

# **PLANNING BOARD MINUTES**

## **September 15, 2025**

The Planning Board of the City of Texas City met in a regular meeting on Monday, September 15, 2025, at 5:00 p.m. Staff members present: Ms. Kimberly Golden, P.E. (City Engineer, Secretary), Casey Bennett (Chief Building Official), David Kinchen (Deputy Building Official), Curt Kelly (E&P Administrator), Veronica Carreon (Planning & Zoning Technician) and Mario Aguilar (E&P Fall Intern). Guests were: Howard Castleberry and Rhianna Powell (7 Brew Coffee), Sherri McElwee, Terry Melancon, Kate Good, Stephanie Burriss, Miles Manning, Glen Cullinene, and Walter Lawson.

Chairman Dickey Campbell indicated a quorum was present and called the meeting to order.

### **(1) ROLL CALL**

The following members answered roll call: Commissioner Jami Clark, Chairman Dickey Campbell, Commissioner Thelma Bowie, and Member Aric Owens.

### **(2) PUBLIC COMMENTS**

There were no public comments.

### **(3) APPROVAL OF MINUTES**

A motion to approve the minutes of August 18, 2025 was made by Commissioner Jami Clark/Commissioner Thelma Bowie. All other members present voted aye.

Before reading the first agenda item, Ms. Kimberly Golden introduced Mario Aguilar, Fall Intern for Engineering & Planning. He was welcomed by the Board.

### **(4) REGULAR AGENDA**

- a. Consider and take action on the Development Plan for 7 Brew Coffee. Located at 3231 Palmer Highway (former location of O'Reilly Auto Parts). (Subject to approval of replat).**

Ms. Kim Golden stated the Applicant, Howard Castleberry on behalf of Citadel Development Services, Austin, TX, is requesting approval of a Development Plan for the construction of a new 510 sf restaurant with a drive-thru only, beverage only restaurant which serves coffee, energy drinks and smoothies, with no food service.

It is located on Palmer Hwy east of 33<sup>rd</sup> Street North, which was the site for the former O'Reilly Auto Parts.

Staff have worked with the Applicant on the stacking of vehicles regarding a drive-thru. They will have double lanes and employees will be taking orders from the cars in the stack using iPads/tablets. Payment will be taken, and drinks will be hand delivered under the canopy.

Access to the business will be from 33<sup>rd</sup> Street North and there will not be an additional driveway onto Palmer Hwy, which is consistent with the 2011 Palmer Hwy Access Study.

They are complying with the requirements of the Gateway Overlay District as far as construction and landscaping and are ready to get started. Ms. Golden stated that the building will come in three pieces and will be assembled on site.

The only condition subject to approving this Development Plan would be subject to the replat actually being completed.

She then asked if there were any questions.

Chairman Dickey Campbell stated that O'Reilly Auto Parts had an extremely wide entrance and asked if that was completely going away, to which Ms. Golden stated yes, it would go away. Chairman Campbell asked if this was the Applicant's choice. Ms. Golden replied this was due to the 2011 Palmer Hwy Access Study.

The Applicant, Mr. Howard Castleberry, replied that he did not believe TxDOT was going to give them a driveway. Chairman Campbell asked if he asked for one. Mr. Castleberry replied they asked for a right turn only exit, which was denied and the way they now have it configured with access from 33<sup>rd</sup> Street North, it will work just fine. He added there will be plenty of room on 33<sup>rd</sup> Street North to enter.

Chairman Campbell asked about Discount Tire to the west of the property. Mr. Castleberry stated they have a tire check area on the side of their building and a dumpster but that they could work it out.

**A motion was made by Commissioner Thelma Bowie/Commissioner Jami Clark to approve the Development Plan for 7 Brew Coffee conditioned upon approval of the replat. Located at 3231 Palmer Highway (former location of O'Reilly Auto Parts). All other members present voted aye.**

**Motion carried 4-0.**

**b. Consider and take action on the Replat for 7 Brew Coffee. Located at 3231 Palmer Highway (former location of O'Reilly Auto Parts).**

Ms. Golden stated Texas City Code of Ordinances requires Planning Board approvals of replat. The property for 7 Brew Coffee requires a replat. The reason the Planning Board must approve replats is probably to ensure that whenever a subdivision is replatted, each of the replatted lots continues to have the necessary access to it is coming before the Board to ensure when it is replatted that it still has access to water, sewer, streets and drainage. The replat for 7 Brew Coffee does this.

**A motion was made by Commissioner Jami Clark/Commissioner Thelma Bowie to approve the Replat for 7 Brew Coffee. Located at 3231 Palmer Highway (former location of O'Reilly Auto Parts). All other members present voted aye.**

**Motion carried 4-0.**

**c. Consider and take action the Development Plan for Danni's Soul Food #2, a mobile food unit. Located at 7320 FM 1765 (northeast corner of Vauthier Road).**

Ms. Golden indicated this is a request to approve a site to be used by a Mobile Food Unit (MFU) - food truck. The location is a vacant convenience store/fuel station that has not been in operation for quite some time. There are some fuel pumps out front but there is nothing to indicate that the tanks have been removed.

The Applicant, Dailon Richard, is proposing to place a Mobile Food Unit on site between the fuel pumps with no other changes proposed to the site. The MFU will operate as a take and pay, with no tables or seating available at the site, no trash receptacles, nor any restrooms. Staff believes the Applicant has permission from another nearby business for employees of the MFU to use the restrooms there.

The applicant is affiliated with a commissary that seems to be licensed and can handle all of their requirements. The commissary is located in La Marque. The proposed MFU site is located on the north side of FM 1765 which is in Texas City.

The proposed hours of operation are Monday through Friday, 11AM – 8PM. They may also be open some Saturdays and Sunday from 11AM – 8PM. The menu consists of soul food items as listed in the Staff Report. The food will not be prepared on site. It will be prepared at the commissary and brought to the MFU.

The concern that staff have has been laid out in the Staff Report. The Planning Board's role in this is to approve the site for purposes of the TCPD issuing the applicant a MFU permit.

Staff are not recommending approval of this site because of the existing pumps and unknown underground conditions of the proposed site. Without some measures to protect the pumps or to know the condition of the pumps and underground tanks, the staff cannot recommend the site as appropriate for a MFU.

Commissioner Thelma Bowie stated that the owners of this site had plenty of time to go in and remediate where the tanks are. Consequently, people now park their boats, trailers and other items there which has caused it to become a "dumping ground".

Member Aric Owens stated the pumps have to be monitored by TCEQ and they should know if the tanks have been removed. Ms. Golden replied if they had been removed and replaced with new pumps then they would be inactive.

Chairman Campbell asked if the canopy is still in place over the fuel pumps. Ms. Golden stated per the pictures of the site provided by the applicant and shown to the Planning Board at the meeting; there is no canopy.

Chairman Campbell then asked if the Applicant was in attendance. Ms. Veronica Carreon stated an invitation had been sent and they were also aware of the meeting date and time, but they were not in attendance. A decision was made to proceed with action on the agenda item.

Chairman Campbell added that it would be a lot nicer if the property were cleaned up - especially with a new high school diagonally across the street. There is also the church to the west of the property and a nice strip center to the south.

**A motion was made by Commissioner Jami Clark/Commissioner Thelma Bowie to deny the Development Plan for Danni's Soul Food #2, a mobile food unit, based on staff recommendation. All other members present voted aye.**

**Motion carried 4-0.**

**d. Consider and take action on the Preliminary Plat for Vic at Lago Mar. Located at P12130 Central Park Blvd, northwest of the new Dickinson Junior High School.**

Ms. Golden indicated the site of the project and stated the Applicant is proposing to plat this 17.22-acre tract. Some extensions of the infrastructure will be required to provide services to the site, including the construction of a new sanitary sewer lift station.

The Applicant also has a Development Plan pending, which is still in review and not being presented at this time. The Development Plan proposes to place a 348-unit multi-family apartment complex with 30 efficiency apartments, 210 one-bedroom and 108 two-bedroom market rate units at the site.

Chairman Campbell asked if we are allowing apartments. Ms. Golden replied that the Lago Mar PUD indicates a certain number of apartments on the west side and a certain number of apartments on the east side. This number will satisfy what is allowed on the east side.

Commissioner Clark asked if this would be the only set of apartments on the east side. Ms. Golden replied probably yes.

Ms. Golden added the Development Plan in review will be meeting the applicable masonry requirements, the landscaping and the open space requirements. She reminded the Board that the Development Plan is not the action being presented to them at this time, but she wanted them to have context for the requested platting. The Development Plan will come to the Board at a later date.

The Preliminary Plat is being presented so that the Applicant can come forward with the Final Plat and preparation of construction drawings.

Chairman Campbell asked how many stories the project will have. Ms. Kate Goodwin replied it would be a three-story walk-up.

Chairman Campbell then asked if these 348 units will be the last of the apartments to be constructed in Lago Mar. Ms. Golden replied yes, this apartment project would probably fulfill the number of apartment units allowed by the PUD.

Member Owens asked if there was any concern about another multi-family unit. Ms. Golden replied there is no concern and that the new fire station is in Lago Mar and there is now a connection from Lago Mar Blvd to Central Park Blvd. Another new fire station is also in design and funded for construction along FM 2004, which station will have good access to the site.

Commissioner Bowie asked if there will be any commercial development. Ms. Golden replied that staff have received some Development Plans that are located in the nearby area, but not on the 17 acres being platted in this action. Ms. Sherri McElwee added that there are some other developments coming soon but have not yet been submitted to Engineering & Planning.

**A motion was made by Commissioner Jami Clark/Commissioner Thelma Bowie to approve the Preliminary Plat for Vic at Lago Mar. Located at P12130 Central Park Blvd, northwest of the new Dickinson Junior High School. All other members present voted aye.**

**Motion carried 4-0.**

**e. Consider and take action on the Development Plan for Come and See (CAS) Friends Men's Discipleship Program House. Located at 917 8th Street North.**

Ms. Golden stated there are two action items regarding this project. There is a site plan to be reviewed and also a recommendation to the Zoning Commission on a zoning change to District "S-P" (Site Plan).

District "S-P" (Site Plan) depends on a site plan, and this zoning has to be considered because the Texas City Code of Ordinances requires the use as a halfway house for men in re-entry to be zoned District "S-P". The District "S-P" rezoning process means the application will be reviewed by staff and by the Planning Board, Zoning Commission and City Commission.

Staff understand that Come and See Friends Men's Discipleship Program House (CAS) has successfully been operating an unlicensed residential program at the site for approximately four years. They have not been intending to circumvent any of the required permits, but were simply not aware of the requirements. Once they became aware of the requirements, they have been working with staff in very good faith trying to meet all of the requirements.

Ms. Golden then indicated the site plan and stated that it does not have everything that is required in the ordinance, but she has been in contact with the engineer, and she is confident he will be able to add the few things that are needed before it is presented to the Zoning Commission.

One of the requirements not shown on the site plan, which may be important to the Planning Board for its consideration, is designated uses of the various areas of the project. The only use

shown on the site plat is the storage area, but staff understand the facility is being used as a transitional residence as a ministry of the church. Ms. Golden then asked the representatives present for CAS to show and explain the various uses on the site plan to the Planning Board. The representatives then explained the uses of the various areas as living area, kitchen dining area, sleeping area, storage and outside gather area.

There is no parking on the site, but Ms. Golden has been told the residents don't have vehicles. The designation of parking for the site is one of the requirements for the site plan. Pastor Lawson has stated there is a church nearby which allows parking as needed for the facility. There haven't been any complaints or problems brought to the City about parking issues in the area.

There are no particular area or height restrictions or standards stated for halfway houses in the Texas City Code of Ordinances. But there are some standards applicable to personal care facilities which can be used for reference. The personal care facilities standard is 120sf per person for multiple occupancies in a single bedroom. It is staff's understanding the sleeping area will be organized dormitory style and that 120sf seems like it would be a reasonable space standard to apply. The final maximum occupancy number will be determined by the Fire Marshal if the number of occupants based on the space standard exceeds the number determined by the Fire Marshal.

There are two restrooms and one shower. The Development Plan does not indicate a kitchen, but the representatives indicated the area to be used as a kitchen on the site plan.

Ms. Golden stated the existing zoning of the site is District "F" (Light Industrial) and the zoning of the adjacent to the site is District "E" (General Business). The area across from the site is District "C" (Multi-family Residential – High Density). The project is not impacting on any single family residential. Ms. Golden reminded the Planning Board that when the application is scheduled for presentation to the Zoning Commission a Public Hearing Notice will be mailed out to adjacent property owners within 200ft.

This project was circulated to staff, and they did not express any real concerns. Both the Chief Building Official and the Fire Marshal note the facility itself will be required to meet all applicable building and fire codes.

To ensure there is no confusion about this, the Fire Marshal previously made a routine inspection several months ago which found some violations that had to be resolved immediately due to safety concerns. However, those corrections were only immediate safety concerns and did not bring the site "up to code". It is expected additional modifications will be required for the building to actually meet all building codes, all fire codes and other necessary items for the intended use as a halfway house.

Once they get through the rezoning process they will then move on to the next process for obtaining a building permit.

Staff have no objections to the Development Plan subject to the engineer adding the necessary information to the site plan. Ms. Golden stated it was a very preliminary rough sketch and asked if anyone had any questions.

Chairman Campbell asked who owns the site. Pastor Lawson replied it is owned by CAS Ministry. He stated it is called the Discipleship House, and they usually have 12 – 15 men there. It is not a permanent home. They do not charge the men anything. These are men that were addicted to drugs, in prison, or depressed men whose families don't want them in their homes. The ministry assists in transitioning the men and help them to better themselves. They try to heal the men holistically, get them into classes at COM, and get them to study. They clothe and house the men for six months. They help them be productive and find jobs. They help them save money

so that they can move on from CAS back into the community. They have success story after story. He added that there is another building at 1701 6<sup>th</sup> Street North where they transport the men for Bible study.

There were no other questions from the board members.

**A motion was made by Commissioner Jami Clark/Member Aric Owens to approve the Development Plan for Come and See (CAS) Friends Men's Discipleship Program House. Located at 917 8th Street North. All other members present voted aye.**

**Motion carried 4-0.**

- f. Consider and make recommendation to the Zoning Commission on a zoning change request from Walter T. Lawson, Sr., Pastor CAS Friends Church, to change the zoning from District "F" (Light Industrial) to District "S-P" (Site Plan) to operate a Men's Discipleship Program House. Located at 917 8th Street North.**

Ms. Golden reported the current zoning is District "F" (Light Industrial). The actual use of the building does not meet any requirements for District "F" (Light Industrial), but there haven't been any complaints about the use since they've been doing this for four years.

The rezoning process will require a Public Hearing Notice to be mailed to the adjacent property owners within 200' and they will have opportunity to come to the public hearing. The next public hearing meeting will be advertised when we are ready to present the Preliminary Zoning Approval to City Commission. So, if there are any objections from the neighborhood, they will have two opportunities to come and voice their concerns.

Member Owens stated this is where he has a struggle. He is trying to understand the city's map and land use and just because someone has done something wrong for four years this does not mean that's the right way of doing things. He has witnessed the denial of other items in zoning that don't necessarily seem fit. He then asked how they keep enforcing if they allow things to move forward in service.

Ms. Golden replied that District "S-P" (Site Plan) is a tool that allows you to take this very specific use on a very specific place and carve it out as an allowed use because an evaluation has been made for this particular use of this particular site under these particular conditions is not unacceptable.

Member Owens thinks what they are doing is great, but he is concerned and wants to make sure they are not doing something that is going to be oppressive.

Chairman Campbell stated this is a deteriorated area and if they do not at least consider this item then nothing will happen, and the property owners are the ones who suffer.

Pastor Lawson spoke about the neighboring buildings and stated in the future they hope to expand.

Chairman Campbell reminded everyone that this is only a recommendation and that there are still two more Boards to present to.

**A motion was made by Commissioner Jami Clark/Commissioner Thelma Bowie to make recommendation to the Zoning Commission on a zoning change request from Walter T. Lawson, Sr., Pastor CAS Friends Church, to change the zoning from District "F" (Light Industrial) to District "S-P" (Site Plan) to operate a Men's Discipleship Program House. Located at 917 8th Street North.**

**Motion carried 3-1.**

