

**MINUTES  
PLANNING COMMISSION  
CITY OF NASSAU BAY  
JULY 2, 2013  
6:00 PM**

**MEMBERS OF PLANNING COMMISSION PRESENT:** Chairman Roscoe Lee and Commissioners Don Johnson, Kirk Walker, John Nugent, Louis Nguyen, Miguel Zamora, and Arlene Phillips.

**OTHER CITY OFFICIALS PRESENT:** Community Development Director Mary Chambers, Building Official Larry Boles, and Planning Commission Secretary Kathy George.

Also in attendance was Gary Mitchell, Vice President of Kendig Keast Collaborative.

**PRESIDING:** Roscoe Lee.

**CALL TO ORDER AND ROLL CALL OF MEMBERS**

Chairman Lee called the meeting to order at 6:00 pm.

Mr. Lee announced a quorum of the Commission was present.

**APPROVAL OF MINUTES**

The minutes of regular meeting of May 7 were presented for approval. It was moved by Commissioner Walker, seconded by Commissioner Johnson, that the minutes be approved as amended.

Motion passed 7 – 0.

**PUBLIC HEARING AND ACTION ITEMS FROM PUBLIC HEARING**

**Public Hearing on the Recommended Amendments to Appendix A Zoning Ordinance**

1. On 2 July, the Planning Commission conducted a public hearing on adoption of amendments to Appendix Zoning of the Code Ordinances to include changes to the zoning districts, requirements for landscaping, architectural requirements of new buildings, and parking requirements.
  - 1A. Chairman Lee gave an overview of the proposed changes, which are consistent with the Comprehensive Master Plan and the Livable Centers Study.

1. Consolidates current SC-1, SC-2 and LR-1 commercial districts into a Commercial (C) district or an Urban District (U)
  2. Establishes specific site/building design standards for C and U (significant changes are focused on U district)
  3. Defines/clarifies allowed uses within C and U districts (more extensive than current ordinance)
  4. Defines explicit requirements for landscaping plans
  5. Updates parking requirements, including provisions for shared parking
  6. Consolidates and streamlines administrative processes associated with development
- 1B. Reviewed comparison of site/building design standards between current commercial districts and new C and U districts
- 1C. Reviewed allowed uses between current commercial districts and new C and U districts
- 1D. Approximately 15 people attended the meeting, consisting of residents and commercial property representatives. There were no questions or comments from the audience.

**Consider and Take Action on a Recommendation to the City Council on the above Item.**

It was moved by Commissioner Johnson, seconded by Commissioner Zamora that the Planning Commission recommends that the updated ordinance be adopted by City Council.

Motion passed 7 - 0

**Public Hearing on Revised Zoning Map for the City of Nassau Bay**

2. The Planning Commission then conducted a public hearing on adoption of a new zoning map to correspond to the new zoning districts.
  - 2A. Chairman Lee noted that the Planning Commission wants to update the zoning map at the same time that the ordinance changes are adopted to avoid carrying old and new sets of commercial districts in the ordinance.
  - 2B. In the proposed updated zoning map, the current SC-1, SC-2, and LR-1 districts were primarily converted to "C".
  - 2C. The Urban district was proposed for the area, which includes the current TAACL location, Nassau Bay shopping center, current

public works property, Bay House Apartments property, and Balboa Apartments property.

2D. No single family residential area was changed to C or U.

2E. There were no comments or questions from the audience.

**Consider and Take Action on a Recommendation to the City Council on the above Item.**

It was moved by Commissioner Nugent, seconded by Commissioner Walker, that the Planning Commission recommends that the proposed updated zoning map be adopted by City Council.

Motion passed 7 – 0.

There being no further discussion from the public or Planning Commission, Commission Zamora moved that the Planning Commission recommend that the City Council take action on the amendments to appendix A zoning ordinance and the proposed updated zoning may be adopted by City Council. Commissioner Phillips seconded the motion.

Motion passed 7 – 0.

**ADJOURNMENT**

There being no further discussion, the meeting adjourned at 6:38 pm.

Minutes approved as submitted and/or corrected this \_\_\_ day of \_\_\_\_\_, A.D., 2013.

CITY OF NASSAU BAY, TEXAS

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Roscoe Lee  
Planning Commission Chairman

ATTEST:

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Kathy George  
Planning Commission Secretary