

1 The Seabrook Planning & Zoning Commission met on Thursday, February 18, 2016 in regular
2 session at Seabrook City Hall, 1700 First Street, Seabrook, Texas to consider and if appropriate,
3 take action on the agenda items listed below.
4

5 THOSE PRESENT WERE:

6		
7	MICHAEL POTTS (exc. Abs)	CHAIRMAN
8	BUDDY HAMMANN	VICE CHAIRMAN
9	ROSEBUD CARADEC	MEMBER
10	MIKE DEHART	MEMBER
11	DODIE MILLER	MEMBER
12	MICHAEL SHARPE	MEMBER
13	LAURA DAVIS	MEMBER
14	SEAN LANDIS	DIRECTOR OF COMMUNITY DEVELOPMENT
15		
16	STEVE WEATHERED	CITY ATTORNEY
17	MEREDITH BRANT	ASST. CITY SECRETARY

18
19 Vice Chairman Hammann called the meeting to order at 7:00 p.m. and stated that there was a
20 quorum present.
21

22 **1.0 ROUTINE PUBLIC HEARING AND ANNOUNCEMENTS**

23
24 There were none.
25

26 **2.0 NEW BUSINESS**

27
28 **2.1 Receive bi-annual status report on the Chesapeake Bay Senior Living Community**
29 **Planned Unit Development (PUD) as provided by Section 4.10.10 "Development**
30 **Schedule," Appendix A, Seabrook Code of Ordinances.**
31

32 The project developer, Michael Travis of Houston, spoke about the progress of the
33 project. He said that the timeline submitted to each member is close to the original
34 schedule. He added that the design and plan review is on target with resubmission
35 slated for tomorrow and architectural plans to follow next week. It is anticipated that the
36 project will be permitted within 30 to 45 days. He added that the site construction is on
37 target with continued clearing of the site. The anticipated completion date is the second
38 quarter of 2017, with occupancy beginning in the fourth quarter of 2016.
39

40 **2.2 Discussion, consideration and possible action regarding modifications to the**
41 **Planned Unit Development (PUD) Ordinance.**
42

43 Mr. Landis stated that the city attorney would like to go into executive session to discuss
44 one aspect of this item.
45
46

47 Motion was made by Mr. DeHart and seconded by Mr. Miller
48

49 *To adjourn to Executive Session on this item.*
50

51 **MOTION CARRIED BY UNANIMOUS CONSENT.**
52

53 **EXECUTIVE SESSION**

54 At 7:03 p.m., City Attorney Steve Weathered announced that the Commission would
55 adjourn to a closed executive session pursuant to the provisions of the Open Meetings
56 Act, Chapter 551, in accordance with the authority contained in Section 551.071,
57 Consultation with Attorney.
58

59 **OPEN MEETING**

60 At 7:12 p.m., Vice Chairman Hammann reconvened the meeting in open session stating
61 that the item had been discussed, but no action taken.
62

63 Mr. Landis recommended revisiting the PUD ordinance with a total rewrite. He stated
64 that he has begun the process by contacting area cities about each of their PUD
65 ordinances. He added that he will work with the city attorney in making revisions and
66 will bring a draft ordinance back to the March meeting. Going through the ordinance
67 section by section should not be a lengthy process as it is a short document. He stated that
68 with the consensus of the commission, he will move forward on this item.
69

70 The commission concurred.
71

72 **2.3 Discussion, consideration and possible action concerning the minutes from the**
73 **January 21, 2016 Planning & Zoning Commission.**
74

75 **Motion was made by Mr. Sharpe and seconded by Ms. Davis**
76

77 *To approve the minutes as written.*
78

79 Mr. Weathered stated that this item is on the agenda for open discussion in order to
80 clarify a textbook definition in Robert's Rules of Order and the action taken on Item 2.1
81 Chesapeake Bay Senior Living PUD. The majority made the decision to delay action
82 until the Master Plan was complete, but the motion made was to "table" the item.
83 According to Robert's Rules, an item which is tabled must be addressed at the next
84 meeting. Mr. Weathered advised that instead of the word "table" in the minutes, the
85 word "postpone" should be used in order to clearly reflect the commission's intent.
86

87 **Motion was made by Ms. Davis and seconded by Ms. Caradec**
88

89 *To approve the amendment to the original motion.*
90

91 **MOTION TO THE AMENDMENT CARREIED BY UNANIMOUS CONSENT.**
92

93 **MOTION TO APPROVE THE ORIGINAL MOTION CARRIED BY**
94 **UNANIMOUS CONSENT.**

95
96 **2.4 Discussion, consideration and possible action regarding an update on the expansion**
97 **of Hwy. 146.**

98
99 Mr. Landis stated that this item will be a standing item on the agenda. He added that
100 letters have gone out to business owners and appraisals are almost complete. The project
101 is definitely moving forward.

102
103 **3.0 ROUTINE BUSINESS**

104
105 **3.1 Report from the Director of Planning and Community Development on the status of**
106 **a list of actions taken by Planning & Zoning and sent to the City Council for its**
107 **action or review.**

108
109 Mr. Landis stated that City Council had unanimously approved the CUP for the Hampton
110 Inn.

111
112 **3.2 Discussion with staff and P & Z Commission to establish future agenda items and**
113 **meeting dates.**

114
115 Mr. Landis stated that the next meeting will be March 17.

116
117 Agenda items for consideration will include:

- 118 • Review the P & Z Rules and Procedures as recommended by the city attorney
- 119 • PUD ordinance amendment
- 120 • Election of Chairman and Vice Chairman.

121
122 Ms. Davis asked if there would be another stakeholders meeting in regards to the
123 Comprehensive Master Plan. Mr. Landis stated that there would be, once the draft
124 document was complete. He also added that after completion of the Master Plan he
125 hopes to find funding to work with a consultant for a total rewrite of the zoning
126 ordinance.

127
128 Having no further the business, the meeting was adjourned at 8:34 p.m.

129
130 APPROVED THIS 17TH DAY OF March, 2016.

131
132
133 
134 _____
135 Buddy Hamann, Vice Chairman

133 
134 _____
135 Meredith Brant, Asst. City Secretary