



**AGENDA
REGULAR MEETING
FREEPORT CITY PLANNING COMMISSION
TUESDAY, MARCH 23, 2021 at 6:00 P.M.**

Planning Commission

Members:

Eric Hayes
Andrew H. Dill

Nicole Mireles

Melanie Oldham
Keith Stumbaugh

THE CITY PLANNING COMMISSION OF THE CITY OF FREEPORT, TEXAS, WILL MEET ON TUESDAY, THE 23rd DAY OF MARCH 2021, AT 6:00 P.M., AT THE FREEPORT POLICE DEPARTMENT, MUNICIPAL COURT ROOM, 430 NORTH BRAZOSPORT BOULEVARD, FREEPORT TEXAS FOR THE FOLLOWING PURPOSES:

BECAUSE OF THE PUBLIC HEALTH THREAT, SEATING WILL BE POSITIONED TO MEET THE REQUIREMENTS OF THE CDC, AND ATTENDEES WILL BE REQUIRED TO WEAR A FACE MASK.

THE GENERAL PUBLIC MAY ALSO JOIN THE PUBLIC MEETING REMOTELY BY TELECONFERENCE BY DIALING:

(US): (425) 436-6312 AND USING ACCESS CODE 5678901

OR

AUDIO VISUAL CONFERENCE CALLS USING:

PCs, Macs®, Chromebooks™, iOS and Android™ phones and tablets.

International dial-in numbers: https://fccdl.in/i/planning_comm_032321

For users wanting to view and listen to the Planning Commission meeting via a web browser go to [https:// join.freeconferencecall.com/planning_comm_032321](https://join.freeconferencecall.com/planning_comm_032321)

Enter access code 5678901 and the online meeting ID: [planning_comm_032321](https://fccdl.in/i/planning_comm_032321)

For additional assistance connecting to the meeting text 'Call Me' to the Dial-In number above and you will be called into the conference. Message and rates may apply.

THE MEETING IS BEING HELD FOR THE FOLLOWING PURPOSES:

CALL TO ORDER: *The Chairperson will call the meeting to order, declare a quorum if present, and declare notices legally posted pursuant to Open Meetings Act.*

- **INVOCATION:** (Planning Commission Member)
- **PLEDGE OF ALLEGIANCE:** (Planning Commission Member)
- **SWEAR IN NEW PLANNING COMMISSION MEMBER**

PLANNING COMMISSION BUSINESS

REGULAR SESSION:

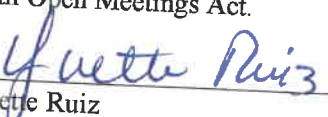
1. Consideration of approval of the minutes of previous meeting minutes for January 26, 2021
2. Work session with Kendig Keast to discuss Zoning and Subdivision Ordinance.

Items not necessarily discussed in the order they appear on the agenda. The Planning and Zoning Board at its discretion may take action on any or all of the items as listed. This notice is posted pursuant to the Texas Open Meeting Act. (Chapter 551, Government Code).

ADJOURN:

ACCESSIBILITY STATEMENT This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's Office at (979) 233-3526.

CERTIFICATE I certify the foregoing notice was posted in the official glass case at the rear door of the City Hall, with 24 hours a day public access, 200 West 2nd Street, Freeport Texas, before 6:00 p.m., in accordance with Open Meetings Act.


Yvette Ruiz
Planning / Zoning Coordinator
City of Freeport, Texas

State of Texas

County of Brazoria

City of Freeport

BE IT REMEMBERED that the Planning Commission of Freeport, Texas met on Tuesday, January 26, 2021 at 6:00 p.m. at Freeport Council Chambers, 430 N. Brazosport Blvd, Freeport Texas for the purpose of considering the following agenda items:

Planning Commission:

Eric Hayes
Nicole Mireles
Andrew Dill
Cliff Vandergriff-absent
Melanie Oldham

Staff:

Yvette Ruiz- Building/Code
Tim Kelty- City Manager
Stephanie Russell-Asst. City Manager
Jackie Retzloff-Code & Health Supervisor
Laura Tolar- Asst. City Secretary

Visitors:

Sam Reyna
Vijay Patel
Lyn Stockman
Mario Muraira

CALL TO ORDER

Nicole Mireles called the meeting to order at 6:00 pm.

INVOCATION

Andrew Dill offered the Invocation

PLEDGE OF ALLEGIANCE

Nicole Mireles led the Pledge of Allegiance

PLANNING COMMISSION BUSINESS

REGULAR SESSION

Consideration of approval of the minutes of previous meeting minutes for 11-24-2020 and 12-01-2020

On a motion by Eric Hayes and seconded by Andrew Dill with all present, voting "Aye" motion passes the approval of previous meeting minutes for 11-24-2020 and 12-01-2020.

Update on status of Zoning ordinance re-writing.

1st meeting to be Friday the 29th @ 11:00 am @ PD Chambers.

OPEN PUBLIC HEARING @ 6:07 pm

Discuss and take Action on Subdivision Plat of Lemur Express, Inc. Subdivision being a portion of all that certain Lyn T. Stockman called 574.09 acre tract as recorded in Clerk's file No. 2012-056854 of the Brazoria County Official Records in the William Mc Dermott League Abstract 341 in the City of Freeport (ETJ) Brazoria County, Texas Lot 1, 1 Block November 2020.

CLOSE PUBLIC HEARING @ 6:10 PM

TAKE ACTION ON PUBLIC HEARING

On a motion by Eric Hayes and seconded by Melonie Oldham with all present, voting "Aye" motion passes on Subdivision Plat of Lemur Express, Inc. Subdivision being a portion of all that certain Lyn T. Stockman called 574.09 acre tract as recorded in Clerk's file No. 2012-056854 of the Brazoria County Official Records in the William Mc Dermott League Abstract 341 in the City of Freeport (ETJ) Brazoria County, Texas Lot 1, 1 Block November 2020.

OPEN PUBLIC HEARING @ 6:11 PM

Discuss and take action on receiving input on an application for rezoning from R1 to C2, on property described as BCIC Division 14, a 4.006-acre part of tract 519, in the J.F. Fields Labor, abstract no 62 volume 2 pg. 141 of Plat records of Brazoria County, Texas submitted by Vijay Patel of VMNK LLC (DBA Freeport RV Park).

CLOSE PUBLIC HEARING @ 6:26 PM

TAKE ACTION ON PUBLIC HEARING

On a motion by Eric Hayes and seconded by Andrew Dill with all present, voting "Aye" and one "Nay" from Melanie Oldham motion passes on the rezoning from R1 to C2, on property described as BCIC Division 14, a 4.006-acre part of tract 519, in the J.F. Fields Labor, abstract no 62 volume 2 pg. 141 of Plat records of Brazoria County, Texas submitted by Vijay Patel of VMNK LLC (DBA Freeport RV Park).

ADJOURN

On a motion by Eric Hayes and seconded by Nicole Mireles with all present voting "Aye" Nicole Mireles adjourned the meeting at 6:27 pm

Nicole Mireles - Chairman
City of Freeport, Texas

Yvette Ruiz
City of Freeport, Texas

Summary of Initial Stakeholder Meetings

Date: February 21, 2021

To: Mr. Billy Shoemaker, Building Official, Freeport, TX
 Mr. Tim Kelty, City Manager, Freeport, TX
 Ms. Stephanie Russell, Assistant City Manager, Freeport, TX

From: Mr. David Baird, Senior Associate, Kendig Keast Collaborative
 Mr. Bret Keast, Owner/CEO, Kendig Keast Collaborative
 Ms. Ashley Woolsey, Associate, Kendig Keast Collaborative

Introduction

On Wednesday, February 10th, Kendig Keast Collaborative, in coordination with key City of Freeport staff members, held a series of virtual "listening sessions" to invite responses to identify key land use and regulatory issues currently facing the City. The information received from these sessions will be used to help with the City's ongoing efforts to update its Zoning and Subdivision Ordinances. These sessions were broken into four different groups. These groups and the corresponding dates and times of the meetings are shown in the table below.

Date/Time	Stakeholder Group
02/10 3:00 PM	Developers, Builders, Contractors and Trade Professional
02/10 4:00 PM	Design Professionals, Surveyors, Engineers, and Architects
02/10 5:00 PM	Realtors, Business Owners, and Business Leaders
02/10 6:00 PM	General Residents

Freeport is a tight knit community so many of the participants shared similar backgrounds. Participants also shared similar experiences in small scale development endeavors – particularly in homebuilding. Due to the overlap in background and interests of the stakeholder participants, a combined recodation of the comments made is provided in a format that conveys points of emphasis. While these are not direct quotes from the sessions, they highlight the key issues that each speaker was conveying. At the end of the comment received section is a list of key themes to be derived from the sessions.

Comments Received

- The processes need to be streamlined, especially when multiple applications are required for a project.
- Other surrounding communities use online based technology to submit applications, plats, and other land development applications. This allows applicants to track the status of their applications.
- There needs to be more clarity on what exactly is needed for submittals so everything required can be submitted at the beginning and there aren't any surprises halfway through the process.
- Access to an updated zoning map on the City's website would be beneficial so interested parties could see a property's zoning classification without having to ask City Staff.
- The current 50 ft minimum lot width works well and the City should not allow anything to be built on a smaller lot than 50 ft.

- There is not much of a market for duplex development in Freeport, however there is potential for condos or townhouses downtown and on the waterfront.
- The City's current minimum dwelling unit size of 1,300 sq ft is too large. Many home buyers in the area desire three bedroom and two bath homes. Additionally, the cost of building materials has risen since the City adopted the 1,300 sq ft requirement. Being able to build a 1,200 sq ft or smaller house would help keep housing cost more affordable.
- The standard habitat for humanity home is 1,200 sq ft which means that the City has effectively prohibited this organization for assisting with its housing needs.
- There is a variance process to lessen the square footage requirement, but it would be preferred to be able to build without this step.
- The cost of having to obtain an elevation certificate can be around \$500. We should not have to obtain this certificate when the property is within a Zone X that is protected by a levee.
- There is a shortage of three-bedroom two-bathroom homes in the City.
- In some places having a minimum lot width of 25 ft would be fitting as there are some homes in our community that have been built vertically.
- Everyone would like to see development downtown; however, we need a catalyst project to get things started and I am not sure what that would be.
- Parking downtown is very limited.
- Parking structures are cost prohibitive and thus are not an option.
- The City desires retail uses downtown, but they need to work with small business owners to make this happen.
- The City's current minimum dwelling size is appropriate to ensuring that its largest market demand is met which is for 1,300-1,700 sq ft homes. There is however a market for 1,200 sq ft homes.
- I have seen communities that have some really attractive cottage style homes that are less than 1,300 sq ft. The City should consider permitting this style of housing.
- There are a lot of young couples in our community that would like to buy a home, but they can not afford a home that costs \$250,000.
- The garage requirement for new single-family construction is beneficial so people do not overcrowd the streets with parked cars.
- There are a lot of 25 ft wide lots recorded that have been development and never consolidated.
- The smallest lots the City should allow to develop is 6,500-7,000 sq ft.
- There is a lack of available industrial land for light industrial uses such as warehousing and storage.
- There is a demand for industrial property near DOW Chemicals, but not much industrial zoned land is available.
- Developments would need to be very high end for people to accept having an HOA.
- Many ordinances are conflicting which puts City staff in a difficult position.
- Land development code provisions are split up into so many different chapters of the City Code that it is difficult to understand what the requirements are, even sometimes for City Staff.
- The current minimum dwelling size requirement is good in general, but it would be preferred to have an option to decrease the minimum unit size if certain other conditions were met. There are residents who have difficulty finding a place they can afford in Freeport.
- Development and growth can be good, but it needs to be controlled in some way either through City regulations or HOAs.



- There are existing subdivisions within the City that wish they had an HOA so there is some support for this concept.
- Duplexes could have a market in the City, but it would be preferred if one unit was owner occupied. Most duplexes in City are not tenant owned, but are rentals.
- The City needs stronger code enforcement to get individuals or property management companies to clean up their properties.
- Our City's Building Official has a really difficult job with how the code is written today because there are so many conflicts within different land development ordinances. I am glad that I do not have his job.
- Mixed Use development potential is something that is growing throughout our state and I believe it will make its way to Freeport. We need to plan for where this can occur in our City and for us, this means the downtown and waterfront. I believe there is some high-end potential there. We just need a catalyst project.
- The average home renter in Freeport does so because they can not afford to buy a home. Why do have we set a minimum home size requirement of 1,300 sq ft when there are people in our community that would be able to afford to buy a home and invest in our community if this requirement did not exist.

Key Themes / Concerns

- This project should strive to ensure conflicting provisions are removed from the ordinances and to ensure that the ordinances have key details added so that important issues are not left open to interpretation.
- Substantial discussion occurred concerning the City's current minimum dwelling size requirement. The majority of the participants supported revisiting the existing standard.
- There was considerable conversation regarding consolidating existing small lots that are currently underutilized.
- Developing downtown and along the waterfront would be very beneficial to the City.
- Online access to updated zoning map and application submittal software was desired by the participants.