



**MINUTES**  
City of Dickinson  
**PLANNING & ZONING COMMISSION**

**February 21, 2023**

The Dickinson Planning and Zoning Commission met in a duly called and announced Regular Meeting on **Tuesday, February 21, 2023**, at **6:30 PM** in the Council Chamber located at 4403 Highway 3, Dickinson, Texas 77539 for the purpose of considering the following numbered items:

**ITEM 1.) CALL TO ORDER AND CERTIFICATION OF A QUORUM**

Vice Chairperson Deborah Fortner called the meeting to order at **6:35 P.M.**

Ms. Yvonne Briscoe, Dickinson Senior Planner, called roll and a quorum was verified.

Commissioners present were as follows: Deborah Fortner, John Harris, Phillip Lipoma, Marjorie Morgan.

**ITEM 2.) INVOCATION**

Invocation was led by Vice Chairperson Deborah Fortner.

**ITEM 3.) PLEDGE OF ALLEGIANCE**

Pledge of Allegiance was led by Commissioner Phillip Lipoma.

**ITEM 4.) ANNOUNCEMENTS AND PRESENTATIONS**

4.A Receive a report from City staff.

Ms. Briscoe reported to the Commission about the following subjects:

- Recent City Council actions,
- Recent Building Standards Commission actions and updates,
- Recent Board of Adjustment actions,
- Comprehensive Plan Advisory Committee update,
- Unified Land Development Code update,
- Master Parks Plan update.

**ITEM 5.) CONSENT AGENDA**

The following items are considered routine and will be enacted by one motion. There will not be a separate discussion on these items unless a Commission member requests, in which event the item will be removed from the consent agenda and discussed after the consent agenda.

- 5.A Consideration and possible action on approving the minutes of the **December 20, 2022** Planning and Zoning Commission regular meeting.

Phillip Lipoma motioned to Approve , and Marjorie Morgan seconded the motion.

**VOTE:**

4 AYES (Deborah Fortner, John Harris, Phillip Lipoma, Marjorie Morgan)

0 NAYS

**MOTION PASSED**

**ITEM 6.) PUBLIC HEARING AND ACTION ITEMS FROM PUBLIC HEARINGS**

**ITEM 7.) ACTION ITEMS FOR CONSIDERATION**

- 7.A Consideration and possible action concerning a request for **Bayou Lakes Section 5 Preliminary Plat**, being approximately ± 46.21 acres, generally located south of W. FM 517 Road and east of Cemetery Drive.

Ms. Briscoe summarized the item. Two variances have been approved. The proposed Preliminary Plat does not meet minimum requirements. Staff recommends denial.

Commissioner Phillip Lipoma inquired what requirements have not been met.

Ms. Briscoe responded the proposed plat has not fire requirements for the cul-de-sac and street length.

Commissioner Phillip Lipoma inquired if approved, if the proposed plat would be able to meet city requirements prior to development.

Ms. Briscoe responded staff recommends disapproval to allow corrections to be made. Texas regulation requires disapproval, or the proposed subdivision is automatically approved.

Commissioner Margorie Morgan inquired if the Fire Marshal could answer Commission concerns.

Ms. Briscoe added Texas regulation requires disapproval or the proposed subdivision is automatically approved.

Commissioner Margorie Morgan requested an explanation of the fire codes not met.

Ms. Shonna Bellow, Dickinson Fire Marshal, responded there are issues with the design of the cul -de-sac. The northern cul-de-sac meets the minimum requirement, but the southern cul-de-sac does not. A special provision or alternative design is being requested. The information submitted but has not been verified if it meets - information is still lacking from the submittal. We are open to consider an alternate design. There are additional factors to consider, including the approved variances to decrease lot widths and area may increase the number of vehicles on the streets, the turning radius of emergency vehicles, width of streets, etc. City staff has had these issues in other sections of this development. Dead end streets over 150 feet require a turn around. Contractor is proposing an alternate method with asphalt instead of concrete. This alternative may affect drainage. Design changes need to be reviewed by additional city departments.

Commissioner Margorie Morgan inquired if the Commission has the option to table the consideration.

Ms. Briscoe responded the request needs to be denied according to State code.

Vice Chairperson Deborah Fortner requested clarification the request is for asphalt in place of concrete.

Ms. Bellow responded asphalt is being proposed for the temporary turn arounds at the dead-end streets. These would be temporary until future development occurs to the north in phase six. City staff would require a time limit on this proposed request.

Commissioner Margorie Morgan inquired if denied tonight when could the application be considered again.

Ms. Briscoe responded the request would most likely be on next months agenda.

Ms. Bellow added this would allow time for staff to review the proposed alternatives and the applicant to submit corrections.

Commissioner Phillip Lipoma inquired the issue with the cul-de-sac.

Ms. Bellow stated the issues is with the design of the cul-de-sac. Additional information is needed to review the proposed alternative.

Commissioner Phillip Lipoma requested additional clarification on the temporary turn around concerns.

Ms. Bellow responded they are proposing an alternative, which is being considered.

Vice Chairperson Deborah Fortner stated no timeline is being proposed at this time for the temporary turn around alternative.

Ms. Bellow confirmed this is correct.

Phillip Lipoma motioned to Deny , and John Harris seconded the motion.

**VOTE:**

4 AYES (Deborah Fortner, John Harris, Phillip Lipoma, Marjorie Morgan)

0 NAYS

**MOTION PASSED**

- 7.B Consideration and possible action concerning a request for **Marker Oaks Subdivision General Plan**, being approx. ± 47.23 acres located at 302 Avenue J, and legally described as ABST 1 M AUSTIN SUR S PT OF LOTS 2, 3, 4 & CLOSED ROW (2-0) MCGREGOR SUB.

Ms. Briscoe summarized the item.

Commissioner Phillip Lipoma inquired where this has been reviewed previously.

Ms. Briscoe responded the Commission made a recommendation concerning a subdivision variance later approved by City Council.

Commissioner Phillip Lipoma inquired what application is being considered at this time.

Ms. Briscoe responded the action requested if for the General Plan. This will allow the property to be developed in two sections.

Vice Chairperson Deborah Fortner inquired if they have plans for well and septic.

Ms. Briscoe responded this area is not served by WCID #1. Additional details will come later.

Commissioner Phillip Lipoma requested staffs recommendation.

Ms. Briscoe stated staff recommends approval.

Vice Chairperson Deborah Fortner inquired the total number of homes being proposed.

Ms. Briscoe responded Section One is proposing seven lots, Section Two is proposing 25 lots. A total of 32 lots, all of which are at least one acre.

Phillip Lipoma motioned to Approve , and Marjorie Morgan seconded the motion.

**VOTE:**

4 AYES (Deborah Fortner, John Harris, Phillip Lipoma, Marjorie Morgan)

0 NAYS

**MOTION PASSED**

- 7.C Consideration and possible action concerning a request for **Marker Oaks Section 1 Preliminary Plat**, being approx. ± 7.09 acres of the property located at 302 Avenue J , and legally described as part of ABST 1 M AUSTIN SUR S PT OF LOTS 2, 3, 4 & CLOSED ROW (2-0) MCGREGOR SUB.

Ms. Briscoe summarized the item.

Commissioner Phillip Lipoma requested clarification on request and difference between this item and the previous agenda item.

Ms. Briscoe responded preliminary plat approval is required prior to final plat for the number of proposed lots. The previous item was the General Plan to develop in two sections.

Vice Chairperson Deborah Fortner inquired if detailed plans are available for this application.

Ms. Briscoe responded preliminary approval is is required prior to submission of infrastructure plans. Once adequate infrastructure is verified by staff, final plat approval can be requested.

John Harris motioned to Approve , and Marjorie Morgan seconded the motion.

**VOTE:**

4 AYES (Deborah Fortner, John Harris, Phillip Lipoma, Marjorie Morgan)

0 NAYS

**MOTION PASSED**

**ITEM 8.) ADJOURNMENT**

Marjorie Morgan motioned to Adjourn , and John Harris seconded the motion.

**VOTE:**

4 AYES (Deborah Fortner, John Harris, Phillip Lipoma, Marjorie Morgan)

0 NAYS

**MOTION PASSED**

Vice Chairperson Deborah Fortner adjourned the meeting at **6:58 P.M.**

**PASSED, APPROVED, AND ADOPTED** this 21ST DAY OF MARCH 2023.

*Bruce Henderson*

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BRUCE HENDERSON, Chairperson

ATTEST:

*Yvonne Briscoe*

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YVONNE BRISCOE, Senior Planner