The Seabrook Planning and Zoning Commission met on Thursday, August 16, 2012 in regular session at Seabrook City Hall, 1700 First Street, Seabrook, Texas to consider and if appropriate, take action on the agenda items listed below:

THOSE PRESENT WERE:

| | |
|---|---|
| MICHAEL POTTS | CHAIRMAN |
| BUDDY HAMMANN | VICE CHAIRMAN |
| ROSEBUD CARADEC | MEMBER |
| MIKE DEHART (Excused Absence) | MEMBER |
| DODIE MILLER | MEMBER |
| MICHAEL SHARPE | MEMBER |
| BOLIVAR LEWIS | MEMBER |
| SEAN LANDIS | DIRECTOR OF COMMUNITY DEVELOPMENT |
| ALESIA HAMMOCK | SECRETARY |

Chairman Potts called the meeting to order at 7:00 p.m. and stated there was a quorum present.

Chairman Potts welcomed Bolivar Lewis as a new member of the Planning & Zoning Commission.

**1.0 ROUTINE PUBLIC HEARING AND ANNOUNCEMENTS - None**

**2.0 SPECIFIC PUBLIC HEARINGS**

**2.1 Discussion, consideration and possible action concerning the review of the "Sign Ordinance".**

Sean Landis gave a brief report. He stated that the Planning and Zoning Commission requested at the July 19, 2012 meeting that staff draft ordinance language relating to the following items:

- Signage prohibited by the ordinance to include signs prohibited within residential zones.
- Subdivision/Home builder identification signage.

Staff wishes to add the following language to the Sign Ordinance:

6.05.04. Signs in residential zones: Signs advertising services or commercial operations are prohibited in residential zones.
**Exception: On premise signage advertising services or commercial operations for a church and/or a public school.**
**Signage height and area limitations are specified in Section 6.06 Permitted Signs.**

6.06.02. Subdivision/home builder identification signs:
**C. Additional identification signs may be permitted at a staffed sales office/ model home. This sign shall be a ground/monument sign not to exceed 4 feet in height and 40 square feet in area.**

**2.2 Discussion, consideration and possible action concerning adding language to Appendix A, Comprehensive Zoning, Article 3, "Accessory Structures."**

Sean Landis gave a brief report. He stated that Code Enforcement requests that the Planning and Zoning Commission consider adding language to the land use matrix relating to accessory uses/structures.

He stated that the zoning ordinance currently implies that a property may not have an accessory use/structure without the presence of a principle use/structure. However, enforcement through the court system has become difficult due to the lack of clear language.

Staff requests that a Footnote be added to the Land Use Matrix that reads as follows:

**"A property is prohibited from having an accessory use/structure without the presence of a principle use/structure."**

Chairman Potts closed the Specific Public Hearing portion of the meeting at 7:07.

**3.0 NEW BUSINESS – The Commission will discuss, consider, and if appropriate, take action on the items listed below.**

**3.1 Discussion, consideration and possible action concerning the review of the "Sign Ordinance".**

**Motion was made by Buddy Hammann and seconded by Rosebud Caradec**

*To amend the Sign Ordinance as recommended by Staff.*

**MOTION CARRIES BY UNANIMOUS CONSENT.**

**3.2 Discussion, consideration and possible action concerning adding language to Appendix A, Comprehensive Zoning, Article 3, "Accessory Structures."**

**Motion was made by Buddy Hammann and seconded by Dodie Miller**

*To amend the Comprehensive Land Use Matrix by adding a footnote stating "A property is prohibited from having an accessory use/structure without the presence of a principle use/structure."*

**MOTION CARRIES BY UNANIMOUS CONSENT.**

**4.0 APPROVAL OF MINUTES**

**4.1 Discussion, consideration and possible action concerning the minutes from the July 19, 2012 meeting.**

**Motion was made by Buddy Hammann and seconded by Rosebud Caradec**

*To approve the July 19, 2012 P&Z minutes as written.*

**MOTION CARRIES BY UNANIMOUS CONSENT.**

**5.0 ROUTINE BUSINESS**

**5.1 Discussion and Consideration of the Community Development Activity Summary.**

Sean Landis gave a brief report.

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

Sean Landis gave a brief report.

**5.3 Discussion with staff and P&Z Commission to establish future agenda items and meeting dates.**

Chairman Potts stated that the next meeting will be on September 20, 2012 and the following will be discussed: Approval of the August 16, 2012 P&Z minutes.

**Motion was made by Buddy Hammann and seconded by Dodie Miller**

*To adjourn the Planning & Zoning Commission meeting.*

**MOTION CARRIES BY UNANIMOUS CONSENT.**

Having no further business, the meeting adjourned at 7:25 p.m.

APPROVED THIS 20th DAY OF SEPTEMBER, 2012.

Michael Potts

Michael Potts, Chairman

Alesia L. Hammock

Alesia Hammock, Secretary