



Building & Standards Commission

Located in the Bill Watson Conference Room,

3800 University Blvd,
West University Place, Texas 77005
Meeting Minutes

January 7, 2016

MEMBERS PRESENT: Steve Brown, Frank Griffin, Denny Powers, Kris Westbrook, Muddy McDaniel, Bruce Beneke, Charles Marshall and Connie Clark

MEMBER ABSENT: Sylvette Bobb

STAFF PRESENT: Public Works Director, Dave Beach, Chief Building Official, Clay Chew, Legal Counsel, Shelly Eversole and Permit Technician, Josie M. Hayes

GUEST PRESENT: John Shepherd

[Call to Order] Steve Brown called the meeting to order at 6:00 p.m.

1. **Notices, Rules, Etc.** Steve Brown welcomed BSC members, staff and visitors to the meeting. There were introductions of BSC members and staff. Steve Brown stated Connie Clark would be the alternate voting member.
2. **Meeting minutes.** Denny Powers made a motion to approve the December 3, 2015 meeting minutes. Frank Griffin seconded. **AYES:** Steve Brown, Frank Griffin, Denny Powers, Kris Westbrook and Connie Clark. **NOES:** None. **ABSTAIN:** None. Meeting minutes approved.

Frank Griffin made a motion to suspend the regular meeting and go into the hearing mode. Denny Powers seconded the motion. **AYES:** Steve Brown, Frank Griffin, Denny Powers, Kris Westbrook and Connie Clark. **NOES:** None. **ABSTAIN:** None. Motion passed.

Everyone testifying or speaking on any issue was sworn in by Steve Brown.

3. **Docket 2015-04, Property located at 4004 Bellaire Blvd, West University Place, TX 77005 regarding a variance to Chapter 6, Article II. Requesting approval to refurbish and remodel existing sign adjacent to Bellaire Blvd.** Steve Brown asked staff if the request had been filed properly and if the proper notices been given. Josie M. Hayes stated yes and the notice was given to everyone 200' from the said property requesting the variance. Clay Chew stated Accent Signs and Awnings submitted an application to refurbish the existing sign. The plans submitted show a substantial improvement which means it would lose its PNC status. The only thing that could be





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done without it losing its PNC status would be to change the face. There was a space that was going to be filled in that the ordinance does not allow due to visibility issues. If they moved the sign to comply with the current setback requirements, they would lose parking spaces. That would be not allowed since the shopping center is currently at the bare minimum. They are not able to lose any parking spaces. John Shepherd stated the shopping center is trying to give the sign a face lift to match the existing building. There was general discussion regarding what could be approved if the sign was resigned and what the current sign requirements are. Denny Powers made a motion to approve the variance request to refurbish and remodel existing sign adjacent to Bellaire Blvd. Kris Westbrook seconded the motion. **AYES:** None. **NOES:** Steve Brown, Frank Griffin, Denny Powers, Kris Westbrook and Connie Clark. **ABSTAIN:** None. Variance denied.

Frank Griffin made a motion to close the hearing and resume the regular meeting. Connie Clark seconded the motion. **AYES:** Steve Brown, Frank Griffin, Denny Powers, Kris Westbrook and Connie Clark. **NOES:** None. **ABSTAIN:** None. Motion passed.

- 4. Base Flood Elevations and Related Matters.** Clay Chew stated City Council requested the Building and Standards Commission to review the finished floor requirements in relation to the base flood elevation. Presently, the City's ordinance requires the lowest-finished-floor elevation to be at or above base flood elevation. Some cities require an additional one-to-two feet above base flood elevation which is known as "freeboard". The advantages and disadvantages of requiring freeboard were discussed jointly between the Zoning and Planning Commission and the Building and Standards Commission in 2006-2007. Documentation from those meetings was included in the current meeting package. The current ordinance requires the lowest-finished-floor elevation to be at or above base flood elevation. Clay Chew stated Chuck Marshall did a lot of research which was also included in the package. Most of the new homes currently built have been at least a foot above the current base flood elevation. Chuck Marshall stated he did the research to basically try to better understand the requirements of base flood elevation. There was general discussion regarding what areas would be affected by the change. Clay Chew stated the proposed change would only affect those in the AE; 100-year flood zone. Any new homes built or any substantial renovations/additions would be subject to the following the proposed change. Clay Chew gave the definition of a "substantial improvement" - it is defined as being any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure before the 'start of construction' of the improvement. Dave Beach stated most of the homes that were previously flooded after the road improvements were from the waves from vehicles driving on the roads. There was general discussion regarding the advantages, disadvantages, cost, etc. of changing the base flood elevation requirement; if the requirement should be 6" or 1'. Denny Powers made a motion to require all new homes built in the AE; 100 year flood zone to have one foot or more of freeboard. Frank Griffin seconded the motion. **AYES:** Frank Griffin, Denny Powers and Kris Westbrook. **NOES:** Steve Brown and Connie Clark. **ABSTAIN:** None. Motion





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passed. Steve Brown asked that Clay Chew draft up the proposed memo and email a copy to BSC for their approval before forwarding it to City Council.

[Adjournment]

Denny Powers made a motion to adjourn. Frank Griffin seconded. **AYES:** Steve Brown, Frank Griffin, Denny Powers, Kris Westbrook and Connie Clark. **NOES:** None. **ABSTAIN:** None. Meeting adjourned at 7:46 p.m.

PASSED THIS 7th DAY OF April, 2016

Steve Brown, Chairman

ATTEST: Josie M. Hayes

Mrs. Josie M. Hayes, Public Works Administrative Coordinator

