Attorney Petrov mentioned that the carport would be the only structure that would cause the lot to be non-conforming, which is why City staff recommended that the demolition of that take place prior to the recordation of the plat vacation.

Vice Chairman Steinberg mentioned that when the two lots were combined back in 2007, it gave the property owner more room to build the main structure. He asked if it would still meet the setback requirements of that zoning district even after being subdivided.

Ms. Sampson explained that the main structure does meet the required setbacks. She added that staff doesn't currently have a survey for the property, but will obtain one before signing off on the application.

Vice Chairman Steinberg asked if the Commission could add that as a condition.

It was confirmed that the Commission could add the requirement of a survey to ensure that all front, side, and rear setbacks are met.

v. Vote

The Commission voted 6-0 to approve the plat vacation with the following conditions:

1. A survey of the property must be filed with the City to ensure that the primary structure that is currently located on the property at 4441 Verone is in compliance with the front, rear, and side yard setbacks set forth in the City of Bellaire's Code of Ordinances pertaining to the R-4 Residential Zoning District.
 2. That the accessory use constructed on what was originally Lot 12 be removed prior to the recording of the vacating plat documentation with the Harris County Clerk.
- D. Discussion and possible approval of the Commission's recommendation regarding the City's Community Pathways Plan.

Ms. Sampson stated that unfortunately Cristin Emshoff, the Public Works Project Manager, was not in attendance due to illness, but that she is going to do her best to answer any questions that the Commission has. She added that the final draft plan had been sent out to the Commission prior to the meeting, and that staff had not gotten any feedback.

Chairman Stiggins mentioned that there is only one recommendation within the report and felt that the Commission could deal with it during the regular meeting.

Commissioner Axelrad stated that it is a noble project, but questioned whether it is appropriate at this time. He mentioned that the inappropriate timing of it was discussed at the last meeting and felt that it might be the reason why no feedback was given on the Plan.

Vice Chairman Steinberg agreed, and felt that it needs to be put off.

Commissioner Gordon mentioned that he did have a series of questions and apologized for missing the opportunity to provide them to City staff ahead of time. He added that he doesn't want the Commission to blanket approve or deny something just because it is not timely. Commissioner Gordon felt that there are a lot of things within the Plan that have the ability to shape the City in the future. He then stated that he has questions regarding funding of the project that is not listed at all within the proposal or is listed incorrectly, the implementation of 8 foot sidewalks, and the use of tax payer funds. Commissioner Gordon also mentioned that no renderings are included to show where the 8 foot paths would be installed.

Commissioner Axelrad asked if the City would be taking private property in order to install the 8 foot paths.

Vice Chairman Steinberg mentioned that essentially the Commission would be approving a blanket document with no idea of what it will actually produce.

Chairman Stiggins asked who would ultimately be responsible for the project, and if they are just looking for a concept endorsement from the Commission.

Ms. Sampson explained that it will be part of the CIP and ultimately a part of projects done through the Public Works Department. She confirmed that the City is just looking for a concept endorsement.

Commissioner Skinner mentioned that she agrees with the fact that it is not specific enough and does not address all of the costs that are associated with it. She stated that in her opinion it needs to be tabled, and the City doesn't need to be spending time and money on something like this right now.

Commissioner Gordon asked if it is within the Commission's authority to table the effort.

Chairman Stiggins mentioned that the Commission could say that it agrees with the concept of the Plan, but feels that there are more important issues that need to be addressed prior to the implementation of the Plan.

Commissioner Gordon asked if the City's consultant will be able to finish the project if the Commission does not approve the plan.

City staff confirmed that the Commission would just be making a recommendation to City Council, and that the completion of the Plan is not contingent on the Commission's approval.

Commissioner Gordon was concerned in tabling the discussion, the Plan will get finalized without input from the Commission.

Commissioner Axelrad mentioned that one way to approach it would be to say that after looking at the Plan, the Commission still has several outstanding questions and has chosen to table the discussion. He added that it would need to be expressed that if the Plan moves forward it would be doing so without the input of the Planning and Zoning Commission.

Chairman Stiggins stated that one of the options is for the Commission to recommend denial of the Plan. He added that the Commission can state that the Plan should not be considered until the efforts from the Flood Mitigation Plan are resolved.

City Staff informed the Commission that this item does not go to Council until May 7th, therefore, it could be discussed again at the Commission's April 12th meeting. Ms. Sampson stated that she would ensure that someone from Public Works would be in attendance at the next meeting to answer questions.

Chairman Stiggins asked that all questions from the Commissioners be sent to staff prior to the meeting.

VII. COMMITTEE REPORTS

There were no committee reports.

VIII. CORRESPONDENCE

Ms. Sampson informed the Commission that they had been provided with a copy of a letter that was submitted to the City from a Mr. Jay Kaplan in support of the application for "Let Us Play." She added that staff did not receive the letter in time to include it in last month's agenda packet, but wanted to make them aware of it.

IX. 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.

i. CIP/Flood Mitigation Plan

Ms. Sampson explained that staff is available to hold a workshop sometime during the week of March 26th to discuss the CIP and Flood Mitigation Plan. She added that members of staff will get together to prepare information to show how the two will coincide.

The Commissioners decided on Tuesday, March 27th, at 5:00 PM.

ii. BBEOD

iii. Parking Garages in commercial districts

iv. Beautification Master Plan

v. Fence Heights

Ms. Sampson stated that letters ii-v were previously discussed at a workshop to determine which were priorities of the Commission. She added that in recent months the main focus has been with flood mitigation, and therefore, the City and Commission's focus has been on that. Ms. Sampson also mentioned that the Development Services Department is doing some re-structuring of its employees, and once everyone is settled in their new positions, staff will be better equipped to dedicate more time for those items.

Vice Chairman Steinberg asked if there are currently any plans for more parking garages being constructed within the City.

Ms. Sampson stated that she is not aware of plans for the construction of any more parking garages at this time.

Commissioner Gordon felt that the parking garage item is more pressing than the others listed. He asked if it could be added to an agenda simply as a discussion item for the Commission to get an update on what the current by-right regulations are.

Ms. Sampson stated that staff has been reluctant to bring anything else forward to the Commission until the Flood Mitigation Plan has been completed, but that staff will begin gathering this information to add as a discussion item to the agenda.

vi. HEB

Ms. Sampson stated that HEB is still looking to open sometime in April, and that staff will be meeting with them in the next few days to discuss the streetscape project that is taking place along Spruce and Fifth streets. She added that there was a question brought up at City Council regarding the widths of the sidewalks surrounding the property, and explained that some of the proposed sidewalk widths in the area may be changed in conjunction with the project. She added that she will keep the Commission updated on what those the final proposal is.

vii. Chevron property

Ms. Sampson stated that as of now, the City does not have any new information on the Chevron property. She added that she would keep the Commission up to date on any new developments.

Ms. Sampson then reiterated that the Development Services Department is doing some re-structuring, and as part of that, Ashley Parcus will now be the Development Services Coordinator. She added that in future meetings, Ashley will be giving the staff presentations and will be sitting in her place next to the City's attorney.

Attorney Petrov then informed the Commission that Ms. Sampson has officially been named the Director of Development Services.

B. Comments & updates from the Commission's City Council Liaison

Council Member Pollard informed the Commission that a sub committee of Council members was formed in order to take a look at the board and commission application process. She explained that some changes have been made to the application itself, as well as the way that the interviews will be run. Council Member Pollard mentioned that more information regarding the expectations of each board and commission will be included, and asked that members of the Commission let her know how much time they spend on the Commission work each month.

C. 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 forward.

X. ADJOURNMENT

A motion was made by Commissioner Skinner and seconded by Commissioner Gordon to adjourn the Regular Meeting.

The motion passed with a vote of 6-0, and the meeting was adjourned at 8:13 PM.

Planning and Zoning Commission

Council Chamber, First Floor of City Hall
Bellaire, TX 77401-4411



Meeting: 04/12/18 06:00 PM
Department: Development Services
Category: Specific Use Permit
Department Head: ChaVonne Sampson
DOC ID: 2524

SCHEDULED ACTION ITEM (ID # 2524)

Item Title:

Docket #SU-2018-03-Discussion, consideration, and possible action on an application filed by Steven Gee, Houston Independent School District Project Manager, for an amendment to Specific Use Permit S-89, approved by City Council with Ordinance No. 17-055, and required by Chapter 24, Planning & Zoning, Section 24-532 B. (2) a), to include an addendum within the original Specific Use Permit that allows for the temporary use of the existing Gordon Elementary School site by Kolter Elementary School until such time that construction is complete on the new Kolter Elementary School campus and students are able to occupy the new building. The property is located at 6300 Avenue B, within the R-3 Residential Zoning District.

Background/Summary:

On March 8, 2018 the Commission held a public hearing on a request filed by Steven Gee, of Houston Independent School District (HISD) for an amendment to Specific Use Permit S-89 to allow for the temporary use of the existing Gordon Elementary School site by Kolter Elementary School. During the public hearing, four (4) members of the public spoke in favor of the proposal. No comments have been submitted since the conclusion of the public hearing.

The *Code of Ordinances, Chapter 24, Planning and Zoning, Section 24-615, Standards Applicable to all Planned Development Amendments and Specific Use Permits*, details the five criteria that must be met for the issuance of this request:

- 1. The proposed planned development amendment or specific use permit is consistent with the purposes, goals, objectives, and standards of the comprehensive plan of the City of Bellaire.**

The Comprehensive Plan's Existing Land Use and Character Map designates this site as a school. The request is to continue the current use of the property at 6300 Avenue B, and therefore no additional onsite parking is required by code.

- 2. The design of the proposed development, considered as part of the... specific use permit, minimizes adverse effects, including visual impacts of the proposed use on adjacent properties.**

Minimizing adverse effects/visual impacts is not applicable to this application as the request is simply to continue use of the already existing school facilities located on the property.

- 3. The proposed development will not have an adverse effect on the value of the adjacent property.**

Discussion with real estate professionals, who are familiar with the Bellaire area,

stated that while generally the location of schools near residential properties may have an adverse impact on the value of adjacent property, the continued use of an already existing school would not increase the negative impacts.

4. The proposed development will not unduly burden essential public facilities and services, including streets, police and fire protection, sanitary sewers, storm sewers, solid waste disposal and schools.

The proposal and Traffic Impact Analysis has been reviewed by the City's Engineers, the Public Works Department, and the Police and Fire Departments. Although traffic in the area may be affected during the school's peak drop off and pick up hours, the plan will not unduly burden essential public facilities and services. HISD is also providing bus transportation from the old campus to the new campus in an effort to alleviate the amount of traffic during those times. No additional drainage is required for continued use of the property.

5. The applicant for the development has adequate financial and technical capacity to complete the development as proposed and has met all requirements of this Code, including such conditions as has been imposed as a part of this...specific use permit.

Houston Independent School District has adequate financial and technical capacity to complete the rebuild of Kolter Elementary School. The request for continued use of the school at 6300 Avenue B meets all zoning requirements as set forth for schools under Sec. 24-532, R-3 Residential District.

Recommendation:

Finding that the application meets the standards set forth in Section 24-615 of the City's Code of Ordinances, the Development Services Department recommends approval of the applicant's request to include an addendum in Specific Use Permit S-89 allowing for Kolter Elementary School to utilize the property at 6300 Avenue B until such time that construction is completed on the new Kolter Elementary school and students are able to occupy the new building.

ATTACHMENTS:

- SUP Application - 6300 Avenue B (PDF)

HISD | Construction Services

SERVICE EXCELLENCE

January 29, 2018

Ms. ChaVonne Sampson
Director of Community Development
City of Bellaire
7008 South Rice Avenue
Bellaire, TX 77401

**RE: Planning and Zoning Commission
Specific Use Permit Amendment
HISD Bellaire High School Rebuild**

Dear Ms. Sampson:

Enclosed is the Houston Independent School District's application for a specific use amendment to temporarily continue to use the existing Gordon Elementary School site at 6300 Avenue B in its current condition and configuration as an elementary school. In conjunction with our architecture firm, PBK Architects, Houston Independent School District (HISD) is requesting that this specific use amendment be considered at the March 8, 2018 Planning and Zoning Commission meeting.

As you are aware, the site of the old Gordon Elementary School is currently being used by Kolter Elementary School since the existing Kolter campus was severely damaged by Hurricane Harvey. It has been determined by the HISD Board of Trustees that the Kolter campus will be rebuilt rather than simply repaired due to extreme storm damage. As such, Houston Independent School District requests to continue to use the existing Gordon site for Kolter Elementary School until construction is completed on the new Kolter Elementary School campus and students are able to occupy the new school (anticipated to be January 2020).

This specific use amendment request is not intended to supersede the previous specific use permit for this site approved by the City of Bellaire on September 18, 2017. Houston Independent School District intends to move forward with the previously approved use immediately following Kolter Elementary students vacating the Gordon property.

Traffic impact has been analyzed by a traffic engineer, Traffic Engineers Inc., in order to document the anticipated traffic load from the current use, and their report is provided in this packet as required.

PBK Architects, is delivering this letter, our check in the amount of \$1,055.00 for the application fee, and the following items to you:

- Site Survey
- Owner's certificate
- Aerial photo of vicinity map
- Aerial photo of location map
- Traffic Impact Analysis, Traffic Engineers Inc.

Please let us know of any additional information you need in order to process our application. We very much appreciate your assistance.

Sincerely,



Steven Gee Jr.
HISD Project Manager
sgee@houstonisd.org
713-556-9261

Attachment: SUP Application - 6300 Avenue B (2524 : Consideration-6300 Avenue B)

BENCHMARK:
CITY OF BELLAIRE SURVEY MARKER NO. 38
2" BRASS DISK IN CONCRETE STAMPED "BM38" SURVEYED DECEMBER 2004, LANDTECH
CONSULTANTS, INC.
ELEVATION = 53.90' (NAVD 88, 2001 ADJUSTMENT)

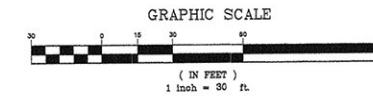
TBM A:
BOX CUT ON SOUTHWEST CORNER OF CONCRETE FOR INLET, AS SHOWN HEREON.
ELEVATION = 50.93'

TBM B:
BOX CUT ON SOUTHWEST CORNER OF CONCRETE BY TRASH CAN, AS SHOWN HEREON.
ELEVATION = 52.76'

TBM C:
BOX CUT ON NORTHEAST CORNER OF CONCRETE, AS SHOWN HEREON.
ELEVATION = 52.02'

TBM D:
BOX CUT ON SOUTHEAST CORNER OF CONCRETE FOR INLET, AS SHOWN HEREON.
ELEVATION = 51.90'

- NOTES:
- 1.) THIS IS NOT A BOUNDARY SURVEY.
 - 2.) BOUNDARY INFORMATION IS SHOWN HEREON PER RECORDED DEEDS PROVIDED BY COURTHOUSE SPECIALISTS.
 - 3.) ACCORDING TO THE FEDERAL EMERGENCY MANAGEMENT AGENCY'S FLOOD INSURANCE RATE MAP FOR HARRIS COUNTY, TEXAS AND INCORPORATED AREAS, COMMUNITY PANEL NO. 4802G-C-0885 I, EFFECTIVELY DATED JUNE 18, 2007, THIS PROPERTY LIES IN ZONE "AE", A SPECIAL FLOOD HAZARD AREA SUBJECT TO INUNDATION BY THE 1% ANNUAL CHANCE FLOOD EVENT WHERE BASE FLOOD ELEVATIONS HAVE BEEN DETERMINED.
 - 4.) ALL UNDERGROUND UTILITIES MAY NOT BE SHOWN HEREON. THE LOCATIONS OF UTILITIES SHOWN HEREON ARE SHOWN PER RECORD DRAWINGS, SIZES, DEPTHS, AND LOCATIONS MAY VARY. FOR THE LOCATION OF ANY ADDITIONAL UTILITIES THAT MAY EXIST, PLEASE CALL THE "TEXAS ONE CALL" LOCATING SERVICE.
 - 5.) THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A CURRENT TITLE REPORT. ADDITIONAL ENCUMBRANCES MAY EXIST THAT ARE NOT SHOWN.



- LEGEND
- CLF - CHAIN LINK FENCE
 - COL - COLUMN
 - CONC - CONCRETE
 - CS - CHAIN SURVEY
 - CT - COOLING TOWER
 - DO - DOWN OUT
 - FI - FIRE HYDRANT
 - FND - FUND
 - GI - GRATE INLET
 - GM - GAS METER
 - H.C.S.P. - HARRIS COUNTY CLERK'S FILE
 - H.C.S.P. - HARRIS COUNTY DEED RECORDS
 - H.C.S.P. - HARRIS COUNTY MAP RECORDS
 - IR - IRRIGATION CONTROL VALVE
 - IR - IRON ROD
 - LS - LIGHT STANDARD
 - MH - MANHOLE
 - ML - METAL LID
 - NFV - NOT FIELD VERIFIED
 - PP - POWER POLE
 - PT - PICNIC TABLE
 - RCP - REINFORCED CONCRETE PIPE
 - RD - ROAD DRAIN
 - R.O.W. - RIGHT OF WAY
 - SW - SANITARY
 - STM - STORM
 - STN - SQUARE
 - TBM - TEMPORARY BENCHMARK
 - TC - TOP OF CURB
 - TO - TOP OF GRATE
 - TDV - TOP OF VALVE
 - V - VIT
 - VF - WATER FAUCET
 - VV - WATER VALVE



SURVEY
C-0

	TEXAS ENGINEERING AND MAPPING 12210 CENTURY DRIVE STAFFORD, TEXAS 77477 PHONE: 281.491.2555 FAX: 281.491.2555
TOPOGRAPHIC SURVEY OF A PORTION OF GORDON ELEMENTARY SCHOOL A 5.9404 ACRE TRACT OF LAND OUT OF LOT 2, BLOCK 4, WESTMORELAND FARMS AMENDED FIRST SUBDIVISION, (VOL. 3, PG. 80; H.C.M.R.) IN THE J. BLESSINGS SURVEY HARRIS COUNTY, TEXAS	
SCALE: 1"=30'	DRAWN BY: DRJ
DATE: 4-16-12	JOB NO.: 1034-1
CALC. BY: BWN	KEY MAP: 531 D.H.

FOR REFERENCE ONLY

THE STATE OF TEXAS :
 : KNOW ALL MEN BY THESE PRESENTS:
 COUNTY OF HARRIS :

That we, CHOYCE ALLISON and wife, IMOGENE G. ALLISON, residents of Harris County, Texas, for and in consideration of the sum of TEN DOLLARS (\$10.00) and other good and valuable consideration cash in hand paid by the HOUSTON INDEPENDENT SCHOOL DISTRICT, a body corporate created by virtue of a special Act of the 38th Legislature of the State of Texas, approved by the Governor of the State of Texas on March 20, 1923, of the County of Harris, State of Texas, the receipt of which is hereby acknowledged and confessed, have GRANTED, BARGAINED, SOLD, ASSIGNED, TRANSFERRED and CONVEYED, and by these presents do GRANT, BARGAIN, SELL, ASSIGN, TRANSFER and CONVEY unto the said HOUSTON INDEPENDENT SCHOOL DISTRICT of the County of Harris, State of Texas, that certain parcel or tract of land containing 3.188 acres out of Lot 2, Block 4, Amended First Subdivision of Westmoreland Farms in the J. Blessing Survey, Harris County, Texas, and being more particularly described by metes and bounds as follows:

BEGINNING at an iron rod set at the intersection of the west line of Avenue B and the south line of Richmond Road, said point being the northeast corner of this tract of land;

THENCE South along the west line of Avenue B 588.30 feet to a 1-inch iron rod, the southeast corner of this tract of land;

THENCE West 221.0 feet of a 1-inch iron pipe in the center of a drainage ditch, the southwest corner of this tract of land;

THENCE North $13^{\circ} 36' 22''$ West along the center line of said drainage ditch 418.30 feet to a 1-inch iron rod in the south line of Richmond Road;

THENCE North $60^{\circ} 22' 30''$ East along the south line of Richmond Road 367.30 feet to the place of beginning and containing 3.188 acres of land.

73?
138

TO HAVE AND TO HOLD the above described premises, together with all and singular the rights and appurtenances thereto in anywise belonging, unto the said Houston Independent School District, its successors and assigns forever; and we do hereby bind ourselves, our heirs, executors and administrators, to warrant and forever defend all and singular the said premises unto the said Houston Independent School District, its successors and assigns, against every person whomsoever lawfully claiming or to claim the same, or any part thereof.

WITNESS OUR HANDS this the 19th day of February, 1952.



Choyce Allison
Imogene G. Allison

THE STATE OF TEXAS :
COUNTY OF HARRIS :

BEFORE ME, the undersigned authority, on this day personally appeared CHOYCE ALLISON and wife, IMOGENE G. ALLISON, both known to me to be the persons whose names are subscribed to the foregoing instrument, and acknowledged to me that they each executed the same for the purposes and consideration therein expressed, and the said IMOGENE G. ALLISON, wife of the said Choyce Allison, having been examined by me privily and apart from her husband, and having the same fully explained to her, she, the said Imogene G. Allison, acknowledged such instrument to be her act and deed, and she declared that she had willingly signed the same for the purposes and consideration therein expressed, and that she did not wish to retract it.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the 19 day of February, 1952.

John A. O'Connell
Notary Public in and for
Harris County, Texas

Filed for Record Feb 21 - 1952 at 10:50 o'clock 9 .M

Recorded Mar 5 - 1952 at 11:44 o'clock 9 .M

W. D. MILLER, Clerk County Court, Harris County, Texas.

By Terrell Brunson Deputy.

Attachment: SUP Application - 6300 Avenue B (2524 : Consideration-6300 Avenue B)

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97
980742

THE STATE OF TEXAS :
 :
 COUNTY OF HARRIS : KNOW ALL MEN BY THESE PRESENTS:

That the RICHWOOD CORPORATION, a corporation organized and existing under and by virtue of the laws of the State of Texas and having its principal office in Houston, Harris County, Texas, for and in consideration of the sum of TEN DOLLARS (\$10.00) and other good and valuable consideration cash in hand to it paid by the HOUSTON INDEPENDENT SCHOOL DISTRICT, a body corporate created by virtue of a special act of the 38th Legislature of the State of Texas, approved by the Governor of the State of Texas on March 20, 1923, the receipt of which is hereby acknowledged and confessed, has GRANTED, BARGAINED, SOLD, ASSIGNED, TRANSFERRED and CONVEYED, and by these presents does GRANT, BARGAIN, SELL, ASSIGN, TRANSFER and CONVEY unto the said HOUSTON INDEPENDENT SCHOOL DISTRICT, of the County of Harris, State of Texas, the following described tract of land in Harris County, Texas, to-wit:

2.75⁴ acres of land out of Lot 2, Block 4, Amended First Subdivision of Westmoreland Farms in the J. Blessing Survey, Harris County, Texas, according to the map of said subdivision recorded in Vol. 3, Page 60 of the Map Records of Harris County, Texas, and being more particularly described as follows:

BEGINNING at a 1-inch iron rod, the northeast corner of this tract of land on the south line of Richmond Road in the center of a drainage ditch, said point being also the northwest corner of a tract of land formerly owned by Choyce Allison, et ux;

THENCE S. 13° 36' 22" E. along the center line of said drainage ditch 418.3 feet to a 1-inch iron pipe, the southeast corner of said tract of land, same being the southwest corner of said Allison tract;

THENCE W. 414.0 feet to a 1-inch iron rod in the west line of said Lot 2, the southwest corner of this tract of land;

THENCE North 227.1 feet along the west line of said Lot 2 to a 1-inch square iron rod in the south line of Richmond Road;

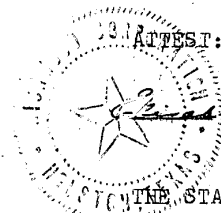
THENCE N. 60° 22' 30" E. along the south line of Richmond Road 362.95 feet to the place of beginning and containing 2.754 acres of land.

TO HAVE AND TO HOLD the above described premises, together with all and singular the rights and appurtenances thereto in anywise belonging, unto the said Houston Independent School District, its successors and assigns forever, and Grantor does hereby bind itself, its successors and assigns, to warrant and forever defend all and singular the said premises unto the said Houston Independent School District, its successors and assigns, against every person whomsoever lawfully claiming, or to claim the same, or any part thereof.

IN WITNESS WHEREOF, Richwood Corporation has caused these presents to be executed and attested, and its corporate seal hereunto fixed, by its officers thereunto duly authorized, this the 17th day of March, 1952.

RICHWOOD CORPORATION

By H. M. Coatesville Jr.
Vice-Pres.



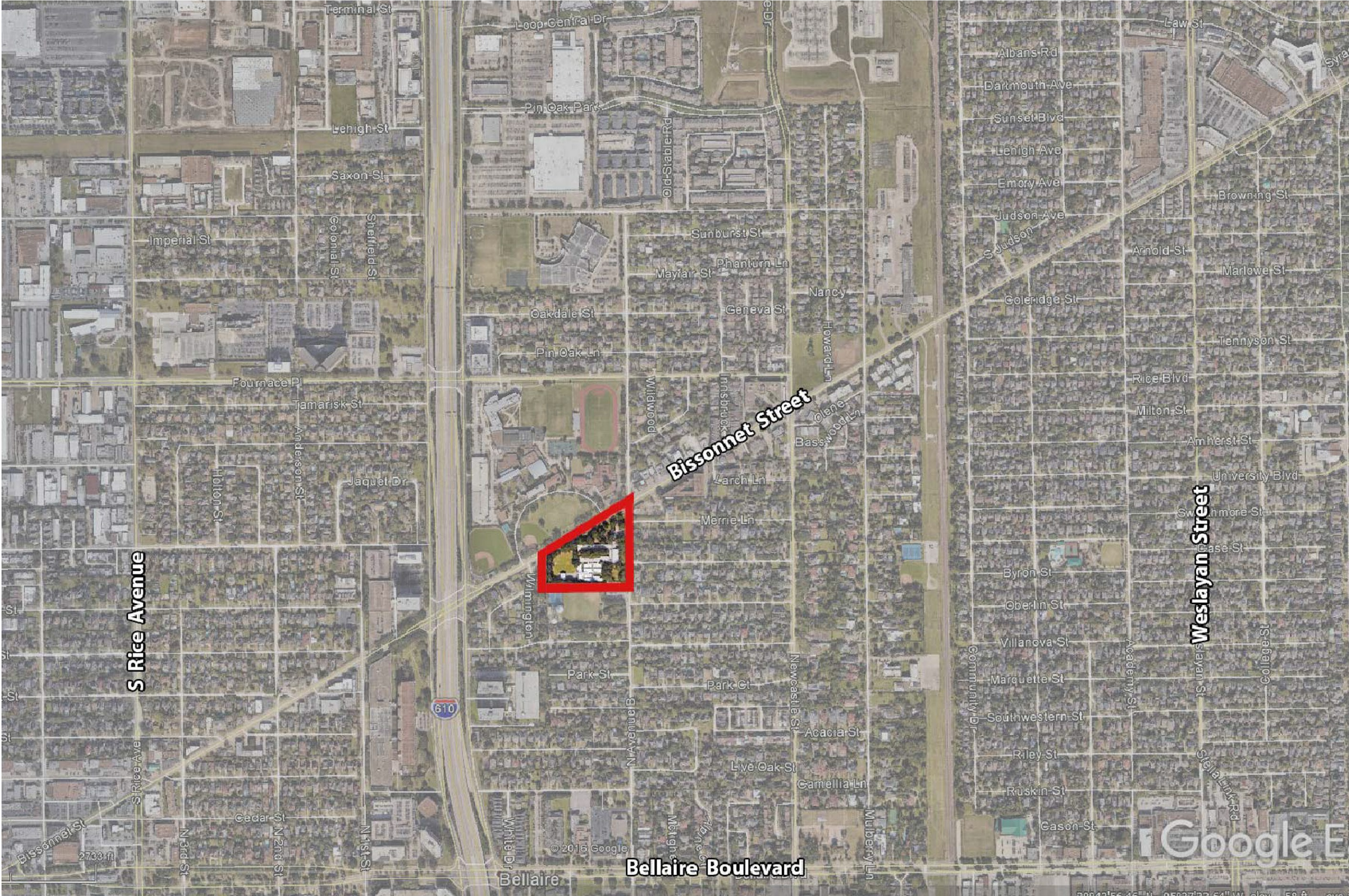
THE STATE OF TEXAS :
COUNTY OF HARRIS :

BEFORE ME, the undersigned authority, on this day personally appeared H. M. Coatesville Jr. President of the RICHWOOD CORPORATION, a corporation, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration therein expressed, in the capacity therein stated, and as the act and deed of said corporation.

GIVEN under my hand and seal of office this the 17th day of March, 1952.

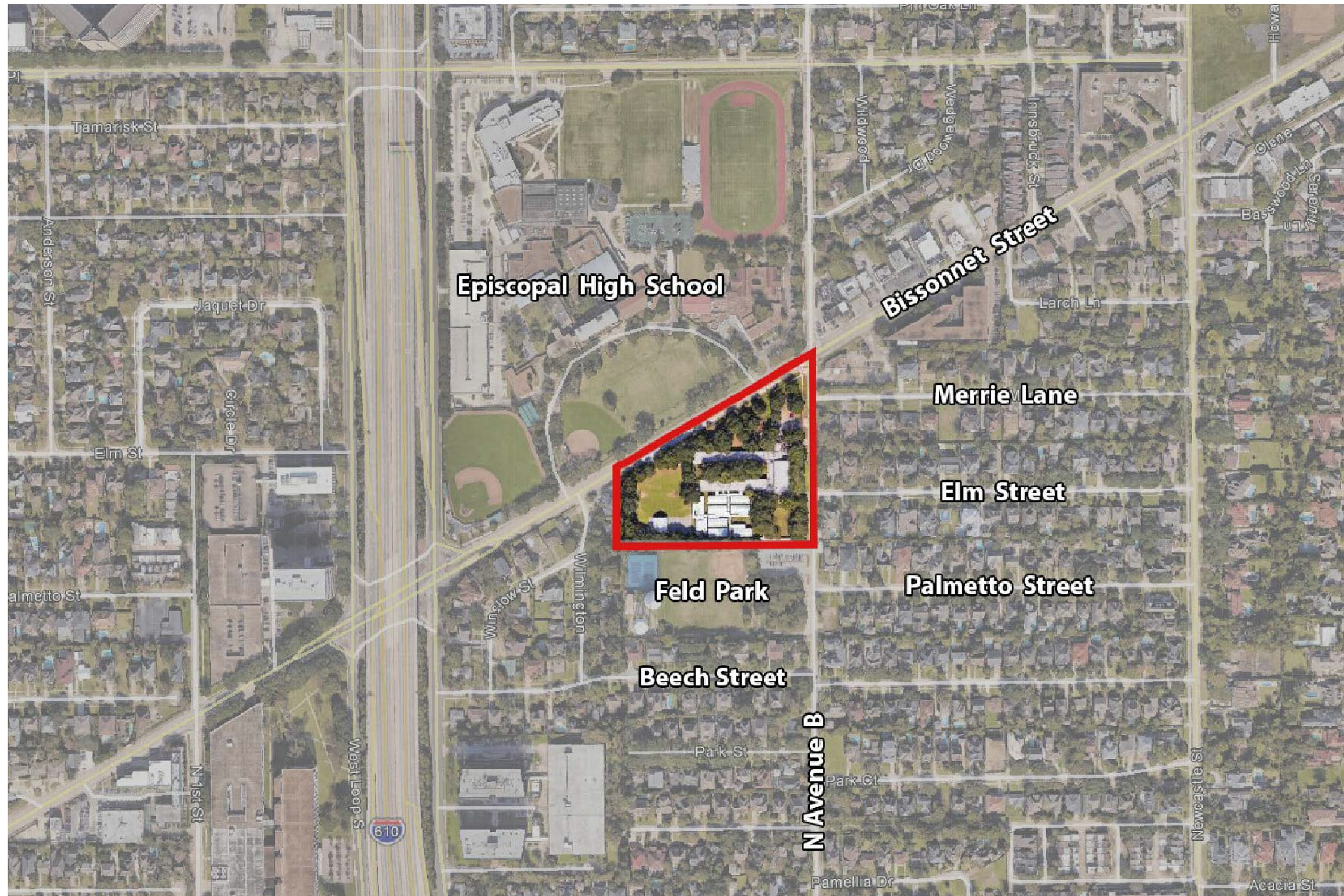
B. E. Baumgardner
Notary Public in and for
Harris County, Texas





BELLAIRE HS Baseball Field - Bellaire, TX
HOUSTON INDEPENDENT SCHOOL DISTRICT





BELLAIRE HS Baseball Field - Bellaire, TX
HOUSTON INDEPENDENT SCHOOL DISTRICT

Location Map





BELLAIRE HS Baseball Field - Bellaire, TX
HOUSTON INDEPENDENT SCHOOL DISTRICT

Existing Site Plan



Temporary Kolter Elementary School Site Traffic Study

Prepared for



Prepared by
Traffic Engineers, Inc.
Texas Registration #F-3158

Revised Report
February 23, 2018



Dustin W. Qualls, PE, PTOE

Attachment: SUP Application - 6300 Avenue B (2524 : Consideration-6300 Avenue B)

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RECOMMENDATION	3

INTRODUCTION

Kolter Elementary School was one of the five schools relocated after Hurricane Harvey. Kolter Elementary School is temporarily being housed at the former Gordon Elementary School site which is also slated for the future Bellaire High School Baseball Field.

The relocated Kolter Elementary School Site is located to the south of Bissonnet Street and west of North Avenue B (see **Figure 1**). The student enrollment at Kolter Elementary School as of January 22nd, 2018, was 645. The approximate number of staff at Kolter Elementary School is 55.

This study evaluates the traffic impacts associated with the arrival and dismissal peak period traffic at the relocated Kolter Elementary School.



FIGURE 1: SITE LOCATION

EXISTING ROADWAY CONDITIONS

North Avenue B - Direct access to the school site is provided via North Avenue B, a two-lane undivided roadway with curb and gutter. North Avenue B is located east of the school and runs as a north-south roadway. The posted speed limit on North Avenue B is 30 mph. Monday through Friday, the section of North Avenue B north of Bissonnet Street becomes a one-way southbound street between the hours of 7:45 to 9:00 AM and 4:00 to 5:00 PM.

Bissonnet Street - Regional access to the site is provided via Bissonnet Street, a five-lane roadway with a two-way left-turn lane. The posted speed limit on Bissonnet Street is 35 mph.

EXISTING TRAFFIC OPERATION CONDITIONS

Traffic Engineers, Inc. observed traffic operations at Kolter Elementary School in January 2018 during school arrival and dismissal peak periods. The following vehicular and pedestrian patterns were observed (as shown in Figure 2):



FIGURE 2: EXISTING CONDITIONS

TRAFFIC CIRCULATION PLAN

- The main student drop-off/pick-up location is at the driveway located to the south of the school building. Parents and day care vans were observed looping around this driveway to drop-off/pick-up students (See Figure 2).
- The traffic associated with the arrival and dismissal operations at the school site dissipated in less than 15 minutes and did not create any adverse bottlenecking on Bissonnet Street.

PEDESTRIAN AND SCHOOL SPEED ZONE SIGNING

- Crossing guards were helping students cross at the intersection of North Avenue B at Elm Street, North Avenue B at Palmetto Street, and North Avenue B at Beech Street.
- A school speed zone exists on North Avenue B that complies with the arrival and dismissal times for Kolter Elementary School. The bell schedule for arrival and dismissal at Kolter Elementary School is 7:45 am and 3:05 pm respectively. The reduced speed limits on North Avenue B apply between 7:15-8:15 am and 2:30—3:30 pm on school days.

PARKING ANALYSIS

- Staff Parking: There are approximately 66 spaces for staff parking. This is enough to accommodate the staff parking needs.
- On-street Parent Parking: On-street parent parking is available on Elm Street. It should be noted that parents were observed parking on Merrie Lane despite parking restrictions on Merrie Lane from 7:00 AM to 5:00 PM on weekdays.
- Off-Street Parent Parking:
 - a. BBVA Compass Parking Lot: The BBVA Compass Bank located at the northeast corner of the intersection of North Avenue B and Merrie Lane has agreed to let parents park in their lot during the AM peak hour. Parents were observed using this parking lot during the AM peak hour. The approximate number of parking spaces in this lot is 58.
 - b. School Parking Lot: Parents were observed parking in the school parking lot located to the south of the school building.

MODE SHARE

- Approximately 75 percent of the students at Kolter Elementary School were bused to/from the school site in four large charter buses. The remaining 25 percent either walked or were dropped-off/picked-up by their parents.

Field photos taken during the arrival and dismissal peak period of Kolter Elementary School are provided in the Appendix.

RECOMMENDATION

Based upon observations by Traffic Engineers, Inc. in January of 2018, the traffic generated by the arrival and dismissal operations at relocated Kolter Elementary School dissipated in less than 15 minutes and no other traffic impacts were generated. No mitigation measures are recommended for the present time.

With Kolter Elementary School remaining at the Gordon Elementary site until January of 2020, traffic should be monitored for any adverse conditions along Avenue B. However, no long-term measures are recommended due to the temporary nature of Kolter ES inhabiting the Gordon school site. The charter buses provide a much-needed shuttle system from the existing Kolter Elementary School campus and the temporary campus. These shuttle buses greatly reduce the parent vehicle demand and get the students onto and off of the campus quickly and efficiently.

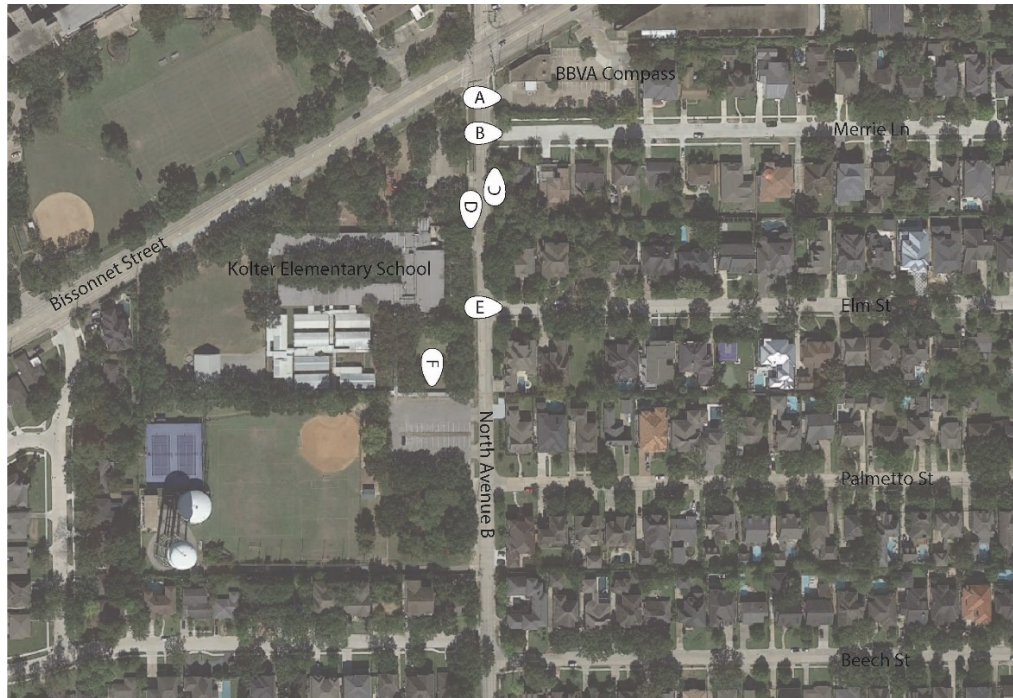
Appendix-Existing Conditions

Existing Conditions - Location A



LOCATION A: BBVA COMPASS PARKING LOT BEING USED FOR PARENT PARKING DURING AM PEAK HOUR

Existing Conditions - Location B



LOCATION B: PARENTS PARKED AT MERRIE LANE

Existing Conditions - Location C



LOCATION C: PARENTS PARKED AT MERRIE LANE

Existing Conditions - Location D



LOCATION D: FOUR CHARTER BUSES UNLOADING STUDENTS AT THE STUDENT DRIVEWAY

Existing Conditions - Location E



LOCATION E: CROSSING GUARD HELPING STUDENTS CROSS AT THE INTERSECTION OF NORTH AVENUE B AND ELM STREET

Existing Conditions - Location F



LOCATION F: PARKING LOT LOCATED TO THE SOUTH OF THE SCHOOL BUILDING

**Planning and Zoning
Commission**

Council Chamber, First Floor of City
Hall
Bellaire, TX 77401-4411



Meeting: 04/12/18 06:00 PM
Department: Development Services
Category: Report
Department Head: ChaVonne
Sampson
DOC ID: 2526

**SCHEDULED
ACTION ITEM (ID # 2526)**

Item Title:

Approval of the Commission's Report and Recommendation to City Council regarding an amendment to Specific Use Permit S-89.

Background/Summary:

A draft Report and Recommendation has been included in the packet and should be amended as necessary, based on the events of the evening.

ATTACHMENTS:

- 6300 Avenue B-Amendment (PDF)



CITY OF BELLAIRE

Planning and Zoning Commission

April 12, 2018

To: Mayor and City Council
 From: Dirk Stiggins, Chairman, Planning & Zoning Commission
 CC: ChaVonne Sampson, Director of Community Development
 Subject: Report and Recommendation on an application for an amendment to Specific Use Permit S-89.

On Thursday, March 8, 2018, the Planning & Zoning Commission held a public hearing for the purpose of reviewing an application on a request for an amendment to Specific Use Permit S-89, approved by City Council with Ordinance No. 17-055, and required by Chapter 24, Planning & Zoning, Section 24-532 B. (2) a), to include an addendum within the original Specific Use Permit that allows for the temporary use of the existing Gordon Elementary School site by Kolter Elementary School, until such time that construction is complete on the new Kolter Elementary School campus and students are able to occupy the new building.

Notifications regarding the public hearing were mailed out to all addresses within 500 feet of the property. Any and all persons desiring to be heard in connection with the Specific Use Permit application were invited to speak before the Commission.

Four (4) members of the public spoke in favor of the application.

Concerns/questions from the Commission included:

- Traffic circulation/parking during peak drop-off and pick-up times
- The ability of HISD to fund the rebuild of Kolter Elementary School
- How does the enrollment size of Kolter Elementary compare to the size of the two schools that were previously operated on the property?
- Were any safety requirements waived in an effort to allow Kolter Elementary to occupy the building after Hurricane Harvey?

HISD's representatives informed the Commission that there is currently no queuing area for student drop-off and pick-up, and that parents are utilizing on-street parking in the area surrounding the school to walk their children into the building. HISD's Traffic Engineer stated that he feels as though the plan is very orderly and efficient. Steven Gee, Project Manager for HISD stated that the enrollment size of the school is very similar to what has been there in the past and that no additional buildings were brought onto the site to accommodate for the new students and faculty. Dan Bankhead, HISD's General Manager of Facilities Design, assured the Commission that the funds for the rebuild of Kolter Elementary have been encumbered and that a contractor and architect are already

on board for the project. City staff has confirmed that all required inspections were completed on the property prior to Kolter Elementary occupying the building.

No additional comments were received after the conclusion of the public hearing.

CONSIDERATION

[A summary of the Commission's discussion during consideration of the item will be added here.]

RECOMMENDATION

On April 12, 2018, after due consideration and discussion, the Commission found that the application was consistent with the criteria and standards set forth in Section 24-615 of the City of Bellaire Code of Ordinances, and voted _____ to recommend _____ of the amendment to Specific Use Permit S-89 to City Council.

VOTE OF THE COMMISSION

Members present and voting FOR this recommendation to City Council:

Members present and voting AGAINST this recommendation to City Council:

Members absent:

Planning and Zoning Commission

Council Chamber, First Floor of City
Hall
Bellaire, TX 77401-4411



Meeting: 04/12/18 06:00 PM
Department: Development Services
Category: Report
Department Head: ChaVonne
Sampson
DOC ID: 2525

SCHEDULED ACTION ITEM (ID # 2525)

Item Title:

Approval of the Planning and Zoning Commission's Report and Recommendation to City Council regarding the Draft 2019-2023 Capital Improvement Plan.

Background/Summary:

On February 8, 2018, Michelle Jordan, Project Manager, presented the draft Five-Year Capital Improvement Plan (CIP) to the Planning and Zoning Commission for review and comment. The Commission also held a workshop on the item on April 4, 2018. This plan covers Fiscal Years 2019-2023. (The City's fiscal year runs from October 1 through September 30).

The Code of Ordinances, Chapter 24, Planning and Zoning, Section 24-402, Capital Improvement Program, requires the Commission to review the plan's consistency with the adopted Comprehensive Plan and forward comments and recommendations to the City Council.

With the recent completion of the Flood Hazard Mitigation Report, the Commission has also reviewed the CIP to determine which, if any, of the recommendations from the Task Force would be appropriate to include.

Attached is a draft report, based on discussions from the April 4, 2018 workshop, to use as a starting point for the Commission to finalize comments and recommendations to City Council.

Recommendation:

The Director recommends approval of the final report, as amended by the Commission.

ATTACHMENTS:

- CIP Memo-April 2018 (PDF)
- Draft CIP 1-31-18 (PDF)
- FHTF Recommendations (PDF)
- 20. Draft Action Plan_Matrix Organization (PDF)
- Hazard-Risk Assessment Matrix 3.15.18 (PDF)



CITY OF BELLAIRE

Planning and Zoning Commission

April 12, 2018

To: Mayor and City Council
 From: Dirk Stiggins, Chairman, Planning & Zoning Commission
 CC: ChaVonne Sampson, Director of Development Services
 Subject: Report and Recommendation on the City of Bellaire's 2019-2023 Draft Five Year Capital Improvement Plan

Chapter 24, Planning and Zoning, Sec. 24-402, Capital Improvement Program, requires that the Planning and Zoning Commission "review and comment on the consistency of the program with the adopted comprehensive plan." With the recent completion of the Flood Hazard Mitigation Report, the Commission also reviewed the CIP to determine which, if any, of the recommendations from the Task Force would be appropriate to include.

On Thursday, February 8, 2017, City of Bellaire Project Manager, Michelle Jordan, presented the City's Draft Five Year Capital Improvement Plan (CIP) to the Commission. The Commission was concerned about the lack of detail in the CIP as it related to the Flood Hazard Mitigation Task Force Matrix and asked that another presentation of the CIP be made at a later date when more information was available. In a workshop on April 4, 2018, the Commission was provided with a list of recommendations from the Flood Hazard Mitigation Task Force that City staff felt were appropriate to incorporate into the Capital Improvement Plan.

Some concerns and questions voiced by the Commission, during the presentation, were as follows:

- The Capital Improvement Plan (CIP) should first address funding needs for safety, health and security issues of the residents and then focus on the issue of flood mitigation.
- Why is there nothing in the CIP with regard to the acceleration of the replacement of water lines throughout the City?
- Are there less critical projects in the CIP in 2019 that can be de-funded or delayed in order to make more room for flood control engineering feasibility studies that would estimate the cost of the projects described in the Flood Hazard Mitigation Matrix?
- Does the CIP currently include any flood control specific projects that are not tied to street the reconstruction funding that was approved in the 2016 Bond Program?
- Commissioners felt that adopting a CIP that did not react to Harvey would be sending a bad message to the citizens of Bellaire. Residents should be made aware the City is making every effort to keep current street reconstruction projects moving while trying to explore outside funding from State and Federal sources for Harvey flood projects identified in the Flood Mitigation Study
- Future projects include an estimated budget, but no time considerations

Attachment: CIP Memo-April 2018 (2525 : CIP Report)

- How will the recommendations from the Flood Hazard Mitigation Report be incorporated into the CIP?

Ms. Jordan responded to each question asked. She explained that the recommendations made by the Flood Hazard Mitigation Task Force will be evaluated by City staff to determine if and how the projects can be incorporated into the CIP.

CONSIDERATION

Further discussion of the CIP occurred during the Commission's Regular Session on April 12, 2018. Consideration of the item took place the same night.

RECOMMENDATION

The Commission felt that the draft CIP is consistent with the City's Comprehensive Plan, and agreed that the following recommendations from the Flood Hazard Mitigation Report should be included:

- North/South Drainage Systems and Cypress Ditch
- Sheet Flow Barrier Removal
- Kilmarnock Ditch

Additionally, the Commission has the following recommendations:

- Remove all non-essential items (not dealing with health, safety, and security) from the 2019 CIP and prioritize funding for flood mitigation feasibility studies.
- Include best estimates of feasibility study costs, with footnotes indicating that costs may fluctuate as better project definition(s) become available.
- Where feasible and economically prudent, fast track flood control projects, including those that were recommended by the City Engineer's 2016 drainage study.

VOTE OF THE COMMISSION

Members present and voting FOR this recommendation to City Council:

Members present and voting AGAINST this recommendation to City Council:

Members absent:

Five Year Capital Improvement Plan Summary						
	Projected FY 2019	Projected FY 2020	Projected FY 2021	Projected FY 2022	Projected FY 2023	Totals FY 2018-2022
Resources						
General Fund Cash Resource	1,847,100	671,050	501,050	606,050	155,050	3,625,250
Enterprise Fund Cash Resources	245,977	940,977	5,977	5,977	5,977	1,198,908
METRO Resources	1,008,000	1,008,000	1,008,000	1,008,000	1,008,000	4,032,000
Bonds Program	9,000,000	14,200,000	21,000,000	12,000,000	12,000,000	56,200,000
Total CIP Resources	12,101,077	16,820,027	22,515,027	13,620,027		65,056,158
Projects						
General Fund Cash Projects	1,496,050	320,000	50,000	451,000	-	2,317,050
Enterprise Fund Cash Projects	240,000	935,000	-	-	-	1,175,000
METRO Projects	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000
Bond Program	9,000,000	14,200,000	21,000,000	12,000,000	12,000,000	68,200,000
Total Capital Improvement Projets	11,736,050	16,455,000	22,050,000	13,451,000		76,692,050
Unfunded Projects - All General Fund Related						\$ 9,060,000

FY 2019 Proposed Capital Improvement Projects	
General Fund CIP	
Beginning Balance - General Fund Cash	\$ 1,102,100
Transfer in From General Fund	\$ 745,000
Total Resources	\$ 1,847,100
Holly Street Esplanade - Additional amenities and plantings for the Holly Street Esplanade Project. Project includes additional plantings, additions to the irrigation system, and additional site furnishings.	\$ 50,000
Playgrounds, Shade Structures, and Park Amenities - Provides annual funding to address city-wide replacement and/or purchase of new playground equipment, shade structures and park amenities.	\$ 100,000
Park Signage Master Plan and Implementation - Includes all signage used in City of Bellaire Parks. Master Plan would incorporate findings of the Brand Identity Project and provide an important step towards improving the overall aesthetics of the City while improving consistency and quality of park signage.	\$ 150,000
Decorative Standards for Streetlights Pilot Project - This project will provide better street lighting, additional trail lighting, possible use of LED lighting options, and a decorative standard for major streets throughout the City. The initial project will focus on Newcastle Street and trail, and future phases may focus on other major streets and high-traffic areas, as well as standards for other street categories. Plan would incorporate findings of the Brand Identity Project and provide an important step towards improving the overall aesthetics of the City.	\$ 75,000
Signature Corner Design - Conceptual Designs have been provided for the corner of S. Rice Avenue and Jessamine as well as several S. Rice Ave. esplanades. Additional planning and design is needed to identify the proposed improvements. Construction funding would require new bond authority.	\$ 751,050
Loftin Park Improvements - Improvements to Loftin Park including invasive or unhealthy tree removal, additional tree plantings, irrigation system, and fencing improvements.	\$ 170,000
FFE Supplement to offset Impound Lot Project - Improvements to Public Works Facility to accommodate PD impound needs related to the construction of the new Police / Court Building have already been constructed. This funding would reimburse the bond fund that was originally used to fund these improvements.	\$ 100,000
Park Improvements After Municipal Facilities Project - Site Improvements to improve circulation and cohesiveness after completion of construction.	\$ 100,000
Total FY 2019 General Fund CIP	\$ 1,496,050
Ending Balance	\$ 351,050

FY 2019 Proposed Capital Improvement Projects		
Enterprise Fund CIP		
Beginning Balance	\$	5,977
Transfer in From Enterprise Fund	\$	240,000
Total Resources	\$	245,977
Central Well Pumps - Replace all three booster pumps and motors, which have been rebuilt multiple times and are past their life expectancy. Increased energy efficiency and reduced repairs will provide a return on investment.	\$	240,000
Total FY 2019 Enterprise Fund CIP	\$	240,000
Ending Balance	\$	5,977

FY 2019 Proposed Capital Improvement Projects		
Bond Fund CIP		
Proposed Bonds for Better Bellaire Revenue	\$	9,000,000
Total Resources	\$	9,000,000
Street, Drainage and Sidewalks – The program will continue the City’s practice to design and construct streets and upgrade storm sewers concurrently in one project with sidewalks installed on at least one side of the street.		\$6,000,000
Water and Wastewater Improvements – This program was created from prior utility condition assessments to replace identified water and wastewater lines that are failing to provide the desired level of service due to the deterioration of aging lines.	\$	3,000,000
Total FY 2019 Bond Fund CIP	\$	9,000,000
Ending Balance	\$	-
METRO Fund CIP		
Beginning Balance	\$	8,000
Current Year Revenues	\$	1,000,000
Total Resources	\$	1,008,000
Pavement Management Program – This maintenance program was created from the City Engineer’s Infrastructure Report in 2015 to improve the overall quality of the street and sidewalk systems by repairing or replacing asphalt and concrete pavement.	\$	1,000,000
Total FY 2019 METRO Fund CIP	\$	1,000,000
Ending Balance	\$	8,000
Combined FY 2019 Proposed Capital Improvement Plan		
Total CIP Resources	\$	12,101,077
Total CIP Projects	\$	11,736,050
Total CIP Ending Balances	\$	365,027

Five Year Capital Improvement Plan

General Fund

Description	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2018 - FY2022 Totals
Beginning Balance	\$ 1,102,100	\$ 351,050	\$ 351,050	\$ 451,050	\$ 155,050	
Transfer in From General Fund	\$ 745,000	\$ 320,000	\$ 150,000	\$ 155,000	\$ -	\$ 1,370,000
Total Resources	\$ 1,847,100	\$ 671,050	\$ 501,050	\$ 606,050	\$ 155,050	\$ 2,472,100
Holly Street Esplanade - Additional amenities and plantings for the Holly Street Esplanade Project. Project includes additional plantings, additions to the irrigation system, and additional site furnishings on those medians that were not improved in FY 2016.	\$ 50,000	\$ 50,000	\$ 50,000	\$ 100,000		\$ 250,000
Playgrounds, Shade Structures, and Park Amenities - Provides annual funding to address city-wide replacement and/or purchase of new playground equipment, shade structures and park amenities.	\$ 100,000	\$ 100,000				\$ 200,000
Park Signage Master Plan and Implementation - Includes all signage used in City of Bellaire Parks. Master Plan would incorporate findings of the Brand Identity Project and provide an important step towards improving the overall aesthetics of the City while improving consistency and quality of park signage.	\$ 150,000	\$ 100,000				\$ 250,000
Decorative Standards for Streetlights Pilot Project - This project will provide better street lighting, additional trail lighting, possible use of LED lighting options, and a decorative standard for major streets throughout the City. The initial project will focus on Newcastle Street and trail, and future phases may focus on other major streets and high-traffic areas, as well as standards for other street categories. Plan would incorporate findings of the Brand Identity Project and provide an important step towards improving the overall aesthetics of the City.	\$ 75,000					\$ 75,000
Signature Corner Design - Conceptual Designs have been provided for the corner of S. Rice Avenue and Jessamine as well as several S. Rice Ave. esplanades. Additional planning and design is needed to identify the proposed improvements. Construction funding would require new bond authority.	\$ 751,050					\$ 751,050
Loftin Park Improvements - Improvements to Loftin Park including invasive or unhealthy tree removal, additional tree plantings, irrigation system, and fencing improvements.	\$ 170,000					\$ 170,000
Ware Park Picnic Pavilion - Picnic pavilion design and construction at Ware Park.		\$ 70,000				\$ 70,000
Paseo Park West Expansion - Park expansion would be possible with future relocation of Metro transit center. Funding is restricted and can only be used to develop new park facilities.				\$ 351,000		\$ 351,000

Five Year Capital Improvement Plan						
General Fund						
Description	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2018 - FY2022 Totals
FFE Supplement to offset Impound Lot Project - Improvements to Public Works Facility to accomodate PD impound needs related to the construction of the new Police / Court Building have already been constructed. This funding would reimburse the bond fund that was originally used to fund these improvements.	\$ 100,000					\$ 100,000
Park Improvements After Municipal Facilities Project - Site Improvements to improve circulation and cohesiveness after completion of construction.	\$ 100,000					\$ 100,000
Total General Fund CIP Expenditures	\$ 1,496,050	\$ 320,000	\$ 50,000	\$ 451,000	\$ -	\$ 2,317,050
Total General Fund CIP Ending Balance	\$ 351,050	\$ 351,050	\$ 451,050	\$ 155,050	\$ 155,050	

Five Year Capital Improvement Plan						
Enterprise Fund						
Description	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2018 - FY2022 Totals
Beginning Balance	\$ 5,977	\$ 5,977	\$ 5,977	\$ 5,977	\$ 5,977	
Transfer from Enterprise Operations Fund	\$ 240,000	\$ 935,000	\$ -	\$ -	\$ -	\$ 1,175,000
Total Resources	\$ 245,977	\$ 940,977	\$ 5,977	\$ 5,977	\$ 5,977	\$ 1,180,977
Central Well Pumps - Replace all three booster pumps and motors, which have been rebuilt multiple times and are past their life expectancy. Increased energy efficiency and reduced repairs will provide a return on investment.	\$ 240,000					\$ 240,000
Central Well Control Panel - Replace Control Panel that controls Booster Pumps 1, 2, and 3. Replace or run new wiring as needed due to abandoned runs, previous splices, and out dated components.		\$ 500,000				\$ 500,000
Feld Park Well - Add a new standby diesel generator, improving for health and safety of City water supply and fire fighting capabilities. Feld Park provides groundwater and is also the only other supply of surface water for the City. A standby generator will allow the City to have two operable groundwater and surface water sources readily available in the event of a power outage.		\$ 435,000				\$ 435,000
Total Enterprise Fund CIP Expenditures	\$ 240,000	\$ 935,000	\$ -	\$ -	\$ -	
Total Enterprise Fund Ending Balance	\$ 5,977	\$ 5,977	\$ 5,977	\$ 5,977	\$ 5,977	

Five Year Capital Improvement Plan						
Bond Fund						
Description	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2018 - FY2022 Totals
Current Year Revenues	\$9,000,000	\$14,200,000	\$21,000,000	\$12,000,000	\$12,000,000	\$68,200,000
Total Resources	\$9,000,000	\$14,200,000	\$21,000,000	\$12,000,000	\$12,000,000	\$68,200,000
Street, Drainage and Sidewalks – The program will continue the City’s practice to design and construct streets and upgrade storm sewers concurrently in one project with sidewalks installed on at least one side of the street.	\$6,000,000	\$6,000,000	\$6,000,000	\$8,000,000	\$7,000,000	\$33,000,000
Sidewalk Improvements – Funding for this program is separate from street, drainage and sidewalk projects. The focus is to design and construct sidewalks that improve the overall quality and connectivity of the sidewalk system, fill in gaps and update existing sidewalks to meet the Americans with Disabilities Act (ADA) guidelines.		\$1,000,000	\$1,000,000	\$1,000,000	\$1,500,000	\$4,500,000
Water and Wastewater Improvements – This program was created from prior utility condition assessments to replace identified water and wastewater lines that are failing to provide the desired level of service due to the deterioration of aging lines.	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	\$ 3,500,000	\$15,500,000
Wastewater Treatment Plant Electrical - Replacement of the control panel and components. The current control panel is the original panel installed during the construction of the facility to operate the various pumps and motors that run the WWTP. The electrical wiring and components have exceeded their life expectancy. It is recommended to upgrade the electrical wiring, breakers, starters, and include modern smart controls.		\$ 1,200,000				\$1,200,000
Bellarire Library - Design and Construction of a new library building located along Jessamine Street. The new facility will be a part of the overall City Of Bellair campus.		\$ 500,000	\$ 4,000,000			\$ 4,500,000
Public Works Building - Funding for (potential) land acquisition, design, and construction of a building to house the administrative staff for the public works department.		\$ 1,000,000	\$ 3,000,000			\$4,000,000
Park Improvements - Additional needs at other parks in the COB system, including restrooms, lighting, parking lots, and various other amenities.		\$1,000,000				\$1,000,000
Evergreen Park - Per the Evergreen Park Master Plan, this project includes design and construction of the Park.		\$500,000	\$4,000,000			\$4,500,000
Total Bond Fund CIP	\$9,000,000	\$14,200,000	\$21,000,000	\$12,000,000	\$12,000,000	\$68,200,000
Total Ending Balance	\$-	\$ -	\$-	\$-	\$-	

Five Year Capital Improvement Plan

METRO Fund

Description	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2018 - FY2022 Totals
METRO Sales Tax Beginning Balance	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000
Current Year Revenues	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 4,000,000
Total Resources	\$ 1,008,000	\$ 1,008,000	\$ 1,008,000	\$ 1,008,000	\$ 1,008,000	\$ 4,032,000
Pavement Management Program – This maintenance program was created from the City Engineer’s Infrastructure Report in 2015 to improve the overall quality of the street and sidewalk systems by repairing or replacing asphalt and concrete pavement.	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 4,000,000
Total Expenditures	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 4,000,000
Total Ending Fund Balance	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$32,000

Future Projects		
Description	Estimated Budget	
*Cost estimates should be reevaluated as projects are identified as funded and schedules are identified, as inflation will impact these estimates.		
South Rice Esplanade Improvements - Improvements to the four esplanades along South Rice at Bellaire Boulevard and Bissonnet St. Project to include design and construction of mow strips, additional planting, edging, mulch, and other landscape improvements.	\$	120,000
9/11 World Trade Center Steel Project Construction - Donations have been received by the Rotary Club to fund the preliminary design of a plaza intended ot display pieces of steel from the World Trade Center. The pieces are currently stored in the City's Impound Facility and show signs of damage from the attack on September 11, 2001. Construction costs will be more accurately estimated after preliminary design is completed.	\$	250,000
Signature Corner Construction - Conceptual Designs have been provided for the corner of S. Rice Avenue and Jessamine to include the S. Rice Esplanade Jessamine to Bellaire. Construction funding to be identified in the future.	\$	3,000,000
Bellaire Town Square - Upgrade / Automate Ball Field Lights, Poles, & Netting	\$	500,000
Bellaire Town Square - Upgrade / Automate Tennis Court Lighting and Tennis Court Resurfacing	\$	250,000
Bellaire Town Square - Rec. Center Renovation Design - Programming and design of key improvements to the Bellaire Recreation Center Building	\$	120,000
Bellaire Town Square - Rec. Center Renovation Construction - Key improvements to include accessibility upgrades and generan renovations	\$	800,000
Bellaire Town Square - Concession Stand Renovation	\$	50,000
Mulberry Park - Restroom Facility	\$	200,000
Mulberry Park - Replace tennis fencing, upgrade and automate lighting and resurfacae tennis court	\$	300,000
Mulberry Park - Upgrade / Automate Ball Field Lighting	\$	300,000
Mulberry Park - Parking Lot Replacement	\$	450,000
Feld Park Renovation Design - Park improvements including parking lot, sidewalks and paths, fencing and sports fields/courts	\$	150,000
Feld Park Construction - Park improvements including parking lot, sidewalks and paths, fencing and sports fields/courts and ball field lighting	\$	1,500,000
Vic Driscoll Park - Pathway Lighting		70,000

Future Projects		
Description		Estimated Budget
Trolley Esplanade Renovation - Improvements to include general and specialized lighting, sidewalks and paths, drainage, signage and interpretive graphics, and trolley area improvements in Paseo Park.		\$ 1,000,000
Total Unfunded		\$ 9,060,000

Draft 5 Year Capital Improvement Program Recommendations

Recommendations based on Flood Hazard Mitigation Report prepared by ARKK Engineers, LLC (March 2018)

Existing Projects

Description	FY 2017	FY 2018	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned
Bonds for Better Bellaire Projects	Design and construction activity	Design and construction activity	Construction activity				

Flood Hazard Task Force Recommended Projects - Part of Bonds for Better Bellaire 2019

2019 Bond Program (Bonds for Better Bellaire 2019)				Design and construction activity	Design and construction activity	Design and construction activity	
Waste Water Treatment Plant Relocation - Evaluate the conversion of Bellaire's Wastewater Treatment Plant (WWTP), the dog park and soccer fields along Edith to detention areas.			Notice of Intent (NOI) Submittal				
Transfer WWTP to City of Houston - Evaluate the transfer of Wastewater Treatment for the City of Bellaire to the City of Houston Facility, including hazard mitigation funding opportunities.			Notice of Intent (NOI) Submittal				
100 year Detention Program - Continue to implement the 100-year detention program and requirements that are currently in place.	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing

Flood Hazard Task Force Recommended Projects - Non-Bond Cash

North / South Drainage Systems and Cypress Ditch - Determine partners, study alternatives, and develop cost estimates for improvements to increase capacity of the north/south drainage systems and Cypress Ditch.			Study and plan funding mechanism once cost estimates are developed				
Sheet Flow Barrier Removal - Identify barriers restricting sheet flow and determine what project could relieve this problem.			Study and plan funding mechanism once cost estimates are developed				
Kilmarnock Ditch - Coordinate with HCFCD to determine steps necessary to increase the size of the outfall of Kilmarnock Ditch. Construct extreme event outfalls at Bellaire Blvd and within the Southdale Subdivision to Kilmarnock Ditch.			Study and plan funding mechanism once cost estimates are developed				

DRAFT ACTION/MATRIX ORGANIZATION

Preventative Activities

1. Activity – Matrix Line Item 31 (Storms > 100 yr)
Establish a desired level of protection versus the cost to implement (cost benefit analysis).
2. Activity – Matrix Line Item 4 (Public Communication)
Develop an educational program/campaign warning residents of dangers of blocked storm sewers, and how they can help mitigate this problem.
3. Activity – Matrix Line Item 19 (Infrastructure (COB & Others))
Develop plan to inform residents of the importance of not filling in the floodplain.
4. Activity – Matrix Line Item 21(Infrastructure (COB & Others))
Establish a comprehensive asset management plan allowing for better short and long-term planning of maintenance and capital improvement costs and needs.

Floodplain Management Regulatory Activities (Current and Future)

1. Activity – Matrix Line Item 27 (Economic Impact)
Ensure adequate City resources are in place to assist residents when applying for buy-out and elevation grants.
2. Activity – Matrix Line Item 27 (Economic Impact)
Develop Bellaire specific commercial drainage requirements.
3. Activity – Matrix Line Item 27 (Economic Impact)
At all stages of infrastructure project development in the floodplain, gather community input strategies to be examined; allowing the public to see the results, costs, and benefits for alternatives studied.
4. Activity – Matrix Line Item 27 (Economic Impact)
Evaluate a buy-out program for properties that have flooded repeatedly.
5. Activity – Matrix Line Item 28 (Economic Impact)
Update City Ordinances to clearly define development guidelines for structures in the designated flood areas, as defined by current Special Hazard Flood Area Maps. Review and update City Codes based on the recommended changes to the Special Flood Hazard Area Maps.
6. Activity – Matrix Line Item 29 (Economic Impact)
Research and evaluate regional approach to the 50% rule, for the development of City of Bellaire guidelines.

Property Protection Activities

1. Activity – Matrix Line Item 27 (Economic Impact)

Evaluate updates to the Building Code which would allow residents to take proactive mitigation efforts on their property.

Emergency Service Activities

1. Activity – Matrix Line Item 9 (Mobility)

Develop a plan to identify, utilize, and position non-conventional access vehicles for use when weather events dictate.

2. Activity – Matrix Line Item 10 (Mobility)

Properly budget for rescue oriented persons to make logical purchases for rescue equipment. Develop a program to identify, train, and utilize Citizen Rescuers and create MOU (cover liability of the asses use donation). Evaluate reinstating Citizen Emergency Response Team (CERT).

3. Activity – Matrix Line Item 11 (Mobility)

Research, develop scope and policies and procedures, and place into effect a mass notification system.

4. Activity – Matrix Line Item 12 (Mobility)

Develop a rescue plan which utilizes field-confirmed data to generate on-the-fly response maps for rescuer pathways.

5. Activity – Matrix Line Item 8 (Mobility)

Formalize a mechanism within the scope of EOC operations whereby a team would be responsible for field reconnaissance as well as publication of information for use by the public via the website, social media, local news media, etc.

Structural Projects

1. Activity – Matrix Line Item 20 (Infrastructure (COB & Others))

Coordinate with Harris County Flood Control District (HCFCD) and the U.S. Army Corps of Engineers to determine how additional widening of Brays Bayou will reduce flooding for the City of Bellaire.

2. Activity – Matrix Line Items 14 & 16 (Infrastructure (COB & Others))

Evaluate increasing the size of existing storm water drainage culverts in Bellaire while continuing to utilize drainage impact when selecting roads to be reconstructed. Lower street level when streets are under construction. Strategically locate undergoing storage pipes within the existing street right-of-way to store 100-year localized rainfall events.

3. Activity – Matrix Line Item 17 (Infrastructure (COB & Others))

Determine partners, study alternatives, and develop cost estimates for improvements to increase capacity of the north/south drainage systems and Cypress Ditch.

4. Activity – Matrix Line Item 13 (Infrastructure (COB & Others))
Include design and installation of backflow prevention systems in the upcoming Bonds for Better Bellaire 2016 Projects. Coordinate with neighboring agencies (i.e. TxDOT, City of Houston, and HCFCD) to prevent backflow storm water from entering the City's underground drainage systems.
5. Activity – Matrix Line Item 32 (Representation)
Identify any and all regional partnership opportunities (elected & appointed). Determine appropriate representatives from the City for regional agencies.
6. Activity - Matrix Line Item 19 (Infrastructure (COB & Others))
Identify barriers restricting sheet flow and determine what project could relieve this problem.
7. Activity – Matrix Line Item 18 (Infrastructure (COB & Others))
Create a proactive approach to repair and maintain drainage systems in desirable development areas and neighborhoods with storm drainage systems. Develop a schedule to perform routine maintenance, inspections, and repairs to storm water infrastructure. Expedite a plan to repair and replace the highly critical local drainage systems in the current Cond for Better Bellaire 2016. Re-evaluate the priorities annually and aggressively pursue future bond programs.
8. Activity – Matrix Line Item 20 (Infrastructure (COB & Others))
Coordinate with HCFCD to determine steps necessary to increase the size of the outfall of Kilmarnock Ditch. Construct extreme event outfalls at Bellaire Blvd and within the Southdale Subdivision to Kilmarnock Ditch.
9. Activity – Matrix Line Item 22 (Infrastructure (COB & Others))
Contact surrounding municipalities and the agencies that own the storm sewers to consider upgrading their storm sewer and providing more detention. Investigate City of Houston developments north of Bellaire for total runoff.
10. Activity – Matrix Line Items 15 & 16 (Infrastructure (COB & Others))
Evaluate the conversion of Bellaire's Wastewater Treatment Plant and the dog park and soccer fields along Edith into detentions areas. Evaluate the conversion of the trash transfer station at Beltway 8 to a reservoir for Brays Bayou.
11. Activity – Matrix Line Item 15 (Infrastructure (COB & Others))
Evaluate the feasibility of adding flood stage gauges at strategic locations in the City to provide flood water readings for public safety.
12. Activity – Matrix Line Item 24 (Facilities and Equipment)
Evaluate the transfer of Wastewater Treatment for the City of Bellaire to the City of Houston Facility, including hazard mitigation funding opportunities.

Public Information Activities

1. Activity – Matrix Line Item 1 (Public Communication)
Develop a marketing plan which identifies the City outlets and how to increase participation in them. The plan should list events, stakeholders, etc. Develop and update a list of frequently utilized non-City outlets which the City should use to distribute its messages. This list should include media contacts, etc.
2. Activity – Matrix Line Item 2 (Public Communication)
Pre-populate communication outlets which needed information, allowing conacts to “opt-out”, instead of having to “opt-in”. Develop a communication matrix to outline what messages should be sent through which outlets. Evaluate the implementation of a “local street warden” program to deliver City produced storm related communication to their assigned area.
3. Activity – Matrix Line Item 2 (Public Communication)
Evaluate the implementation of a “local street warden” program to deliver City produced storm related communication to their assigned area.
4. Activity – Matrix Line Item 3 (Public Communication)
Develop public messages to be used prior to and during an event to outline when residents should use 911. The public messages should also include other communication outlets residents can utilized in non-emergency situations.
5. Activity – Matrix Line Item 4 (Public Communication)
Develop an educational program/campaign to inform residents and stakeholders of regularly utilized communication outlets.
6. Activity – Matrix Line Item 5, 6 & 7 (Public Communication)
Develop a communication template to be utilized prior to, during and after a flooding even which includes updates on information the City has deemed important based on lessons learned from previous events.
7. Activity – Matrix Line Item 23 (Preparedness)
Utilize Town Hall meetings to discuss all hazard preparedness. Create a preparedness milestone for families.
8. Activity – Matrix Line Items 18 & 31 (Infrastructure (COB & Others)& Storm > 100yr)
Develop an education program/campaign to inform residents on the level of protection provided by the City’s infrastructure. Educate the public that street flooding is preferable to structural flooding.
9. Activity – Matrix Line Item 25 (Health & Safety)
Periodically distribute messages to residents warning of dangers of walking or playing in floodwaters. Everyone should refrain from walking or riding bicycles in floodwaters. Develop a plan with local schools to educate children to avoid walking, playing, or riding bicycles in floodwaters.

	Assessment/History	Risk/Issues	Mitigation Options/Goal	Action/Implementation Plan
Hazard Category	The assessment and history is the background information which is being used to determine the hazard and severity. This tells us why a particular hazard is relevant in today's environment.	Risks are the individual situations that are created as a result of the hazard.	The Mitigation Plan should develop a strategy for reducing the potential losses identified in the risk assessment, and include goals and objectives.	The Action Plan should provide tangible solutions for achieving the goals and objectives outlined in the Mitigation Plan.
Public Communication	1 Previous events have shown that good communication prior to, during, and after an event can reduce the amount of damage to property and individuals. - Not sufficiently marketing the outlets utilized by the City can limit the reach of the City's messages. - Not providing City messages to outside outlets, can limit their range and effectiveness.	Residents Utilizing Non-City of Bellaire Outlets to Obtain Information	Outlets should be marketed to stakeholders throughout the year Non-City of Bellaire Outlets Should be Utilized to Distribute Information	Develop a marketing plan which identifies the City outlets and how to increase participation in them. The plan should list events, stakeholders, etc. Develop and update a list of frequently utilized non-City outlets which the City should use to distribute its messages. This list should include media contacts, etc. (Target Completion: End of FY 2019)
	2 Previous events have shown that good communication prior to, during, and after an event can reduce the amount of damage to property and individuals. - Not ensuring each communication outlet is being utilized can lead to an information vacuum, where some residents may not receive essential information.	Communication Efforts Not Reaching Audience	All outlets available should be utilized by the City	Pre-populate communication outlets with needed information, allowing contacts to "opt-out", instead of having to "opt-in". Develop a communication matrix to outline what messages should be sent through which outlets. Evaluate the implementation of a "local street warden" program to deliver City produced storm related communication to their assigned area. (Target Completion: End of FY 2019)
	3 History has shown that at the height of a significant event, emergency communication can be diminished resulting in longer wait times or a requirement to queue 911 callers.	Diminished Emergency Communication (911) Capacity	Ensure residents are aware of when to call 911 (what constitutes an emergency) Provide redundancies in 911 communication operations	Develop public messages to be used prior to and during an event to outline when residents should use 911. The public messages should also include other communications outlets residents can utilize in non-emergency situations. (Target Completion: End of FY 2019)
	4 During major events access to common communications devices may be unavailable, which impacts the city's ability to regularly update residents.	Failure/Lack of Common Communication Outlets	All outlets available should be utilized by the City	Develop an educational program/campaign to inform residents and stakeholders of regularly utilized communication outlets. (Target Completion: End of FY 2019)

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	Assessment/History	Risk/Issues	Mitigation Options/Goal	Action/Implementation Plan
5	<p>Previous events have shown that good communication prior to, during, and after an event can reduce the amount of damage to property and individuals.</p> <p>- A lack of communication prior to a flooding event can leave residents unprepared for the possible impact of an event.</p> <p>- Additionally, poor communication can cause confusion or misinformation which could become an issue during an event.</p>	Lack of Pre-Event Communication	Provide regular up-to-date information through each of the City's communication outlets to residents, employees, and community stakeholders	<p>Develop a communication template to be utilized prior to an event which includes updates on information the City's has determined is important based on lessons learned from previous events.</p> <p>(Target Completion: End of FY 2019)</p>
6	<p>Previous events have shown that good communication prior to, during, and after an event can reduce the amount of damage to property and individuals.</p> <p>- A lack of communication during an event can lead to confusion and hinder decisions needing to be made by residents.</p>	Lack of Communication During an Event	Up-to-date information should continuously be distributed during an event utilizing all outlets available to the City	<p>Develop a communication template to be utilized during an event which includes updates on information the City has determined is important based on lessons learned from previous events.</p> <p>(Target Completion: End of FY 2019)</p>
7	<p>Previous events have shown that good communication prior to, during, and after an event can reduce the amount of damage to property and individuals.</p> <p>- After an event; residents, employees, business, and numerous other community stakeholders need to have proper information to understand how they and the City are moving forward, post event.</p>	Lack of Post-Event Communication	Provide regular up-to-date information through each of the City's communication outlets to residents, employees, and community stakeholders	<p>Develop a communication template to be utilized after an event which includes updates on information the City's has determined is important based on lessons learned from previous events.</p> <p>(Target Completion: End of FY 2019)</p>
8	<p>Drainage systems, including those in Bellaire rely on the street infrastructure for detention during high intensity rain events. Because drainage capacity is difficult to come by it is unlikely that this will ever change. To that end during high intensity rain events, some City of Bellaire streets will hold water for varying periods of time.</p>	Reduced mobility can increase emergency response times	Provide regular up-to-date information on local road conditions	<p>Formalize a mechanism within the scope of EOC operations whereby a team would be responsible for field reconnaissance as well as publication of information for use by the public via the website, social media, local news media, etc.</p> <p>(Target Completion: End of FY 2019)</p>
9	<p>Drainage systems, including those in Bellaire rely on the street infrastructure for detention during high intensity rain events. Because drainage capacity is difficult to come by it is unlikely that this will ever change. To that end during high intensity rain events, some City of Bellaire streets will hold water for varying periods of time.</p> <p>- Historic flooding events create impassable roadways where vehicle mobility is limited due to high water areas.</p>	Bellaire's Public Safety Components will not be able to respond with "normal" first response equipment	Utilize non-conventional vehicles for response	<p>Develop a plan to identify, utilize, and position non-conventional access vehicles for use when weather events dictate.</p> <p>(Target Completion: End of FY 2019)</p>

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	Assessment/History	Risk/Issues	Mitigation Options/Goal	Action/Implementation Plan
10 Mobility	Drainage systems, including those in Bellaire rely on the street infrastructure for detention during high intensity rain events. Because drainage capacity is difficult to come by it is unlikely that this will ever change. To that end during high intensity rain events, some City of Bellaire streets will hold water for varying periods of time. - Extreme flood events make overland mobility impossible	Inability to rescue persons trapped in home, where flood inundation makes continued occupation life threatening. More persons calling for rescue than Bellaire has ability to respond	Utilize a multi departmental approach to rescue which includes training and equipping to help solve issue Utilize Citizen Responders (boat owners & high water vehicles), and mobilize this group as a force multiplier in flood emergencies	Ensure adequate funding to send rescue oriented persons to hazard specific schools to for information to make logical purchases for rescue equipment (i.e. boats, dry suits, helmets, Coast Guard approved rescue Personal Flotation Devices for flood response). Develop a program to identify, train, and utilize Citizen Rescuers and create a Memorandum of Understanding (cover liability of the asset use donation). (Target Completion: End of FY 2019)
	Drainage systems, including those in Bellaire rely on the street infrastructure for detention during high intensity rain events. Because drainage capacity is difficult to come by it is unlikely that this will ever change. To that end during high intensity rain events, some City of Bellaire streets will hold water for varying periods of time. - Extreme flood events make overland mobility impossible	Inability to rescue persons trapped in homes, where flood inundation makes continued occupation life threatening	Utilize a mass notification system that will reach all residents with relevant hazard warning and evacuation advice	Research, develop scope and policies & procedures for and place into affect a Mass Notification System. (Target Completion: End of FY 2019)
	Flood events hinder mobility due to flooding of Bellaire streets	Specialized response vehicles will not be able to reach all residents (water too high for truck, water too low for boat) and move to safe haven	Evacuate rescued persons from deep water inundation, to shallow water vehicle access area, to area of relative safety, to eventual shelter	Develop a rescue plan which utilizes field-confirmed data to generate on-the-fly response maps for rescue pathways. (Target Completion: End of FY 2019)
	Storm water from Brays Bayou and Cypress Ditch can backflow into the City's underground drainage system. Backflow from Brays Bayou and Cypress Ditch reduces the capacity in the City's underground system.	Storm water that has backflowed into the City's system results in less capacity for local rainfall events resulting in flooding	Utilize backflow devices to prevent storm water from the bayou, during high water surface conditions, from coming back into the City's underground system	Include design and installation of backflow prevention systems in future projects for Bonds for Better Bellaire 2016. Coordinate with neighboring agencies (i.e. TxDOT, City of Houston and HCFCD) to prevent backflow stormwater from entering the City's underground drainage systems. (First Phase Completion: End of FY 2020)

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	Assessment/History	Risk/Issues	Mitigation Options/Goal	Action/Implementation Plan
14	Overland sheet flow from areas inside and outside the City collects in low lying areas that do not have adequate storm drainage systems or positive overland flow capabilities to prevent flooding.	Overland sheet flow causes flooding in low lying areas	Lower the height of the floodwaters during a localized 100-year storm event in areas where overland flow problems exist	<p>Strategically locate underground storage pipes within the existing street right-of-way to store 100-year localized rainfall events.</p> <p>(Target Completion: End of FY 2020)</p> <p>Evaluate increasing the size of existing stormwater drainage culverts in Bellaire.</p> <p>(Target Completion: End of FY 2020)</p> <p>Continue to utilize drainage impact when selecting roads to be rebuilt.</p>
15	Inadequate capacity in Brays Bayou has resulted in a cooperative effort between HCFCD and the U.S. Army Corps of Engineers to widen Brays Bayou to substantially reduce flooding risks in the Brays Bayou watershed.	Brays Bayou is undersized for extreme rain events and flood stages prevent local Bellaire drainage systems from adequately serving the area	<p>Determine if additional improvements to Brays Bayou are possible beyond Project Brays to further increase capacity</p> <p>Provide more flood-hardened rain and flood stage gauges for better flood forecasting</p>	<p>Coordinate with HCFCD and the U.S. Army Corps of Engineers to determine how additional widening of Brays Bayou will reduce flooding for the City of Bellaire.</p> <p>(Target Completion: End of FY 2021)</p> <p>Evaluate the feasibility of adding more flood-hardened flood stage gauges at strategic locations in the City, to provide for public safety.</p> <p>(Target Completion: End of FY 2019)</p> <p>Evaluate the conversion of the trash transfer station at Beltway 8 to a reservoir for Brays Bayou.</p> <p>(Target Completion: End of FY 2019)</p>

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	Assessment/History	Risk/Issues	Mitigation Options/Goal	Action/Implementation Plan
16 17 18 Infrastructure (COB & Other)	Water overflow from the Brays Bayou is a single significant factor for the wide spread flooding in Bellaire and surrounding areas. The water level at the peak was 4 Ft above the bank on Sunday August 27th 2017.	It flooded many houses South of Bellaire Blvd. Majority of these houses were flooded first time	Move remaining areas (Post Oak Terrace and Southdale) out of 100 year floor plain even after the completion of the project Brays Reduce or prevent wide spread damage in the events that are as significant as Harvey (beyond 100 year events)	Evaluate the conversion of Bellaire's Wastewater Treatment Plat to a retention area Evaluate the conversion of the dog park and soccer fields along Edith into a detention area. Lower street level when streets are under construction (Target Completion: End of FY 2019)
	Major North/South drainage systems and Cypress Ditch are undersized for the large drainage area.	Inability to convey storm water adequately to Brays Bayou, therefore creating additional flooding risks.	Increase capacity of the North/South drainage systems and the Cypress Ditch	Study alternatives and develop cost estimates for improvements. Determine partners. (Target Completion: End of FY 2019)
	Streets/Roadways are designed to store floodwaters that have overwhelmed the underground storm storage system to mitigate structural flooding.	Street Flooding	Increase street storm water storage to reduce structural flooding. Assess the advantages and disadvantages of street flooding vs. structural flooding	Educate and inform the public that street flooding is preferable to structural flooding. (Target Completion: End of FY 2019) Expedite a plan to repair and replace the highly critica local drainage systems in the current Bonds for Better Bellaire 2016. Re-evaluate the priorities annually. Aggressively pursue future bond programs. (Target Completion: End of FY 2020) Develop a schedule to perform routine maintenance, inspections, and repairs to all storm water infrastructure (such as pipes, or open waterway) on a minimum 5-year cycle. (Target Completion: End of FY 2019) Create a proactive approach to repair and maintain drainage systems in desirable development areas and neighborhoods with storm drainage systems. (Target Completion: End of FY 2019)

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	Assessment/History	Risk/Issues	Mitigation Options/Goal	Action/Implementation Plan
19	Bellaire is in a flat coastal area with predominately clay soils that are relatively impervious. Additionally, existing elevations and roadway patterns create barriers that trap sheet flow. Flooding occurs more frequently in areas with these conditions.	Existing topography, soils and roadway patterns contribute to flooding. These conditions and barriers trap sheet flow generated by extreme rain events and make flooding worse	Reduce barriers to flow of flood waters Educate residents on the local topography and why it exacerbates flooding	Identify barriers restricting sheet flow and determine what projects could relieve this problem. (Target Completion: End of FY 2019)
				Develop communication plan to inform residents of the importance of not filling in the floodplain. (Target Completion: End of FY 2019)
20	Outfall of Kilmarnock Ditch has proven to be undersized. The undersized outfall causes a backup of floodwaters to the upstream areas and contributes to localized flooding.	Outfall of Kilmarnock Ditch is undersized	Increasing the size of the outfall of Kilmarnock Ditch	Coordinate with HCFCD to determine steps necessary to increase the size of the outfall of Kilmarnock Ditch. Construct extreme event outfalls at Bellaire Blvd and within the Southdale Subdivision to Kilmarnock Ditch. (Target Completion: End of FY 2023)
21	Debris can clog inlets and storm sewers. This exacerbates localized flooding, since floodwaters cannot drain away quickly.	Blockage of inlets and drainage systems by debris make flooding more severe	Maintain the storm sewer system so that it is free from blockages and operates at its peak efficiency Ensure adequate staffing to maintain storm sewer system	Develop an educational program/campaign warning residents of the dangers of blocked storm sewers, and how they can help mitigate this problem. (Target Completion: End of FY 2019)
				Establish a comprehensive asset management plan allowing for better short and long-term planning of maintenance and capital improvement costs and needs. (Target Completion: End of FY 2019)
22	Storm sewers and overland sheet flow from outside the City flow into the City and contribute to flooding.	Drainage from outside the City	Reduce peak flows of storm water into the City from external storm sewers Eliminate the water Net surplus in Bellaire	Contact surrounding municipalities and the agencies that own the storm sewers to consider upgrading their storm sewer system and providing more detention. Investigate City of Houston developments north of Bellaire for total runoff. (Target Completion: End of FY 2019)

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	Assessment/History	Risk/Issues	Mitigation Options/Goal	Action/Implementation Plan
23	Preparedness	Bellaire is situated in a portion of the country that receives large storm systems and produces and transports hazardous chemicals	Residents will not be adequately prepared for natural and man made disasters	Community outreach to increase preparedness awareness
				Utilize Town Hall meetings to discuss all-hazard preparedness. Create a preparedness milestone for families. Evaluate reinstating Citizen Emergency Response Team (CERT) (Target Completion: End of FY 2019)
24	Facilities & Equipment	The Public Works Department is located in the south eastern most portion of the City. To that end, it is among the first to experience flooding from a highwater event on Brays. To limit future damage is challenging. Further the wastewater treatment facility is located in this area as well and serves all Bellaire residents.	Repetitive loss of equipment and or loss of wastewater services to the community	Sell or close the WWTP and contract with Houston for service Relocate PW facility out of the flood zone
				Evaluate the transfer of Wastewater Treatment for the City of Bellaire to the City of Houston facility, including utilizing hazard mitigation funding opportunities. (Target Completion: End of FY 2023)
25	Health & Safety	Floodwaters may conceal hidden objects that could cause injury. Residents can inadvertently step into manholes or inlets that have lost their lids. Floodwaters carry dangerous diseases that can make people ill due to overflowing sanitary sewers. Snakes and ants can be found floating in floodwaters.	Danger to people walking, playing, or riding bicycles in floodwaters	Prevent injuries to residents due to walking, playing, or riding bicycles in floodwaters Prevent infiltration into the sanitary sewer so that overflows and contamination of floodwaters will be reduced
				Periodically distribute messages to residents warning of dangers of walking or playing in floodwaters. Everyone should refrain from walking or riding bicycles in floodwaters. Develop a plan with local schools to educate children to avoid walking, playing, or riding bicycles in floodwaters. (Target Completion: End of FY 2019)
26		According to the Harris County Health Department, waters associated with flooding carry numerous ground contaminants such as pesticide, hydrocarbons, and herbicides, as well as household chemicals. Flood water also displace rodents, ants and spiders.	Persons, including rescuers, will come in contact with pests and chemicals that may create health hazard	Ensure rescuers have proper Personal Protective Equipment specific to the hazard
				Properly budget for rescue oriented persons to make logical purchases for rescue equipment. (Target Completion: End of FY 2019)

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	Assessment/History	Risk/Issues	Mitigation Options/Goal	Action/Implementation Plan
27	<p>Single family housing is the primary economic factor for the City. The current codes and ordinances adopted have increased the life cycle for compliant structures. Additionally, a lack of established guidelines, and how they affect non-compliant structures, has led to a negative public perception of the housing stock after significant flood events.</p>	<p>Negative public perception of housing stock</p>	<p>Disclosure of Flooding/Flood Variance History</p> <p>Reduce Number of Unsafe Structures in the City</p> <p>Seek community input on development in the floodplain</p>	<p>Ensure adequate City resources are in place to assist residents when applying for buy out and elevation grants.</p> <p>Evaluate updates to the Building Code which would allow residents to take proactive mitigation efforts on their property.</p> <p>Develop Bellaire specific commercial drainage requirements.</p> <p>(Target Completion: End of FY 2023)</p> <p>At all stages of infrastructure project development in the flood plain, gather community input strategies to be examined; allowing the public to see the results, costs, and benefits for alternatives studied.</p> <p>Evaluate a buyout program for properties that have flooded repeatedly.</p> <p>(Target Completion: End of FY 2020)</p>

Economic Impact

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	Assessment/History	Risk/Issues	Mitigation Options/Goal	Action/Implementation Plan
28	The frequency of significant rain events in the past three years has called to question the accuracy of the Base Flood Elevations as a predictor of flood risk. Past events, such as Tropical Storm Allison, have led to updates to the local Special Hazard Flood Area maps. The revision of these maps is not the responsibility of the city of Bellaire. It has historically taken 5 to 7 years to implement recommended map revisions.	Uncertain Base Flood elevations in AE and non-AE zones (100 yr. zones)	Provide clear guidelines for development and redevelopment for non-compliant structures	Update City Ordinances to clearly define development guidelines for structures in the designated flood areas as defined by current Special Hazard Flood Area Maps Review and Update City Codes based on the recommended changes to the Special Flood Hazard Area Maps. (Target Completion: End of FY 2019)
29	As a participant in the National Flood Insurance Program (NFIP), the City of Bellaire follows the 50% Rule to determine substantial damage. Currently the City only applies previous flood repairs to this rule. As a result, future flood repairs can be limited by previous repairs.	A drop in demand for Bellaire homes, compared to the surrounding area, will lead to lower home values, lower tax revenues, and an overall deteriorated community	Adjust the Community Rating System (CRS) to a cumulative approach to the 50% rule using previous flood events within a 10 year timeframe/look back. A local adherence to a stance consistent with the rest of the metro area will eliminate market value deterioration	Update the cumulative rule to flood related damage sustained by a structure only after two (2) separate flood occasions excluding non-flood related permits. (Target Completion: FY 2019)
30	Structures which have historically never flooded are being impacted by flooding events. This has led property owners to evaluate taking extreme mitigation action to limit the impact of future events.	Elevation of new and existing structures improperly meeting future COB codes	Ensure compliance with BFE's are sufficient for known flooding risk	Continue with the already existing regulatory activities and make changes accordingly as additional data is collected.
31	Storms >100year	False sense of City protection levels	Educate public of flooding risks	Develop an education program/campaign to inform residents on the level of protection provided by the City's infrastructure. (Target Completion: End of FY 2019)
			Continue to enforce development/redevelopment standards	Establish a desired level of protection versus the cost to implement (cost benefit analysis). (Target Completion: End of FY 2020)
32	Representation	Failure of regional partners to keep promises results in missed funding opportunities.	Ensure adequate representation to and relationships with regional partners	Identify any and all regional partnership opportunities (elected & appointed). Determine appropriate representatives from the City for regional agencies. (Target Completion: FY 2019)

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Goals

Safety & Assurance

Planning & Implementation of Drainage Improvements

Floodplain Regulation & Management