



# PLANNING AND ZONING COMMISSION AGENDA

Regular Meeting  
Tuesday, July 8, 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 June 10, 2014 Regular Meeting - Chairperson Naiser
3. **SUBDIVISION FINAL PLAT:** The Planning and Zoning Commission will consider the final plat of Barrera Business Park – 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: July 3, 2014 by 5 p.m.  
City Hall

By: \_\_\_\_\_  
**Annette Hall**  
**City Secretary**

## MINUTES

### PLANNING AND ZONING COMMISSION

#### JUNE 10, 2014 REGULAR MEETING

The Planning and Zoning Commission conducted its June 10, 2014 Regular Meeting in the Council Chambers of City Hall (1900 Billy G. Webb) that began at 7:00 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

Marcus Naiser (Chairperson)  
Craig Forsythe (Vice Chairperson)  
Pete Stricker  
Jerry Browning  
Mark Wendland  
John Rooney

#### MEMBERS ABSENT

Theresa Nix

#### STAFF PRESENT

Brian DeLatte, Assistant City Manager

1. **CALL TO ORDER**: Vice Chairperson Forsythe called the meeting to order at 7:00 p.m.
2. **MINUTES**: The Planning and Zoning Commission will consider approval of the minutes of its May 13, 2014, Regular Meeting

Mr. Rooney made a motion to accept the minutes of the May 13, 2014, Regular Meeting. Mr. Stricker seconded the motion.

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

3. **SUBDIVISION FINAL PLAT**: The Planning and Zoning Commission will consider the final plat of Bay Ridge Subdivision Unit 12 – Assistant City Manager

Mr. DeLatte presented the following plat application:

#### **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.

#### **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

Mr. Stricker made a motion to approve 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

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

4. **ADJOURNMENT:**

Vice Chairperson Forsythe adjourned the meeting at 7:03 p.m.

APPROVED:

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

ATTEST:

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

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<b>AGENDA TITLE</b>	<b><u>SUBDIVISION FINAL PLAT</u></b> The Planning and Zoning Commission will consider the final plat of Barrera Business Park
<b>MEETING DATE</b>	7/8/2014
<b>DEPARTMENT</b>	Building and Development
<b>SUBMITTED BY</b>	Brian DeLatte, P.E., Assistant City Manager

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**EXECUTIVE SUMMARY**

A final plat has been submitted for a proposed commercial/office building located generally in the 1500 block of Wildcat Drive. Staff analysis shows that the final plat conforms to the preliminary plat and City of Portland rules and regulations. Approval is recommended with conditions.

**PRIOR ACTIONS OR REVIEWS**

None.

**DETAILS / STAFF ANALYSIS**

A final plat application was submitted to the City of Portland for the following property:

Property Location:	Generally located in the 1500 Block of Wildcat Drive north of Chase Drive.
Legal Description:	Being a a plat of 1.421 acres out of a 4.32 acre tract described in a deed recorded in Volume 270, Page 549, Deed Records San Patricio County, Texas. M.J. Mclean Survey, Abstract 203, San Patricio County, Texas.
Applicant/Owner:	Senovio & Mierlla M. Barrera
Engineer/Surveyor:	Brister Surveying Orlando Ortiz, PE

The final plat is being submitted in advance of a building permit for a multi-use commercial/office building.

**Lot Layout and District Regulations:** The proposed lot is located in the C-R - Retail Commercial District. The C-R district has the following regulations:

	Min. Lot Area (SF)	Min. Average Lot Width and Required Yards (FT)				Max. Bldg. Height
District	Lot Area	Width	Front	Side	Rear	Feet
C-R, Retail Commercial	7,500	50	20	0	0	--

Staff review of the preliminary plat shows that the dimensions proposed are acceptable.

Access: Access is being proposed from Wildcat Drive. Per City of Portland Unified Development Ordinance (UDO) requirements, the driveway must meet TxDOT requirements. The driveway permit application is pending with TxDOT. The fire lane layout has been approved by the City Engineer and the Fire Department.

Utilities: City waterlines run through the Wildcat and Center Drives rights-of-way and are available for domestic, irrigation, and fire service for the building. A water main extension through the property is required as shown on the plans and will be dedicated in a 15-foot utility easement. Wastewater service is available to the property. All services are appropriately sized.

Drainage: The applicant has noted that the property lies within FEMA FIRM Zone “C”. Finished floor elevations will be based on adjacent curb elevations in conformance with City codes.

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**

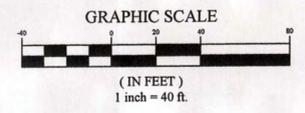
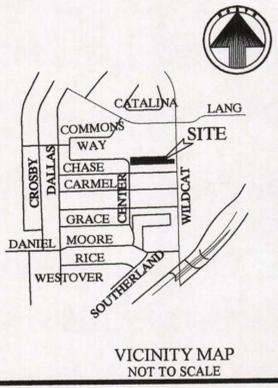
- Preliminary Plat of Barrera Business Park

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**RECOMMENDED ACTION**

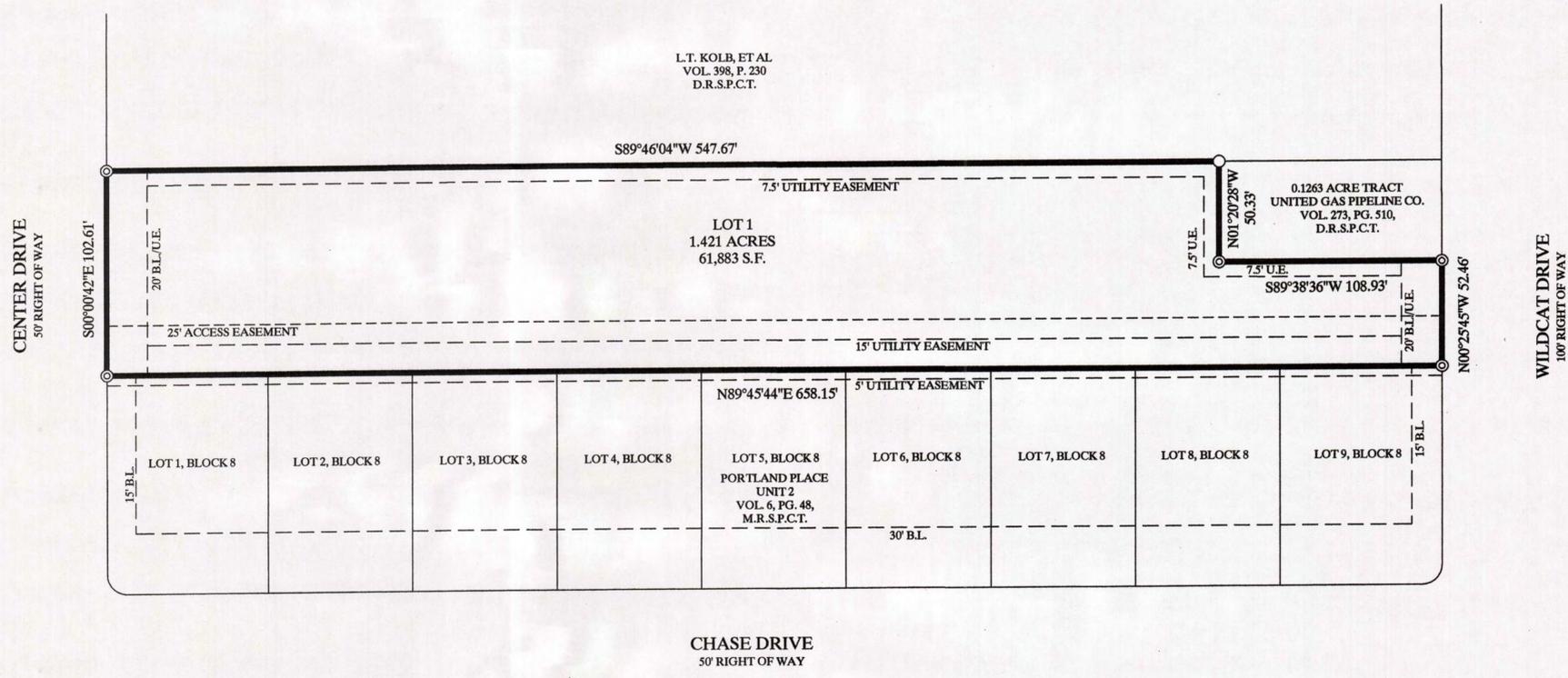
Adopt a motion that approves the final plat of Barrera Business Park subject to the following conditions:

- (1) Compliance with all City of Portland ordinances, rules, and regulations
- (2) Payment of all platting fees and review fees
- (3) Approval of the final plat does not constitute issuance of a building or sitework permit



# FINAL PLAT OF BARRERA BUSINESS PARK

BEING A PLAT OF 1.421 ACRES OUT OF A 4.32 ACRE TRACT DESCRIBED IN A DEED RECORDED IN VOLUME 270, PAGE 549, DEED RECORDS SAN PATRICIO COUNTY, TEXAS. SAID 1.421 ACRES ALSO BEING OUT OF THE M. J. MCLEAN SURVEY, ABSTRACT 203, SAN PATRICIO COUNTY, TEXAS



- NOTES:
- TOTAL PLATTED AREA CONTAINS 1.421 ACRES OF LAND.
  - BY GRAPHICAL PLOTTING ONLY, THIS PROPERTY IS IN ZONE "C" ON FLOOD INSURANCE RATE MAP, COMMUNITY PANEL 480559 0002 B, DATED JULY 3, 1985. CONTACT LOCAL FLOODPLAIN ADMINISTRATOR FOR BASE FLOOD ELEVATIONS.
  - BEARINGS ARE GPS, NAD 83 TEXAS SOUTH ZONE.
  - THE MINIMUM FINISHED HABITABLE FLOOR ELEVATION SHALL BE NOT LESS THAN 18" ABOVE THE HIGHEST ADJACENT GRADE.
  - POTABLE WATER IS PROVIDED BY THE CITY OF PORTLAND.
  - WASTEWATER SHALL BE PROVIDED BY THE CITY OF PORTLAND.

- ⊙ = FOUND 5/8" IRON ROD
- = FOUND CHISEL "X"

**Brister Surveying**  
4659 Everhart Suite 100  
Corpus Christi, Texas 78411  
Off 361-850-1800  
Fax 361-850-1802  
Bristersurveying@corpus.twcbc.com  
Firm Registration NO. 10072800

FIELD NOTES OF A 1.421 ACRE TRACT BEING OUT OF OUT OF A 4.32 ACRE TRACT DESCRIBED IN A DEED RECORDED IN VOLUME 270, PAGE 549, DEED RECORDS SAN PATRICIO COUNTY, TEXAS. SAID 1.421 ACRES ALSO BEING OUT OF THE M. J. MCLEAN SURVEY, ABSTRACT 203, SAN PATRICIO COUNTY, TEXAS. SAID 1.421 ACRES BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

**BEGINNING** AT A 5/8" IRON ROD FOUND IN THE WEST RIGHT OF WAY OF WILDCAT DRIVE, FOR THE NORTHEAST CORNER OF LOT 9, BLOCK 8, PORTLAND PLACE UNIT 2, AS SHOWN ON A MAP RECORDED IN VOLUME 6, PAGE 48, MAP RECORDS SAN PATRICIO COUNTY, TEXAS

**THENCE** WITH THE WEST RIGHT OF WAY OF WILDCAT DRIVE, NORTH 00°25'45" WEST, A DISTANCE OF 52.46 FEET TO A 5/8" IRON ROD FOUND IN THE WEST RIGHT OF WAY OF WILDCAT DRIVE FOR THE LOWER NORTHEAST CORNER OF THIS SURVEY.

**THENCE** SOUTH 89°38'36" WEST, A DISTANCE OF 108.93 FEET TO 5/8" IRON ROD FOUND FOR AN INSIDE CORNER OF THIS SURVEY.

**THENCE** NORTH 01°20'28" WEST, A DISTANCE OF 50.33 FEET TO CHISELED "X" FOUND FOR THE UPPER NORTHEAST CORNER OF THIS SURVEY.

**THENCE** SOUTH 89°46'04" WEST, A DISTANCE OF 547.67 FEET TO 5/8" IRON ROD FOUND IN THE EAST RIGHT OF WAY OF CENTER DRIVE FOR THE NORTHWEST CORNER OF THIS SURVEY.

**THENCE** WITH THE EAST RIGHT OF WAY OF CENTER DRIVE, SOUTH 00°00'42" EAST, A DISTANCE OF 102.61 FEET TO 5/8" IRON ROD FOUND IN THE EAST RIGHT OF WAY OF CENTER DRIVE FOR THE NORTHWEST CORNER OF LOT 1, BLOCK 8, PORTLAND PLACE UNIT 2, AND FOR THE SOUTHWEST CORNER OF THIS SURVEY.

**THENCE** NORTH 89°45'44" EAST, A DISTANCE OF 658.15 FEET TO THE POINT OF BEGINNING OF THIS SURVEY, AND CONTAINING 1.421 ACRES OF LAND, MORE OR LESS.

STATE OF TEXAS  
COUNTY OF SAN PATRICIO

THE FEMA FLOOD MAP SHOWS THAT THE PROPERTY DESCRIBED HEREIN IS LOCATED IN FLOOD ZONE C, COMMUNITY PANELS NO. 480559 0002 B.

COUNTY FLOOD PLAIN MANAGER - SAN PATRICIO COUNTY, TEXAS

STATE OF TEXAS  
COUNTY OF SAN PATRICIO

WE, SENOVIO & MIRELLA M. BARRERA, CERTIFY THAT WE ARE THE OWNERS OF THE TRACT OF THE LAND HEREON AND HAVE CAUSED THE SAME TO BE SURVEYED AND SUBDIVIDED INTO LOT 1, BARRERA BUSINESS PARK, THAT ALL EASEMENTS AS SHOWN ARE DEDICATED TO THE PUBLIC USE FOREVER, AND THAT THIS PLAT IS MADE FOR THE PURPOSE OF DESCRIPTION AND DEDICATION.

OWNER \_\_\_\_\_

OWNER \_\_\_\_\_

STATE OF TEXAS  
COUNTY OF SAN PATRICIO

BEFORE ME THE UNDERSIGNED AUTHORITY ON THIS DAY PERSONALLY APPEARED \_\_\_\_\_ KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED HERETO AND ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME FOR THE PURPOSE AND CONSIDERATION THEREIN EXPRESSED.

WITNESS MY HAND AND SEAL OF THIS OFFICE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, \_\_\_\_\_.

NOTARY PUBLIC - SAN PATRICIO COUNTY, TEXAS

STATE OF TEXAS  
COUNTY OF SAN PATRICIO

I, GRACIE GONZALES, CLERK OF THE COUNTY COURT IN AND FOR SAID COUNTY, DO HEREBY CERTIFY THAT THE FOREGOING PLAT OF BARRERA BUSINESS PARK DATED THE \_\_\_\_\_ DAY OF \_\_\_\_\_, \_\_\_\_\_ WITH ITS CERTIFICATE OF AUTHENTICATION WAS FILED FOR RECORD IN MY OFFICE THE \_\_\_\_\_ DAY OF \_\_\_\_\_, AT \_\_\_\_\_ O'CLOCK \_\_\_\_\_ MIN THE MAP RECORDS OF SAID COUNTY IN COUNTY INSTRUMENT NO. \_\_\_\_\_, ENVELOPE \_\_\_\_\_, TUBE \_\_\_\_\_.

WITNESS MY HAND AND SEAL OF OFFICE AT SINTON, TEXAS, THE DAY THE DATE LAST ABOVE WRITTEN.

COUNTY CLERK - SAN PATRICIO COUNTY, TEXAS      DEPUTY CLERK - SAN PATRICIO COUNTY, TEXAS

STATE OF TEXAS  
COUNTY OF SAN PATRICIO

THIS FINAL PLAT OF BARRERA BUSINESS PARK, WAS APPROVED BY THE CITY PLANNING AND ZONING COMMISSION OF THE CITY OF PORTLAND, TEXAS, PROVIDED HOWEVER, THIS APPROVAL SHALL BE INVALID AND NULL AND VOID, UNLESS THIS PLAT IS FILED WITH THE COUNTY CLERK OF SAN PATRICIO COUNTY, TEXAS WITHIN 6 MONTHS FROM THE DATE OF APPROVAL.

THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, \_\_\_\_\_.

SECRETARY \_\_\_\_\_ CHAIRMAN \_\_\_\_\_

STATE OF TEXAS  
COUNTY OF SAN PATRICIO

I, RONALD E. BRISTER, REGISTERED PROFESSIONAL LAND SURVEYOR OF TEXAS, DO HEREBY STATE THAT WE HAVE PLATTED THE ABOVE SUBDIVISION TITLED, FROM AN ACTUAL SURVEY MADE ON THE GROUND AND THAT THIS MAP CORRECTLY REPRESENTS THAT SURVEY MADE BY ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, \_\_\_\_\_.

REGISTERED PROFESSIONAL LAND SURVEYOR - TEXAS REGISTRATION NO. 5407

DATE OF MAP: 8 APRIL 2014