



# PLANNING AND ZONING COMMISSION AGENDA

Regular Meeting  
Tuesday, July 12, 2016  
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 Forsythe
2. **MINUTES:** The Planning and Zoning Commission will consider approval of the minutes of its June 14, 2016, Regular Meeting – Chairperson Forsythe
3. **SUBDIVISION FINAL PLAT:** The Planning and Zoning Commission will consider the final plat of ZJZ Hospitality Tract, Block 1, Lot 2 – Assistant City Manager
4. **ADJOURNMENT:** Chairperson Forsythe

## **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 to 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 7, 2016 by 5 p.m.  
City Hall

By:   
**Annette Hall**  
**City Secretary**

## MINUTES

### **PLANNING AND ZONING COMMISSION**

#### **JUNE 14, 2016 REGULAR MEETING**

The Planning and Zoning Commission conducted its June 14, 2016, 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**

Craig Forsythe (Chairperson)  
John Rooney (Vice-Chairperson)  
Jerry Browning  
Pete Stricker  
Theresa Nix  
Mark Wendland

#### **MEMBERS ABSENT**

Mark Roach

#### **STAFF PRESENT**

Randy Wright, City Manager  
Brian DeLatte, Assistant City Manager  
Brandon Lemon, Accounting Assistant  
Fred Bussman, IT Technician

#### **1. CALL TO ORDER:**

Chairperson Craig 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 April 12, 2016, regular meeting – Chairperson Forsythe

Mr. Rooney made a motion to accept the minutes of the April 12, 2016, regular meeting.

Mr. Stricker seconded the motion.

The motion passed with the following vote:

Aye:           3 -     Chairman Forsythe, Mr. Stricker and Mr. Rooney

Nay:           0 -

Absent: 1 - Mr. Roach

Abstained: 3 - Mr. Wendland, Ms. Nix and Mr. Browning

3. **SUBDIVISION FINAL PLAT:** The Planning and Zoning Commission will consider the final plat (replat) of Lot 12R, Block 14, North Shore Unit 3

Assistant City Manager Brian DeLatte presented the following information:

**EXECUTIVE SUMMARY**

A replat has been submitted for Lot 12R, Block 14, North Shore Unit 3. The applicant is proposing to adjust the southern lot line twenty feet to the north. Staff analysis shows that the final plat meets Unified Development Ordinance requirements and approval is recommended.

**PRIOR ACTIONS OR REVIEWS**

- November 13, 2013—The plat was approved by the Planning and Zoning Commission

**DETAILS / STAFF ANALYSIS**

Staff review of the final plat shows that the layout conforms to the Unified Development Ordinance for Zone District C-R, Retail Commercial District. The dimensions of the revised lot dimensions meet the district's requirements. TxDOT has approved the revised driveway locations.

Mr. Stricker made a motion to motion to approve the final plat of Lot 12R, Block 14, North Shore Unit 3, 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

Ms. Nix seconded the motion.

The motion passed with the following vote:

Aye: 6 - Chairman Forsythe, Mr. Stricker, Mr. Rooney, Mr. Wendland, Ms. Nix and Mr. Browning

Nay: 0 -

Absent: 1 - Mr. Roach

**4. SUBDIVISION FINAL PLAT:** The Planning and Zoning Commission will consider the final plat of Lot 17R, Block 14, North Shore Unit 3

Assistant City Manager Brian DeLatte presented the following information:

**EXECUTIVE SUMMARY**

A final plat has been submitted for Lot 17R, Block 14, North Shore Unit 3. The applicant is proposing a 1.16 acre lot out of the remainder of Lot 2R. 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 Unified Development Ordinance for Zone District C-R, Retail Commercial District. The dimensions of the proposed lot and right-of-way meet the district's requirements.

Access: This proposed lot accesses US 181 via a 40 foot access easement on the northwest corner of the property in accordance with City and TxDOT requirements.

Utilities: There is no existing water or wastewater service available to the lot. The applicant will be required to extend service to the proposed lot prior to plat recordation.

Drainage: The applicant has noted that the property lies within FEMA FIRM Zone "C". The front portion of the lot drains to the TxDOT system in the US 181 frontage road. The rear portion of the lot drains to the proposed drainage easement located at the southeast corner of the proposed lot.

Mr. Stricker made a motion to motion to approve the final plat of Lot 17R, Block 14, North Shore Unit 3, 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) Construction of offsite utilities at the developer's expense to serve the lot prior to plat recordation

Mr. Wendland seconded the motion.

The motion passed with the following vote:

Aye: 6 - Chairman Forsythe, Mr. Stricker, Mr. Rooney, Mr. Wendland, Ms. Nix and Mr. Browning

Nay: 0 -

Absent: 1 - Mr. Roach

**5. ADJOURNMENT:**

Chairperson Forsythe adjourned the meeting at 7:05 p.m.

APPROVED:

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Chairperson Craig Forsythe

ATTEST:

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Brian DeLatte, P.E.  
Assistant City Manager

**AGENDA TITLE**      **SUBDIVISION FINAL PLAT**  
 The Planning and Zoning Commission will consider the final plat of ZJZ Hospitality Tract, Block 1, Lot 2

**MEETING DATE**      7/12/2016

**DEPARTMENT**      Building and Development

**SUBMITTED BY**      Brian DeLatte, P.E., Assistant City Manager

**EXECUTIVE SUMMARY**

A final plat has been submitted for 1.69 acres generally located at the southwest corner of US 181 and Buddy Ganem Drive. The property is being subdivided for the construction of a fuel station and convenience store. The plat meets the C-G, General Commercial Zoning District lot standards. Staff recommends approval.

**PRIOR ACTIONS OR REVIEWS**

- July 14, 2015—The final plat of ZJZ Hospitality Block 1, Lot 1 was approved by the Planning and Zoning Commission

**DETAILS / STAFF ANALYSIS**

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

Property Location:                      Southwest corner of US 181 and Buddy Ganem Drive  
 Legal Description:                      ZJZ Hospitality Tracts, Block 1, Lot 2  
 Applicant/Owner:                      ZJZ Holdings, LLC  
 Engineer/Surveyor:                      Urban Engineering

Lot Layout and District Regulations: The proposed lots are located in the C-G, General Commercial District. The C-G district has the following regulations:

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

Staff review of the final plat shows that the dimensions proposed meet the district's

requirements.

Utilities: Water and wastewater service currently exist on the lot. Engineering plans for the development have been reviewed and approved by the City's consulting utilities engineer.

Access: Per TxDOT requirements, access to Lot 2 will be restricted to Lot 1's existing access easements from Buddy Ganem Drive and from US 181. These driveway locations meet the City's emergency access requirements.

Drainage: Drainage to the site is provided by the storm drain system on Buddy Ganem Drive and by the Cedar ditch. No offsite drainage improvements are required.

#### **ATTACHMENTS**

- Application
- Final Plat of ZJZ Hospitality Block 1, Lot 2

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#### **RECOMMENDED ACTION**

Adopt a motion that approves the final plat of ZJZ Hospitality Block 1, Lot 2 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





CITY OF PORTLAND
1101 Moore Avenue
Portland, TX 78374
(361) 777-4553

APPLICATION FOR REVIEW AND APPROVAL OF PLAT

[ ] Preliminary [X] Final [ ] Re-plat [ ] Amended Plat

Subdivision Name: ZJZ Hospitality Tracts, Block 1, Lot 2

Applicant: ZJZ Holdings, LLC Phone: (361)855-1549

Address: 5213 Oakhurst Drive, Corpus Christi, Texas 78411
(If other than owner, attach a written authorization from owner.)

Licensed Surveyor or Engineer: Urban Engineering

Address: 2725 Swantner Drive, Corpus Christi, Texas 78404 Phone: (361)854-3101

Location of Proposed Subdivision: SW Intersection of Buddy Ganem Road and U.S. Highway 181

The undersigned hereby requests approval by the Planning and Zoning Commission of the above identified subdivision plat.

Printed Name: Deven Bhakta Date: June 13, 2016

Signed: [Signature]

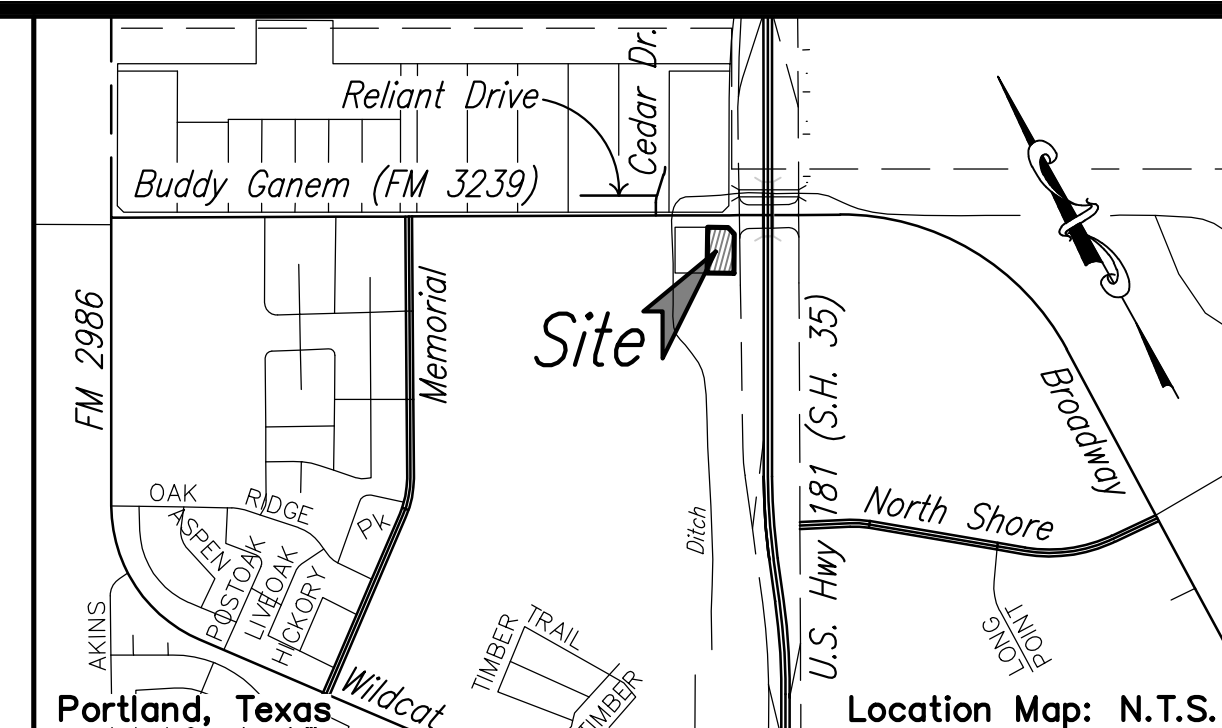
Filing Fees:

Table with 2 columns: Plat Type and Fee. Rows include Amended Plat, Preliminary Plat, Final Plat, and Re-plat for various subdivision types.

Make check payable to the City of Portland. Mail or bring application and filing fee to the Office of the City Engineer

**Notes:**

- 1.) Total platted area contains 1.69 acres (73,865sf) of land.
- 2.) Bearings based on GPS, NAD83, State Plane Coordinate System, Texas South Zone 4205.
- 3.) By graphic plotting only, this property is in Zones "C" on Flood Insurance Rate Map, Community Panel No. 480559 0003 B, City of Portland, Texas, which bears an effective date of July 3, 1985 and Zone "A1" on Flood Insurance Rate Map, Community Panel No. 485506 0418 C, San Patricio County, Texas, which bears an effective date of March 18, 1985 and it 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.



State of Texas  
County of San Patricio

This final plat of ZJZ Hospitality Tracts, Block 1, Lot 2 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 ZJZ Hospitality Tracts, Block 1, Lot 1 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

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

at \_\_\_\_\_ O'clock \_\_\_\_M.  
\_\_\_\_\_ 20\_\_\_\_

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

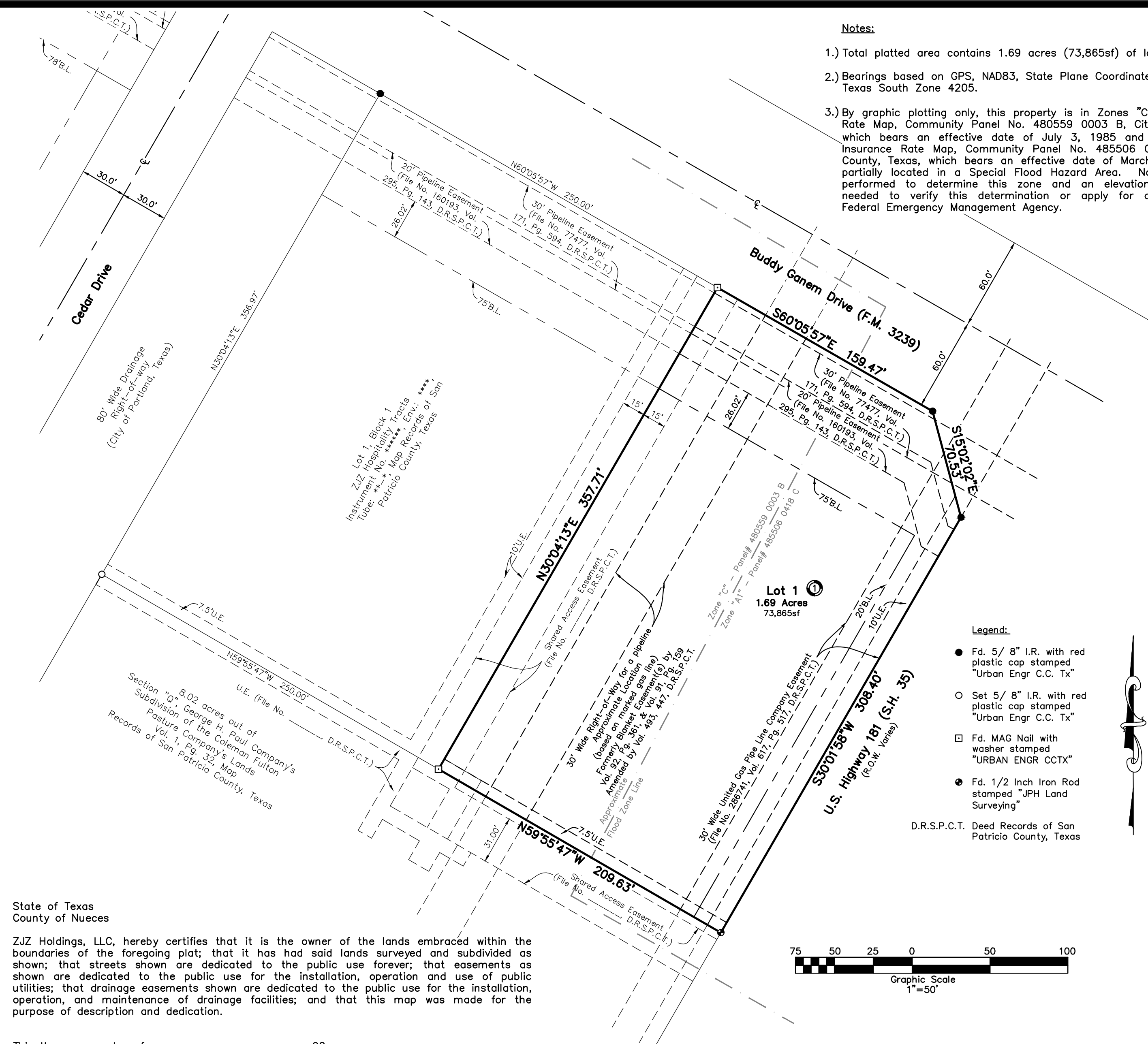
By: \_\_\_\_\_  
Deputy

State of Texas  
County of Nueces

I, James D. Carr, 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\_\_\_\_

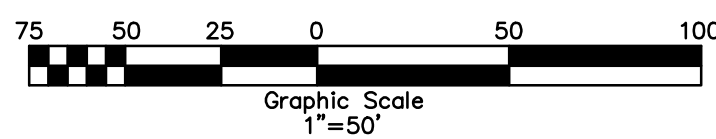
James D. Carr, R.P.L.S.  
Texas License No. 6458



**Legend:**

- Fd. 5/ 8" I.R. with red plastic cap stamped "Urban Engr C.C. Tx"
- Set 5/ 8" I.R. with red plastic cap stamped "Urban Engr C.C. Tx"
- Fd. MAG Nail with washer stamped "URBAN ENGR CCTX"
- Fd. 1/2 Inch Iron Rod stamped "JPH Land Surveying"

D.R.S.P.C.T. Deed Records of San Patricio County, Texas



State of Texas  
County of Nueces

ZJZ Holdings, LLC, 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: ZJZ Holdings, LLC  
  
By: \_\_\_\_\_  
Deven Bhakta, Managing Member

State of Texas  
County of Nueces

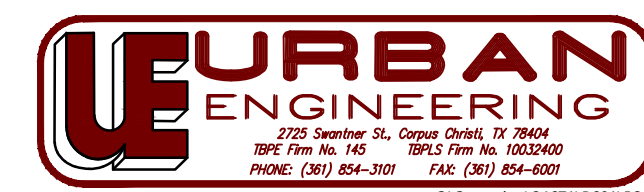
This instrument was acknowledged before me by Deven Bhakta, as Managing Member of ZJZ Holdings, LLC.

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

Notary Public in and for the State of Texas

**Plat of  
ZJZ Hospitality Tracts  
Block 1, Lot 2**

1.69 Acres of Land, more or less, of Section "Q" of the George H. Paul Subdivision of the Coleman Fulton Pasture Company Lands, San Patricio County, Texas, a map of which is recorded in Volume 1, Page 32 of the Map Records of San Patricio County, Texas; said 1.69 Acres being out of a 9.71 Acre Tract of Land conveyed from Joseph D. Cable, Joseph Edward Garrett III, Christopher H. Cable, Susan Garrett Wright, Katherine S. Cable, Jason G. Jamieson, and Melissa L. Jamieson, Administrator of the Estate of Jeffrey G. Jamieson to ZJZ Holdings, LLC in Warranty Deed with Vendor's Lien recorded in File No. 639048, Official Public Records of San Patricio County, Texas.



DATE: June 13, 2016  
SCALE: 1"=50'  
JOB NO.: 24671.B6.01  
SHEET: 1 of 1  
DRAWN BY: XG