

The Seabrook Planning and Zoning Commission met in regular session on Thursday, April 18, 2024 at 6:00 PM at Seabrook City Hall to consider and if appropriate, take action on the agenda items listed below:

THOSE PRESENT WERE:

|                 |                                   |
|-----------------|-----------------------------------|
| GARY RENOLA     | CHAIRMAN                          |
| DARRELL PICHA   | VICE - CHAIR                      |
| SCOTT REYNOLDS  | MEMBER                            |
| ROSEBUD CARADEC | MEMBER                            |
| GUY RODGERS     | MEMBER                            |
| RHONDA THOMPSON | MEMBER                            |
| ED KLEIN        | MEMBER                            |
| SEAN LANDIS     | DIRECTOR OF COMMUNITY DEVELOPMENT |
|                 |                                   |
| KIARRA BELLOW   | ADMINISTRATIVE COORDINATOR        |

**1.0 PUBLIC COMMENTS AND ANNOUNCEMENTS**

None

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**2.0 DISCUSSION**

**2.1 Discuss and deliberate the findings of the Old Seabrook Livable Center Study.**

*Sean Landis gave a presentation on the findings of the Old Seabrook Livable Center Study. Discussed the recommendations and implementation plan and the role of the Planning and Zoning Commission.*

See Exhibit A.

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**3.0 ROUTINE BUSINESS**

**3.1 Approve the minutes from the March 21, 2024, Regular P&Z meeting.**

*Motion made by Rhonda Thompson and seconded by Ed Klein.*

*To approve the revised minutes as presented. (Exhibit B)*

MOTION CARRIED BY UNANIMOUS CONSENT

**3.2 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 on items that have been sent to City Council for its action or review.*

**3.3 Establish future agenda items and meeting dates.**

- *Next regular meeting: May 16, 2024*

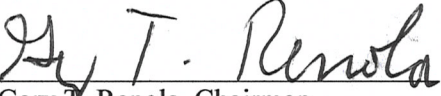
55  
56 **Motion was made by Ed Klein and seconded by Guy Rodgers.**  
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58 *To adjourn the April 18, 2024, Planning & Zoning meeting.*  
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60 MOTION CARRIED BY UNANIMOUS CONSENT  
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62 Having no further business, the meeting adjourned at 6:54 PM.  
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65 APPROVED THIS 20 DAY OF June, 2024.

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67   
68 Gary J. Renola, Chairman  
69

  
Kiarra Bellow, Administrative Assistant

Planning and Zoning Commission



# Livable Center Study

📍 SEABROOK, TEXAS

April 18, 2024

# Agenda

- What is a Livable Center?
- Recommendations and Implementations of the Plan.
- Planning and Zoning Commission Roles.
- Next Steps.

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# What is a Livable Center?

# The Old Seabrook Livable Center

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The Study is part of the Houston- Galveston Area Council's (H-GAC) Livable Centers Program, which works with local communities to encourage walkable, mixed-use development, provide opportunities for multi-modal transportation options, improve environmental quality, and promote economic development.

# The Old Seabrook Livable Center

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A Livable Center focuses on recommending context-sensitive solutions to create more places where people can live, work, and play with less reliance on their cars. The recommendations of the Study aim to both further the goals of the Livable Center Program and achieve the unique vision for Old Seabrook.

# The Old Seabrook Livable Center

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## Elements of Plan:

- All Livable Centers are unique, but are based on similar concepts of development:
- Connecting residences, stores and office spaces through mixed-use developments
- Enhancing streetscapes, sidewalks and overall community aesthetics
- Improving access to transit and multiple transportation modes, including roadways, walking and biking
- Expanded housing and employment opportunities
- Creating a public engagement strategy that encourages stakeholder involvement in the formation of the plan

## Old Seabrook Livable Center Study Area

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# Recommendations and Master Plan Elements

| Recommendations               |                                                                                      |
|-------------------------------|--------------------------------------------------------------------------------------|
| Transportation & Connectivity | 1 Enhance and Reconfigure Main Street                                                |
|                               | 2 Improve Safe Pedestrian Connectivity in Priority Corridors throughout the District |
|                               | 3 Optimize Parking Opportunities in Old Seabrook                                     |
|                               | 4 Implement Primary and Secondary Community Gateway Elements                         |
| Image, Branding, & Marketing  | 5 Enhance Bayside Park by Providing Waterfront Amenities                             |
|                               | 6 Activate Community Spaces for Flexible Use                                         |
| Future Land Use               | 7 Promote Commercial and Mixed-Use Infill Development in Priority Locations          |
|                               | 8 Target Catalyst Infill Developments in Priority Locations                          |
|                               | 9 Update Land Use Policies to support plan recommendations                           |

|                                                     |   |
|-----------------------------------------------------|---|
| Commercial/Mixed-Use Development                    | A |
| Infill Mixed-Use with Residential Character         | B |
| Commercial Infill (mirroring Merlion)               | C |
| Mixed-Use Redevelopment Site, Pedestrian Promenade  | D |
| Residential Infill                                  | E |
| Flexible Waterfront Site Activation                 | F |
| Former Wastewater Treatment Plant Site Enhancements | G |
| Bayside Park Enhancements                           | H |
| Primary Gateway                                     | I |
| Secondary Gateways                                  | J |
| Potential Trail Access                              | K |
| Main Street Improvements                            | L |

Master Plan Elements

# Recommendations

## 1. Enhance and Reconfigure Main Street

Main Street is the primary corridor through the Old Seabrook District and serves as a spine to anchor both development and activity. Enhancement of the corridor will reinforce it as a critical connection for the District and draw additional activity and commerce while reconfiguring the right-of-way will create a safer, more balanced environment for all users. Ultimately, this reconfiguration could result in wider sidewalks, a shared-use pathway, dispersed parking opportunities, safe pedestrian and cyclist crossing opportunities, and more complete connections to nearby destinations.

A preliminary engineering report (PER) is recommended as a first step to determine appropriate improvements, as each block will require unique, context-sensitive treatment. The PER can provide more detailed cost information and may identify additional constraints that require consideration. Design, acquisition, and construction will follow as needed and recommended by the PER.



*Existing View of Main Street Facing South*

### Timeframe for Implementation:



### Leading Organization:

City of Seabrook (Public Works/ Parks, Community Development, and Administration)

### Potential Partner(s):

Economic Development Corporation, TxDOT, Harris County, Property Owners

### Action Items:

- 1.1 Initiate a PER for Main Street improvements, including sidewalks, on-street parking, safety elements, and placemaking.
- 1.2 Design updated Main Street sections.
- 1.3 Acquire added Right-Of-Way as needed.
- 1.4 Construct improvements.



Old Seabrook Livable Center St...



Old Seabrook Livable Center St...



## 2. Improve Safe Pedestrian Connectivity in Priority Corridors Throughout the District

Maintaining and enhancing the walkable environment in the Old Seabrook District is a priority for the City, stakeholders, and the public. To achieve this, improvements to pedestrian and bicycle facilities should focus on bridging gaps between existing connections, thus enhancing the overall network. In addition to Main Street, priority corridors should include Meyer Avenue, where an existing sidewalk just north of the study area leads to part of the City's trail system, and Hardesty Avenue, which provides neighborhood passage and access to the future multi-use path along SH 146.

Some priority connection points should include various destinations along Main

Street, Bayside Park, Todville Road, SH 146 (via the future multi-use path and bridge), the location of public services such as the post office and City Hall, and James F. Bay Elementary School.

Just as with the Main Street improvements, a PER is the recommended first step to determine appropriate treatments for pedestrian connectivity throughout the District. Ultimately, improvements should prioritize the safety of all roadway users via solutions such as lighting, crossings, dedicated facilities, and traffic calming.



Example of Roadside Shared Use Path



Example of Decorative Crosswalk

### Timeframe for Implementation:



### Leading Organization:

City of Seabrook (Public Works/Parks, Community Development, Administration)

### Potential Partner(s):

Economic Development Corporation, TxDOT, Harris County, Property Owners

### Action Items:

- 2.1. Initiate a PER to prepare priority locations (N Meyer Ave. and Hardesty Ave.) for pedestrian improvements, including sidewalks and lighting.
- 2.2. Add enhanced crosswalks for safety along Main Street at Cook Ave., N Meyer Ave., near Bryan Ave., and between the slough & Todville Rd.
- 2.3. Add lighting where determined necessary.
- 2.4. Connect new facilities to the existing trail network and to James F. Bay Elementary School via Main Street (The Old Seabrook) SH 146 multi-use path (in progress), and N Meyer Ave.

### 3. Optimize Parking Opportunities in Old Seabrook

Optimizing on- and off-street parking opportunities as shown on the Master Plan will allow the City to provide options for future patrons to use public parking areas and navigate the District on foot. The publicly-owned property on Main Street at Hall Avenue provides the perfect opportunity to expand the existing public parking facilities located behind Merlion at 3rd Street and Bryan Avenue. The City can also provide parallel on-street parking by restriping along Main Street. Striping can take place before Main Street improvements are complete or as part of the construction.

Before constructing more public parking in the District, the City should conduct a parking study to determine the ultimate demand for parking. An analysis can identify the amount of parking needed to serve the area sufficiently. Although the Master Plan identifies areas for future parking, the parking study is necessary to determine the locations and the total number of spaces needed.

The creation of a Parking Management District will provide the City with a tool to implement recommendations of the parking study, manage parking in the area, and, when applicable, initiate parking fees in the District.



*Existing Public Parking Behind Merlion*

#### Timeframe for Implementation:



#### Leading Organization:

City of Seabrook (Community Development, Administration)

#### Potential Partner(s):

Economic Development Corporation, Property Owners, Businesses

#### Action Items:

- 3.1. Initiate a parking study to determine demand.
- 3.2. Create a Parking Management District.
- 3.3. Provide additional space in community lots adjacent to select new developments and stripe new on-street parking.

## 4. Implement Primary and Secondary Community Gateway Elements

Branding and gateway elements should be implemented in the Old Seabrook District to provide a sense of arrival and create a distinct identity for the District. Primary and secondary gateway signage should be installed at the main entrances of Old Seabrook as designated on the Master Plan at:

- Main Street and SH 146;
- Main Street and Todville Road;
- N Meyer Avenue and SH 146; and
- N Meyer Avenue and Auden Drive.

Gateway monumentation should utilize the City's Master Landscaping and Branding Plan to influence the signage design at these locations. Although gateway monumentation ranges in size and style, it typically incorporates design elements such as large signage, landscaping, lighting, or public art. The City should coordinate with other entities, such as TxDOT, to fund, design, and construct gateway signage where opportunities for collaboration are present.



Examples of Gateway Signage and Branding Elements from the Master Landscaping and Branding Plan

### Timeframe for Implementation:



### Leading Organization:

City of Seabrook (Community Development, Administration)

### Potential Partner(s):

Economic Development Corporation, TxDOT

### Action Items:

- 4.1. Implement Primary Gateway elements near NASA Road 1 and Main Street.
- 4.2. Implement Secondary Gateway elements at SH 146 and N Meyer Ave.; N Meyer Ave. and Auden Dr.; and at Main Street and Todville Rd.
- 4.3. Incorporate signage, placemaking, and design elements in collaboration with TxDOT (where applicable) and in accordance with the Master Landscaping and Branding Plan.

## 5. Enhance Bayside Park by Providing Waterfront Amenities

Providing additional amenities or features to the waterfront area at Bayside Park will help to create an appealing park experience. Improvements to the park area should include:

- Public restrooms,
- Kayak launch,
- Boardwalk,
- Fishing pier,
- Landscaping, and
- Other park amenities.

Boardwalk and fishing elements should be located north of Main Street, while the kayak launch and public restrooms should be located south of Main Street.



Existing Park Amenities

### Timeframe for Implementation:



### Leading Organization:

City of Seabrook (Public Works/ Parks, Community Development, Administration)

### Potential Partner(s):

Economic Development Corporation, General Land Office, Harris County, Open Space & Trails Committee

### Action Items:

- 5.1. Provide public restrooms and kayak launch along the waterfront south of Main Street.
- 5.2. Construct a boardwalk with fishing piers and overlooks and incorporate placemaking elements such as benches and landscaping along the waterfront north of Mains Street.



Old Seabrook Livable Center St...



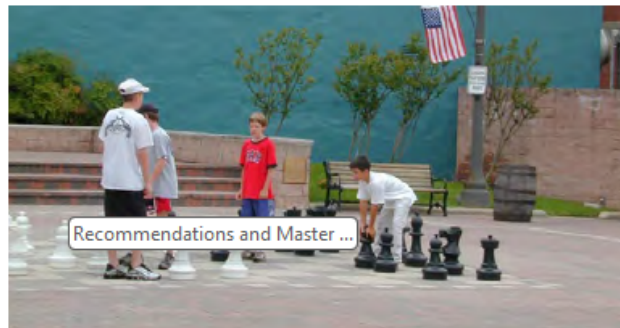
## 6. Activate Community Spaces for Flexible Use

Community spaces such as parks and plazas offer residents places to gather, bond, and recreate. Although these spaces often include passive recreation opportunities, activating these spaces through different types of programming can spur increased activity and encourage the community to visit these places more often.

Examples of activating community spaces through programming might include, but are not limited to:

- Temporary art installations
- Interactive placemaking installations such as giant chess, mobile library, live music
- Educational displays
- Local business for pop-ups
- Gatherings and events for community groups
- Food trucks and vendors
- Festivals
- Farmers markets

To support these activities, City codes and regulations should be reviewed to ensure existing regulations permit the desired activities.



Examples of Programming for Community Spaces

### Timeframe for Implementation:



### Leading Organization:

City of Seabrook (Public Works/Parks, Community Development, Public Relations, Administration)

### Potential Partner(s):

Economic Development Corporation, Planning & Zoning Commission, Businesses, Property Owners, Community

### Action Items:

- 6.1. Provide active programming for parks and gathering spaces in the district.
- 6.2. Update zoning regulations as needed to allow for outdoor dining areas along sidewalks, food trucks, and other temporary uses to activate community spaces.

## 7. Promote Commercial and Mixed-Use Infill Development in Priority Locations

Encourage new commercial and mixed-use infill on vacant lots in the district by using economic development tools. Incentivize investment in the area using the economic development tools available to the City. New development should be appropriately scaled for the context of the area.

In addition to utilizing economic incentives, coordinate with the EDC to actively promote new development in Old Seabrook. New businesses should center around boutique retail, local dining options, personal services, and family-friendly entertainment.



Examples of Neighborhood Mixed-Use Infill Matching Existing Old Seabrook Character

### Timeframe for Implementation:



### Leading Organization:

Economic Development Corporation

### Potential Partner(s):

City of Seabrook (Community Development, Administration), Planning & Zoning Commission

### Action Items:

- 7.1. Incentivize new and appropriately scaled development throughout the district utilizing economic development tools available to the city.
- 7.2. Actively promote Old Seabrook for new development.

## 8. Target Catalyst Infill Developments in Priority Locations

Several locations within the study area are identified for potential new commercial development or redevelopment. As these sites are developed, they can catalyze future commercial and residential growth. New catalyst development can be initiated by the City or by the private sector.

Developments like the redevelopment of the wastewater treatment plant site to public open space will significantly improve the area and serve as a new amenity to the district that encourages commercial development.



The publicly-owned property at the corner of Main Street and Hall Ave is a prime opportunity for future commercial or mixed-use development. As a publicly-owned property, a request for qualifications (RFQ) should be prepared to identify an entity that will develop the site in line with the Master Plan.

Other properties can be prepared for future development or redevelopment where appropriate by ensuring suitable land-use policies, offering incentives, or ensuring proper infrastructure is in place.



*Vision for Potential Catalyst Developments at Main Street and Hall, and Former WWTP*

### Timeframe for Implementation:



### Leading Organization:

Economic Development Corporation

### Potential Partner(s):

City of Seabrook (Community Development, Public Works/Parks, Administration), Planning & Zoning Commission, Developers

### Action Items:

- 8.1. Prepare RFQ for publicly-owned property next to Merlion to attract new commercial development.
- 8.2. Prepare southern adjacent block for mixed-use development site.
- 8.3. Initiate adaptive reuse of wastewater treatment plant site.

## 9. Update Land Use Policies to Support Plan Recommendations

Due to the unique character in the Old Seabrook District, local codes and regulations must consider and reflect the anticipated development patterns in the area. Update the City zoning codes and other regulations, as needed, to support the initiatives of the Livable Center Study. Updating the codes will align the regulations with the area's character and streamline the development process for desired uses. In conjunction with updates, coordinate with property owners to ensure clear communication about the intent of the code updates and land use goals for the future.

Examples of code updates may include:

- Parking requirements that allow for reduced parking or shared parking areas for commercial uses.
- Appropriate setback requirements.
- Require sidewalks in appropriate locations as recommended by the Master Plan.
- Unique signage requirements for the District.
- Reduce the need for special permits for specific uses within the District to incentivize investment in the area.
- Coordinate with property owners to conduct zoning changes, where appropriate, to support initiatives of the plan.



### Timeframe for Implementation:



### Leading Organization:

City of Seabrook (Community Development, Administration)

### Potential Partner(s):

Planning & Zoning Commission, Property Owners

### Action Items:

- 9.1. Review codes to ensure that land use policies, zoning, and parking policies are updated to support mixed uses, appropriate density, preservation of dedicated residential areas, and residential design character, where necessary, to support the Livable Center Study recommendations.

| #                                               | Recommendation                                                                     | Action Item                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Implementation Timeframe | Leading Organization                                                             | Potential Partner(s)                                                       |
|-------------------------------------------------|------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|----------------------------------------------------------------------------------|----------------------------------------------------------------------------|
| Transportation and Connectivity Recommendations |                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                          |                                                                                  |                                                                            |
| 1                                               | Enhance and Reconfigure Main Street                                                | 1.1. Initiate a PER for Main Street improvements, including sidewalks, on-street parking, safety elements, gateways and placemaking elements.<br>1.2. Design updated Main Street sections.<br>1.3. Acquire added Right-of-Way, as needed.<br>1.4. Construct Main Street improvements.                                                                                                                                                                                                                                            | Short-Term               | City of Seabrook (Public Works/Parks, Community Development, Administration)     | Economic Development Corporation<br>TxDOT<br>Harris County Property Owners |
| 2                                               | Improve Safe Pedestrian Connectivity in Priority Corridors Throughout the District | 2.1. Initiate a PER to prepare priority locations (N Meyer Ave. and Hardesty Ave.) for pedestrian improvements, including sidewalks and lighting.<br>2.2. Add enhanced crosswalks for safety along Main Street at Cook Ave., N Meyer Ave., near Bryan Ave., and between the slough & Todville Rd.<br>2.3. Add lighting where determined necessary.<br>2.4. Connect new facilities to the existing trail network and to James F. Bay Elementary School via Main Street, the SH 146 multi-use path (in progress), and N Meyer Ave. | Short-Term               | City of Seabrook (Public Works/Parks, Community Development, and Administration) | Economic Development Corporation<br>TxDOT<br>Harris County Property Owners |
| 3                                               | Optimize Parking Opportunities in Old Seabrook                                     | 3.1. Initiate a parking study to determine demand.<br>3.2. Create a Parking Management District.<br>3.3. Provide additional space in community lots adjacent to select new developments and stripe new on-street parking.                                                                                                                                                                                                                                                                                                        | Long-term or Ongoing     | City of Seabrook (Community Development and Administration)                      | Economic Development Corporation<br>Property Owners<br>Businesses          |
| 4                                               | Implement Primary and Secondary Community Gateway Elements                         | 4.1. Implement Primary Gateway elements near NASA Road 1 and Main Street.<br>4.2. Implement Secondary Gateway elements at SH 146 and N Meyer Ave.; N Meyer Ave. and Auden Dr.; and at Main Street and Todville Rd.<br>4.3. Incorporate signage, placemaking, and design elements in collaboration with TxDOT (where applicable) and in accordance with the Master Landscaping and Branding Plan.                                                                                                                                 | Mid-Term                 | City of Seabrook (Community Development and Administration)                      | Economic Development Corporation<br>TxDOT                                  |

| #                                              | Recommendation                                                            | Action Item                                                                                                                                                                                                                                                                                   | Implementation<br>Timeframe | Leading<br>Organization                                                                         | Potential<br>Partner(s)                                                                                                     |
|------------------------------------------------|---------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|-------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|
| Image, Branding, and Marketing Recommendations |                                                                           |                                                                                                                                                                                                                                                                                               |                             |                                                                                                 |                                                                                                                             |
| 5                                              | Enhance Bayside Park by Providing Waterfront Amenities                    | 5.1. Provide public bathrooms and kayak launch along the waterfront south of Main Street.<br>5.2. Construct a boardwalk with fishing piers and overlooks and incorporate placemaking elements such as benches and landscaping along the waterfront north of Mains Street.                     | Short-Term                  | City of Seabrook (Public Works/Parks, Community Development, Administration)                    | Economic Development Corporation<br>General Land Office<br>Harris County Open Space & Trails Committee                      |
| 6                                              | Activate Community Spaces for Flexible Use                                | 6.1. Provide active programming for parks and gathering spaces in the district.<br>6.2. Update zoning regulations as needed to allow for outdoor dining areas along sidewalks, food trucks, and other temporary uses to activate community spaces.                                            | Mid-Term                    | City of Seabrook (Public Works/ Parks, Community Development, Public Relations, Administration) | Economic Development Corporation<br>Planning & Zoning Commission<br>Businesses<br>Property Owners Community                 |
| Future Land Use Recommendations                |                                                                           |                                                                                                                                                                                                                                                                                               |                             |                                                                                                 |                                                                                                                             |
| 7                                              | Promote Commercial and Mixed-Use Infill Development in Priority Locations | 7.1. Incentivize new and appropriately scaled development throughout the district utilizing economic development tools available to the City.<br>7.2. Actively promote Old Seabrook for new development.                                                                                      | Long-Term or On-Going       | Economic Development Corporation                                                                | City of Seabrook (Community Development, Administration)<br>Planning & Zoning Commission                                    |
| 8                                              | Target Catalyst Infill Developments in Priority Locations                 | 8.1. Prepare RFQ for publicly-owned property next to Merlion to attract new commercial development.<br>8.2. Prepare southern adjacent block for mixed-use development site.<br>8.3. Initiate adaptive reuse of wastewater treatment plant site.                                               | Long-Term or On-Going       | Economic Development Corporation                                                                | City of Seabrook (Community Development, Public Works/ Parks, Administration)<br>Planning & Zoning Commission<br>Developers |
| 9                                              | Update Land Use Policies to Support Plan Recommendations                  | 9.1. Review codes to ensure that land use policies, zoning, and parking policies are updated to support mixed uses, appropriate density, preservation of dedicated residential areas, and residential design character, where necessary, to support the Livable Center Study recommendations. | Long-Term or On-Going       | City of Seabrook (Community Development, Administration)                                        | Planning & Zoning Commission<br>Property Owners                                                                             |

# Next Steps

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## Review Zoning Codes

Review codes to ensure that land use policies, zoning, and parking policies are updated to support mixed uses, appropriate density, preservation of dedicated residential areas, and residential design character, where necessary, to support the Livable Center Study recommendations.

## Examples of Possible Code Updates

- ❑ Parking requirements that allow for reduced parking or shared parking areas for commercial uses.
- ❑ Appropriate setback requirements.
- ❑ Require sidewalks in appropriate locations as recommended by the Master Plan.
- ❑ Unique signage requirements for the District.
- ❑ Reduce the need for special permits for specific uses within the District to incentivize investment in the area.
- ❑ Coordinate with property owners to conduct zoning changes, where appropriate, to support initiatives of the plan.

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Questions or Comments?

The Seabrook Planning and Zoning Commission met in regular session on Thursday, March 21, 2024 at 6:00 PM at Seabrook City Hall to consider and if appropriate, take action on the agenda items listed below:

**THOSE PRESENT WERE:**

|                           |                                   |
|---------------------------|-----------------------------------|
| GARY RENOLA               | CHAIRMAN                          |
| DARRELL PICHA (excused)   | VICE - CHAIR                      |
| SCOTT REYNOLDS            | MEMBER                            |
| ROSEBUD CARADEC (excused) | MEMBER                            |
| GUY RODGERS               | MEMBER                            |
| RHONDA THOMPSON           | MEMBER                            |
| ED KLEIN                  | MEMBER                            |
| SEAN LANDIS               | DIRECTOR OF COMMUNITY DEVELOPMENT |
| RACHEL LEWIS              | CITY SECRETARY                    |

**1.0 PUBLIC COMMENTS AND ANNOUNCEMENTS**

None

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**2.0 PRESENTATIONS**

**2.1 Training and Compliance Presentation**

City Secretary Rachel Lewis went over changes in Boards and Commissions processes, training requirements, and conflict of interest information.

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**3.0 SPECIFIC PUBLIC HEARING**

**3.1 Conduct a public hearing on a request to take all appropriate action on a request for approval of the Final Plat of King James Court, containing 2 Lots and 1 Block, being a subdivision of 0.3750 acres, located in the Ritson Morris Survey, Abstract 52, being a replat of Lot 27 and the east One-Half of Lot 26 of Bayshore Acres, as recorded in Volume 998, Page 292 of the Harris County Deed Records, in the City of Seabrook, Harris County, Texas.**

*Chairperson Renola opened the public hearing at 6:18 pm.*

*There were no public comments.*

*Chairperson Renola closed the public hearing at 6:19 pm.*

**3.2 Conduct a public hearing on a request to take all appropriate action on a request for approval of the Final Plat of Nasa Parkway Holiday Inn Express, containing 2 Lots and 1 Block, being a subdivision of 2.85 acres (124,061 sq. ft.), located in the Ritson Morris Survey, Abstract 52, City of Seabrook, Harris County, Texas.**

*Chairperson Renola opened the public hearing at 6:19 pm.*

*There were no public comments.*

Chairperson Renola closed the public hearing at 6:19 pm.

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**4.0 NEW BUSINESS**

**4.1 Discuss, consider, and take all appropriate action on a request for approval of the Final Plat of King James Court, containing 2 Lots and 1 Block, being a subdivision of 0.3750 acres, located in the Ritson Morris Survey, Abstract 52, being a replat of Lot 27 and the east One-Half of Lot 26 of Bayshore Acres, as recorded in Volume 998, Page 292 of the Harris County Deed Records, in the City of Seabrook, Harris County, Texas.**

Sean Landis went over the plat and stated all was in compliance and staff recommended approval.

*Ed Klein made a motion to approve and Guy Rodgers provided a second*

MOTION CARRIED BY UNANIMOUS CONSENT

**4.2 Discuss, consider, and take all appropriate action on a request for approval of the Final Plat of Nasa Parkway Holiday Inn Express, containing 2 Lots and 1 Block, being a subdivision of 2.85 acres (124,061 sq. ft.), located in the Ritson Morris Survey, Abstract 52, City of Seabrook, Harris County, Texas.**

Sean Landis presented the plat and stated a variance was approved by the Board of Adjustment regarding minimum lot width and they created an additional requirement that the property owner provide access at the access easement. He stated staff recommended approval of the plat.

*Rhonda Thomson made a motion to approve and there was a second by Ed Klein.*

MOTION CARRIED BY UNANIMOUS CONSENT

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**5.0 ROUTINE BUSINESS**

**5.1 Approve the minutes from the February 15, 2024, Regular P&Z meeting.**

*Guy Rodgers made a motion to approve with a correction to line 66 clarifying who made the motion. A second was provided by Scott Reynolds.*

MOTION CARRIED BY UNANIMOUS CONSENT

**5.2 Approve the minutes from the December 16, 2021, special joint meeting.**

*Ed Klein made a motion to approve and there was a second from Scott Reynolds.*

MOTION CARRIED BY UNANIMOUS CONSENT

**5.3 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 presented the list. See attachment A. He reported the ordinance regarding lean-tos was presented to Council and a second reading will be considered at the next City Council meeting.

Rhonda Thompson made a motion to adjourn, and Ed Klein seconded.

MOTION CARRIED BY UNANIMOUS CONSENT

Having no further business, the meeting adjourned at 6:38 PM.

APPROVED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2024.

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Gary T. Renola, Chairman

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Kiarra Bellow, Administrative Assistant