



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

I. CALL TO ORDER AND ANNOUNCEMENT OF QUORUM

Name	Title	Status	Arrived
Saikin	Commissioner	Absent	
Skinner	Commissioner	Absent	
Steinberg	Commissioner	Present	
Taylor	Commissioner	Present	
Gordon	Vice Chairman	Present	
Weldon	Chairman	Absent	
Skinner	Commissioner	Present	
Saikin	Development Services Coordinator	Present	
Weldon	Development Services Manager	Present	
Gordon	Assistant City Attorney	Present	
Weldon	Council Member	Present	

II. APPROVAL OF MINUTES FROM PAST MEETINGS

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

RESULT: APPROVED [UNANIMOUS]
MOVER: Ross Gordon, Commissioner
SECONDER: Weldon Taylor, Commissioner
AYES: Gordon, Taylor, Steinberg, Skinner
ABSENT: Saikin, Axelrad, Stiggins

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.

There were no general public comments.

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

There was no comment or update 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.

Mrs. Sampson stated that the application was found to meet the standards set forth in Section 24-615 of the City's Code of Ordinances. She then stated that the Development Services Department recommends approval of the application request and to include an addendum in the Special Use Permit S89 allowing for Kolter Elementary School to utilize the property at 6300 Avenue B until construction is completed and students are able to occupy the new building.

Commissioner Taylor asked about the public hearing discussion and a certain date for the termination of the SUP.

Mrs. Sampson replied that at this time, it didn't feel necessary to set a date because of they are under their own deadline from the high school's need of a baseball field.

Commissioner Gordon recalled the mention of HISD's commitment of maintaining the bus program from the existing Kolter site to the new school. He stated that relevant or proper to include a condition in the permit that HISD maintain that program for the duration of their occupancy to protect against changes in traffic that may occur if the program is removed.

Vice Chair Steinberg asked the Commission wanted to put a motion on the floor to approve the consideration adding the bus program maintenance condition as a required addition.

Steven Gee, HISD Project Manager, stated the plan is to continue the bus program and to continue the exact traffic pattern that they've been following for the last 6 months.

RESULT:	APPROVED WITH CONDITIONS [UNANIMOUS]
MOVER:	Ross Gordon, Commissioner
SECONDER:	S. Lynne Skinner, Commissioner
AYES:	Gordon, Taylor, Steinberg, Skinner
ABSENT:	Saikin, Axelrad, Stiggins

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

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

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

Ms. Jordan stated there were 2 revised documents since they met at the workshop a week ago. She mentioned that the revised document shows clearer definition of what the scope of the project would be and secure preliminary cost estimates for the study portions of the work to better determine what the actual project cost would be. Ms. Jordan stated that the projects would be candidates for grant programs and/or Bonds for Better Bellaire 2019. She directed the commission to the second page of the document for the projects that were identified as candidates for non-bond cash, projects that City of Bellaire has the greatest interest in and control the better portion of the scope of work. She mentioned those studies could reasonably be expected to be funded out of monies the City has available to better determine cost estimates. She worked with James Andrew, the City Engineer, to get cost estimates for the studies and that the descriptions of the projects are now more thorough. She mentioned that Mr. Andrews extensively clarified the scope of work of each study. She invited the Commission to read through to see the amount of work that would go into each of the study.

She stated there is not a true revised 5-year CIP that will show where they will find the money for the projects the City is trying to fund. Ms. Jordan stated that they have been looking into 4 projects and will need to have more discussions with the project owners and the Parks Department to see how much they can scale back on those.

Commissioner Gordon asked if the studies occurring in 2020 would be too late to get supporting grant applications for funding.

Ms. Jordan replied that there could be a chance of that, and there could also be a chance that those projects, once the studies are complete, would not be able to get into the 2019 bond program. She mentioned what is still in discussion is two-fold. The first question is how much can the City really fund within the next year to get ready for the 2019 bond election, and second, the need to develop study for north-south drainage system, which is the backbone that's going to provide the framework system for the subsequent studies. She added they can't actually do all 3 studies at the same time. Ms. Jordan then noted they don't have developed scheduled with engineers to know if the studies can be completed in a specified time frame and that it needs to be worked through.

Vice Chair Steinberg announced that a letter has been drafted and that Commissioner Gordon has suggestions for changes to the letter where the commission can make suggestions for changes or additions that will then be forwarded to City Council.

Commissioner Gordon made a motion to replace the recommendation section of the letter with a statement that reads City staff concurs with the Commission's stated preference to prioritize a media study of fast track infrastructure projects to address flooding issues identified by Hurricane Harvey and other recent severe storm events.

He added from the statement that the recommendations from the Flood Mitigation Task Force has not been integrated in the 5-year CIP. He moved onto the Commission's recommendations to reallocate funding from non-essential or discretionary projects in order to prioritize funding for flood mitigation feasibility studies and/or fast track flood infrastructure projects to be completed in 2018 and 2019; to ensure sufficient funding set aside to support efforts to the pursuit and capture of available grant funding to reduce burden of debt on Bellaire taxpayers; and to consider and potentially fast track drainage infrastructure projects. In conclusion, the Commission reiterated the importance of aggressively addressing flooding challenges in Bellaire and hope that the final CIP recommended by City Staff will reflects the urgency and integrates the recommendations by the Flood Mitigation Task Force.

Commissioner Skinner recommended that the letter be amended to include that "non-essential items not dealing with health, safety, and security" to the first recommendation of reallocating funding.

Commissioner Taylor agreed.

Commissioner Gordon suggested to add it in parentheses.

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

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.

Ms. Parcus provided background information from back in 2012 where Chapter 24 was amended by the Commission to remove certain zoning districts and replace them with the CMU and UVD as an effort to promote growth in the City's downtown corridor. She stated that in March 2014, City Council adopted that ordinance. She added that within those regulations is the by-right allowance for parking structures as a way to minimize the amount of surface parking and create a pedestrian friendly atmosphere. Ms. Parcus mentioned that there are no regulations regarding the parking structures within those zoning districts, but it refers to Section 24-513a of the Code of Ordinances for the design standards. She stated that she looked back at the minutes and found that there was no debate about the parking structures and protecting the surrounding residential areas, but there are things within code that protect residences.

Commissioner Gordon asked for clarification in the instance of the parking garage approved and constructed on a residential street, if the residential street was part of the CMU or if the garage was in CMU but fell in a different zoning area.

Ms. Parcus answered that they are in two different zones and that it is a parking garage within a commercial district that is right next to a residential district. She then stated the ingress and egress of the site is not changing, and that it is strictly moving from surface parking to structure parking.

Commissioner Taylor asked if there was any SUP requirement.

Ms. Parcus replied no, and stated that depending on the size of the property for commercial development, they will have height regulation which is either 40 or 53 feet depending on the district.

Commissioner Taylor recalled the discussions from the Bellaire High School parking garage and the issues surrounding it.

Vice Chair Steinberg responded that it was a whole different issue and, at the time, it was not talked about that there could be a multi-level garage next to a residential area. He added that the situation is unique because it didn't have anything to do with height since it was so far away from the actual structure so it complied with all the rules and there was nothing to think about until it was done.

Commissioner Gordon questioned the ingress and egress boundary because there may be a way to restrict a potential high-volume entrance and exits on a residential street with a change requiring parking garages in a CMU district to have their ingress and egress within the CMU district.

Vice Chair Steinberg noted there will be no new entrance and the same entrance is being used to get in the new Town Center.

Ms. Sampson responded that the location of the entrance is the same and that it acutally may be closer to the street, but it's now being bumped over to make it safer. She then said that there will be no new curb cut or entrance. Ms. Sampson stated that there is a buffer in zoning classification before getting into the CMU.

Commissioner Gordon asked what the specific complaint was in regards to the parking garage.

Vice Chair Steinberg answered that the complaint was that the numerous cars coming out would be shining lights into his house.

Commissioner Taylor recalled a concern that the garage was approved without review from the commission, in case there was an issue that needed to be addressed.

Vice Chair Steinberg questioned if they wanted to start approaching that anybody who wants to get a permit to replace what they already have, and would have to come through Planning & Zoning. He stated that his answer would be no, and that they want to enourage development and freedom to abide by the rules that have been set.

Commissioner Gordon agreed he did not want to create undue burdens with promoting development. He presented a consideration for future discussions of putting in place a restriction on parking garages that release traffic onto a residential street might be subject to additional review.

Vice Chair Steinberg recommended to table the discussion for a future date and time.

Commissioner Skinner seconded the recommendation.

VI. COMMITTEE REPORTS

There were no committee reports.

VII. CORRESPONDENCE

There was no correspondence.

VIII. REQUESTS FOR NEW BUSINESS, ANNOUNCEMENTS AND COMMENTS**A. Staff liaison report on the status of projects previously addressed by the commission as well as projects for future meetings.****a. BBEOD****b. Fence Heights****c. Beautification Master Plan**

Ms. Sampson asked that the discussions on BBEOD, fence heights, and Beautification Master Plan be held off for a later date and time since in July there will be some people that will be termed out and new people coming aboard.

Commissioner Skinner agreed that it would be wise to wait to have fresh new view on the 3 items.

Vice Chair Steinberg asked Ms. Sampson if there is going to be landscaping around HEB.

Ms. Sampson answered yes, there would be.

Vice Chair Steinberg noted that HEB is closer to the street than talked about. He asked that the City take a look into what to do with traffic flow before HEB opens.

Ms. Sampson responded that there is phases of construction going on and after those have been completed then they will look into where the traffic situation stands. She added that the City is aware of the danger and will have a conversation with Public Works about it.

Vice Chair Steinberg recalled HEB agreeing to moving back from the lot line and away from the street.

Ms. Parcus mentioned that it was discussed at the Planning & Zoning level and sent forward to Council as a recommendation that the City would work with Public Works to see how wide the sidewalks could be. She stated it was not added as a part of the condition and that the only condition was the route of delivery trucks.

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.

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

IX. ADJOURNMENT

Motion: a motion was made by Commissioner Taylor and seconded by Commissioner Gordon to adjourn the regular meeting.

Vote: the motion carried with a vote of 4-0

The meeting was adjourned at 6:47 PM.