



## PLANNING AND ZONING COMMISSION AGENDA

Regular Meeting  
Tuesday, June 10, 2014  
7:00 p.m.  
City Hall - Council Chamber  
Daniel P. Moore Community Center Complex  
1900 Billy G. Webb Drive  
Portland, Texas

1. **CALL TO ORDER:** Chairperson Naiser
2. **MINUTES:** The Planning and Zoning Commission will consider approval of the minutes of its May 13, 2014 Regular Meeting - Chairperson Naiser
3. **SUBDIVISION FINAL PLAT:** The Planning and Zoning Commission will consider the final plat of Bay Ridge Unit 12 – Assistant City Manager
4. **ADJOURNMENT:** Chairperson Naiser

### **RULES OF PARTICIPATION FOR ATTENDEES**

- a. Persons who wish to speak must fill out and turn in a speaker card before the meeting is convened (The Chairperson will notify you when it's your turn speak and direct you to the podium).
- b. Persons who wish to speak must identify themselves and their places of residence.
- c. All comments, requests and proposals must be presented to or through the Chairperson.
- d. Persons who wish to speak will be given 4 minutes to do so. The Chairperson may permit persons to speak more than once if he/she believes doing so will improve the planning process and facilitate deliberation.

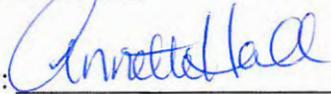
*NOTICE OF ASSISTANCE*

If you plan to attend this public meeting and you have a disability that requires special arrangements to be made, please contact City Secretary Annette Hall at 361-777-4513 or [annette.hall@portlandtx.com](mailto:annette.hall@portlandtx.com) in advance of the meeting. Reasonable accommodations will be made to facilitate your participation. The City Hall is wheelchair accessible and specially marked parking spaces are located in front of its entrance. Special seating will be provided in the Council Chambers during the meeting.

**BRaille IS NOT AVAILABLE**

Posted: June 6, 2014 by 5 p.m.  
City Hall

By:



**Annette Hall**  
**City Secretary**

## MINUTES

### PLANNING AND ZONING COMMISSION

#### MAY 13, 2014 REGULAR MEETING

The Planning and Zoning Commission conducted its May 13, 2014 Regular Meeting in the Council Chambers of City Hall (1900 Billy G. Webb) that began at 6:30 p.m. It did so in compliance with requirements of the Texas Open Meetings Act, City of Portland City Charter and Unified Development Ordinance. The following persons were in attendance:

#### MEMBERS PRESENT

Craig Forsythe (Vice Chairperson)  
Pete Stricker  
Jerry Browning  
Mark Wendland  
John Rooney  
Theresa Nix (Arrived after Item #2)

#### MEMBERS ABSENT

Marcus Naiser (Chairperson)

#### STAFF PRESENT

Brian DeLatte, Assistant City Manager

1. **CALL TO ORDER**: Vice Chairperson Forsythe called the meeting to order at 6:30 p.m.
2. **MINUTES**: The Planning and Zoning Commission will consider approval of the minutes of its April 8, 2014, Regular Meeting

Jerry Browning made a motion to accept the minutes of the April 8, 2014, Regular Meeting. Mark Wendland seconded the motion.

The motion passed (5-0) with Mr. Rooney abstaining.

3. **SUBDIVISION FINAL PLAT**: The Planning and Zoning Commission will consider the final plat of Lots 1R and 2R, Block 11, Tier "D", Town of Portland – Director of Public Works and Development

Mr. DeLatte presented the following plat application:

#### EXECUTIVE SUMMARY

A final plat has been submitted for a replat of Lots 1R and 2R, Block 11, Tier “D”, Town of Portland, located at the southeast corner of Moore Avenue and Fourth Avenue. There are two houses located on the subject property that are currently nonconforming with respect to the district dimensional standards. This plat does not rectify the nonconformity, which is believed to be in excess of 70 years old.

**PRIOR ACTIONS OR REVIEWS**

None

**DETAILS / STAFF ANALYSIS**

The property is being platted in advance of the potential sale of one of the houses. The plat does not conform to current district dimensional standards for the OT -2, Olde Town Mixed Use District. However, this nonconformity has existed in excess of 70 years. Staff recommends waiving the district dimensional standards and approving the plat.

Mr. Stricker made a motion to approve the final plat of Lots 1R and 2R, Block 11, Tier “D”, Town of Portland subject to the following conditions:

- (1) Compliance with all City of Portland ordinances, rules, and regulations
- (2) Payment of all platting fees and review fees
- (3) Waiver of district dimensional standards of the side yard line
- (4) Water service and driveway access for each lot must not cross lot lines

Mr. Rooney seconded the motion. The motion passed (6-0).

4. **SUBDIVISION FINAL PLAT:** The Planning and Zoning Commission will consider the final plat of Lot 11R Gregory-Portland Independent School Tract – Director of Public Works and Development

Mr. DeLatte presented the following plat application:

**EXECUTIVE SUMMARY**

A final plat has been submitted for a replat of Lot 11R of the Gregory-Portland Independent School Tract located in the 1800 Block of Billy G. Webb. As the property is already platted, all utility, drainage, and access requirements have already been met. Staff analysis shows that the final plat meets Unified Development Ordinance requirements and approval is recommended.

**PRIOR ACTIONS OR REVIEWS**

None

**DETAILS / STAFF ANALYSIS**

The property is being platted in advance of development of the lot. Water, wastewater, drainage, and access requirements have already been met for the lot. A utility easement is being dedicated along the southeast boundary by this plat for the extension of wastewater through the site. Additionally, this redevelopment

renders the access easement along the southeast boundary useless; it is being abandoned by this plat. This subdivision plat was reviewed and found to be in conformance with City of Portland regulations.

Mr. Rooney made a motion to approve the replat of Lot 11R of the Gregory-Portland Independent School Tract subject to the following conditions:

- (1) Compliance with all City of Portland ordinances, rules, and regulations
- (2) Payment of all platting fees and review fees

Mr. Browning seconded the motion. The motion passed (6-0).

5. **ADJOURNMENT:**

Vice Chairperson Forsythe adjourned the meeting at 6:36 p.m.

APPROVED:

\_\_\_\_\_  
Chairperson Marcus Naiser

ATTEST:

\_\_\_\_\_  
Brian DeLatte, P.E.  
Assistant City Manager

<b>AGENDA TITLE</b>	<b><u>SUBDIVISION FINAL PLAT</u></b> The Planning and Zoning Commission will consider the final plat of Bay Ridge Subdivision Unit 12
<b>MEETING DATE</b>	6/10/2014
<b>DEPARTMENT</b>	Building and Development
<b>SUBMITTED BY</b>	Brian DeLatte, P.E.

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**EXECUTIVE SUMMARY**

A final plat has been submitted for Bay Ridge Subdivision Unit 12. The unit consists of 28 lots on 5.995 acres. Staff analysis shows that the final plat meets Unified Development Ordinance requirements and approval is recommended.

**PRIOR ACTIONS OR REVIEWS**

None

**DETAILS / STAFF ANALYSIS**

Staff review of the final plat shows that the layout conforms to the approved preliminary plat. The dimensions of the proposed lots and right-of-way meet the district's requirements.

Access: This final plat improves circulation between Escondido Street and Pacific Drive. The proposed right-of-way and street design conforms to the Unified Development Ordinance.

Utilities: 6-inch water lines and 8-inch wastewater lines are proposed to run between the curb and sidewalks. The lines are sized appropriately for current and future demands.

Drainage: The applicant has noted that the majority of the property lies within FEMA FIRM Zone "C". Two lots lies within Zone "A1". Finished floor elevations will be based on adjacent curb elevations in conformance with City codes. Underground storm drains are proposed to connect into the existing drainage systems.

Conclusions: The following entities have reviewed the plat and find no objections other than the conditions listed below:

- City of Portland Fire Department
- Consulting City Utilities Engineer
- San Patricio County Drainage District
- City Engineer/Public Works Department

## **ATTACHMENTS**

- Final Plat of Bay Ridge Subdivision Unit 12

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## **RECOMMENDED ACTION**

Adopt a motion that approves the final plat of Bay Ridge Subdivision Unit 12, subject to the following conditions:

- (1)** Compliance with all City of Portland ordinances, rules, and regulations
- (2)** Payment of all platting fees and review fees

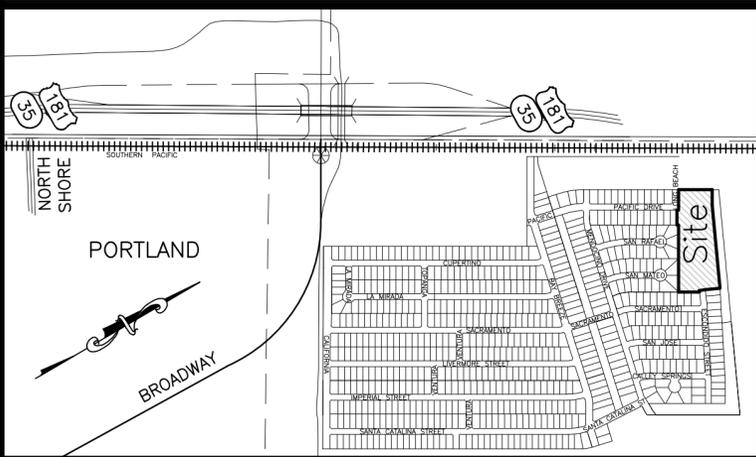
CURVE	DELTA ANGLE	RADIUS	TANGENT	ARC LENGTH
C1	90°00'00"	15.00'	15.00'	23.56'
C2	26°35'48"	34.50'	8.15'	16.01'
C3	138°15'24"	60.00'	157.36'	144.78'
C4	26°35'48"	34.50'	8.15'	16.01'
C5	9°59'32"	1025.00'	89.61'	178.76'
C6	19°59'45"	675.00'	119.00'	235.57'
C7	4°45'36"	1025.00'	42.60'	85.15'
C8	4°45'32"	975.00'	40.66'	81.26'
C9	19°58'26"	725.00'	127.67'	252.74'
C10	9°59'32"	975.00'	85.24'	170.04'
C11	85°03'47"	15.00'	13.76'	22.27'
C12	9°59'32"	1000.00'	87.42'	174.40'
C13	19°58'26"	700.00'	123.26'	244.03'
C14	4°46'32"	999.90'	41.69'	83.34'

## Plat of Bay Ridge Subdivision Unit 12

5.995 acres (261,152sf) out of the T.T.  
Williamson Survey, Certificate 40, Abstract 287,  
San Patricio County, Texas.

**Notes:**

- 1.) Total platted area contains 5.995 acres (261,152sf) of land.
- 2.) Set 5/8 inch iron rods with red plastic cap stamped "URBAN ENGR C.C. TX" at all lot corners, except where noted.
- 3.) Bearings based on GPS, NAD83, State Plane Coordinate System, Texas South Zone 4205.
- 4.) By graphic plotting only, this property is in Zones "A1" and "C" on Flood Insurance Rate Map, Community Panel No. 485506 0418 C, San Patricio, Texas, which bears an effective date of March 18, 2006 and is partially located in a Special Flood Hazard Area. No field surveying was performed to determine this zone and an elevation certificate may be needed to verify this determination or apply for a variance from the Federal Emergency Management Agency.
- 5.) Garage access for corner lots shall comply with City of Portland Unified Development Ordinance Sec. 410.D.5
- 6.) All franchise utilities shall be underground.



LOCATION MAP N.T.S.

State of Texas  
County of San Patricio

This final plat of Bay Ridge Subdivision Unit 12 was approved on behalf of the City Planning and Zoning Commission of the City of Portland, provided, however, this approval shall be invalid, null and void, unless this plat be filed with the County Clerk within six months.

This the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Secretary \_\_\_\_\_ Chairman \_\_\_\_\_

State of Texas  
County of San Patricio

I, Gracie Alaniz-Gonzales, Clerk of the County Court of San Patricio, do hereby certify that the foregoing plat of Bay Ridge Subdivision Unit 12 dated the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ with its certificate of authentication was filed for record in my office the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ at \_\_\_\_ O'clock \_\_\_\_ M., and duly recorded the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ at \_\_\_\_ O'clock \_\_\_\_ M., in the map records of said County in Instrument No. \_\_\_\_\_ Envelope \_\_\_\_\_ Tube \_\_\_\_\_ Map Records.

Witness my hand and seal of the County Court, in and for said County, at office in Sinton, Texas, the day and year last written.

No. \_\_\_\_\_  
Filed for Record

at \_\_\_\_ O'clock \_\_\_\_ M.  
\_\_\_\_\_, 20\_\_\_\_

By: \_\_\_\_\_  
Deputy

Gracie Alaniz-Gonzales, County Clerk  
San Patricio County, Texas

By: \_\_\_\_\_  
Deputy

State of Texas  
County of Nueces

SHAWS DEVELOPMENT JOINT VENTURE, a joint venture, hereby certifies that it is the owner of the lands embraced within the boundaries of the foregoing plat; that it has had said lands surveyed and subdivided as shown; that streets shown are dedicated to the public use forever; that easements as shown are dedicated to the public use for the installation, operation and use of public utilities; that drainage easements shown are dedicated to the public use for the installation, operation, and maintenance of drainage facilities; and that this map was made for the purpose of description and dedication.

This the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

By: SHELL LAND MANAGEMENT COMPANY, INC., a Texas Corporation  
Managing Joint Venture

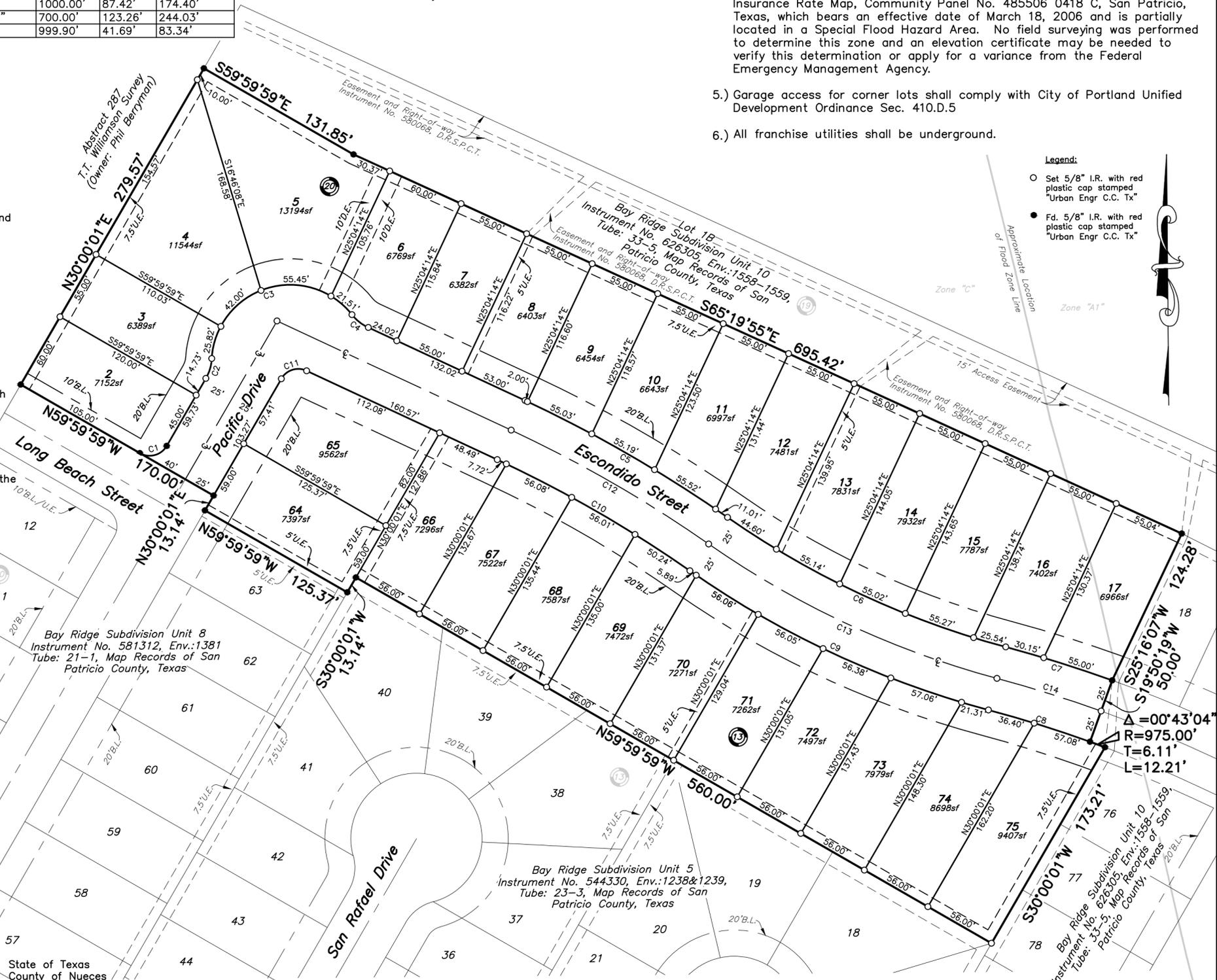
By: JOHN WALLACE, Vice-President

State of Texas  
County of Nueces

This instrument was acknowledged before me by JOHN WALLACE, as Vice-President of SHELL LAND MANAGEMENT COMPANY, INC., a Texas Corporation, Managing Joint Venture of SHAWS DEVELOPMENT JOINT VENTURE, a joint venture.

This the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Notary Public in and for the State of Texas



**Legend:**

- Set 5/8" I.R. with red plastic cap stamped "Urban Engr C.C. Tx"
- Fd. 5/8" I.R. with red plastic cap stamped "Urban Engr C.C. Tx"

Zone "C"  
Zone "A1"

I, Dan L. Urban, a Registered Professional Land Surveyor for Urban Engineering, have prepared the foregoing map from a survey made on the ground under my direction and is true and correct to the best of my knowledge, information and belief; I have been engaged under contract to set all Lot and Block corners as shown hereon and to complete such operations with due and reasonable diligence consistent with sound professional practice.

This the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Dan L. Urban, R.P.L.S.  
Texas License No. 4710



DATE: May 6, 2014  
SCALE: 1"=60'  
JOB NO.: 32552.B4.02  
SHEET: 1 of 1  
DRAWN BY: XG  
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