



SEABROOK CITY COUNCIL
NOTICE OF SPECIAL JOINT MEETING OF CITY COUNCIL AND PLANNING & ZONING COMMISSION
TUESDAY, APRIL 7, 2026 - 5:00 PM

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NOTICE IS HEREBY GIVEN THAT THE SEABROOK CITY COUNCIL AND THE PLANNING & ZONING COMMISSION WILL MEET ON **TUESDAY, APRIL 7, 2026 AT 5:00 PM** IN THE CITY HALL CITY COUNCIL CHAMBERS, 1700 1ST STREET, SEABROOK, TEXAS, **TO DISCUSS, CONSIDER, AND IF APPROPRIATE, TAKE ACTION** WITH RESPECT TO THE ITEMS LISTED BELOW.

1. PUBLIC COMMENTS AND ANNOUNCEMENTS

At this time we would like to listen to any member of the audience on any subject matter, whether or not that item is on the agenda. All comments are limited to a maximum of four minutes for each speaker, shall be limited to City business or City-related business or matters of general public interest, and shall not include any personal attacks or abusive language.

All public remarks shall be addressed to the Chair. Comments shall not be directed toward individual Councilmembers, City staff, or other members of the public.

In accordance with the Texas Open Meetings Act, members may not discuss or take action on any item that has not been posted on the agenda. When your name is called, please come to the podium and state your name and address clearly into the microphone before making your comments. Thank you.

REGISTER ONLINE TO SPEAK IN PERSON DURING PUBLIC COMMENTS:
www.seabrooktx.gov/publiccomment

2. NEW BUSINESS

2.1 Consider and take appropriate action on an amendment to the Seabrook Code of Ordinances revising Chapter 18, "Buildings and Building Regulations," Division 6, "Plumbing," to create Section 18-339, "Temporary Portable Restroom Units," establishing permitting, placement, maintenance, and enforcement regulations. *Sean Landis, Deputy City Manager | Planning and Zoning Director*

3. ADJOURN MEETING

THE CITY COUNCIL AND THE PLANNING & ZONING COMMISSION RESERVES THE RIGHT TO HEAR ANY OF THE ABOVE DESCRIBED AGENDA ITEMS THAT QUALIFY FOR

AN EXECUTIVE SESSION IN AN EXECUTIVE SESSION BY PUBLICLY ANNOUNCING THE APPLICABLE SECTION NUMBER OF THE OPEN MEETINGS ACT, (CHAPTER 551 OF THE TEXAS GOVERNMENT CODE) THAT JUSTIFIES EXECUTIVE SESSION TREATMENT.

THIS FACILITY IS WHEELCHAIR ACCESSIBLE AND ACCESSIBLE PARKING SPACES ARE AVAILABLE. REQUESTS FOR OTHER ACCOMMODATIONS OR INTERPRETIVE SERVICES, MUST BE MADE, 48 HOURS PRIOR TO THIS MEETING. PLEASE CONTACT THE CITY SECRETARY'S OFFICE AT (281) 291-5663 OR CITYSEC@SEABROOKTX.GOV FOR FURTHER INFORMATION.

I certify that this notice was posted on the bulletin board on or before Tuesday, March 31, 2026 no later than 5:00 p.m. and that this notice will remain posted until the meeting has ended.

Rachel Lewis, TRMC





Agenda Briefing

Date of Meeting: April 7, 2026

Responsible Department: Community Development

Presenter: Sean Landis, Deputy City Manager | Planning and Zoning Director

Briefing Prepared By: Sean Landis

Strategic Focus Area:

General Information:

Consider and take appropriate action on an amendment to the Seabrook Code of Ordinances revising Chapter 18, “Buildings and Building Regulations,” Division 6, “Plumbing,” to create Section 18-339, “Temporary Portable Restroom Units,” establishing permitting, placement, maintenance, and enforcement regulations.

Executive Summary / Background:

During the Special Joint City Council Workshop with the Planning & Zoning Commission on November 13, 2025, Councilmembers and Commissioners discussed potential amendments to the Seabrook Code of Ordinances related to the use and placement of portable restroom units, including portalets, portable toilets, and trailer-mounted restroom units. The discussion of the meeting focused on clarifying the intent of potential regulations and identifying appropriate parameters that would address community concerns while still allowing for legitimate temporary uses.

Participants emphasized that any ordinance should focus on regulating the appropriate circumstances under which portable sanitation facilities may be used rather than imposing a blanket prohibition. Councilmembers and Commissioners noted that portable restroom units serve legitimate purposes during construction activities, special events, and other temporary situations where access to restroom facilities may be limited. At the same time, members expressed concern about the long-term or permanent placement of such facilities and the potential impact this could have on neighboring properties.

The discussion also addressed the distinction between different types of portable restroom units. Portalets and portable toilets are typically used for construction sites or short-term needs, while trailer-mounted restroom units may provide higher sanitary standards and are commonly used during permitted events or larger temporary gatherings. Several members noted that these different types of facilities may warrant separate consideration within the ordinance due to their differing levels of service and

typical use cases.

Council and Commission members discussed possible regulatory considerations including establishing reasonable duration limits, restricting placement within residential areas unless associated with active construction or approved temporary activities, and ensuring that any regulations are clearly defined so that code enforcement staff can apply them consistently. Members also emphasized the importance of aligning any new regulations with existing zoning and nuisance provisions within the City's code.

At the conclusion of the discussion, Council and the Planning & Zoning Commission provided general directions for staff to prepare draft ordinance language addressing portable sanitation facilities. Staff were asked to develop clear definitions distinguishing the different types of units and to present options for allowable uses, duration limits, and placement standards.

Funding / Fiscal Information:

Supporting Materials Attached:

1. Draft Regulations

Prior Action / Review by Council, Boards, Commissions:

Staff Recommendation:

Sec. 18-339. Portable Restroom Units.

(a) Purpose and Authority.

1. This section is adopted pursuant to the City's police powers under the Texas Constitution and applicable state law to protect public health, safety, welfare, sanitation, environmental quality, and community standards.
2. The regulations contained herein are intended to establish uniform, objective standards governing the placement, use, servicing, and maintenance of portable restroom units within the City.
3. Nothing in this section shall be construed to authorize any use prohibited by the Zoning Ordinance or other applicable law.

(b) Definitions.

For purposes of this section:

1. Portable Toilet means a self-contained, non-plumbed, movable sanitation unit designed for single-user occupancy and not connected to a permanent wastewater system.
2. Trailer Restroom Unit means a sanitation facility constructed on or mounted to a trailer or mobile chassis for transport and temporary placement.
3. Long-Term Installation means a portable toilet or trailered restroom unit:
(a) located on the same property for more than ninety (90) consecutive days; or
(b) located on the same property for an aggregate of more than ninety (90) days within any twelve (12) month period.
4. Licensed Servicing Provider means an entity authorized under Texas law to transport and dispose of sewage and holding tank waste and registered with the City, if required.
5. Construction Site means property subject to an active, valid building, demolition, or infrastructure permit issued by the City.
6. Event means a temporary gathering reasonably expected to involve more than fifty (50) persons on private or public property.

(c) Permit Requirement.

1. General Rule. No person shall place, install, maintain, or allow the placement of a portable toilet or trailered restroom unit within the City without first obtaining a portable restroom permit, unless expressly exempted.

2. Property Owner Responsibility. The property owner and the person placing the unit shall be jointly and severally responsible for compliance.
3. Exemptions. A permit is not required for:
 - (a) Units located on an active construction site complying with subsection (f);
 - (b) Units placed by the City or another governmental entity for governmental purposes;
 - (c) Units deployed during a declared emergency or disaster response.
4. Application Requirements. An application shall include:
 - (a) A scaled site plan showing location, setbacks, screening, and service access;
 - (b) Duration of use;
 - (c) Written property owner authorization, if applicant is not owner;
 - (d) Identification of the licensed servicing provider;
5. Administrative Decision. The Building Official shall approve the permit if the application demonstrates compliance with this section and shall deny the permit if the application fails to meet objective requirements.
6. Duration. Temporary permits shall not exceed ninety (90) days unless otherwise authorized by Special Use Permit.

(d) Objective Placement Standards.

All units shall:

1. Be located at least ten feet (10') from all property lines;
2. Be located at least fifty feet (50') from waterways, drainage ditches, storm drains, or inlets;
3. Be placed on stable, level ground;
4. Be secured or stabilized to prevent tipping or displacement;
5. Not block required parking spaces, ADA-accessible routes, fire lanes, public rights-of-way, or required means of egress;
6. Maintain unobstructed access for servicing vehicles;
7. Comply with all applicable accessibility requirements under federal and state law;
8. Comply with all applicable floodplain requirements under federal, state and local law.

Failure to comply with any placement requirement constitutes a separate violation per unit.

(e) Screening.

1. **Units located on residential or commercially zoned property for more than forty-eight (48) hours shall be screened from public street view by fencing, landscaping, or placement behind a structure where physically feasible.**
2. **Screening shall not obstruct required access or violate other City codes.**
3. **The screening requirement shall not apply to construction sites during active permitted construction.**

(f) Construction Sites.

1. **At least one (1) portable toilet shall be provided when permanent restroom facilities are not available.**
2. **Servicing shall occur at least once every seven (7) days.**
3. **Units shall be removed within seven (7) days after issuance of a Certificate of Occupancy or expiration or final inspection of the permit.**

(g) Events.

1. **Portable restroom facilities shall be provided at a minimum ratio of:**
(a) One (1) unit per seventy-five (75) attendees for events four (4) hours or less;
(b) One (1) unit per fifty (50) attendees for events exceeding four (4) hours.
2. **At least five percent (5%) of required units, and no fewer than one (1), shall be ADA-accessible.**
3. **Units shall be removed within twenty-four (24) hours after event conclusion.**

(h) Residential Temporary Use.

1. **Portable restroom units on residential property not associated with active construction shall not exceed seventy-two (72) consecutive hours within any thirty (30) day period.**
2. **Units shall not be used as a substitute for required plumbing fixtures under adopted building codes.**

(i) Long-Term Installations – Special Use Permit Required.

1. **A Long-Term Installation requires approval of a Special Use Permit (SUP) by City Council.**

For purposes of this section

(a) City Council Hearing:

- 1. The City Council shall consider the application at a hearing conducted in accordance with the Texas Open Meetings Act.**
 - 2. The City Council shall evaluate the required findings set forth in this section.**
 - 3. The City Council may approve, approve with conditions, or deny the Special Use Permit application.**
- 2. The applicant bears the burden of demonstrating compliance with all approval criteria.**
 - 3. Required Findings. City Council must find:**
 - (a) The installation will not create a public health hazard;**
 - (b) The installation will not materially interfere with surrounding property use;**
 - (c) Adequate wastewater servicing is secured;**
 - (d) The installation is necessary due to documented hardship or absence of feasible permanent facilities.**
 - 4. Conditions. The SUP may require:**
 - (a) Concrete or paved pad;**
 - (b) Six-foot (6') opaque screening;**
 - (c) ADA accessibility where required by law;**
 - (d) Lighting;**
 - (e) Periodic review;**
 - (f) Expiration date.**
 - 5. Annual Renewal. All Long-Term Installations shall require annual renewal demonstrating continued compliance.**
 - 6. Revocation. The City may revoke an SUP upon failure to maintain sanitary conditions, violation of placement or servicing requirements, creation of a nuisance, or failure to renew. Revocation shall follow written notice and opportunity to cure, except where an imminent health risk exists.**

(j) Maintenance and Prohibited Acts.

- 1. All units shall be maintained in sanitary, leak-free condition.**
- 2. Only a Licensed Servicing Provider may remove or dispose of waste.**
- 3. It is unlawful to:**
 - (a) Discharge wastewater onto the ground;**
 - (b) Discharge wastewater into storm drainage;**

- (c) Tamper with or overturn a unit;
- (d) Remove a City notice or stop order.

(k) Inspection Authority.

The City may inspect portable restroom units at reasonable times to ensure compliance. Refusal to permit lawful inspection constitutes a violation.

(l) Enforcement.

1. **Each day a violation continues constitutes a separate offense.**
2. **A violation is punishable by a fine not to exceed five hundred dollars (\$500.00) per day, per violation.**
3. **The City may issue stop-use orders, suspend or revoke permits, remove units posing imminent health threats, seek injunctive relief, and recover abatement costs.**
4. **If a unit poses an immediate threat to public health or safety, the City may summarily remove or abate the unit without prior notice. The property owner shall be liable for all associated costs.**

(m) Enforcement and Penalties.

1. **This section shall be enforced by the Building Official, Code Enforcement Officer or Police Officer.**
2. **Any violation of this section shall constitute a misdemeanor punishable by a fine not to exceed five hundred dollars (\$500.00) per day, per violation.**
3. **The city may summarily remove or abate any portable restroom unit that poses an imminent threat to public health or safety.**