

STATE OF TEXAS §
COUNTY OF CALHOUN §
CITY OF PORT LAVACA §

On this the 1st day of July 2019, the Planning Board of the City of Port Lavaca, Texas, convened in Regular Session at 5:15 p.m. in the regular meeting place in City Council Chambers at City Hall, 202 North Virginia Street, Port Lavaca, Texas, with the following members in attendance:

Mike Elgin	Chairman
Mark Howell	Board Member
Justin Weaver	Board Member
Sheryl Cuellar	Board Member
Carolyn Adrian	Board Member

And with the following Board Members absent:

Chad Dowell	Board Member
Clay Coffey	Vice Chairman

Constituting a quorum for the transaction of business, at which time the following business was transacted:

Chairman Mike Elgin called the meeting to order and presided.

MINUTES:

Board Member Mark Howell made a motion

THAT the Planning Board hereby approves the minutes of the regular meeting held on June 3, 2019 with the correction that Sheryl Cuellar was in attendance of meeting.

Board Member Sheryl Cuellar seconded the motion.

AYES: Elgin, Howell, Weaver, Cuellar & Adrian

NAYS: None

**CONSIDER AND DISCUSS APPROVAL OF A SIGN VARIANCE
REQUEST FROM MR. WARREN ALKEK AND TAKE ANY ACTION
DEEMED NECESSARY**

Mr. Alkek has requested a variance to the sign ordinance to include 10' setback. He has provided engineered drawings of the proposed sign.

Board Member Justin Weaver made a motion

THAT in accordance with the recommendation of staff, the Planning Board hereby makes recommendation to City Council to approve sign variance requested from Mr. Warren Alkek

Board Member Mark Howell seconded the motion.

Motion passed by the following vote:

AYES: Elgin, Howell, Weaver, Cuellar & Adrian

NAYS: None

**CONSIDER AND DISCUSS A REQUEST FROM MR. ERIC HO TO BEGIN
CONSTRUCTION OF A MODEL HOME PRIOR TO FINAL PLAT
APPROVAL AND TAKE ANY ACTION DEEMED NECESSARY**

City Engineer, Jody Weaver explained that the Planning Board has the authority to grant Mr. Eric Ho permission to begin building Model Homes without a Plat approval. They can begin building but they cannot sell homes until Final Plat has been approved.

By code, a developer may not offer for sale any property until the final plat is approved and recorded at the Courthouse. The final plat is not approved until all utilities, roads and drainage are complete and accepted.

It is not uncommon for the developer to begin construction of model homes prior to all of the utilities and roads being completed. This is the case with Eric Ho. He is requesting that the Planning Board give the Building Inspections Department permission to issue a building permit for Lots 19-24, once application has been made and approved in accordance with all other building ordinances.

Board Member Justin Weaver made a motion

THAT in accordance with the recommendation of staff, the Planning Board hereby makes recommendation to City Council to approve Lots 19-24 of the Eric Ho Subdivision for building Models Homes.

Board Member Sheryl Cuellar seconded the motion.

Motion passed by the following vote:

AYES: Elgin, Howell, Weaver, Cuellar & Adrian

NAYS: None

**CONSIDER AND DISCUSS REGULATIONS FOR PREFABRICATED
LIVING UNITS NOT CERTIFIED AS MODULAR OR INDUSTRIAL
HOUSING AND TAKE ANY ACTION DEEMED NECESSARY**

Building Official, Jyoti Naik, addressed the Planning Board explaining the requirements for any residential structure built off site and transported to site for installation. Changes to include permanent foundation design to comply with current adopted wind code and Category 2 and Exposure 2.

Board Member Justin Weaver made a motion

THAT in accordance with the recommendation of staff, the Planning Board hereby makes recommendation to City Council to approve changes to include update wind load requirements for Modular or Industrial Units.

Board Member Sheryl Cuellar seconded the motion.

Motion passed by the following vote:

AYES: Elgin, Howell, Weaver, Cuellar & Adrian

NAYS: None

DISCUSS UPDATES ON THE ZONIG ACTION COMMITTEE

City Manager, Bill Dilibero, updated the Planning Board Members on procedures as far as Appeal Boards and on the timeline.

No action taken.

GENERAL DISCUSSION, REPORTS AND HEAR STATEMENTS FROM CITIZENS

No citizens present.

ADJOURN

Board Member Justin Weaver made a motion to adjourn the meeting.

Board Member Mark Howell seconded this motion.

Motion passed by the following vote:

AYES: Elgin, Howell, Weaver, Cuellar & Adrian

NAYS: None

Meeting Adjourned.

CHAIRMAN

ATTEST:

Jody Weaver, City Engineer/Economic
Development
