



**MINUTES**  
City of Dickinson  
**CITY COUNCIL &  
PLANNING AND ZONING COMMISSION**  
**JOINT SPECIAL MEETING**

**August 29, 2023**

The Dickinson City Council and Planning and Zoning Commission met in a duly called and announced Joint Special Meeting on **Tuesday, August 29, 2023**, at **6:00 P.M.** 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**

Mayor ProTem Johnnie Simpson called the City Council meeting to order at **6:00 P.M.**

Mrs. Ana Urps, Dickinson City Secretary, called roll and a City Council quorum was verified.

Councilmembers present were as follows: Jenna P. Simsen, Mark Townsend, Mayor ProTem Johnnie Simpson, Fred L. Linton, Jessie Brantley, Bill Schick.

Mayor ProTem Johnnie Simpson deferred to Mr. Bruce Henderson, Planning and Zoning Commission Chair.

Commissioner Bruce Henderson called the Planning and Zoning Commission meeting to order at **6:00 P.M.**

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

Commissioners present were as follows: Deborah Fortner, Bruce Henderson, Phillip Lipoma, John Harris, Amy Skicki, Marjorie Morgan, Nydia Garcia.

Commissioner Bruce Henderson, Planning and Zoning Commission Chair deferred to Mayor ProTem Johnnie Simpson.

**ITEM 2.) ACTION ITEMS FOR CONSIDERATION**

2.A Discussion concerning the proposed Unified Development Code (UDC) Module 1 draft.

Ms. Yvonne Briscoe summarized the project and introduced Brian Mabry and Ashley Woolsey with Kendig Keast Collaborative (KKC) to lead the discussion.

Mr. Brian Mabry discussed the following items:

- UDC Basics:
  - Project Recap

Amy Skicki, Planning and Zoning Commissioner, joined the meeting at **6:05 P.M.**

Mr. Brian Mabry continued discussing the following items:

- Module 1:
  - Contents
  - General Updates
  - General Provisions
  - Zoning Districts
  - Use Standards

Ms. Ashley Woolsey discussed the following items:

- Module 1 continued:
  - Development Standards
  - Floodplain and Floodway Development

Mr. Brian Mabry discussed the following items:

- Module 1 continued:
  - Subdivision Standards

Mayor ProTem Johnnie Simpson inquired how much the current codes conflicted or were inconsistent with each other and if building materials and other state regulations were taken into consideration and impacted the UDC draft.

Mr. Brian Mabry provided a response.

Chairperson Henderson inquired when conflicts existed how were decision made between them, if the draft is tracking changes, and if the proposed draft is a complete change from current zoning regulation.

Mr. Brian Mabry responded different ways of handling based on interpretations and national best practices. The proposed UDC draft shows tracked changes and a complete change to the zoning regulation is being proposed.

Chairperson Henderson inquired if the Ordinance changes will be provided in pieces or as a whole change all at once.

Ms. Briscoe responded what is presented tonight is Module 1 and comments can be sent to staff to track and incorporate into future iterations of the draft. In the future Module 2 and Module 2.5 will be presented in the same informal setting. For final adoption, the entire document will be presented to Planning and Zoning Commission to make a recommendation to City Council, City Council will hold a public hearing then make the final decision to adopt the Ordinance changes.

Commissioner Fortner inquired how many more zoning districts are being proposed in the UDC draft.

Mr. Brian Mabry stated there should be fewer.

Chairperson Henderson inquired if since the zoning districts are changing if zoning changes for every property in the City with notice is required.

Ms. Briscoe responded that is correct. The City has a survey of existing land uses completed with the Comprehensive Plan, the adopted Future Land Use Plan, and recent zoning changes that can help guide decisions. Rezoning will require notices in accordance with the current zoning code which includes properties outside city limits.

Councilmember Townsend questioned color and formatting of tracking changes.

Mr. Brian Mabry provided a response.

Councilmember Linton requests legend to assist review.

Councilmember Townsend inquired if we are striking multiple ordinances and replacing with the UDC.

Ms. Briscoe responded the final product will be a more comprehensive linked ordinances and standards. The UDC will provide the necessary tools to develop in Dickinson.

Mayor ProTem Johnnie Simpson added the UDC will help property owners understand the processes and regulations required in the City upfront.

Ms. Ashley Woolsey responded to the previous inquiry that the proposed UDC draft has one less zoning district than the current code. The zoning districts have been renamed based on the Future Land Use Plan categories.

Commissioner Skicki inquired the impact on existing and /or future development.

Mr. Brian Mabry clarified the proposed code tries to avoid creating nonconformities as much as possible. Instead, limitations on changes that are possible and other changes to become conforming with special provisions. Nonconforming status can cause issues with insurance and financing of properties.

Councilmember Townsend inquired in an example of another disaster like Harvey occurring if they would need to meet all standards of the UDC.

Mr. Brian Mabry responded compliance with the UDC would not be required, any necessary building permits would be required.

Chairperson Henderson inquired who is on steering committee and how comments are made, addressed and if comments are made available to the public.

Councilmember Mark Townsend inquired if comments from others would be provided to the public to which was responded the comments of others were not available as they are private.

Ms. Briscoe provided a response.

Councilmember Townsend inquired who is the administrator.

Mr. Brian Mabry responded the administrator is typically the staff member with the title of Planning Director or Community Development Director which is spelled out in Module 2.

Ms. Briscoe responded the City now has a Community Development Director.

Ms. Ashley Woolsey added the online version will have the definition linked.

**ITEM 3.) ADJOURNMENT**

Mayor Pro Tem Johnnie Simpson deferred to Mr. Bruce Henderson to adjourn the Planning and Zoning Commission.

Amy Skicki motioned to Adjourn the Planning and Zoning Commission meeting, and Deborah Fortner seconded the motion.

**VOTE:**

7 AYES (Deborah Fortner, Bruce Henderson, Phillip Lipoma, John Harris, Amy Skicki, Marjorie Morgan, Nydia Garcia)

0 NAYS

**MOTION PASSED**

Commissioner Bruce Henderson adjourned the Planning and Zoning Commission meeting at **7:03 P.M.**

Mark Townsend motioned to Adjourn the City Council meeting, and Bill Schick seconded the motion.

**VOTE:**

6 AYES (Jenna P. Simsen, Mark Townsend, Mayor ProTem Johnnie Simpson, Fred L. Linton, Jessie Brantley, Bill Schick)

0 NAYS

**MOTION PASSED**

Mayor ProTem Johnnie Simpson adjourned the City Council meeting at **7:04 P.M.**

**PASSED APPROVED, AND ADOPTED** this 14<sup>th</sup> TH DAY OF November 2023.

*BRUCE HENDERSON*

PLANNING AND ZONING COMMISSION,  
Chairperson

**ATTEST:**

*Yvonne Briscoe*

YVONNE BRISCOE,  
Senior Planner

**PASSED APPROVED, AND ADOPTED** this 14<sup>th</sup> TH DAY OF November 2023.

*Sean Skipworth*

SEAN SKIPWORTH,  
Mayor

**ATTEST:**

*Ana Urps*

ANA URPS,  
City Secretary